

**AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, APRIL 9, 2019**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, April 9, 2019, at 9:30 a.m. in the Council Chambers of the County Office, Worsley, Alberta.

1. CALL TO ORDER	
2. AGENDA	
3. MINUTES:	
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6. TENDER OPENING- 9:45 a.m.	
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**MINUTES OF CLEAR HILLS COUNTY
POLICY & PRIORITY MEETING
WORSLEY COMMUNITY CENTRE
MONDAY, MARCH 25, 2019**

PRESENT	<p>Miron Croy Dan Fletcher Amber Bean Jason Ruecker David Janzen Peter Frixel Raymond Wetmore</p>	<p>Reeve Deputy Reeve Councillor Councillor Councillor Councillor Councillor</p>
ATTENDING	<p>Allan Rowe Audrey Bjorklund Ron Jensen Bonnie Morgan</p>	<p>Chief Administrative Officer (CAO) Community Development Manager (CDM) Public Works Manager (PWM) Executive Assistant (EA)</p>
Absent		
CALL TO ORDER	Reeve Croy called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> P127-19(03-25-19)	RESOLUTION by Deputy Reeve Fletcher to adopt the agenda governing March 25, 2019, Policy and Priority Meeting with the addition of 7.a.7 Cleardale Sewer. CARRIED.	
<u>NEW BUSINESS: COUNCIL</u> Economic Development	<p>Council requested a discussion regarding Economic Development</p> <p>Councillor Ruecker entered the meeting at 9:36 a.m.</p>	
P128-19(03-25-19)	RESOLUTION by Councillor Bean to recommend Council invite Dan Dibbelt to a future Policy and Priority Meeting. CARRIED.	
	<p>Reeve Croy recessed the meeting at 10:32 a.m. Reeve Croy reconvened the meeting at 10:42 a.m.</p> <p>Councillor Ruecker left the meeting at 10:35 a.m. Councillor Ruecker entered the meeting at 10:49 a.m.</p>	
Village of Hines Creek	<p>Council requested a discussion regarding the Village of Hines Creek.</p>	
P129-19(03-25-19)	RESOLUTION by Deputy Reeve Fletcher that this committee table the discussion regarding the Village of Hines Creek until the next Policy and Priority Meeting. CARRIED.	
Hines Creek Truck Fill	<p>Council requested a discussion regarding a Hines Creek Truck Fill.</p>	
P130-19(03-25-19)	RESOLUTION by Councillor Janzen that this committee table the discussion regarding the Hines Creek Truck Fill until a future Policy and Priority Meeting. CARRIED.	

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POLICY & PRIORITY MEETING
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Recreation Board
Policy

Council requested Policy 7001 Operational Grant for Recreation Boards be included in today's agenda for review and discussion.

P131-19(03-25-19)

RESOLUTION by Councillor Ruecker to receive the discussion regarding Policy 7001 Operational Grant for Recreation Boards for information as presented. CARRIED.

Wetlands on
Access Roads

Council requested a discussion regarding the Wetlands on Access Roads

P132-19(03-25-19)

RESOLUTION by Councillor Wetmore to receive the discussion regarding Wetlands for information as presented. CARRIED.

Wolf Incentive
Program Policy

Council requested Policy 6307 Wolf Management Incentive Policy be included in today's agenda for review and discussion.

Reeve Croy recessed the meeting at 11:55 a.m.
Reeve Croy reconvened the meeting at 12:25 p.m.

P133-19(03-25-19)

RESOLUTION by Councillor Janzen to receive the discussion regarding policy 6307 Wolf Management Incentive for information as presented. CARRIED.

Grader Contracts

Council requested a discussion regarding the Grader Contracts.

P134-19(03-25-19)

RESOLUTION by Councillor Bean that this committee recommend that the Grader Contracts be brought back to a future Regular Council meeting for approval. CARRIED.

Cleardale Sewer

Deputy Reeve Fletcher requested a discussion regarding Cleardale sewer.

P135-19(03-25-19)

RESOLUTION by Deputy Reeve Fletcher that the discussion regarding the Cleardale Sewer be brought back to a future Regular Council meeting. CARRIED.

ADJOURNMENT

Reeve Croy adjourned the March 25, 2019, at 1:16 p.m. Policy and Priority Meeting

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
WORSLEY COMMUNITY CENTRE
TUESDAY, MARCH 26, 2019**

PRESENT	<p>Miron Croy Dan Fletcher Amber Bean Jason Ruecker David Janzen Peter Frixel Raymond Wetmore</p>	<p>Reeve Deputy Reeve Councillor Councillor Councillor Councillor Councillor</p>
ATTENDING	<p>Allan Rowe Audrey Bjorklund Ron Jensen Bonnie Morgan</p>	<p>Chief Administrative Officer (CAO) Community Development Manager (CDM) Public Works Manager (PWM) Executive Assistant (EA)</p>
CALL TO ORDER	Reeve Croy called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> C136-19(03-26-19)	RESOLUTION by Councillor Janzen to adopt the agenda governing March 26, 2019, Regular Council Meeting with the addition of 7.a.7 Policy and Priority Meeting Date. CARRIED.	
<u>APPROVAL OF MINUTES</u> Previous Meeting Minutes C137-19(03-26-19)	RESOLUTION by Deputy Reeve Fletcher to adopt the minutes of the March 12, 2019, Regular Council Meeting, as presented. CARRIED.	
<u>NEW BUSINESS: COUNCIL</u> Management Team Activity Report	Council reviewed the most recent Management Team Activity Report.	
C138-19(03-26-19)	RESOLUTION by Councillor Frixel to accept the March 12, 2019, Management Team Activity Report, as presented. CARRIED.	
Councillor Reports	Councillors submit written or verbal reports for meetings attended.	
C139-19(03-26-19)	RESOLUTION by Reeve Croy to accept the written and verbal Councillor reports for information, as presented. CARRIED.	
Interprovincial/ Intermunicipal Meeting	Council is presented with information regarding the Interprovincial / Intermunicipal Meeting April 17, 2019 It will be held at the Philip J. Currie Dinosaur Museum located right off highway 43 at 9301 – 112 Avenue, Wembley, AB. From 10:00 a.m. – 4:00 p.m. (mountain time). County of Grande Prairie is asking for a list of agenda items they would like added for discussion at the meeting.	

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C140-19(03-26-19) **RESOLUTION by Reeve Croy to approve the attendance of all council to attend the Interprovincial / Intermunicipal Meeting April 17, 2019 at Philip J. Currie Dinosaur Museum Wembley, AB. from 10:00 a.m. – 4:00 p.m., adding transportation licences and regulations, Target 1 discussion, NCLGA (northern Central local government association. CARRIED.**

Experience Essentials Workshop

Councillor Bean requested a discussion regarding the Experience Essentials Workshop on Thursday, May 9, 2019 at the Nampa & District Museum.

C141-19(03-26-19) **RESOLUTION by Deputy Reeve Fletcher to approve the attendance of all Council to attend the Experience Essentials Workshop on Thursday, May 9, 2019 at the Nampa & District Museum. CARRIED.**

Doig River First Nation draft letter

Council is presented with a draft letter to the Doig River First Nation with regards to their delegation on March 12, 2019 updating Council on the proposal to Complete the K'ih Tsaa?dze Tribal Park.

C142-19(03-26-19) **RESOLUTION by Reeve Croy to approve the draft letter to the Doig River First Nation with regards to their delegation on March 12, 2019 updating Council on the proposal to Complete the K'ih Tsaa?dze Tribal Park. CARRIED.**

2019 Spring Road Tour

Council requested a discussion on the 2019 spring road tour to set a date and locations that they wish to tour.

C143-19(03-26-19) **RESOLUTION by Councillor Frixel to table the discussion on the 2019 spring road tour to set the date and locations that they wish to tour until after the public Meetings. CARRIED.**

Policy and Priority Meeting

Council is presented with dates for the next Policy and Priority Meeting.

C144-19(03-26-19) **RESOLUTION by Councillor Wetmore to schedule the next Policy and Priority Meeting for Wednesday, May 22, 2019 at 9:30 a.m. CARRIED.**

CORPORATE SERVICES

Accounts Payable (March 13, 2019, to March 26, 2019)

A list of expenditures for Clear Hills County for the period March 13, 2019, to March 26, 2019, is provided for Council's review.

C145-19(03-26-19) **RESOLUTION by Councillor Frixel that Council receives for information the Accounts Payable report for Clear Hills County**

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for the period of March 13, 2019 to March 26, 2019 for a total of
\$408,299.76. **CARRIED.**

Reeve Croy recessed the meeting at 10:20 a.m.
Councillor Ruecker left the meeting at 10:22 a.m.
Reeve Croy reconvened the meeting at 10:29 a.m.

COMMUNITY SERVICES

Draft Municipal Development Plan

Council is presented with the Draft Municipal Development Plan for review and comment.

Councillor Ruecker entered the 10:32 a.m.

C146-19(03-26-19)

RESOLUTION by Councillor Janzen to accept for information the draft Municipal Development Plan, as presented. CARRIED.

PUBLIC WORKS

nothing to report

WRITTEN REPORTS MANAGERS

Chief Administrative Officer's Report

The Chief Administrative Officers report was reviewed.

C147-19(03-26-19)

RESOLUTION by Reeve Croy to receive the Chief Administrative Officers report on March 26, 2019, for information, as presented. CARRIED.

C148-19(03-26-19)

RESOLUTION by Councillor Bean to invite PRSD (Peace River School Division Superintendent, Paul Bennett to attend a future Regular Council Meeting. CARRIED.

Community Development Manager's Report

The Community Development Mangers report was reviewed

C149-19(03-26-19)

RESOLUTION by Deputy Reeve Fletcher to receive the Community Development Managers report on March 26, 2019, for information, as presented. CARRIED.

Public Works Manager's Report

The Public Works Managers report was reviewed.

C150-19(03-26-19)

RESOLUTION by Councillor Ruecker to receive the Public Works Managers report on March 26, 2019, for information, as presented. CARRIED.

COUNCIL

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INFORMATION

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

C151-19(03-26-19)

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

C152-19(03-26-19)

RESOLUTION by Councillor Janzen to receive for information the March, April and May 2019 calendars.

Date	Meeting	Councillor
May 22	Policy and Priority	All
April 18	NWSAR	Croy, Bean
April 18	HPEC	Bean
April 4	WHCC	Bean
April 26-27	NPHF	Bean
		CARRIED.

ADJOURNMENT

Reeve Croy adjourned the March 26, 2019, at 11:00 a.m. Regular Council Meeting

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	DELEGATION – FAIRVIEW FINE ARTS CENTRE 10:00 A.M.
File:	

DESCRIPTION:

Kim Ruether with the Fairview Fine Arts Centre will be in attendance at 10:00 a.m. to present a funding request from the Fine Arts Centre for a Beyond Border's Grant.

BACKGROUND:

ATTACHMENTS:

- Request for funding proposal (3 pages)
- 2019 Proposed Budget & Background (19 pages)
- Beyond Borders Funding Policy 7004 (2 pages)

OPTIONS:

1. Deny the funding request
2. Approve a 2019 Beyond Borders Grant of \$_____ with the funds to be allocated from the Rate Stabilization Reserve.
3. Approve a 2020 Beyond Borders Grant and include the funds in the 2020 Budget (funds would not be released until after January 1, 2020)

RECOMMENDED ACTION:

RESOLUTION by _____ to _____

Initials show support - Reviewed by:	Manager:	CAO:
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A clear statement of the purpose of the proposed project:

Following a review of the exponentially increasing utility costs, and increased costs due to expanded usage of the facility, it was determined that we will need to raise an extra \$15,000 to keep the Fairview Fine Arts Centre fiscally viable.

Additionally, following a space planning review, the existing building requires renovations including repairs and paint, storage for guilds and children's arts programs, perform repairs to the pottery room sink drainage and clay trap system, and improve the basement for classes by installing a bathroom and renovating/fixing the ceiling. Long term hope is to add wheelchair access to basement as well.

We have received an energy grant from the Fairview MD for \$10,000 to change existing fluorescent lights to LED to improve energy efficiency

- Current estimates of total costs

Budget deficiency approx. \$15,000 - please see attached budget and financial statements

(Energy/utility bills are approximately \$18,000 per year, and increasing.)

Space Planning review recommendations:

Basement ceiling upgrade with black Sonospray- (like GP Casino ceiling) \$22,400 (4000 sq feet x \$5.60 per square foot)- (*rough estimate* from Bill @ EnviroHome- GP 780 296-4117)

Bathroom installed in basement for classes- \$7375- toilet, sink, vanity, 2x4's, drywall, paint, flooring, light fixtures.

Wall/floor/stair repair and painting- \$3000- (Paint \$800, supplies \$700, volunteer labor, paid labor \$1500- includes overseeing of project by carpenter to ensure code compliancy.

Storage units construction- \$6700- construction supplies- 2x4's, 2x6's, doors, handles, light's moved, spray foam insulation upgraded at junction of cement foundation wall and ceilings, paid and volunteer labor, includes overseeing of project by appropriate carpenter to ensure code compliancy

Pottery room sink and clay trap- (waiting for plumbing quote)

****Wheelchair access to basement will be the next big project.***

- Project budget indicating all anticipated sources of revenue:

Casino event with Fairview Ag Society on December 26/27, 2019

Stew and Stout event- raised: \$1700

Creations Inc with a Twist- profit forecast of \$4000

Masquerade ball October 2019, profit forecast of \$10,000

- **Financial statement: attached**

- **Certificate of Incorporation under the Societies Act: Lost the damn thing- still looking for it.**
Attached: SOCIETY ANNUAL RETURN, Charitable Organization designation BN/Registration Number

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

*Attending April 9, 2019 @ 10 AM

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

- **Facility or program usage by County residents:**

Pottery Drop-in and classes

Quilting Drop-in and classes

Weavers Drop-in and classes

Painting Drop-in and classes

Card Club Tuesdays

UFO, every second Sunday (Un-Finished Objects)

Yoga, Toastmasters, Spinning, Felting, Fiber-arts

**Please see attached Pamphlet/flyer*

- **Contribution to County Resident's Quality of Life**

Currently have 110 members with about 20% of those being County members ☺

- **Contribution to Regional Resident's Quality of Life**

-Multiple research studies document enormous mental and emotional benefits of arts,

-exposure to creative works and performances,

-seeing professional art works and being offered classes from international artists

-opportunity to learn new skills and crafts,

-benefits of de-stressing, and connecting with others

-socialization and meeting new people,

-art therapy helps humans deal with their reactions to trauma, loss, and stress. We are seeing higher rates of suicide in youth around the world, and creative arts are one of the few avenues to help cope with depression, anxiety and trauma recovery.

-it is important for people employed in the region to have healthy options for creative outlets. Recreation centers, art centers and wellness programs welcome residents and visitors enjoy alternatives to going to the bar, driving around drinking, doing drugs, sitting at home on a computer, or being isolated and sad.

- a vibrant arts community adds to the marketability of rural settings, which provide incentive for young people to move to an area. For example- When thinking of taking jobs or moving to an area, people look for fun opportunities, events and outings. If arts, sports, schooling or creative opportunities are fostered, people have a mindset of: "there is lots to offer in this region"!

- **Fund Raising Efforts** – Chili cook-off, Stew and Stout, Creations Inc, Masquerade ball, Highway cleanup, casino, looking for corporate sponsors for long-term commitment

- **Other Potential Funding Sources** – casino, grants, looking for corporate sponsors/fundraising with ongoing commitment from MD of Fairview, Town of Fairview, Clear Hills County and County of Saddle Hills

- **Capital projects:** Funding to assist in keeping Fine Arts Center open, and enhancement of existing facilities

- **Urgency-** If we can make enough to cover expenses, and keep the facility open, we would like to continue building services and opportunities for people in our northern region. We have an amazing art center where everyone is welcomed, new projects are offered, and people find value, connection, inspiration and joy. ***Art therapy does work to prevent depression, suicidal thoughts and feelings of isolation/loneliness.***

- **Previous Beyond Border funds received-** nope. Not yet... (County support of \$500 is given to Children's Artists at school program.)

-we are hoping to have an ongoing financial sponsorship commitment and lots more awesome county members join and enjoy the classes, guilds and opportunities available.

PROPOSED BUDGET

FAIRVIEW FINE ARTS SOCIETY

YEAR END AUGUST 31, 2019

	2018 REVISED	2019 Budget	Current P/L	Left	Notes
Revenue					
FAS Courses	\$ 15,310	\$ 15,000	\$ 4,500	\$ 10,500	
Course Admin Charge	\$ 1,085	\$ 2,700	\$ 2,700	\$ 2,700	
Donations	\$ 1,321	\$ 1,500	\$ 6,549	\$ (5,049)	
Memberships	\$ 2,900	\$ 3,500	\$ 3,560	\$ (60)	
Art Supplies	\$ 292	\$ 50	\$ 292	\$ (242)	
Rent	\$ 4,360	\$ 1,200	\$ 1,035	\$ 165	
Casino	\$ 35,088	\$ 10,062	\$ 10,062	\$ -	
Provincial Grants	\$ 9,790	\$ 4,000	\$ -	\$ 4,000	
Mosaic	\$ -	\$ 12,000	\$ 12,000	\$ -	
Local Municipality Grants	\$ 10,815	\$ 10,000	\$ 5,580	\$ 4,420	
Event Income	\$ 2,442	\$ 5,000	\$ -	\$ 5,000	
Creations Inc.	\$ -	\$ 2,000	\$ -	\$ 2,000	
Gallery Sales Fee	\$ 812	\$ 1,000	\$ -	\$ 1,000	
Gift Certificates	\$ 32	\$ 100	\$ 90	\$ 11	
Gift Shop Sales Fee	\$ 731	\$ 3,000	\$ 938	\$ 2,062	
Children's Art Grant	\$ 4,760	\$ 5,000	\$ -	\$ 5,000	
Generation XYZ	\$ 1,650	\$ 1,500	\$ -	\$ 1,500	
Interest Earned	\$ 45	\$ 50	\$ -	\$ 50	
Total Revenue	\$ 91,432	\$ 77,662	\$ 44,606	\$ 33,057	
Direct Costs					
FAS Course Instructor Fees	\$ 12,153	\$ 12,000	\$ 2,390	\$ 9,610	
Creations Inc. Supplies	\$ 190	\$ 200	\$ 195	\$ 5	
Mosaic	\$ -	\$ 12,000	\$ 13,125	\$ (1,125)	
Generation XYZ Expenses	\$ 1,169	\$ 1,200	\$ -	\$ 1,200	
FAC 40th Anniversary	\$ -	\$ 2,000	\$ -	\$ 2,000	
Children's Art Programs Total Expenses	\$ 12,625	\$ 13,500	\$ 1,934	\$ 11,566	
Total Direct Costs	\$ 26,137	\$ 40,900	\$ 17,644	\$ 23,256	
Gross Profit	\$ 65,295	\$ 36,762	\$ 26,962	\$ 9,801	
Operating Expenses					
Advertising	\$ 1,339	\$ 500	\$ 334	\$ 166	
Insurance	\$ 840	\$ 1,000	\$ 984	\$ 16	
Coordinator Salary & Deductions	\$ 31,705	\$ 31,500	\$ 11,125	\$ 20,375	
Janitorial Contract	\$ 3,756	\$ 4,000	\$ 1,760	\$ 2,240	
Mailing/Transport/Postage	\$ 94	\$ 100	\$ 0	\$ 100	
Office Supplies	\$ 3,317	\$ 2,000	\$ 1,147	\$ 853	
Utilities (Gas/Elec/Water/Sewer)	\$ 8,086	\$ 10,000	\$ 3,761	\$ 6,239	
Telephone/Internet/Security	\$ 1,129	\$ 1,200	\$ -	\$ 1,200	
Bank Service Charges	\$ 96	\$ 100	\$ 58	\$ 42	
Repairs and Maintenance	\$ 333	\$ 1,500	\$ 490	\$ 1,010	
Accrual Adjustment	\$ (2,679)	\$ -	\$ -	\$ -	
Total Operating Expenses [P=M+N+O]	\$ 48,017	\$ 51,900	\$ 19,659	\$ 32,241	
Net Profit [T=O+R-S]	\$ 17,278	\$ (15,138)	\$ 7,302	\$ (22,440)	
RESERVES	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	
Cash Position	\$ 28,278	\$ (4,138)	\$ 18,302	\$ (11,440)	

• Net Profits for FAS Courses are \$3,157.00 in 2018
 • Net Loss on Children's Art Program was -\$6,254 in 2018 incl. adjustments
 • Net Profit on Generation XYZ Program was \$481 in 2018+
 • We bought a kiln - the donation is recorded but not the purchase

Artists' at School/Banners Proposed Budget, 2019

Equity	5897.60
Town	3000.00
FMD	2000.00
CLC	500.00
Rotary	500.00
Schools	2000.00
Ag Society	1500.00
AFA	<u>2200.00</u>
Total	17597.60

Expenses:

Banners:	Parachute nylon	1300.00	
	Grommets and plastic	100.00	
	Paint	160.00	
	Wages	<u>1080.00</u>	
	Total		2640.00

Watercolours: Supplies	500.00	
Wages	<u>3585.00</u>	
Total		4085.00

Fibre Arts: Wages		800.00
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Clay handbuilding:		
Clay	250.00	
Acrylic Paints	150.00	
Shellac	120.00	
Wages	<u>2500.00</u>	
Total		3020.00

Total Expenses 10,545.85

Pay to Fine Arts Society

Administration fee 10%	1054.85	
Rent: A@S 48 x 15	720.00	
Banners 6 x 15	90.00	
Firing kiln 6 x 30	<u>180.00</u>	
Total made by FAS		2,162.59

Total cost of Program 12,688.44

Equity from 2019 Program: \$4909.16

**Organization
Name:**

Fairview Fine Arts Society

Mandate:

Date From: (dd/mm/yy)	Date To: (dd/mm/yy)	Name of Self Produced Performance	Venue	City/Town
01/09/18	31/08/19	Quilting Drop-In, Thursday	Studio 4	Fairview
01/09/18	31/08/19	UFO, every second Sunday	Studio 4	Fairview
01/09/18	31/08/19	Weavers Drop-In, Monday	Studio 1	Fairview
01/09/18	31/08/19	Painting Drop-In, Tuesday	Studio 4	Fairview
20/12/18	16/05/19	Yoga Drop -In, Thursday	Gallery	Fairview
01/09/18	31/08/19	Card Club, Tuesday	Studio 3 & 4	Fairview
01/09/18	31/08/19	Pottery Drop - In, Thursday & Sunday	Studio 2	Fairview

Please complete this form and upload it as an attachment to your grant application through GATE.





Alberta
Foundation
for the Arts

Community Support Organizations
Application Attachments

Planned Activities for the Upcoming Year

Organization Name:

FAIRVIEW FINE ARTS SOCIETY

Mandate:

Date From (dd/mm/yy)	Date To (dd/mm/yy)	Name of Self-Produced Performance	Venue	City/Town
19/10/17	30/11/17	WEAVING (RIGID HEDDLE)	STUDIO 1	FAIRVIEW
28/9/17	28/9/17	WINE, WOMEN & WATERCOLOR	STUDIO 3	"
07/11/17	-	PAINTING DROP OFF TUES.	STUDIO 3	"
07/10/17	08/10/17	MARJORIE HENN PAINTING	STUDIO 3	"
25/10/17	29/11/17	OIL PAINTING (GLEN HONER)	STUDIO 3	"
21/10/17	22/10/17	POTTERY & TERA & SARA	STUDIO 2	"
01/09/17	30/09/17	GALLERY SHOW JEAN FREAKER	GALLERY	"
01/10/17	31/10/17	CJ & FRIENDS	GALLERY	"
01/11/17	30/11/17	PEACE WATERCOLOR SOCIETY	GALLERY	"
01/12/17	31/12/17	ANNUAL CHRISTMAS SHOW	GALLERY	"
01/01/18	31/01/18	PERMANENT ART COLLECTION	GALLERY	"
01/02/18	28/02/18	FV AGI SOC. QUILT SHOW	GALLERY	"
01/03/18	30/03/18	IGNITE YOUTH ART SHOW	GALLERY	"
01/04/18	30/04/18	PEACE SPINNERS & WEAVERS	GALLERY	"
01/09/17		QUILTING DROP-IN	STUDIO 4	"
09/09/17		LIFO EVERY 2ND SUNDAY	STUDIO 4	"
28/10/17	16/12/17	GENERATION XYZ	STUDIO 3	"
01/05/18	30/05/18	ARTISTS AT SCHOOL	GALLERY	"
01/06/18	30/06/18	THINGS GREAT & SMALL WATER	GALLERY	"

Please complete this form and upload it as an attachment to your grant application through GATE.



Alberta
Foundation
for the Arts

Community Support Organizations
Application Attachments

Planned Activities for the Upcoming Year

Organization
Name:

FAIRVIEW FINE ARTS SOCIETY

Mandate:

Date From (dd mm yy)	Date To (dd mm yy)	Name of Self Produced Performance	Venue	City/Town
01/07/18	30/07/18	POTTERY & ME	GALLERY	FAIRVIEW
03/02/18	03/02/18	GLASS FUSION 101	STUDIO 4	"
06/02/18	06/02/18	INTRO TO SPINNING	STUDIO 1	"
08/02/18	01/03/18	WEAVING 102	STUDIO 1	"
10/02/18	10/02/18	PATIO LANTERN	STUDIO 3	"
10/02/18	11/02/18	POTTERY COURSE	STUDIO 2	"
10/02/18	11/02/18	PHOTOGRAPHY BASICS	STUDIO 3	"
04/02/18	04/02/18	XYZ DECORATING ART TILES	STUDIO 4	"
04/03/18	04/03/18	XYZ UKRANIAN EASTER EGGS	STUDIO 4	"
01/04/18	01/04/18	XYZ FAUX GLASS BUTTERFLY	STUDIO 4	"
06/03/18	07/03/18	PAINTING @ GLEN HOVER	STUDIO 3	"
10/03/18	11/03/18	PAINTING @ THE BROWN'S	STUDIO 3	"
11/03/18	11/03/18	HANDBUILDING @ APRIL	STUDIO 2	"
17/03/18	18/03/18	POTTERY GLAZING	STUDIO 2	"
11/03/18	11/03/18	CHILD'S B-DAY PAINTING	STUDIO 4	"
ALL YEAR		WEAVERS ON MONDAY	STUDIO 1	"
ALL YEAR		POTTERY ON THUR & SUN	STUDIO 2	"
ALL YEAR		QUILTERS ON THURS	STUDIO 3	"
ALL YEAR		PAINTERS TUE / WED	STUDIO 3	"

Please complete this form and upload it as an attachment to your grant application through GATE.



Alberta
Foundation
for the Arts

Community Support Organizations
Application Attachments

Planned Activities for the Upcoming Year

Organization
Name:

FAIRVIEW FINE ARTS SOCIETY

Mandate:

Date From (dd, mm, yy)	Date To (dd, mm, yy)	Name of Self Produced Performance	Venue	City/Town
03/04/18	03/04/18	CHILD B'DAY PARTY (POTTERY)	STUDIO 2	FAIRVIEW
TBD		WATERCOLOR PAINTING	STUDIO 3	"
TBD		HANDBUILDING POTTERY	STUDIO 2	"
TBD		INTERMEDIATE PHOTOGRAPHY	STUDIO 3	"

Please complete this form and upload it as an attachment to your grant application through GATE.

Fairview Fine Arts Society
Profit & Loss
 September 2017 through August 2018

Sep '17 - Aug 18

Ordinary Income/Expense

Income

4015 · FAS Courses	15,310.00
4020 · Course Administration	1,085.18
4025 · Course Supplies	0.00
4030 · Donations to FAS	1,321.00
4080 · FAS Membership	3,100.00
4085 · Supplies Sold for Resale	292.00
4090 · Rent & User Fees	4,360.75
4093 · Casino Income	35,087.57
4095 · Grant-AFA	9,789.80
4100 · Grants	
4110 · Fairview Ag Society	2,655.03
4120 · Town of Fairview - Janitor	2,160.00
4130 · Town of Fairview - Programing	9,762.00
Total 4100 · Grants	14,577.03
4400 · Creations, Inc.	2,442.00
4700 · Gallery Sales	
5710 · Gallery Artist Payout	-2,982.50
4700 · Gallery Sales - Other	3,795.00
Total 4700 · Gallery Sales	812.50
4705 · Gift Certificates	32.00
4710 · Gift Shop Sales	
5720 · Gift Shop Artist Payout	-1,649.45
4710 · Gift Shop Sales - Other	2,380.00
Total 4710 · Gift Shop Sales	730.55
4800 · Children's Art Programs	
4810 · General Children's Art Program	4,102.00
4800 · Children's Art Programs - Other	658.00
Total 4800 · Children's Art Programs	4,760.00
4820 · Generation XYZ	1,650.00
4990 · Interest Earned	44.42
Total Income	95,394.80

Expense

5005 · Advertising	
5040 · Flyer Expenses	224.70
5005 · Advertising - Other	1,114.56
Total 5005 · Advertising	1,339.26
5020 · Insurance	840.00
5035 · Salary & Deductions	31,705.45
5055 · office & operating supplies	
5030 · Postage	93.58
5055 · office & operating supplies - Other	3,490.17
Total 5055 · office & operating supplies	3,583.73
5060 · Janitor	3,756.00
5062 · Utilities	
5025 · Phone	181.13
5032 · Security	586.03
5062 · Utilities - Other	8,448.81
Total 5062 · Utilities	9,215.77
5070 · Bank Service Charges	96.25
5100 · FAS Courses Expenses	
5110 · Instructor Fees	12,152.85
Total 5100 · FAS Courses Expenses	12,152.85
5500 · Creations, Inc -expense	190.04

2:04 PM
09/09/18
Accrual Basis

Fairview Fine Arts Society
Profit & Loss
September 2017 through August 2018

	<u>Sep '17 - Aug 18</u>
5800 - Children's Art Programs Expense	
5810 - Supplies	3,803.44
5820 - Instructors Fees	<u>7,832.00</u>
Total 5800 - Children's Art Programs Expense	11,635.44
5840 - Generation XYZ Expenses	1,169.48
5910 - Adult Town Subsidy Exp	0.00
5975 - Repairs & Maintenance	<u>333.28</u>
Total Expense	<u>76,017.53</u>
Net Ordinary Income	19,377.27
Other Income/Expense	
Other Expense	
9800 - Accrual adjs	<u>30,072.32</u>
Total Other Expense	<u>30,072.32</u>
Net Other Income	<u>-30,072.32</u>
Net Income	<u><u>-10,695.05</u></u>

Prior to finalizing

Fairview Fine Arts Society
Balance Sheet
As of August 31, 2018

	Aug 31, 18
ASSETS	
Current Assets	
Chequing/Savings	
1000 - FAS General Bank Account	33,459.83
1007 - Casino Bank account	20,283.66
1008 - Casino CU share account	1.53
1010 - Credit Union Shares	4.06
1015 - CU Term Deposit	11,281.10
1025 - Petty Cash	60.00
Total Chequing/Savings	65,070.18
Other Current Assets	
Creations inc inventory	100.00
Total Other Current Assets	100.00
Total Current Assets	65,170.18
Fixed Assets	
1030 - Weavers Equipment	22,491.66
1031 - Potters Equipment	32,070.00
1032 - Quilters Equipment	6,808.40
1033 - Dance Studio Equipment	840.00
1034 - Painters Equipment	450.00
1035 - Office Equipment	4,205.00
1036 - Janitor Equipmmt	165.00
1037 - Kitchen Equipment	325.00
1038 - Gallery Equipment	5,260.00
1039 - Permanent Collection	105,180.00
1040 - Art Centre Furniture & equipmen	5,882.18
Total Fixed Assets	183,687.24
TOTAL ASSETS	248,857.42
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 - Payroll Liabilities	569.83
2156 - Unredeemed gift certificates	32.00
2180 - Mural funds	4,924.75
2402 - Children's Art Programs liabill	5,892.80
2408 - Adult Town Subsidy	12,337.99
2409 - Generation XYZ liability	400.00
2415 - General exp liability	568.55
2420 - Casino liability acct	28,440.71
2480 - Guild accts	
2485 - Quilters Guild	527.92
2486 - Quilters guild casino liability	1,652.43
2491 - Weavers guild casino liability	1,554.77
2495 - Painters guild	100.00
2498 - Potters Guild	1,000.00
Total 2480 - Guild accts	4,835.12
Total Other Current Liabilities	55,999.75
Total Current Liabilities	55,999.75
Total Liabilities	55,999.75
Equity	
3900 - Retained Earnings	203,552.72
Net Income	-10,695.05
Total Equity	192,857.67
TOTAL LIABILITIES & EQUITY	248,857.42

Fairview Fine Arts Society
Profit & Loss by Class
September 2017 through August 2018

Other Income/Expense
Other Expense
889 - Actual exp
Total Other Expense
Net Other Income
Net Income

Adult course	Aq Course	Artists et school	Cardio	Courses	Gallery shows	Proctor (pouder)	Total Outils	Undistributed	TOTAL
0.00	0.00	0.00	28,440.71	0.00	0.00	0.00	0.00	3,031.61	28,072.32
0.00	0.00	0.00	28,440.71	0.00	0.00	0.00	0.00	3,031.61	28,072.32
0.00	0.00	0.00	-28,440.71	0.00	0.00	0.00	0.00	-3,031.61	-28,072.32
4,992.84	2,088.43	-3,000.04	-49,000.28	3,187.16	-18.87	1,000.00	1,000.00	28,000.28	-19,000.00

1. Society Name

2. Corporate Access Number

FAIRVIEW FINE ARTS Society	502330202
----------------------------	-----------

3. Registered Office

Street/Legal Land Description 10801-103 St.	City/Town FAIRVIEW	Province ALBERTA	Postal Code T0H 1L0
------------------------------------------------	-----------------------	---------------------	------------------------

4. Mailing Address (if applicable)

Post Office Box P.O. Box 116	City/Town FAIRVIEW	Province AB.	Postal Code T0H 1L0
---------------------------------	-----------------------	-----------------	------------------------

5. Date of Incorporation

6. Annual return for the year ending

Date of Incorporation (yyyy-mm-dd) 1979-10-31	Year end (yyyy) 2017
--------------------------------------------------	-------------------------

7. Society Directors

Last Name	First Name	Middle Name	Appointment Date
Street/Post Office Box			
City/Town		Province	Postal Code

5
03.33
2017
6

8. Society Officers

Last Name LUPICK	First Name ELLEN	Middle Name MARIE
Street/Post Office Box P.O. Box 126		City/Town FAIRVIEW
Province AB.		Postal Code T0H 1L0
Title/Position Held Treasurer	Appointment Date Sept. 1, 2016 July 31, 2018	

9. Authorized Representative/Authorized Signing Authority for the society

LUPICK	ELLEN	MARIE
Last Name	First Name	Middle Name (optional)
Treasurer	ellenlup@abnorth.com	780-835-4898
Relationship to Society	Email Address (optional)	Telephone Number (optional)
2018, 05, 25	Ellen M. Lupick	
Date of submission (yyyy-mm-dd)	Signature	
I, Ellen Marie Lupick, certify that the information I have		
(Authorized Representative)		

provided is true and correct to the best of my knowledge and that I am authorized to file this form on behalf of the society named above.

FOR OFFICE USE ONLY

FILED 205

JUN 04 2018

REG3185 (2016/03)

Registrar of Corporations
Province of Alberta

Page 1 of 3

IMPORTANT INFORMATION

- This form will be rejected if not properly completed.
- An annual return and required attachments must be filed each year with the Registrar of Corporations. *Failure to do so will result in the cancellation of your Society's registration*

1. SOCIETY NAME **FAIRVIEW FINE ARTS SOCIETY**

2. ADDRESS OF REGISTERED OFFICE OF THE SOCIETY
**PO BOX 116
 FAIRVIEW, ALBERTA
 T0H 1L0**

NOTE:

If there has been a change in the address as listed, a Notice of Change of Address (REG 3018) must be completed and filed with the Registrar of Corporations within 15 days of the date of the change.

3. CORPORATE ACCESS NUMBER **502330202**

4. THE SOCIETY'S DATE OF INCORPORATION IS **1979 OCT 03**
Year Month Day

5. THIS RETURN COVERS THE YEAR ENDING **2018 OCT 31**, WITH THE INFORMATION PROVIDED
EFFECTIVE AS OF THAT DATE Year Month Day

THE FOLLOWING ATTACHMENT MUST ACCOMPANY THIS RETURN:

A listing of all officers and directors with the name (last name, followed by given name), complete mailing address including postal code, and position held by each.

Please ensure that this return is dated and signed by a director or authorized officer of the society.

DATE <i>Nov. 1/2018</i>	SIGNATURE <i>Ellen M. Lupick</i>	TELEPHONE NO. Bus. 780 - 835 - 2697 Res. 780 - 835 - 4898
----------------------------	-------------------------------------	-----------------------------------------------------------------

Complete this form (no fee required) and return it to:	Drop off your documents at:	For information Call:
Alberta Registries PO BOX 1007 STN MAIN EDMONTON AB T5J 4W8	OR Alberta Registries Corporate Registry John E. Brownlee Building 10385 - 87 Street Edmonton, Alberta	Edmonton (780) 427-2311 All other areas call 310-0000 and ask for 427-2311

This information is being collected for the purposes of corporate registry records in accordance with the Societies Act. Questions about the collection of this information can be directed to the Freedom of Information and Protection of Privacy Coordinator for Alberta Registries, Research and Program Support, Box 3140, Edmonton, Alberta T5J 2G7, (780) 427-7013.

If you did not receive a barcode label to attach to the return, complete the following:

1. Charity name:

Fairview Fine Arts Society

2. Return for fiscal period ending:

Year Month Day
2018 08 31

3. BN/registration number:

888504669RR0001

4. Web address (if applicable):

WWW.FAIRVIEWFINEARTS.COM

Was the charity in a subordinate position to a parent organization? Yes No
If yes, give the name and BN/registration number of the organization.

Name: BN (if applicable)

Was the charity wound-up, dissolved, or terminated operations? Yes No

Is the charity designated as a public foundation or private foundation? Yes No

If yes, you must complete Schedule 1, Foundations. To confirm the charity's designation, go to the CRA's List of charities and refer to the charity's detail page.

Must also complete Form T1225, Director/Trustee and Like Officer Worksheet. Only the public information section of the worksheet is available to the public. Charities subject to the Ontario Corporations Act must also complete Form RC232-WS, Director/Officer Worksheet and Ontario Corporations Information Act Annual Return.

Was the charity active during the fiscal period? Yes No
If no, explain why in the "Ongoing programs" space below at C2.

In the space below, describe all ongoing and new charitable programs the charity carried on this fiscal period to further its purpose(s) (as defined in its governing documents). "Programs" includes all of the charitable activities that the charity carries out on its own through employees or volunteers as well as through qualified donees and intermediaries. The charity may also use this space to describe the contributions of its volunteers in carrying out its activities, for example, number of volunteers and/or hours. Do not include the names of employees or volunteers. Grant-making charities should describe the types of organizations they support. Do not describe fundraising activities in this space.

Do not attach additional sheets of paper or annual reports.

Ongoing programs:

Artists at School Program: all grade 4, 5, 6 students - catholic, public, and home school.
Banner Program - all grade 3's - catholic, public and home school.

New programs:

Generation XYZ pre-school - To Seniors

23 2018-08-31 88850 4669 RR 0001 0580969

You must return this sheet with your information return as it is an integral part of your return. When you sign your Registered Charity Information Return, you are also confirming the information on this sheet.

- This basic information sheet contains information that we have on file for the charity.
- For your convenience, you may make changes to the information on this form where a box is provided.
- To make changes to any other information, you must send us a written request with appropriate documentation.

Designation: Charitable Organization Fiscal period end: 08-31 Registration date: 1979-10-03 BN/registration number: 88850 4669 RR 0001

Telephone number:
(780) 835-2697

Fax number:
(780) 835-5561

Email address:
FINEARTS@TELUS.NET

Web site address:
WWW.FAIRVIEWFINEARTS.COM

Public contact name or position:
OFFICE MANAGER

Names the charity is known by other than its registered name:
FAIRVIEW FINE ARTS CENTRE

Telephone number
Fax number
Email address:
Web site address:
Public contact name or position:
Names the charity is known by other than its registered name:

Program areas:
The three primary areas in which the charity is now carrying on programs to achieve its charitable purposes are listed below. The program areas are ranked according to the percentage of time and resources devoted to each program area. (See the guide for a description of programs and field codes.)

Rank	Description	Field code	% of emphasis
1	Children's Art Programs		40
2	XYZ Program		10
3	Gallery Shows		50

Program areas:
If the charity's primary areas of activity for the fiscal period ending 2018-08-31 were different from those for the previous fiscal period, correct the information in the box below. (See the guide for a description of programs and field codes.)

Rank	Description	Field code	% of emphasis
1			
2			
3			

FAIRVIEW FINE ARTS SOCIETY
BOX 116
FAIRVIEW AB T0H 1L0

New mailing address

The back of this form contains important information about your charity.



23 2016-08-31 88850 4669 RR 0001 0580969



23 2016-08-31 88850 4669 RR 0001 0580969



23 2016-08-31 88850 4669 RR 0001 0580969



23 2016-08-31 88850 4669 RR 0001 0580969



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FINEARTS@TELUS.NET

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WWW.FAIRVIEWFINEARTS.COM

Public contact name or position:
OFFICE MANAGER

Names the charity is known by other than its registered name:
FAIRVIEW FINE ARTS CENTRE

Telephone number
Fax number
Email address:
Web site address:
Public contact name or position:
Names the charity is known by other than its registered name:

Program areas:

The three primary areas in which the charity is now carrying on programs to achieve its charitable purposes are listed below. The program areas are ranked according to the percentage of time and resources devoted to each program area. (See the guide for a description of programs and field codes.)

Rank	Description	Field code	% of emphasis
1	Museums, galleries, concert halls, etc.	D1	60
2	Community recreation facilities, trails, etc.	H4	40
3			

Program areas:

If the charity's primary areas of activity for the fiscal period ending 2016-08-31 were different from those for the previous fiscal period, correct the information in the box below. (See the guide for a description of programs and field codes.)

Rank	Description	Field code	% of emphasis
1			
2			
3			

WOOD Carving ART

Instructed by: Melanie Hellum

Date/Time: Tuesday, March 12 @ 6-9pm

Members: \$30.00 Non-Members: \$35.00

Meeting Times for Guilds and Groups:

- Weavers - Monday 1 - 5 pm
- Tai Chi -Thurs. 7 - 9 pm
- Painters - Tuesday 7 - 9 pm
- Toastmasters - Wednesday 7 - 8 pm
- Quilters - Thursday 1 - 5 pm
- UFO-1st and 3rd Sunday 11-5 pm
- Potters -Thurs. 7-10 pm

JOIN US TO SUPPORT THE ARTS, CRAFTS, AND CULTURAL EXPERIENCE IN OUR COMMUNITY!

MEMBERSHIP ADVANTAGES INCLUDE:

- free access to our well-equipped studios
- an opportunity to sell your items at reduced commission
- member discount on course fees
- invitations to special arts events and artists' show openings
- a vote at our monthly meetings
- discount on studio or room rentals
- an informative monthly newsletter

THE

FAIRVIEW FINEARTS CENTRE

Art Courses

for

Spring

2019

780-835-2697

10801 - 103 Ave, Box 116,

Fairview, AB T0H 1L0

Email: finearts@felus.net

www.fairviewfinearts.ca

Funding for courses is made available by the Alberta Foundation for the Arts, Town of Fairview and the Fairview Agricultural Society



Alberta
Foundation
for the Arts



JANUARY PERMANENT ART COLLECTION
FEBRUARY FAIRVIEW AG SOCIETY QUILT AND FIBRE SHOW
MARCH EXPERIENCE IGNITE
APRIL Maïlan Shilka
MAY Creations inc/ Artist @School Program
JUNE Joshua Kosabeck
JULY Kitty Wompus

Check our website and follow us on Facebook for additions to our courses schedule and exciting new Gallery and Gift Shop pieces!

Felting Weekend

Learn to wet felt a colorful window cowl the first day and finish it with beautiful needle felted patterns and designs the second day.

Instructed by: Judith Brown/ Carolyn Kosabeck

Date/Time: Sat & Sun April 6&7@9-4 pm
Members: \$120.00 **Non-Members** \$130.00

QUILTERS DROP-IN Socialize with other quilters, get help and/or advice with your project. All skill levels are welcome!

Date/Time: Thursdays 10 - 5 pm
Members: FREE **Non-Members:** \$5.00 per session

UFO (unfinished Objects) share your ideas finish a project or start a new one in a fun atmosphere group.

Date/Time: 1st & 3rd Sunday @11 - 5 pm
Members: FREE **Non-Members:** \$5.00 per session

PLEASE NOTE THAT WE MUST HAVE SIX PAID PARTICIPANTS FOR COURSES. PLEASE REGISTER EARLY AND PLAN TO BRING ALONG A FRIEND TO BE SURE THAT THE CLASS IS NOT CANCELLED!

Wine, Women and Watercolor

Spend an evening learning watercolor techniques with a focus on thumbnail sketching

Instructed by: Judith Brown/ Carolyn Kosabeck

Date/Time: Fri, Mar 1 @6-9 PM
Members: \$40.00 **Non-Members** \$45.00

Watercolor Weekend

Experiment with new and old watercolor techniques. Finish the weekend with a completed, matted painting.

Instructed by: Judith Brown/ Carolyn Kosabeck

Date/Time: Sat & Sun, Mar 16&17 @9-4 pm

Members: \$120.00 **Non-Members:** \$130.00

If you are interested, please contact the Fine Arts Centre!

Introduction to Spinning

Instructed by Melanie Hellum
If interested please call the Fine Arts Centre @835-2697 to register.

Date/Time: Sat & Sun April 6&7@9-4 pm
Members: \$120.00 **Non-Members** \$130.00

WEAVING
Weaving 101
Instructed by Doreen Verschoor
If interested please call the Fine Arts Centre @835-2697 to register

WEAVING

WEAVING
Weaving 101
Instructed by Doreen Verschoor
If interested please call the Fine Arts Centre @835-2697 to register

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WEAVING
Weaving 101
Instructed by Doreen Verschoor
If interested please call the Fine Arts Centre @835-2697 to register

PAINTING DROP-IN All levels welcome. If you're interested in meeting regularly and painting together as a group, come on out!

Date/Time: Tuesday evenings, 7 - 9
Members: FREE **Non-Members:** \$5.00 per session

Watercolor Painting from Photograph

Instructed by: Tom Phillips
Date/Time: Jan 29, Feb 5, Feb 13 @7-10 pm

Members: \$ 52.00 **Non-Members:** \$ 72.00

Needle Felted Sheep

Create a cute wool sheep using a variety of needle felting techniques

Instructed by: Judith Brown/ Carolyn Kosabeck

Date/Time: Saturday, April 13 @10-4 pm
Members: \$75.00 **Non-Members:** \$85.00

Glass Fusion 101 (Platter 7x12/Plate 8x8)

Instructed by: Sharon Doucet
Date/Time: Saturday, March 30@10-4 pm
Members: \$50.00 **Non-Members:** \$60.00

Glass Fusion 101 (Patio Lantern 6x6x12)

Instructed by: Sharon Doucet
Date/Time: Saturday, April 13 @10-4 pm
Members: \$50.00 **Non-Members:** \$60.00



Clear Hills County

Effective Date: July 19, 2016	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**
 - **Certificate of Incorporation under the Societies Act**
- 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

AMENDED

Resolution# C411-16(07/19/16)

Date: July 19, 2016

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Ron Jensen, Public Works Manager
Title:	RFQ Opening - RFQ 2019-03 – Pavement Crack Sealing
File:	32-15-02

DESCRIPTION:

Council is presented with RFQ, 2019-03 - Pavement Crack Sealing to open and analyze results.

BACKGROUND:

RFQ 2019-03 - Pavement Crack Sealing closed on Friday April 5, 2019 at 4:00 p.m.

C73-19(02-12-19) RESOLUTION by Councillor Ruecker to proceed to tender for 2019 pavement crack sealing. CARRIED.

BUDGET:

\$135,000.00

RECOMMENDED ACTION:

RESOLUTION by...to open RFQ 2019-03 Pavement Crack Sealing at 9:45 a.m., analyze results and bring back a recommendation to a future Regular Council Meeting.

Initials show support - Reviewed by:	Manager: RJ	CAO: [Signature]
--------------------------------------	-------------	------------------

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Ron Jensen, Public Works Manager
Title:	RFQ Opening - RFQ 2019-04 - Pavement Line Painting
File:	32-15-02

DESCRIPTION:

Council is presented with RFQ 2019-04 - Pavement Line Painting to open and analyze results.

BACKGROUND:

RFQ 2019-04 - Pavement Line Painting closed on Friday April 5, 2019 at 4:00 p.m.

C74-19(02-12-19) RESOLUTION by Councillor Wetmore to proceed to tender for 2019 Line Painting. CARRIED.

BUDGET:

\$ 135,000.00

RECOMMENDED ACTION:

RESOLUTION by...to open RFQ 2019-04 Pavement Line Painting at 9:45 a.m., analyze results and bring back a recommendation to a future Regular Council Meeting.

Initials show support - Reviewed by:	Manager: <i>RJ</i>	CAO: <i>AD</i>
---------------------------------------------	---------------------------	-----------------------

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Management Team Activity Report
File:	11-02-04

DESCRIPTION:

Management activity report for March 26, 2019

ATTACHMENTS:

- o Management Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for March 26, 2019, be accepted, as presented.

Initials show support - Reviewed by:	Manager:	CAO:	AR
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Management Team

Page 1 of 6

Activity Report for April 9, 2019

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
		May 22, 2018		
C269-18	05/22/18	RESOLUTION by Councillor Janzen to approve the placement of gravel pads at the loading areas at the Eureka River and Cherry Canyon Truck Fills, funds to be allocated from the Rate Stabilization Reserve. CARRIED.	PWM	Carried over 2019
		July 10, 2018		
C352-18	07/10/18	RESOLUTION by Councillor Frixel to postpone the Eureka River Water Well closure and explore the options of a private owner taking it over. CARRIED.	PWM	In waiting
		November 13, 2018		
573-18	11/13/18	RESOLUTION by Reeve Croy to approve the wetlands assessment with the replacement cost to develop (WL1, WL2) to the drive-way for \$301.55 and approve the request for a road to be constructed up to the residence 24 & 25-85-7-W6M as per policy 3201, funds to be allocated from the road construction reserve. CARRIED.	PWM	2019
		February 12, 2019		
C66-19	02/12/19	RESOLUTION by Deputy Reeve Fletcher to approve the request to allow the installation of a Texas gate on Range Road 64 at the midway junction of section 20 & 21-85-6-W6M as per Bylaw 82-05 and have Appendix A – “Agreement for Installation of Texas Gates within Municipal Roadways” brought back to a future council for authorization. CARRIED.	PWM	In waiting April
C72-19	02/12/19	RESOLUTION by Deputy Reeve Fletcher to approve 2019 dust control product application at specific locations within Clear Hills County, as presented. CARRIED.	PWM	
C73-19	02/12/19	RESOLUTION by Councillor Ruecker to proceed to tender for 2019 pavement crack sealing. CARRIED.	PWM	
C74-19	02/12/19	RESOLUTION by Councillor Wetmore to proceed to tender for 2019 Line Painting. CARRIED.	PWM	
		February 26, 2019		
C85-19	02/26/19	RESOLUTION by Reeve Croy that Council schedules the 2019 Public Meetings on April 24, 2019 at 7:00	EA	



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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		p.m. at the Worsley Community room and April 25, 2019 at 7:00 p.m. at the David Thompson Hall. CARRIED		
C93-19	02/26/19	RESOLUTION by Councillor Bean to approve the attendance of all MPC members to attend the 2019 Community Planning Association of Alberta (CPAA) Conference being held April 29-May 1, 2019 in Red Deer, Alberta. CARRIED.	CDM	
C99-19	02/26/19	RESOLUTION by Councillor Frixel to recognize the Clear Hills County 2019 Business of the Year recipients' winners will be announced at the 2019 Clear Hills County Agricultural Trade Show. CARRIED.	CDM	
C100-19	02/26/19	RESOLUTION by Councillor Wetmore to bring back amendments to Policy 6802 Business Recognition award to a future Regular Council Meeting. CARRIED.	CDM	April 9 RFD
C101-19	02/26/19	RESOLUTION by Deputy Reeve Fletcher to recognize the 2019 Outstanding Recreation Facility award winner to be announced at the 2019 Clear Hills County Agricultural Trade Show. CARRIED.	CDM	April 9 RFD
C102-19	02/26/19	RESOLUTION by Councillor Bean to recognize the 2019 Volunteer of the Year award winner to be announced at the 2019 Clear Hills County Agricultural Trade Show. CARRIED.	CDM	April 9 RFD
C103-19	02/26/19	RESOLUTION by Councillor Janzen to bring back amendments to Policy 7010 Recreation Awards to a future Regular Council Meeting. CARRIED.	CDM	March 26
		March 12, 2019		
C113-19	03/12/19	RESOLUTION by Councillor Wetmore to approve the date for the RMA Executive Member 1-hour meeting for Tuesday, June 25th, 2019 at 2:30 p.m. CARRIED.	EA	
C119-19	03/12/19	RESOLUTION by Reeve Croy to award Tender 2019-01 Side by Side OHV to Cycle West Ltd., in the amount of \$18,748.23 + GST. CARRIED.	CDM	
C125-19	03/12/19	RESOLUTION by Councillor Frixel to draft a letter thanking the Doig River first Nation for their delegation and information they provided and	EA	Letter drafted



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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		receive for information on the Proposal to Complete K'ih Tsaa?dze Tribal Park - Pathway to Canada Target 1 Challenge. CARRIED.		
C126-19	03/12/19	RESOLUTION by Councillor Frixel to approve the attendance of Councillor Bean to attend the Are You a Future-Ready Leader? Foundational Community Building program. CARRIED.	EA	
		March 26, 2019		
P128-19	03/25/19	RESOLUTION by Councillor Bean to recommend Council invite Dan Dibbelt to a future Policy and Priority Meeting. CARRIED.	EA	Emailed
P129-19	03/25/19	RESOLUTION by Deputy Reeve Fletcher that this committee table the discussion regarding the Village of Hines Creek until the next Policy and Priority Meeting. CARRIED.	EA	
P130-19	03/25/19	RESOLUTION by Councillor Janzen that this committee table the discussion regarding the Hines Creek Truck Fill until a future Policy and Priority Meeting. CARRIED.	PWM	
P134-19	03/25/19	RESOLUTION by Councillor Bean that this committee recommend that the Grader Contracts be brought back to a future Regular Council meeting for approval. CARRIED.	PWM	
P135-19	03/25/19	RESOLUTION by Deputy Reeve Fletcher that the discussion regarding the Cleardale Sewer be brought back to a future Regular Council meeting. CARRIED.	PWM	
		March 26, 2019		
C140-19	03/26/19	RESOLUTION by Reeve Croy to approve the attendance of all council to attend the Interprovincial / Intermunicipal Meeting April 17, 2019 at Philip J. Currie Dinosaur Museum Wembley, AB. from 10:00 a.m. – 4:00 p.m., adding transportation licenses and regulations, Target 1 discussion, NCLGA (northern Central local government association). CARRIED.	EA	Done
C141-19	03/26/19	RESOLUTION by Deputy Reeve Fletcher to approve the attendance of all Council to attend the Experience Essentials Workshop on Thursday, May	EA	



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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		9, 2019 at the Nampa & District Museum. CARRIED.		
C142-19	03/26/19	RESOLUTION by Reeve Croy to approve the draft letter to the Doig River First Nation with regards to their delegation on March 12, 2019 updating Council on the proposal to Complete the K'ih Tsaa?dze Tribal Park. CARRIED.	EA	sent
C143-19	03/26/19	RESOLUTION by Councillor Frixel to table the discussion on the 2019 spring road tour to set the date and locations that they wish to tour until after the public Meetings. CARRIED.	EA	
C144-19	03/26/19	RESOLUTION by Councillor Wetmore to schedule the next Policy and Priority Meeting for Wednesday, May 22, 2019 at 9:30 a.m. CARRIED.	EA	
C148-19	03/26/19	RESOLUTION by Councillor Bean to invite PRSD (Peace River School Division Superintendent, Paul Bennett to attend a future Regular Council Meeting. CARRIED.		

BUDGET ITEMS

September 15, 2016																		
C446-16	08/17/16	RESOLUTION by Deputy Reeve Johnson to approve a conditional grant to the Peace River School Division, for the Menno Simons School addition, modernization, for the amount up to \$3,000,000.00 (three million dollars) using funds that have been budgeted in 2017 of the Multi-Year Capital Pan. Councillor Frixel requested a recorded vote: <table border="1" style="margin-left: 20px;"> <tr> <td>For</td> <td>Against</td> </tr> <tr> <td>Janzen</td> <td>Croy</td> </tr> <tr> <td>Svederus</td> <td>Frixel</td> </tr> <tr> <td>Ruecker</td> <td></td> </tr> <tr> <td>Johnson</td> <td></td> </tr> <tr> <td>Fletcher</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">CARRIED.</td> </tr> </table>	For	Against	Janzen	Croy	Svederus	Frixel	Ruecker		Johnson		Fletcher			CARRIED.	CSM	
For	Against																	
Janzen	Croy																	
Svederus	Frixel																	
Ruecker																		
Johnson																		
Fletcher																		
	CARRIED.																	
C-388-18	08/14/18	RESOLUTION by Reeve Ruecker to include the Fairview-Hines Creek-Clear Hills Rural Crime Watch partnership on the next Joint-Municipal	EA															



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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		meeting agenda. CARRIED.		
		November 14, 2018		
570-18	11/13/18	RESOLUTION by Councillor Janzen to direct administration to bring back cost estimates and options for a permanent building to house the grassfire unit that is stored in Cleardale for the 2020 budget cycle multi-year capital plan discussion. CARRIED.	CDM/ CSM	
C586-18	11/27/18	RESOLUTION by Deputy Reeve Fletcher to accept for information the delegation from the Fairview & Area Senior's Check-in Line group and the update the group provided on their program operations and approve a general grant of \$8,500.00 (eight thousand five hundred dollars) for the 2019 operations of the Seniors Check in line, with the funds to be included in the 2019 Operating Budget. CARRIED.	CDM/ CSM	
C630-18	12/11/18	RESOLUTION by Deputy Reeve Fletcher to include funds in the 2019 Operating Budget for the replacement of the Compound Gate with an electric gate, with the next three years of the annual Risk Pro credit from the County insurance provider to be used towards to the cost of this increased security and loss reduction project. CARRIED.		
		February 2019		
C47-19	01/22/19	RESOLUTION by Councillor Ruecker to bring back Policy 7001-Operation Grant for Recreation Boards to the next Policy and Priority Meeting. CARRIED	CDM	

ITEMS IN WAITING

		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	January 14, 2030
		May 10, 2017		



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MOTION	DATE	DESCRIPTION	DEPT	STATUS
C404-16	07/19/ 16	RESOLUTION by Councillor Johnson to draft a letter to the Regional Alberta Transportation department requesting access to the Reject gravel in the Alberta Transportation Bear Canyon pit. CARRIED.	EA	In Waiting
C15-19	01/08/ 19	RESOLUTION by Councillor Janzen that this council authorizes the destruction of 2016 monthly reconciliation reports, 2011 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2012. CARRIED	CDM	

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	COUNCIL REPORTS ON MEETINGS
File:	11-02-02

DESCRIPTION:

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

BACKGROUND / PROPOSAL:

Council members attend meetings they have been appointed to.

ATTACHMENTS

RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:

CAO:

AR

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Public Meeting presentation
File:	11-02-02

DESCRIPTION:

Council will be presented with a draft presentation for the upcoming public meetings at the April 9th Council meeting for their review and approval.

BACKGROUND:

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by..... to approve the draft presentation for the upcoming public meetings being held April 24 and 25th, 2019.

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Finance – Accounts Payable
File:	12-03-02

DESCRIPTION:

A list of expenditures for Clear Hills County for the period of March 27, 2019 to April 9, 2019 is provided for Council's review.

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

RESOLUTION by... that Council receives for information the Accounts Payable report for Clear Hills County for the period of March 27, 2019 to April 9, 2019 for a total of \$573,070.10.

Initials show support - Reviewed by:

Manager:



CAO:



Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	3/27/19	4/09/19		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount																		
1 EYE'D DISPOSAL GARBAGE COLLE	021935	4/09/19	\$947.63																		
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>WORSLEY HAMLET SNOW REMOVAL</td> <td>98</td> <td>\$947.63</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	WORSLEY HAMLET SNOW REMOVAL	98	\$947.63												
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AEMA ENTERPRISES LTD.	021936	4/09/19	\$24,229.03																		
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ALBERTA QUEEN'S PRINTER	021937	4/09/19	\$73.45																		
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OHS GUIDE	W66167	\$73.45																			
AMSC INSURANCE SERVICES LTD	021938	4/09/19	\$20,751.36																		
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B & E HOME HARDWARE	021939	4/09/19	\$493.75																		
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>SHOP SUPPLIES</td> <td>101-3177</td> <td>\$24.53</td> </tr> <tr> <td>BUNGEE CORDS</td> <td>101-3492</td> <td>\$13.11</td> </tr> <tr> <td>WORSLEY PLANT SUPPLIES</td> <td>101-3531</td> <td>\$20.98</td> </tr> <tr> <td>HC FIRE SUPPLIES</td> <td>101-4342</td> <td>\$59.82</td> </tr> <tr> <td>T.S./SHOP SUPPLIES</td> <td>101-4550</td> <td>\$375.31</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	SHOP SUPPLIES	101-3177	\$24.53	BUNGEE CORDS	101-3492	\$13.11	WORSLEY PLANT SUPPLIES	101-3531	\$20.98	HC FIRE SUPPLIES	101-4342	\$59.82	T.S./SHOP SUPPLIES	101-4550	\$375.31
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BEAR CANYON COLONY	021940	4/09/19	\$500.00																		
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BMP VENTURES	021941	4/09/19	\$14,528.25																		
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BOBCAT OF THE PEACE	021942	4/09/19	\$815.05																		
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Vendor Name	Cheque Number	Cheque Date	Cheque Amount																											
BEHRENS CONTRACTING	021943	4/09/19	\$7,324.80																											
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BEHRENS CONTRACTING LTD.	021944	4/09/19	\$27,063.99																											
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BEHRENS PETTY	021945	4/09/19	\$500.00																											
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BEHRENS CANYON AG. SOCIETY	021946	4/09/19	\$1,000.00																											
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BEHRENS TRUCKING	021947	4/09/19	\$18,582.88																											
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BEHRENS HILLS WASTE MANAGEMENT	021948	4/09/19	\$9,187.50																											
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TRANSFER STATIONS CONTRACT	006	\$9,187.50																												
BEHRENS DALE RIDERS CLUB	021949	4/09/19	\$1,600.00																											
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>TRADE SHOW WAGON RIDES</td> <td>032919</td> <td>\$1,600.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	TRADE SHOW WAGON RIDES	032919	\$1,600.00																					
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BEHRENS DALE TRANSPORT	021950	4/09/19	\$83,705.51																											
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>ANNUAL GRAVEL HAUL</td> <td>MAR12-16-2019</td> <td>\$12,397.77</td> </tr> <tr> <td>ANNUAL GRAVEL HAUL</td> <td>MAR12-16/19</td> <td>\$12,933.14</td> </tr> <tr> <td>ANNUAL GRAVEL HAUL</td> <td>MAR18-20/19</td> <td>\$6,319.56</td> </tr> <tr> <td>ANNUAL GRAVEL HAUL</td> <td>MAR18-20-2019</td> <td>\$6,155.18</td> </tr> <tr> <td>WORSLEY GB01</td> <td>6109294</td> <td>\$25,798.50</td> </tr> <tr> <td>CLEARDALE GB07</td> <td>6109295</td> <td>\$12,852.00</td> </tr> <tr> <td>ANNUAL GRAVEL HAUL</td> <td>MAR21-23/19</td> <td>\$3,206.38</td> </tr> <tr> <td>ANNUAL GRAVEL HAUL</td> <td>MAR21-23-2019</td> <td>\$4,042.98</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	ANNUAL GRAVEL HAUL	MAR12-16-2019	\$12,397.77	ANNUAL GRAVEL HAUL	MAR12-16/19	\$12,933.14	ANNUAL GRAVEL HAUL	MAR18-20/19	\$6,319.56	ANNUAL GRAVEL HAUL	MAR18-20-2019	\$6,155.18	WORSLEY GB01	6109294	\$25,798.50	CLEARDALE GB07	6109295	\$12,852.00	ANNUAL GRAVEL HAUL	MAR21-23/19	\$3,206.38	ANNUAL GRAVEL HAUL	MAR21-23-2019	\$4,042.98
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ANNUAL GRAVEL HAUL	MAR21-23-2019	\$4,042.98																												

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CLEARVIEW MINOR HOCKEY	021951	4/09/19	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
ADVERTISING	110879	\$300.00	
CLIFF'S STEAMING	021952	4/09/19	\$6,168.75
Invoice Description	Invoice Number	Invoice Amount	
STEAMING CULVERTS	2458	\$6,168.75	
Cragar's Autobody Ltd.	021953	4/09/19	\$609.53
Invoice Description	Invoice Number	Invoice Amount	
R&M/FREIGHT UNIT 65-40	4897	\$609.53	
DCA PRINTING	021954	4/09/19	\$1,256.85
Invoice Description	Invoice Number	Invoice Amount	
REPLENISH ENVELOPES	20059	\$1,256.85	
DEP VENTURES	021955	4/09/19	\$21,949.73
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR12-16/19	\$12,346.41	
ANNUAL GRAVEL HAUL	MAR18-20/19	\$5,864.01	
ANNUAL GRAVEL HAUL	MAR21-23/19	\$3,739.31	
DETTLING CINDY	021956	4/09/19	\$450.00
Invoice Description	Invoice Number	Invoice Amount	
TRADE SHOW CLOWN	032919	\$450.00	
DHL	021957	4/09/19	\$312.90
Invoice Description	Invoice Number	Invoice Amount	
WAT. SAMP/ETC. SHIPPING	8252968	\$312.90	
FEHR, JOSEPH	021958	4/09/19	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	66325-032719	\$50.00	
GIESBRECHT JOHN	021959	4/09/19	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	66305-032119	\$50.00	
GIESBRECHT VENTURES	021960	4/09/19	\$18,370.00
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR12-16/19	\$11,122.32	
ANNUAL GRAVEL HAUL	MAR18-19/19	\$3,790.72	
ANNUAL GRAVEL HAUL	MAR21-23/19	\$3,456.96	

Supplier Name	Cheque Number	Cheque Date	Cheque Amount
ARMED AND DANGEROUS FINANCE OFFICERS AS	021961	4/09/19	\$73.50
Invoice Description	Invoice Number	Invoice Amount	
CSM GFOA MEMBERSHIP	4216	\$73.50	
ARMED AND DANGEROUS OF ALBERTA	021962	4/09/19	\$1,525.32
Invoice Description	Invoice Number	Invoice Amount	
MANY ISLANDS CAMPGROUND RENT	0004666677	\$1,399.32	
RENT- SML 960024	0004666638	\$126.00	
DE PRAIRIE REGIONAL COLLEGE	021963	4/09/19	\$1,700.00
Invoice Description	Invoice Number	Invoice Amount	
TRADE SHOW HELPING HANDS	032919	\$1,700.00	
G D DISTRIBUTORS CO. LTD (FAI)	021964	4/09/19	\$317.93
Invoice Description	Invoice Number	Invoice Amount	
PARTS-UNIT 64-30	036-276646	\$317.93	
SHAW GRAVEL SALES	021965	4/09/19	\$35,854.64
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR12-16/19	\$9,914.46	
ANNUAL GRAVEL HAUL	MAR21-23/19	\$5,272.84	
ANNUAL GRAVEL HAUL	MAR21-23-19	\$5,278.78	
ANNUAL GRAVEL HAUL	MAR21-23-2019	\$5,416.68	
ANNUAL GRAVEL HAUL	MAR18-21/19	\$6,331.67	
ANNUAL GRAVEL HAUL	MAR22-23/19	\$3,640.21	
G MASON HOLDINGS	021966	4/09/19	\$21,983.17
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR12-16/19	\$11,179.45	
ANNUAL GRAVEL HAUL	MAR18-23/19	\$10,803.72	
TRUCKING	021967	4/09/19	\$7,020.29
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR19-20/19	\$3,544.66	
ANNUAL GRAVEL HAUL	MAR21-23/19	\$3,475.63	
S CREEK GENERAL STORE	021968	4/09/19	\$89.94
Invoice Description	Invoice Number	Invoice Amount	
DONUTS-WORSLEY FIRE FIRST AID	031419	\$89.94	
CH BUSINESS SYSTEMS LTD.	021969	4/09/19	\$385.73
Invoice Description	Invoice Number	Invoice Amount	
COPIER AGREEMENT	1532249	\$385.73	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
JLD ENTERPRISE	021970	4/09/19	\$12,600.00
Invoice Description	Invoice Number	Invoice Amount	
EUREKA RIVER GB13	67	\$12,600.00	
KAUT DAVID	021971	4/09/19	\$20,897.29
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR12-16/19	\$10,048.82	
ANNUAL GRAVEL HAUL	MAR18-23/19	\$10,848.47	
KNIGHT MOVES DJ SERVICES	021972	4/09/19	\$1,569.75
Invoice Description	Invoice Number	Invoice Amount	
DJ SERVICE FOR TRADE SHOW	032919	\$1,569.75	
MACKENZIE MUNICIPAL SERVICES A	021973	4/09/19	\$2,075.00
Invoice Description	Invoice Number	Invoice Amount	
COUNTY MAPS & MAP BOOKS	2755	\$2,075.00	
NORTH PEACE REPTILE PARTIES	021974	4/09/19	\$1,000.00
Invoice Description	Invoice Number	Invoice Amount	
TRADE SHOW REPTILE EXHIBIT	032919	\$1,000.00	
POPOVICH PRODUCTIONS LTD.	021975	4/09/19	\$2,150.00
Invoice Description	Invoice Number	Invoice Amount	
TRADE SHOW BANQUET ENTERTAIN	032919	\$2,150.00	
RELIANCE ASSESSMENT CONSULTANT	021976	4/09/19	\$16,695.00
Invoice Description	Invoice Number	Invoice Amount	
MARCH ASSESSMENT SERVICES	36	\$9,345.00	
APRIL ASSESSMENT SERVICES	37-040119	\$7,350.00	
REYNOLDS' PLUMBING & HEATING	021977	4/09/19	\$237.83
Invoice Description	Invoice Number	Invoice Amount	
R&M-WORSLEY TRUCK FILL	6242	\$237.83	
RICHARD INTERNATIONAL LTD	021978	4/09/19	\$1,178.63
Invoice Description	Invoice Number	Invoice Amount	
TRADE SHOW FARM SAFETY BOOTH	032919	\$1,178.63	
ROAMING TRANSPORT	021979	4/09/19	\$35,322.93
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR12-16/19	\$10,081.04	
ANNUAL GRAVEL HAUL	MAR18-23/19	\$11,365.09	
CULVERT MAINTNENANCE	0124	\$467.25	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
OPEN CULVERTS	0125		\$641.55
HINES CREEK GB14	0126		\$12,768.00
Y MOUNTAIN PHOENIX	021980	4/09/19	\$3,024.00
Invoice Description	Invoice Number	Invoice Amount	
HOSES-WORSLEY FIRE	IN0115561	\$3,024.00	
YWOOD VENTURES	021981	4/09/19	\$9,088.54
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR19-23/19	\$9,088.54	
Y ENTERPRISES	021982	4/09/19	\$39,172.98
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR12-16/19	\$7,261.27	
ANNUAL GRAVEL HAUL	MAR12-16-2019	\$11,297.76	
ANNUAL GRAVEL HAUL	MAR18-20/19	\$5,788.87	
ANNUAL GRAVEL HAUL	MAR18-23/19	\$11,151.34	
ANNUAL GRAVEL HAUL	MAR21-23/19	\$3,673.74	
YRATT, CLAYTON AND ANN	021983	4/09/19	\$1,950.00
Invoice Description	Invoice Number	Invoice Amount	
MARCH JANITORIAL SERVICES	2459073	\$1,950.00	
YITE FARMS	021984	4/09/19	\$17,916.54
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR12-16/19	\$9,470.56	
ANNUAL GRAVEL HAUL	MAR18-20/19	\$5,142.13	
ANNUAL GRAVEL HAUL	MAR21-23/19	\$3,303.85	
YETY OF LOCAL GOV'T MANAGER	021985	4/09/19	\$599.00
Invoice Description	Invoice Number	Invoice Amount	
2019 MOUNTAIN REFRESHER COURSE	032719	\$599.00	
YEDIA	021986	4/09/19	\$2,108.82
Invoice Description	Invoice Number	Invoice Amount	
NEWSLETTER PRINTING/MISC ADS	109181	\$2,108.82	
YTTLES TRUCK SERVICE	021987	4/09/19	\$11,230.87
Invoice Description	Invoice Number	Invoice Amount	
ANNAUL GRAVEL HAUL	MAR18-23/19	\$11,230.87	
YI OF FAIRVIEW	021988	4/09/19	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
COMMUNITY GUIDE AD	IVC000017103	\$315.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
TRADE SHOW DIRECT	021989	4/09/19	\$14,280.00
Invoice Description	Invoice Number	Invoice Amount	
TRADE SHOW BOOTHS & DRAPING	032919	\$14,280.00	
TRINUS TECHNOLOGIES INC.	021990	4/09/19	\$2,016.63
Invoice Description	Invoice Number	Invoice Amount	
EMAIL HOSTING	R42381-23785	\$283.50	
ANTIVIRUS & FIREWALL	R42284-23688	\$1,733.13	
VASSEUR, LAURENT	021991	4/09/19	\$350.00
Invoice Description	Invoice Number	Invoice Amount	
WOLF HUNT INCENTIVE PROGRAM	031819	\$350.00	
WHISPERING PINES	021992	4/09/19	\$2,123.00
Invoice Description	Invoice Number	Invoice Amount	
WOR/CLDL HOME SCHOOL SKI TRIP	031519	\$2,123.00	
WILL JUST CONTRACT	021993	4/09/19	\$18,507.15
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR12-16/19	\$9,860.02	
ANNUAL GRAVEL HAUL	MAR18-20/19	\$5,190.37	
ANNUAL GRAVEL HAUL	MAR21-23/19	\$3,456.76	
WORSLEY GATEWAY INN	021994	4/09/19	\$298.46
Invoice Description	Invoice Number	Invoice Amount	
WFD FIRST AID MEAL	031519	\$298.46	
WORSLEY GRAVEL SUPPLY LTD.	021995	4/09/19	\$26,591.20
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAR12-16/19	\$11,581.49	
ANNUAL GRAVEL HAUL	MAR18-20/19	\$6,151.87	
ANNUAL GRAVEL HAUL	MAR19-20/19	\$2,962.14	
ANNUAL GRAVEL HAUL	MAR21-23/19	\$2,244.90	
ANNUAL GRAVEL HAUL	MAR21-23-2019	\$3,650.80	
Report Total			\$573,070.10

Clear Hills County
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

From:	To:	From:	To:
Cheque Number First	Last	Cheque Date 3/27/19	4/09/19
Vendor ID First	Last	Chequebook ID First	Last
Vendor Name First	Last		

Sorted By: Cheque Number

Included Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
335	1EYED01	1 EYE'D DISPOSAL GARBAGE COLLE	4/09/19	ATB	PMCHQ00001108	\$947.63
336	AEMA	AEMA ENTERPRISES LTD.	4/09/19	ATB	PMCHQ00001108	\$24,229.03
337	QUEENS	GOVERNMENT OF ALBERTA	4/09/19	ATB	PMCHQ00001108	\$73.45
338	AMSC05	AMSC INSURANCE SERVICES LTD	4/09/19	ATB	PMCHQ00001108	\$20,751.36
339	B&EHOME01	B & E HOME HARDWARE	4/09/19	ATB	PMCHQ00001108	\$493.75
340	BCCOLONY	BEAR CANYON COLONY	4/09/19	ATB	PMCHQ00001108	\$500.00
341	BMP	BMP VENTURES	4/09/19	ATB	PMCHQ00001108	\$14,528.25
342	BOBCAT01	BOBCAT OF THE PEACE	4/09/19	ATB	PMCHQ00001108	\$815.05
343	BOSCHWICK01	BOSCHWICK CONTRACTING	4/09/19	ATB	PMCHQ00001108	\$7,324.80
344	CALR01	CAL-R CONTRACTING LTD.	4/09/19	ATB	PMCHQ00001108	\$27,063.99
345	CASH01	SARAH HAYWARD	4/09/19	ATB	PMCHQ00001108	\$500.00
346	CHERRYCAN01	CHERRY CANYON AGRICULTURAL SOC	4/09/19	ATB	PMCHQ00001108	\$1,000.00
347	CHUBS01	CHUB'S TRUCKING	4/09/19	ATB	PMCHQ00001108	\$18,582.88
348	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	4/09/19	ATB	PMCHQ00001108	\$9,187.50
349	CLDLRIDER01	CLEARDALE RIDERS	4/09/19	ATB	PMCHQ00001108	\$1,600.00
350	CLEARDALE01	CLEARDALE TRANSPORT	4/09/19	ATB	PMCHQ00001108	\$83,705.51
351	CLEARVIEW01	CLEARVIEW MINOR HOCKEY	4/09/19	ATB	PMCHQ00001108	\$300.00
352	CLIFF01	CLIFF'S STEAMING	4/09/19	ATB	PMCHQ00001108	\$6,168.75
353	CRAGER01	Cragar's Autobody & Towing	4/09/19	ATB	PMCHQ00001108	\$609.53
354	DCA01	DCA PRINTING	4/09/19	ATB	PMCHQ00001108	\$1,256.85
355	DEP01	DEP VENTURES	4/09/19	ATB	PMCHQ00001108	\$21,949.73
356	DETTLING01	CINDY DETTLING	4/09/19	ATB	PMCHQ00001108	\$450.00
357	DHL01	LOOMIS EXPRESS, A DIV. OF TFI	4/09/19	ATB	PMCHQ00001108	\$312.90
358	FEHRJ	JOSEPH FEHR	4/09/19	ATB	PMCHQ00001108	\$50.00
359	GIESBRECHT08	JOHN GIESBRECHT	4/09/19	ATB	PMCHQ00001108	\$50.00
360	GIESBRECHTV	GIESBRECHT VENTURES	4/09/19	ATB	PMCHQ00001108	\$18,370.00
361	GFOA01	GOVERNMENT FINANCE OFFICERS AS	4/09/19	ATB	PMCHQ00001108	\$73.50
362	GOVERNMENT02	GOVERNMENT OF ALBERTA	4/09/19	ATB	PMCHQ00001108	\$1,525.32
363	GPREGIONAL01	GRANDE PRAIRIE REGIONAL COLLEG	4/09/19	ATB	PMCHQ00001108	\$1,700.00
364	GREGG01	GREGG DISTRIBUTORS CO. LTD.	4/09/19	ATB	PMCHQ00001108	\$317.93
365	GRIMSHAW02	GRIMSHAW GRAVEL SALES	4/09/19	ATB	PMCHQ00001108	\$35,854.64
366	H&GMASON01	H & G MASON HOLDINGS	4/09/19	ATB	PMCHQ00001108	\$21,983.17
367	H&M	H&M TRUCKING	4/09/19	ATB	PMCHQ00001108	\$7,020.29
368	HCGENERAL01	HINES CREEK GENERAL STORE	4/09/19	ATB	PMCHQ00001108	\$89.94
369	HITECH01	HITECH BUSINESS SYSTEMS LTD.	4/09/19	ATB	PMCHQ00001108	\$385.73
370	JLD	JLD ENTERPRISE	4/09/19	ATB	PMCHQ00001108	\$12,600.00
371	KAUT01	DAVID KAUT	4/09/19	ATB	PMCHQ00001108	\$20,897.29
372	KNIGHT	KNIGHT MOVES DJ SERVICES	4/09/19	ATB	PMCHQ00001108	\$1,569.75
373	MACKENZIE01	MACKENZIE MUNICIPAL	4/09/19	ATB	PMCHQ00001108	\$2,075.00
374	NPREPTILE	NORTH PEACE REPTILE PARTIES	4/09/19	ATB	PMCHQ00001108	\$1,000.00
375	POPOVICH	POPOVICH PRODUCTIONS LTD.	4/09/19	ATB	PMCHQ00001108	\$2,150.00
376	RELIANCE	RELIANCE ASSESSMENT	4/09/19	ATB	PMCHQ00001108	\$16,695.00
377	REYNOLDS01	REYNOLDS' PLUMBING & HEATING	4/09/19	ATB	PMCHQ00001108	\$237.83
378	RICHARDINT	RICHARD INTERNATIONAL LTD	4/09/19	ATB	PMCHQ00001108	\$1,178.63
379	ROAMING	ROAMING TRANSPORT	4/09/19	ATB	PMCHQ00001108	\$35,322.93
380	ROMO06	ROCKY MOUNTAIN PHOENIX	4/09/19	ATB	PMCHQ00001108	\$3,024.00
381	ROCKYWOOD01	ROCKYWOOD VENTURES	4/09/19	ATB	PMCHQ00001108	\$9,088.54
382	RUCO01	RUCO ENTERPRISES LTD.	4/09/19	ATB	PMCHQ00001108	\$39,172.98
383	SKERRATT	CLAYTON AND ANN SKERRATT	4/09/19	ATB	PMCHQ00001108	\$1,950.00
384	SKYLITE	SKYLITE FARMS	4/09/19	ATB	PMCHQ00001108	\$17,916.54
385	SOCIETY01	SOCIETY OF LOCAL GOVERNMENT MA	4/09/19	ATB	PMCHQ00001108	\$599.00
386	SUNMEDIA	POSTMEDIA NETWORK INC.	4/09/19	ATB	PMCHQ00001108	\$2,108.82
387	THISTLES01	THISTLES TRUCK SERVICE	4/09/19	ATB	PMCHQ00001108	\$11,230.87
388	TOWNFAIR01	TOWN OF FAIRVIEW	4/09/19	ATB	PMCHQ00001108	\$315.00
389	TRADESHOW01	TRADE SHOW DIRECT	4/09/19	ATB	PMCHQ00001108	\$14,280.00
390	TRINUS01	TRINUS TECHNOLOGIES INC.	4/09/19	ATB	PMCHQ00001108	\$2,016.63

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amour
021991	VASSEUR04	LAURENT VASSEUR	4/09/19	ATB	PMCHQ00001108	\$350.0
021992	WHISPERING01	WORSLEY CLEAR HILLS SKI CLUB	4/09/19	ATB	PMCHQ00001108	\$2,123.0
021993	WILLJUST	WILL JUST CONTRACT	4/09/19	ATB	PMCHQ00001108	\$18,507.1
021994	WGATEWAY	WORSLEY GATEWAY INN	4/09/19	ATB	PMCHQ00001108	\$298.4
021995	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	4/09/19	ATB	PMCHQ00001108	\$26,591.2
Total Cheques: 61						Total Amount of Cheques: \$573,070.1

Clear Hills County

Request For Decision (RFD)

Meeting:	SPECIAL COUNCIL MEETING
Meeting Date:	April 9, 2019
Originated By:	Lori Jobson, Corporate Services Manager
Title:	2019 Operating Budget
File:	12-05-06

DESCRIPTION:

Council is provided with the 2019 Operating Budget for consideration.

BACKGROUND / PROPOSAL:

At the November 27, 2018 Regular Council Meeting, Council passed the 2019 Interim Operating Budget. Administration has brought the draft final budget with the following revisions:

- Increase to the doubtful accounts estimate
- Post Interim Budget Council motion(s)
- Actual requisition amounts (Designated Industrial & North Peace Housing Foundation)
- Increase to the annual reserve funding of \$616,994
- Revisions based on 2018 budget to actual year-end variance analysis

OPTIONS:

ATTACHMENTS:

- 2019 Operating Budget

RECOMMENDED ACTION:

RESOLUTION by... to adopt the 2019 Operating Budget as presented with an increase to the annual reserve contributions of \$616,994.

Initials show support - Reviewed by:

Manager:



CAO:



**Clear Hills County
2019 Operating Budget**

Account	Description	2017	2018	2019	2020	2021	
		Actual 12/31/17	Actual 12/31/18	Budget	Budget	Budget	Budget
1 00 00 00 11*	PROPERTY TAXES	16,990,432	17,323,817	17,188,467	17,709,686	18,357,611	18,749,334
2 80 20 02 341	REQUISIT - SCHOOL - Prov. Government Dept.	(3,117,585)	(2,866,051)	(2,867,318)	(2,833,756)	(2,921,602)	(3,012,172)
2 80 10 02 355	REQUISIT - SENIORS - Other Municipal Agencies	(422,252)	(458,684)	(458,684)	(503,468)	(519,076)	(535,167)
2 12 02 02 235	REQUISIT - Linear & Industrial Assessment	-	-	(30,477)	(73,020)	(75,284)	(77,618)
6 00 00 00 610	ESTIMATED 2018 UNCOLLECTABLE TAXES	-	-	(1,084,640)	(1,111,507)	(1,111,507)	(1,111,507)
	NET PROPERTY TAXES	13,450,595	13,999,082	12,747,348	13,187,934	13,730,141	14,012,870
1 00 00 00 530	HIGHWAY TRAFFIC/BYLAWS FINES	-	-	-	-	-	-
1 00 00 00 591	LAND SALES - TAX RECOVERY	-	-	-	-	-	-
1 00 00 00 594	COMPUTER PURCHASE REIMBURSEMENT	-	-	-	-	-	-
1 12 00 00 420	GEN ADMIN - SALE OF GOODS & SERVICES	-	-	-	-	-	-
1 12 00 00 591	GEN ADMIN - TAX CERTIFICATES	3,250	4,050	5,000	5,000	5,155	5,315
1 12 00 00 593	GEN ADMIN - SALE OF MAPS	2,715	2,195	3,000	2,500	2,578	2,657
1 12 00 00 594	GEN ADMIN - SALE OF FIXED ASSETS	-	-	-	-	-	-
1 12 10 00 593	GEN ADMIN - SALE OF PHOTOCOPIES, FAX, ETC.	448	191	500	500	516	531
	ADMINISTRATION	6,413	6,436	8,500	8,000	8,248	8,504
1 23 00 00 420	FIRE FIGHTING CHARGES	2,035	1,000	1,000	1,000	1,000	1,000
	PROTECTIVE SERVICES - Fire Departments	2,035	1,000	1,000	1,000	1,000	1,000
1 32 10 00 420	ROADS - SALE OF SALVAGE/DUST CONTROL	7,500	47,305	10,000	10,000	10,310	10,630
1 32 10 00 594	ROADS - SALE OF FIXED ASSETS	-	-	-	-	-	-
	ROADS	7,500	47,305	10,000	10,000	10,310	10,630
1 41 10 01 123	WATER-WORSLEY FRONTAGE	-	-	-	-	-	-
1 41 10 00 420	WATER-WORSLEY SALE OF WATER	-	-	-	-	-	-
1 41 10 01 420	WATER-WORSLEY SALE OF WATER	163,513	219,290	165,000	165,000	170,115	175,389
1 41 10 07 420	WATER-CLEARDALE SALE OF WATER	46,698	51,972	50,000	50,000	51,550	53,148
1 41 10 09 420	WATER-BEAR CANYON-SALE OF WATER	1,215	1,094	1,100	1,100	1,134	1,169
1 41 20 01 420	WATER-SALE OF SERVICES	28,653	(24,180)	1,750	1,750	1,804	1,860
1 41 30 00 420	WATER-REGIONAL WATERLINE TIE-IN	4,221	4,070	5,000	5,000	5,155	5,315
	UTILITIES - Water	244,300	252,246	222,850	222,850	229,758	236,881
1 42 10 01 124	SEWER-WORSLEY FRONTAGE	-	-	-	-	-	-
1 42 10 01 420	SEWER-WORSLEY SALE OF SERVICE	16,328	18,909	15,000	20,000	20,620	21,259
1 42 10 07 420	SEWER-CLEARDALE SALE OF SERVICE	6,735	7,978	7,500	9,000	9,279	9,567
	UTILITIES - Sewer	23,063	26,888	22,500	29,000	29,899	30,826
1 43 10 00 420	GARBAGE-SALE OF GOODS & SERVICES	-	-	-	-	-	-
	UTILITIES - Garbage	-	-	-	-	-	-
	UTILITIES - TOTAL	267,363	279,134	245,350	251,850	259,657	267,707
1 63 10 00 420	ASB-SALE OF SERVICE	850	1,250	-	600	600	600
1 63 10 30 411	TRADESHOW - Breakfast	602	-	750	-	-	-
1 63 10 30 412	TRADESHOW - Banquet	2,420	2,565	3,000	3,000	3,000	3,000
1 63 10 30 413	TRADESHOW -Dance	-	-	-	-	-	-
1 63 10 30 414	TRADESHOW - Bar	-	-	-	-	-	-

**Clear Hills County
2019 Operating Budget**

Account	Description	2017 Actual 12/31/17	2018 Actual 12/31/18	2018 Budget	2019 Budget	2020 Budget	2021 Budget
1 63 10 30 419	TRADESHOW - Miscellaneous	-	-	-	-	-	-
1 63 10 30 560	TRADESHOW - Exhibitors	13,725	13,775	14,750	14,000	14,000	14,000
1 63 10 30 596	TRADESHOW - Other	-	-	-	-	-	-
1 63 10 30 860	TRADESHOW - Sponsorship	20,100	16,800	20,000	17,000	17,000	17,000
1 63 10 00 596	ASB - Weed Enforcement Chargebacks	524	215	5,000	5,000	5,000	5,000
1 63 10 40 529	AG SERVICES - V.S.I. - Memberships	630	660	500	500	500	500
1 63 60 00 296	ASB-EXTENSION MISC REVENUE	1,289	1,926	3,000	3,000	3,000	3,000
1 63 80 00 416	ASB-REGISTRATIONS TRADE FAIR/TOURS	-	4,400	8,000	-	-	-
1 63 90 00 417	ASB-VSI RETURNS	-	373	-	-	-	-
	ASB	40,140	41,963	55,000	43,100	43,100	43,100
	USER FEES AND SALES OF GOODS	323,451	375,838	319,850	313,950	322,315	330,940
1 00 00 00 840	PROVINCIAL CONDITIONAL GRANTS	-	-	-	-	-	-
1 12 00 00 840	GEN ADMIN - CONDITIONAL GRANT	139,482	137,513	144,617	137,513	141,776	146,171
1 23 00 00 840	FIRE - PROVINCIAL CONDITIONAL GRANT	-	-	-	-	-	-
1 24 00 00 840	DISASTER - PROV. COND. GRANTS	-	-	-	-	-	-
1 32 10 00 840	ROADS - PROVINCIAL CONDITIONAL GRANT	1,857,455	2,581,873	-	-	-	-
1 41 10 00 840	WATER - PROVINCIAL CONDITIONAL GRANT	-	21,000	-	-	-	-
1 51 10 00 840	FCSS PROVINCIAL CONDITIONAL GRANT	93,873	93,873	93,873	93,873	93,873	93,873
1 63 10 00 840	ASB-PROVINCIAL COND GRANTS	273,359	273,359	273,359	273,359	273,359	273,359
1 63 10 00 841	ASB-REGIONAL SPECIAL WEED GRANT	-	-	-	-	-	-
1 68 30 2 840	Economic Development-PROVINCIAL COND GRANTS	-	-	-	-	-	-
	PROVINCIAL CONDITIONAL GRANTS	2,364,169	3,107,618	511,849	504,745	509,008	513,403
1 32 00 00 990	ROADS - CONT FROM NON GOVERNMENT	-	-	-	-	-	-
1 72 10 00 840	RECREATION - MISC.	21,000	17,500	21,000	17,500	17,500	17,500
	CONTRIBUTIONS FROM NON GOVERNMENT SOURCES	21,000	17,500	21,000	17,500	17,500	17,500
1 00 00 00 550	RETURN ON INVESTMENT-INTEREST	877,472	690,049	508,938	831,654	949,220	1,008,976
1 00 00 00 510	PENALTIES & COSTS ON TAXES	539,243	716,924	350,000	350,000	360,850	372,036
1 12 00 00 510	GEN ADMIN - PENALTY ACCT RECEIVABLE	548	453	600	500	516	531
1 41 10 00 510	WATER-UTILITY PENALTY	6,364	4,908	5,000	5,000	5,155	5,315
1 61 10 00 530	Development - Penalty	200	300	300	300	300	300
	PENALTIES & COSTS ON TAXES	546,354	722,585	355,900	355,800	366,821	378,183
1 32 10 00 520	ROADS - PERMIT FEES	21,113	25,987	10,000	10,000	10,310	10,630
1 61 10 00 350	DEVELOPMENT - OTHER LOCAL GOVERNMENTS	1,500	1,470	3,500	3,000	3,000	3,000
1 61 10 00 420	PLANNING - APPROVAL FEES	3,458	4,950	3,000	3,000	3,000	3,000
1 61 10 00 520	PLANNING - LICENSES, PERMITS	2,115	600	1,000	1,000	1,000	1,000
1 66 10 00 520	SUBDIVISION APPLICATION FEES	-	-	600	-	-	-
	LICENSES AND PERMITS	28,185	33,007	18,100	17,000	17,310	17,630
1 00 00 00 560	RENTAL REVENUE	14,102	12,565	15,600	10,800	10,800	10,800
1 12 10 01 560	GEN ADMIN - STAFF HOUSE RENT	-	-	-	-	-	-
1 63 10 00 560	ASB-RENTAL EQUIPMENT REVENUE	31,312	36,015	22,500	23,500	23,500	23,500

**Clear Hills County
2019 Operating Budget**

Account	Description	2017 Actual 12/31/17	2018 Actual 12/31/18	2018 Budget	2019 Budget	2020 Budget	2021 Budget
	RENTALS	45,414	48,580	38,100	34,300	34,300	34,300
1 00 00 00 592	OIL WELL DRILLING	41,239	76,791	25,000	25,000	25,775	26,574
1 00 00 00 596	MISC REVENUE	9,908	3,100	1,250	1,250	1,289	1,329
1 12 00 00 596	GEN ADMIN - Misc. Other Revenue	647	5,070	1,000	1,000	1,031	1,063
1 12 00 00 598	GEN ADMIN - Cash Over/Short	20	(100)	-	-	-	-
1 23 00 00 596	FIRE - Other Revenue	16,330	17,844	16,000	23,245	24,406	24,650
1 32 02 02 215	PUBLIC WORKS - Miscellaneous Revenue	-	-	-	-	-	-
1 32 00 00 596	PUBLIC WORKS - Miscellaneous Revenue	16,687	27,000	5,000	5,000	5,155	5,315
1 63 00 00 596	Contribution from other Municipalities	7,356	6,825	2,500	3,000	3,000	3,000
	OTHER	92,187	136,529	50,750	33,495	34,881	35,356
1 00 00 00 990	GAIN/LOSS ON DISPOSAL OF CAPITAL ASSETS	(10,511)	(362,572)	(48,636)	(40,807)	(42,072)	(43,376)
	TOTAL REVENUE	17,738,317	18,768,217	14,523,199	15,280,571	15,965,199	16,332,355

**Clear Hills County
2019 Operating Budget**

	2017	2018		2019	2020	2021
	Actual 12/31/17	Actual 12/31/18	Budget	Budget	Budget	Budget
TION						
s, Wages, and Benefits	258,564	271,928	272,500	313,000	322,703	332,707
cted & General Services	140,263	139,379	167,802	164,452	169,645	175,006
ses From Other Governments	224	-	-	-	-	-
ils, Goods & Utilities	19,490	16,454	24,000	15,750	16,238	16,742
ar Payments	500	500	500	500	516	531
al Services & Other Charges	-	-	-	-	-	-
ncil	419,042	428,262	464,302	493,202	508,586	524,454
s, Wages, and Benefits	723,611	651,657	711,000	822,000	879,362	940,766
cted & General Services	546,030	496,091	654,826	592,196	601,215	620,453
ses From Other Governments	-	-	-	-	-	-
ils, Goods & Utilities	5,318	6,626	6,250	9,000	9,279	9,567
ar Payments	32,145	32,941	36,356	34,608	35,681	36,787
ial Services & Other Charges	5,019	3,187	5,000	5,000	5,155	5,315
ransactions	2,356,391	1,518,149	-	-	-	-
ministration	3,668,515	2,708,651	1,413,432	1,462,804	1,530,692	1,612,887
ghting	353,480	326,556	428,287	423,282	433,069	446,924
ar Services & Emergency Measures	5,620	9,225	8,300	8,702	9,300	9,940
ance & Medical Support	102,082	127,909	126,815	130,914	131,917	132,953
ective Services	461,181	463,690	563,402	562,898	574,286	589,817
gs	1,293	-	0	0	0	0
ment	9,915	-	(0)	0	0	(0)
Equipment	1,058	-	-	-	(1)	(0)
ps	135	-	0	0	0	0
ig	-	-	-	-	-	(0)
unications	-	-	-	-	-	-
imon Services	12,401	-	0	1	0	(0)
stration	1,331,224	526,002	659,714	637,438	672,248	709,310
Maintenance - General	2,307,722	2,120,340	2,323,000	2,316,000	2,387,796	2,461,818
s - Annual Maintenance	648,766	623,766	616,141	558,200	575,505	593,345
- Hamlets	117,291	117,685	141,512	157,181	162,439	167,887
- Approach Construction	106,624	101,298	139,386	141,944	147,725	153,782
- Brushing	55,084	35,652	17,715	23,268	24,002	24,759
- Dust Control	17,750	29,545	76,300	78,000	80,538	83,163
- Hard Surfaces	290,537	383,941	410,000	400,000	412,400	425,184
- Mowing	204,692	214,084	272,261	276,296	289,363	303,156
- Gravel	1,215,977	1,093,185	1,500,063	1,250,352	1,290,353	1,331,682
- Signage	28,344	36,422	60,146	42,364	44,192	46,114
- Road Repairs	492,345	496,938	486,500	581,500	606,927	633,667
- New Roads	1,937,853	2,782,693	2,981,375	2,334,991	2,407,376	2,482,004
- Regrade	3,718	-	-	-	-	-

Clear Hills County
2019 Operating Budget

FUNCTION	2017	2018		2019	2020	2021
	Actual 12/31/17	Actual 12/31/18	Budget	Budget	Budget	Budget
Roads - Gravel Pits	27,032	20,916	18,000	19,600	20,208	20,8
Roads - Licensed Drainage Ditches	-	-	25,000	25,000	25,775	26,5
Transportation (Roads, streets, walks, lighting)	8,784,959	8,582,466	9,727,113	8,842,135	9,146,845	9,463,2
Water	799,193	770,675	905,124	924,883	957,022	990,4
Sewer	39,652	40,063	44,596	49,216	50,742	52,3
Waste Management	495,640	538,156	526,902	469,957	484,316	499,1
Utilities	1,334,485	1,348,894	1,476,622	1,444,056	1,492,079	1,541,8
FCSS	119,221	122,368	117,671	119,210	122,906	126,7
Cemeteries	11,260	9,000	11,500	11,500	11,500	11,5
Social Services	130,481	131,368	129,171	130,710	134,406	138,2
Municipal Planning & Development	250,418	217,704	305,957	316,138	330,565	345,8
Community - General	558,967	588,327	563,350	543,567	544,918	546,3
Community - Seniors - General	-	-	-	-	-	-
Community - Seniors	227,582	36,875	26,150	26,727	27,556	28,4
Community - Community	-	2,080,010	-	-	-	-
Community Services	786,549	2,705,212	589,500	570,294	572,473	574,7
Ag Svc - General	324,669	270,291	387,769	397,067	418,830	443,2
Ag Svc - Improvement	261,707	267,056	307,570	299,572	303,791	313,6
Ag Svc - A.E.S.A.	112,500	112,500	112,500	112,500	115,988	119,5
Ag Svc - Control	204,169	106,752	253,611	217,334	226,026	235,6
Agricultural Services	903,045	756,599	1,061,449	1,026,474	1,064,634	1,112,3
Economic Development	153,490	188,614	109,540	167,037	172,639	178,4
Development Services	403,908	406,319	415,497	483,175	503,204	524,2
Recreation	646,256	373,035	256,300	332,550	342,859	353,4
Culture	47,427	51,723	54,580	55,000	56,705	58,4
Recreation & Culture	693,683	424,758	310,880	387,550	399,564	411,8
Subtotal	17,598,249	17,956,217	16,151,366	15,403,298	15,926,770	16,493,7

2019 Interim Operating Budget Worksheet

Item	Total	Notes
Revenue:	15,280,571	
Expenses:	<u>15,403,298</u>	
Surplus/(Deficit)	(122,727)	
Government Grants for Capital	1,871,168	Included in this amount are MSI-Capital and Gas Tax Funding.
Amortization	3,600,053	Estimated based on 2017 amortization and 2018 TCA additions.
Miscellaneous	(439,193)	Included in this amount are both the gain/loss on TCA and the estimated proceeds from the sale of TCA as well as the long term debt payment (Worsley Gravel Supply contract).
Transfers to Restricted Surplus (Reserves)	(6,121,973)	This amount includes the annual transfers to reserve and estimated interest earned based on the 2019 Reserve Forecast.
Transfers from Restricted Surplus (Reserves)	1,212,672	This amount includes the operating items funded by reserves (Menno Simons School Upgrades).
TAX FUNDS REMAINING	<u><u>(0)</u></u>	

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	April 9, 2019
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Bylaw No. 238-19
File:	12-05-10

DESCRIPTION:

Bylaw No. 238-19 authorizes the rates of taxation to be levied against assessable property within Clear Hills County for the 2019 taxation year.

BACKGROUND / PROPOSAL:

Bylaw No. 238-19, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation has been prepared for first, second and third reading.

ATTACHMENTS

- Bylaw No. 238-19
- 2019 Mill Rate Working Papers

RECOMMENDED ACTION:

RESOLUTION by ... that first reading be given to Bylaw No. 238-19, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2019 taxation year.

AND

RESOLUTION by ... that second reading be given to Bylaw No. 238-19, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2019 taxation year.

AND

RESOLUTION by ... to proceed to third and final reading of Bylaw No. 238-19, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2019 taxation year.

Unanimous consent is required to proceed

AND

RESOLUTION by ... that third reading be given to Bylaw No. 238-19, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2019 taxation year.

Initials show support - Reviewed by:	Manager:	CAO:
		

BYLAW NO. 238-19

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AUTHORIZING THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN CLEAR HILLS COUNTY FOR THE 2019 TAXATION YEAR.

WHEREAS, Clear Hills County (hereinafter referred to as "the County") has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on April 9, 2019; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for Clear Hills County for 2019 total \$16,948,470; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$3,760,536; and

WHEREAS, the estimated requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential & Farmland Properties	\$ 443,883
Non-Residential Properties	2,388,929
Grande Prairie Catholic School District No. 28	
Residential & Farmland Properties	<u>944</u>
Total School Requisitions	\$ 2,833,756
North Peace Housing Foundation	\$ 503,468
Designated Industrial (DI)	\$73,020; and

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

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

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

Residential	\$ 140,361,560
Non-residential	695,422,000
Farmland	40,661,490
Machinery & Equipment	<u>249,085,990</u>
	<u>\$1,125,531,040</u>

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

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

	Tax Levy	Assessment	Mill Rate
General Municipal			
Residential	\$ 182,780	\$ 140,361,560	1.30221
Non-residential	10,185,081	695,422,000	14.64590
Farmland	283,433	40,661,490	6.97055
Machinery & Equipment	<u>3,648,089</u>	<u>249,085,990</u>	14.64590
	<u>14,299,383</u>	<u>1,125,531,040</u>	
Alberta School Foundation Fund (ASFF)			
Residential	345,086	\$ 139,699,540	2.4702
Non-residential	2,388,926	694,980,580	3.4374
Farmland	<u>98,620</u>	<u>39,923,710</u>	2.4702
	<u>2,832,632</u>	<u>874,603,830</u>	
Grande Prairie Catholic School District No. 28			
Residential	1,084	438,910	2.4702
Farmland	<u>44</u>	<u>17,970</u>	2.4702
	<u>1,129</u>	<u>456,880</u>	
North Peace Housing Foundation			
Residential	62,768	\$ 140,138,450	0.4479
Non-residential	311,282	694,980,580	0.4479
Farmland	17,890	39,941,680	0.4479
Machinery & Equipment	<u>111,566</u>	<u>249,085,990</u>	0.4479
	<u>503,505</u>	<u>1,124,146,700</u>	
Designated Industrial (DI)			
Non-residential	53,386	676,633,800	0.0789
Machinery & Equipment	<u>19,651</u>	<u>249,066,480</u>	0.0789
	<u>73,038</u>	<u>925,700,280</u>	
	<u>\$17,709,686</u>		

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

READ a first time this _____ day of _____ A.D., 2019.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a second time this _____ day of _____ A.D., 2019.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a third time this _____ day of _____ A.D., 2019.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

2018 Assessment Breakdown

Code	Land	Buildings	Total	Class	Notes:
CN	1,231,310	13,096,250	14,327,560	NON01	
E	719,810	0	719,810	FARM	Not included in requisitions
EM	719,810	0	719,810	FARM	E Summary (When reconciling need to ignore).
F	37,740,510	0	37,740,510	FARM	
FD	2,034,860	0	2,034,860	FARM	
FH	22,151,140	66,465,540	88,616,680	RES01	
FM	166,310	0	166,310	FARM	
FMM	2,034,860	0	2,034,860	FARM	FD Summary (When reconciling need to ignore).
G	0	4,162,700	4,162,700	NON01	
HS	17,120	160,520	177,640	RES01	Tax Exempt
IE	0	19,510	19,510	M&E01	Not included in School requisition
II	70,960	913,860	984,820	NON01	
IN	305,360	649,050	954,410	NON01	
PE	0	13,996,230	13,996,230	NON01	
PL	0	424,767,880	424,767,880	NON01	
QA	14,210	427,210	441,420	NON01	Not included in requisitions
QR	45,810	177,300	223,110	RES01	Not included in requisitions
QX	30,270	85,700	115,970	FARM	QR Exempt (When reconciling need to ignore).
RN	10,583,530	39,585,740	50,169,270	RES01	
RP	0	19,758,630	19,758,630	FARM	Tax Exempt
VC	620,580	0	620,580	NON01	
VI	1,459,410	0	1,459,410	NON01	
VN	1,352,500	0	1,352,500	RES01	
WL	0	182,330,930	182,330,930	NON01	
M&E DIP	0	249,066,480	249,066,480	M&E01	Not included in School requisition
B&S DIP	0	50,432,980	50,432,980	NON01	
NR DIP	943,080	0	943,080	NON01	
WX	0	0	0	NON01	Tax Exempt
X	2,342,070	2,155,110	4,497,180	FARM	Tax Exempt
XA	18,590	666,530	685,120	NON01	Tax Exempt
XC	213,320	0	213,320	FARM	Tax Exempt
XF	0	3,139,650	3,139,650	FARM	Tax Exempt
XH	571,750	3,227,360	3,799,110	NON01	Tax Exempt
XP	384,420	778,870	1,163,290	FARM	Tax Exempt
XR	287,470	2,909,700	3,197,170	NON01	Tax Exempt
XS	177,260	2,921,270	3,098,530	NON01	Tax Exempt
Total Assessment (per Trial Balance):			1,168,131,320		
Total Linear & DIP (Not on Randy's Summary):			925,700,280		
Master Codes (amounts already included in E, FD & QR)			2,870,640.00		
			<u>239,560,400</u>		

Municipal Assessment:

RES01 Residential	140,361,560
NON01 Non Residential	695,422,000
FARM Farmland (Agriculture)	40,661,490
M&E01 Machinery & Equipment	249,085,990
	<u>1,125,531,040</u>

ASFF Assessment:

RES01 Residential	140,138,450	} 180,080,130 ← Remember to split out the GP Catholic portion
NON01 Non Residential	694,980,580	
FARM Farmland (Agriculture)	39,941,680	
M&E01 Machinery & Equipment	249,085,990	
	<u>875,060,710</u>	

NPHF Assessment:

RES01 Residential	140,138,450
NON01 Non Residential	694,980,580
FARM Farmland (Agriculture)	39,941,680
M&E01 Machinery & Equipment	249,085,990
	<u>1,124,146,700</u>

Designated Industrial (DI):

NON01 Non Residential	676,633,800
M&E01 Machinery & Equipment	249,066,480
	<u>925,700,280</u>

2019 Mill Rate Bylaw Calculations

General Municipal		<u>Tax Levy</u>	<u>Assessment</u>	<u>Mill Rate</u>
RES01	Residential	182,780	140,361,560	1.30221
NON01	Non Residential	10,185,081	695,422,000	14.64590
FARM	Farmland (Agriculture)	283,433	40,661,490	6.97055
M&E01	Machinery & Equipment	3,648,089	249,085,990	14.64590
		<u>14,299,383</u>	<u>1,125,531,040</u>	
Alberta School Foundation Fund(ASFF)				
RES01	Residential	345,086	139,699,540	2.4702
NON01	Non Residential	2,388,926	694,980,580	3.4374
FARM	Farmland (Agriculture)	98,620	39,923,710	2.4702
		<u>2,832,632</u>	<u>874,603,830</u>	
Grande Prairie Catholic School District No. 28				
RES01	Residential	1,084	438,910	2.4702
FARM	Farmland (Agriculture)	44	17,970	2.4702
		<u>1,129</u>	<u>456,880</u>	
North Peace Housing Foundation				
RES01	Residential	62,768	140,138,450	0.4479
NON01	Non Residential	311,282	694,980,580	0.4479
FARM	Farmland (Agriculture)	17,890	39,941,680	0.4479
M&E01	Machinery & Equipment	111,566	249,085,990	0.4479
		<u>503,505</u>	<u>1,124,146,700</u>	
Designated Industrial (DI)				
NON01	Non Residential	53,386	676,633,800	0.0789
M&E01	Machinery & Equipment	19,651	249,066,480	0.0789
		<u>73,038</u>	<u>925,700,280</u>	
		<u>17,709,686</u>		

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	April 9, 2019
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Bylaw No. 239-19
File:	12-05-10

DESCRIPTION:

Bylaw No. 239-19 governs the usage of water and waste water in Worsley, Cleardale and Bear Canyon.

BACKGROUND / PROPOSAL:

Bylaw No. 239-19, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of governing the usage of water and waste water in Worsley, Cleardale and Bear Canyon and repealing Bylaw No. 221-17, has been prepared for first, second and third reading.

Bylaw No. 239-19 has been amended to show the following:

- Under General, section 6 has been added and states that "a person who has their service deactivated for non-payment or has an account in arrears shall not be allowed to open a new account until the outstanding balance has been paid in full, even in the event the balance has been transferred to the tax roll".
- The addition of an emergency call out fee of \$200.00

ATTACHMENTS

- Bylaw No. 239-19 showing changes
- Bylaw No. 239-19 final copy

RECOMMENDED ACTION:

Resolution by ... that first reading be given to Bylaw No. 239-19, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of governing the usage of water and waste water in Worsley, Cleardale and Bear Canyon.

AND

Resolution by ... that second reading be given to Bylaw No. 239-19, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of governing the usage of water and waste water in Worsley, Cleardale and Bear Canyon.

AND


Resolution by ... to proceed to third and final reading of Bylaw No. 239-19, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of governing the usage of water and waste water in Worsley, Cleardale and Bear Canyon.

Initials show support - Reviewed by:	Manager: 	CAO: 
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Unanimous consent is required to proceed

AND

Resolution by ... that third reading be given to Bylaw No. 239-19, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of governing the usage of water and waste water in Worsley, Cleardale and Bear Canyon.

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

BYLAW NO. 224-17239-19

A BYLAW OF CLEAR HILLS COUNTY IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF GOVERNING THE USAGE OF THE WATER WORKS DISTRIBUTION SYSTEMS AND WASTE WATER COLLECTION SYSTEMS IN THE HAMLETS OF WORSLEY, CLEARDALE AND IN THE COMMUNITY OF BEAR CANYON AND REPEALING BYLAW 214221-17.

WHEREAS, Sections 7 (f) and (g) of the Municipal Government Act of Alberta, 2000 being Chapter M-26.1 authorizes the County to pass bylaws for county purposes respecting services provided by or on behalf of the county and public utilities; and

WHEREAS, the Council of Clear Hills County considers it desirable to maintain and manage the water distribution systems in the hamlets of Worsley and Cleardale and the community of Bear Canyon,

WHEREAS, the Council of Clear Hills County considers it desirable to maintain and establish waste water (sewer) service charges in the hamlets of Worsley and Cleardale,

WHEREAS, the Council of Clear Hills County considers it desirable to maintain and establish waste removal service charges in the hamlets of Worsley and Cleardale

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

DEFINITIONS:

The following definitions will apply to this bylaw:

- a) CONSUMER shall mean an owner, occupant, or lessee of property or a cardlock holder, who obtains water services from Clear Hills County in the hamlets of Worsley and/or Cleardale and/or the community of Bear Canyon.
- b) CHIEF ADMINISTRATIVE OFFICER shall mean the Chief Administrative Officer of Clear Hills County, in the Province of Alberta.
- c) COUNTY shall mean Clear Hills County.

WATER

1. The provisions of this Bylaw shall apply to anyone obtaining water from the water works systems operated by the County in the hamlets of Worsley and Cleardale and the Community of Bear Canyon.
2. All water service connections to the water works systems, requires a written submission on an application form provided by the County with the required connection fee as set out in the Water and Wastewater Service Charges.
3. All water outlets from a water service connection to any building must be metered and supplied with backflow prevention devices.
4. All water meters and backflow prevention devices will be supplied by the County, and will be installed by, and at the expense of, the consumer requiring the service. Qualified personnel shall carry out all water meter installations and

- each installation shall be subject to an inspection by a person authorized, or employed by the County.
5. All meters and backflow prevention devices will be made available for purchase to the consumer for cost plus freight.
 6. All water meters and backflow prevention devices must be installed in an approved location and readily accessible to authorized persons for the purpose of reading, inspecting or changing it.
 - a) Where it can be shown that a water meter cannot be installed in an accessible location for the purpose of reading, and where it can be shown that the installation of a water meter in an accessible location will cause unreasonable cost and inconvenience, the consumer must install a remote water meter reader;
 - b) All remote water meter readers must be installed in an approved location and be readily accessible to authorized persons for the purpose of reading or inspecting;
 - c) The installation of the remote water meter reader will remain at the discretion of the County.
 - d) Where a remote water meter reader is installed a person authorized or employed by the County will be granted access to the water meter as required, for the purpose of reading, inspecting, or changing it.
 - e) If practicable, all meters shall be read at least once every month. If any meter cannot be read within such period, the Chief Administrative Officer, or designated County representative may estimate the flow of water upon such basis as he considers to be fair and equitable and render on account;
 - f) In any event, every meter must be read at least once in each three (3) month period and if in any case a reading cannot be so made, the Chief Administrative Officer, or designated County representative may shut off the water supply to the meter in question until such time as the County is able to obtain a reading;
 7. Should an installation prove to be inadequate upon inspection, the consumer shall alter the installation to the satisfaction of the County and at the expense of the owner, tenant, or occupier requiring the water meter installation.
 8. The consumer shall give access to an authorized person or persons who may be under contract to the County, to a meter for the purpose of reading, inspecting or changing it and shall be responsible to keep the meter free from injury by frost.
 9. No person shall:
 - a) Interfere with the seals or tamper with any meter.
 - b) Tamper with any remote water meter reader or connections thereto.

- c) Lay or cause to be laid or attach any pipe, main, wire or rod, to communicate any pipe, main, wire or rod, of the water works or use any water thereof, without consent of the County.
 - d) Willfully, and without authority, hinder, interrupt or cut off the supply of water.
10. Any damage caused to meters and/or remote water meter readers through abuse, tampering or freezing shall be considered the responsibility of the consumer to whom the meter and/or remote water meter reader has been assigned. The damage will be repaired and/or the meter and/or remote water meter reader replaced by the County with all costs being assigned to the account of the consumer.
 11. Should any person claim a meter is not working properly and is over reading, said person shall deposit with the County the required Meter Testing Deposit. The meter will then be removed from service and given a proper bench test. Should the meter be found to over read by more than 3%, the deposit shall be refunded. Any meter, which meets the requirements previously stated, shall be considered adequate and the person shall forfeit the deposit to the County to cover the costs of removal and testing of the meter. All conveniences during business hours shall be afforded the person to witness meter tests.
 12. Water shall not be turned on to any building or premise after any construction, reconstruction, alteration or change or the completion of any work requiring a permit, until the work has been done to the satisfaction of an authorized person.
 13. Water shall be turned on or off at the curb stop, by an authorized person only.
 14. The consumer shall not vend, sell or dispose of water, or give away or permit the same to be taken or carried away, from any house, building or other premises which is supplied with water from the County owned waterworks system.
 15. Except as hereinafter provided, no persons other than authorized persons shall open, close, operate or interfere with any valve, hydrant or fire plug or draw water there from.
 16. The Chief of a Rural Fire Protection Association or of a Voluntary Fire Brigade, his assistants and officers are authorized to use the hydrants or plugs for the purpose of extinguishing fires or for making trial of hose pipe or for fire protection. All such uses shall be under the direction and supervision of the said Chief or his duly authorized assistants and in no event shall an inexperienced or incompetent person be permitted to manipulate or control in any way any hydrant or plug. No person shall, in any manner, obstruct the free access to any hydrant or valve or curb stop.
 17. No vehicle, building, rubbish or any other matter which could cause such obstruction shall be placed nearer to a hydrant than the property line of the street in which the hydrant is located, nor within twenty (20) feet of the hydrant in the direction parallel with the said property line.

18. Water Service charges or rates shall be levied and collected monthly from all persons, corporations or other such entities connected to and utilizing the water supply systems.
19. The Chief Administrative Officer, or any designated County personnel, may shut off or discontinue water service for non-payment of account or failure to make application for water.

WASTE WATER (Sewer)

1. Sewer service charges shall be levied monthly and collected from all occupants of property serviced by the sewer systems situated in the hamlets of Worsley and Cleardale in Clear Hills County.

GENERAL

1. Failure to receive a statement of account, shall in no way affect the liability of the consumer to pay such levies and charges.
2. Any person who contravenes any provision of this Bylaw shall be responsible for all fines, penalties and costs resulting from that act.
3. A person who contravenes a provision of the Bylaw is guilty of an offense and liable on summary conviction to the payment of a fine of not more than \$500.00.
4. Utility services are provided for the property, therefore the owner is responsible for the municipal utility service and the charges related to it. Any charges for damages, penalties and/or fees levied shall be collected as outlined in Section 553, 1 (a) of the Municipal Government Act.
5. Utility accounts shall be payable to Clear Hills County at the County office in Worsley, or such other places as designated by Council.
- ~~5-6.~~ A person who has their service deactivated for non-payment or has an account in arrears shall not be allowed to open a new account until the outstanding balance has been paid in full even in the event the balance has been transferred to the tax roll.

Schedule of Fees establishing fees for water rates, penalties, deposits and connection fees and sewer service charges for Clear Hills County are as follows:

WATER AND WASTEWATER SERVICE CHARGES

(a) Water & Wastewater Rates – Monthly

- \$.021 per gallon for domestic potable water use at the Worsley, Cleardale and Bear Canyon water systems
- \$.05 per gallon for industrial potable water use at the Worsley, Cleardale and Bear Canyon water systems
- \$.04 per gallon for industrial non-potable water use at the Worsley non-potable truck fill.
- \$.0060 per gallon wastewater fee for water used at locations serviced with county sewer in Worsley and Cleardale.

(b) Penalties – Past Due Accounts

- (i) There shall be added to, by way of penalty, an amount equal to 2% of the outstanding balance owing at the close of business on the 27th day of the month of billing. Postmarks will not be accepted as the date payment is received.
- (ii) Unauthorized use of Municipal Water/Waste Water Works \$500.00

(c) Non-refundable fees

- (i) Transfer from One Service to Another \$25.00
- ~~(ii)~~ Service Activation/Reactivation \$45.00
- ~~(ii)~~~~(iii)~~ Emergency Call Out \$200.00
- ~~(iii)~~~~(iv)~~ Deposit for Meter Testing (Section 12) 50% of new meter purchase price.
 - 5/8 x ¾ inch \$167.50
 - 1 inch to 1½ inch \$695.50
 - 2 inches or greater \$1,005.00
- ~~(iv)~~~~(v)~~ Meter Purchases
 - 5/8 x ¾ inch \$335.00
 - 1 inch to 1½ inch \$1,385.00
 - 2 inches or greater \$2,010.00
- ~~(v)~~~~(vi)~~ Replacement or additional card lock cards (each) \$40.00
- ~~(vi)~~~~(vii)~~ Monthly service charge on card lock accounts \$5.00

~~(vii)~~(viii) Non-Refundable Regional Water Line Tie-In Application Fee - This fee is due at time of application and will be applied to the installation costs for the Water Line tie-in connection and curb stop valve.

Non-Refundable Application Fee \$2,000.00

~~(viii)~~(ix) Non-Refundable Hamlet Water System Tie-In Application Fee - This fee is due at time of application and will be applied to the installation costs for the Water System tie-in connection and curb stop valve.

Non-Refundable Application Fee \$2,000.00

(d) Refundable fees

(i) Card lock account activation

County landowners (must provide land location) \$100.00

Non-county \$1,000.00

Upon disconnection of the service, return of all cards associated with card lock account and full payment of the account; the activation fee shall be returned to the customer within forty (40) days.

If in any case the activation fee with the County remains unclaimed for a period of five years after the account of the utility customer is discontinued the amount of the fee that qualifies for refund shall be transferred to the general revenue account of the County.

The County remains liable to repay the amount of the activation fee that qualifies for refund to the person lawfully entitled thereto for a period of ten years next following the discontinuance of the account. After the ten year period the refundable portion of the fee becomes the absolute property of the County free from any claim in respect thereof.

1. Bylaw No. 117-08 is hereby rescinded.
2. Bylaw No. 129-10 is hereby rescinded.
3. Bylaw No. 133-10 is hereby rescinded.
4. Bylaw No. 161-12 is hereby rescinded.
5. Bylaw No. 171-13 is hereby rescinded.
6. Bylaw No. 181-14 is hereby rescinded.
7. Bylaw No. 196-15 is hereby rescinded.
8. Bylaw No. 214-17 is hereby rescinded.

8-9. Bylaw No. 221-17 is hereby rescinded.

Governing the Usage of the Water Works Distribution and Waste Water Collection Systems
in the Hamlets of Worsley and Cleardale and the Community of Bear Canyon

9-10. This Bylaw shall come into force and effect on the date of final reading hereof.

READ a first time this _____ day of _____ A.D., 20172019.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a second time this _____ day of _____ A.D., 20172019.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a third time this _____ day of _____ A.D., 20172019.

~~Jason Ruecker~~Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

BYLAW NO. 239-19

A BYLAW OF CLEAR HILLS COUNTY IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF GOVERNING THE USAGE OF THE WATER WORKS DISTRIBUTION SYSTEMS AND WASTE WATER COLLECTION SYSTEMS IN THE HAMLETS OF WORSLEY, CLEARDALE AND IN THE COMMUNITY OF BEAR CANYON AND REPEALING BYLAW 221-17.

WHEREAS, Sections 7 (f) and (g) of the Municipal Government Act of Alberta, 2000 being Chapter M-26.1 authorizes the County to pass bylaws for county purposes respecting services provided by or on behalf of the county and public utilities; and

WHEREAS, the Council of Clear Hills County considers it desirable to maintain and manage the water distribution systems in the hamlets of Worsley and Cleardale and the community of Bear Canyon,

WHEREAS, the Council of Clear Hills County considers it desirable to maintain and establish waste water (sewer) service charges in the hamlets of Worsley and Cleardale,

WHEREAS, the Council of Clear Hills County considers it desirable to maintain and establish waste removal service charges in the hamlets of Worsley and Cleardale

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

DEFINITIONS:

The following definitions will apply to this bylaw:

- a) CONSUMER shall mean an owner, occupant, or lessee of property or a cardlock holder, who obtains water services from Clear Hills County in the hamlets of Worsley and/or Cleardale and/or the community of Bear Canyon.
- b) CHIEF ADMINISTRATIVE OFFICER shall mean the Chief Administrative Officer of Clear Hills County, in the Province of Alberta.
- c) COUNTY shall mean Clear Hills County.

WATER

1. The provisions of this Bylaw shall apply to anyone obtaining water from the water works systems operated by the County in the hamlets of Worsley and Cleardale and the Community of Bear Canyon.
2. All water service connections to the water works systems, requires a written submission on an application form provided by the County with the required connection fee as set out in the Water and Wastewater Service Charges.
3. All water outlets from a water service connection to any building must be metered and supplied with backflow prevention devices.
4. All water meters and backflow prevention devices will be supplied by the County, and will be installed by, and at the expense of, the consumer requiring the service. Qualified personnel shall carry out all water meter installations and

each installation shall be subject to an inspection by a person authorized, or employed by the County.

5. All meters and backflow prevention devices will be made available for purchase to the consumer for cost plus freight.
6. All water meters and backflow prevention devices must be installed in an approved location and readily accessible to authorized persons for the purpose of reading, inspecting or changing it.
 - a) Where it can be shown that a water meter cannot be installed in an accessible location for the purpose of reading, and where it can be shown that the installation of a water meter in an accessible location will cause unreasonable cost and inconvenience, the consumer must install a remote water meter reader;
 - b) All remote water meter readers must be installed in an approved location and be readily accessible to authorized persons for the purpose of reading or inspecting;
 - c) The installation of the remote water meter reader will remain at the discretion of the County.
 - d) Where a remote water meter reader is installed a person authorized or employed by the County will be granted access to the water meter as required, for the purpose of reading, inspecting, or changing it.
 - e) If practicable, all meters shall be read at least once every month. If any meter cannot be read within such period, the Chief Administrative Officer, or designated County representative may estimate the flow of water upon such basis as he considers to be fair and equitable and render on account;
 - f) In any event, every meter must be read at least once in each three (3) month period and if in any case a reading cannot be so made, the Chief Administrative Officer, or designated County representative may shut off the water supply to the meter in question until such time as the County is able to obtain a reading;
7. Should an installation prove to be inadequate upon inspection, the consumer shall alter the installation to the satisfaction of the County and at the expense of the owner, tenant, or occupier requiring the water meter installation.
8. The consumer shall give access to an authorized person or persons who may be under contract to the County, to a meter for the purpose of reading, inspecting or changing it and shall be responsible to keep the meter free from injury by frost.
9. No person shall:
 - a) Interfere with the seals or tamper with any meter.
 - b) Tamper with any remote water meter reader or connections thereto.

- c) Lay or cause to be laid or attach any pipe, main, wire or rod, to communicate any pipe, main, wire or rod, of the water works or use any water thereof, without consent of the County.
 - d) Willfully, and without authority, hinder, interrupt or cut off the supply of water.
10. Any damage caused to meters and/or remote water meter readers through abuse, tampering or freezing shall be considered the responsibility of the consumer to whom the meter and/or remote water meter reader has been assigned. The damage will be repaired and/or the meter and/or remote water meter reader replaced by the County with all costs being assigned to the account of the consumer.
 11. Should any person claim a meter is not working properly and is over reading, said person shall deposit with the County the required Meter Testing Deposit. The meter will then be removed from service and given a proper bench test. Should the meter be found to over read by more than 3%, the deposit shall be refunded. Any meter, which meets the requirements previously stated, shall be considered adequate and the person shall forfeit the deposit to the County to cover the costs of removal and testing of the meter. All conveniences during business hours shall be afforded the person to witness meter tests.
 12. Water shall not be turned on to any building or premise after any construction, reconstruction, alteration or change or the completion of any work requiring a permit, until the work has been done to the satisfaction of an authorized person.
 13. Water shall be turned on or off at the curb stop, by an authorized person only.
 14. The consumer shall not vend, sell or dispose of water, or give away or permit the same to be taken or carried away, from any house, building or other premises which is supplied with water from the County owned waterworks system.
 15. Except as hereinafter provided, no persons other than authorized persons shall open, close, operate or interfere with any valve, hydrant or fire plug or draw water there from.
 16. The Chief of a Rural Fire Protection Association or of a Voluntary Fire Brigade, his assistants and officers are authorized to use the hydrants or plugs for the purpose of extinguishing fires or for making trial of hose pipe or for fire protection. All such uses shall be under the direction and supervision of the said Chief or his duly authorized assistants and in no event shall an inexperienced or incompetent person be permitted to manipulate or control in any way any hydrant or plug. No person shall, in any manner, obstruct the free access to any hydrant or valve or curb stop.
 17. No vehicle, building, rubbish or any other matter which could cause such obstruction shall be placed nearer to a hydrant than the property line of the street in which the hydrant is located, nor within twenty (20) feet of the hydrant in the direction parallel with the said property line.

18. Water Service charges or rates shall be levied and collected monthly from all persons, corporations or other such entities connected to and utilizing the water supply systems.
19. The Chief Administrative Officer, or any designated County personnel, may shut off or discontinue water service for non-payment of account or failure to make application for water.

WASTE WATER (Sewer)

1. Sewer service charges shall be levied monthly and collected from all occupants of property serviced by the sewer systems situated in the hamlets of Worsley and Cleardale in Clear Hills County.

GENERAL

1. Failure to receive a statement of account, shall in no way affect the liability of the consumer to pay such levies and charges.
2. Any person who contravenes any provision of this Bylaw shall be responsible for all fines, penalties and costs resulting from that act.
3. A person who contravenes a provision of the Bylaw is guilty of an offense and liable on summary conviction to the payment of a fine of not more than \$500.00.
4. Utility services are provided for the property, therefore the owner is responsible for the municipal utility service and the charges related to it. Any charges for damages, penalties and/or fees levied shall be collected as outlined in Section 553, 1 (a) of the Municipal Government Act.
5. Utility accounts shall be payable to Clear Hills County at the County office in Worsley, or such other places as designated by Council.
6. A person who has their service deactivated for non-payment or has an account in arrears shall not be allowed to open a new account until the outstanding balance has been paid in full even in the event the balance has been transferred to the tax roll.

Schedule of Fees establishing fees for water rates, penalties, deposits and connection fees and sewer service charges for Clear Hills County are as follows:

WATER AND WASTEWATER SERVICE CHARGES

(a) Water & Wastewater Rates – Monthly

- \$.021 per gallon for domestic potable water use at the Worsley, Cleardale and Bear Canyon water systems
- \$.05 per gallon for industrial potable water use at the Worsley, Cleardale and Bear Canyon water systems
- \$.04 per gallon for industrial non-potable water use at the Worsley non-potable truck fill.
- \$.0060 per gallon wastewater fee for water used at locations serviced with county sewer in Worsley and Cleardale.

(b) Penalties – Past Due Accounts

- (i) There shall be added to, by way of penalty, an amount equal to 2% of the outstanding balance owing at the close of business on the 27th day of the month of billing. Postmarks will not be accepted as the date payment is received.
- (ii) Unauthorized use of Municipal Water/Waste Water Works \$500.00

(c) Non-refundable fees

- (i) Transfer from One Service to Another \$25.00
- (ii) Service Activation/Reactivation \$45.00
- (iii) Emergency Call Out \$200.00
- (iv) Deposit for Meter Testing (Section 12) 50% of new meter purchase price.
 - 5/8 x 3/4 inch \$167.50
 - 1 inch to 1 1/2 inch \$695.50
 - 2 inches or greater \$1,005.00
- (v) Meter Purchases
 - 5/8 x 3/4 inch \$335.00
 - 1 inch to 1 1/2 inch \$1,385.00
 - 2 inches or greater \$2,010.00
- (vi) Replacement or additional card lock cards (each) \$40.00
- (vii) Monthly service charge on card lock accounts \$5.00

(viii) Non-Refundable Regional Water Line Tie-In Application Fee - This fee is due at time of application and will be applied to the installation costs for the Water Line tie-in connection and curb stop valve.
Non-Refundable Application Fee \$2,000.00

(ix) Non-Refundable Hamlet Water System Tie-In Application Fee - This fee is due at time of application and will be applied to the installation costs for the Water System tie-in connection and curb stop valve.
Non-Refundable Application Fee \$2,000.00

(d) Refundable fees

(i) Card lock account activation
County landowners (must provide land location) \$100.00
Non-county \$1,000.00

Upon disconnection of the service, return of all cards associated with card lock account and full payment of the account; the activation fee shall be returned to the customer within forty (40) days.

If in any case the activation fee with the County remains unclaimed for a period of five years after the account of the utility customer is discontinued the amount of the fee that qualifies for refund shall be transferred to the general revenue account of the County.

The County remains liable to repay the amount of the activation fee that qualifies for refund to the person lawfully entitled thereto for a period of ten years next following the discontinuance of the account. After the ten year period the refundable portion of the fee becomes the absolute property of the County free from any claim in respect thereof.

1. Bylaw No. 117-08 is hereby rescinded.
2. Bylaw No. 129-10 is hereby rescinded.
3. Bylaw No. 133-10 is hereby rescinded.
4. Bylaw No. 161-12 is hereby rescinded.
5. Bylaw No. 171-13 is hereby rescinded.
6. Bylaw No. 181-14 is hereby rescinded.
7. Bylaw No. 196-15 is hereby rescinded.
8. Bylaw No. 214-17 is hereby rescinded.
9. Bylaw No. 221-17 is hereby rescinded.

Governing the Usage of the Water Works Distribution and Waste Water Collection Systems
in the Hamlets of Worsley and Cleardale and the Community of Bear Canyon

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

READ a first time this _____ day of _____ A.D., 2019.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a second time this _____ day of _____ A.D., 2019.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a third time this _____ day of _____ A.D., 2019.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Audrey Bjorklund, CLGM Community Development Manager
Title:	RECREATION BOARDS OPERATING GRANT
File:	71-10-02

DESCRIPTION:

Council is presented with the 2019 Recreation Boards Operating Grant disbursement information for consideration.

BACKGROUND:

BUDGET: \$300,000

ATTACHMENTS:

- Attached is the 2019 Recreation Board Point Distribution Summary
- 5 year Summary (2018-2014)
- Policy 7001 – Operational Grant for Recreation Boards.

RECOMMENDED ACTION:

That Council approve the 2019 Recreation Board Operating Grants as follows:

Burnt River Recreation Board:	\$20,396
Hines Creek & District Recreation Board	\$96,790
Worsley Recreation Board	\$95,307
Cleardale Recreation Board	\$54,130
Cherry Canyon Recreation Board	<u>\$33,376</u>
	<u>\$300,000</u>

Initials show support - Reviewed by:

Manager:



CAO:



CLEAR HILLS COUNTY
2019 with adjustments to arena's C45-19

OPERATIONAL GRANT FOR RECREATION BOARDS

	<u>Points</u>	<u>Dollars</u>
BURNT RIVER RECREATION BOARD		
AUTOMATIC ADDITIONAL POINTS (Policy 7001 3.2)	2,000	\$ 7,417
David Thompson Bible Camp (semi-private)	500	\$ 1,854
Community Hall (David Thompson Hall) (includes Craft/Meeting room, Senior & Minor Use Hall)	2,000	\$ 7,417
Campground (1-14 stalls) (David Thompson Hall)	400	\$ 1,483
Ball Diamond (David Thompson Hall)	100	\$ 371
Playground (2) Burnt Lee & David Thompson Hall	200	\$ 742
Picnic Ground (Burnt Lee Park)	100	\$ 371
Camp Shelter (2) (Burnt Lee park & David Thompson Hall)	200	\$ 742
Horse shoe pits no points	-	\$ -
Points	<u>5,500</u>	<u>\$ 20,396</u>

HINES CREEK AND DISTRICT RECREATION BOARD		
George Lake Recreation Area	1000	\$ 3,708
Cross Country ski trail (maintained)	100	\$ 371
Hines Creek Golf Course and Country Club (grass greens)	1200	\$ 4,450
Golf Course Campground	400	\$ 1,483
Minor Use Hall - Club House	100	\$ 371
Ball Diamond (1-Royce, 1 George Lake, 2 HC)	400	\$ 1,483
Carter's Camp (15+stall)	1000	\$ 3,708
Tennis Court	100	\$ 371
Arena Artificial Ice	16000	\$ 59,335
Arts & Crafts Room (Upstairs at Dave Shaw)	100	\$ 371
Museums/Historical Sites	100	\$ 371
Hall, Minor Use (Seniors Drop In Centre) (includes Community room & kitchenette)	100	\$ 371
Playgrounds 2-HC 1 G.Lake 2 C Camp 1 Museum	600	\$ 2,225
Splash park considered part of playground	0	\$ -
Community Library	1200	\$ 4,450
Gymnasium	1000	\$ 3,708
Fitness Centre	200	\$ 742
Out Door Basketball Court (same points as tennis court)	100	\$ 371
Community Hall (Dave Shaw Memorial Complex)	2000	\$ 7,417
Picnic Grounds (museum, playgrnd, E.cabin)	300	\$ 1,113
Walking Trail, maintained, same points as Cross County trail	100	\$ 371
Tent Style Shelter(s) (George Lake & Museum) - no points in policy	0	\$ -
Music Festival Stage(s) (George Lake & Museum)- no points in policy	0	\$ -
Snowmobile trail no points in policy	0	\$ -
Points	<u>26,100</u>	<u>\$ 96,790</u>

WORSLEY RECREATION BOARD		
Skating Rink (natural ice) (Worsley Ag Society Grounds)	2,500	\$ 9,271
Ball Diamond (6) (ER & School x3, Worsley & C.P.)	600	\$ 2,225
Playgrounds (5) (Wrsly 3, ER & Clr Pr)	500	\$ 1,854
Skateboard park considered part of Playground	-	\$ -
Gymnasium	1,000	\$ 3,708
Outdoor Basketball Court (2)	200	\$ 742
Community Hall (Seniors Club)	2,000	\$ 7,417
Community Room & Kitchen (School)	2,000	\$ 7,417
Camp Grounds	-	\$ -
Many Islands (15+ stalls)	1,000	\$ 3,708
Running Lake (15+ stalls)	1,000	\$ 3,708
Worsley (1-4 stalls)	400	\$ 1,483
picnic grounds (Clear Prairie & Worsley)	200	\$ 742
Eureka River Community Hall	2,000	\$ 7,417

Eureka River Rodeo Grounds	1,500	\$	5,563
Swimming Pool (semi-private)	1,500	\$	5,563
JFW Camp Shelter	100	\$	371
Ski Hill	6,000	\$	22,251
Worsley Museum	100	\$	371
Community Room (minor use)2(fire hall & nurse station)	200	\$	742
Fitness Centre	200	\$	742
Community Library	1,200	\$	4,450
Music Festival Stage (Many Islands)- no points in policy	0	\$	-
CHAMPS riding arena grounds (same points as Rodeo)	1,500	\$	5,563
Points	<u>25,700</u>	<u>\$</u>	<u>95,307</u>

CLEARDALE RECREATION BOARD

AUTOMATIC ADDITIONAL FUNDS (Policy 7001 3.3)		\$	10,000
Skating Rink (outdoor, heated change room)	1,500	\$	5,563
Campgrounds			
Clear River 15+ stalls	1,000	\$	3,708
OHV park 15 + stalls (have 20)	1,000	\$	3,708
Golf Course 1-14 stalls	400	\$	1,483
Rodeo Grounds 1-14 stalls	400	\$	1,483
Gymnasium	1,000	\$	3,708
Golf Course (sand greens)	700	\$	2,596
Rodeo Grounds	1,500	\$	5,563
Community Room / Kitchen (School)	2,000	\$	7,417
Picnic Areas (OHV park, Rodeo Grounds, Golf course & ball diamonds)	400	\$	1,483
2 Ball diamonds	200	\$	742
Playground (OHV park, Clear River, Cleardale)	300	\$	1,113
Tennis Court	100	\$	371
Outdoor Basket ball court	100	\$	371
Community Hall (Minor Use) Seniors complex	100	\$	371
Music Festival Staging (OHV) - no points in Policy	-	\$	-
Tent style shelter(s) (OHV Park) no points in Policy	-	\$	-
Community Library	1,200	\$	4,450
Points	<u>11,900</u>	<u>\$</u>	<u>54,130</u>

CHERRY CANYON REREATION BOARD

Community Room / Kitchen	2,000	\$	7,417
Gymnasium	1,000	\$	3,708
Fitness centre	200	\$	742
Community Hall/Kitchen (Cherry Point)	2,000	\$	7,417
Moms& Tots playroom	100	\$	371
Curling Rink/Skating rink	500	\$	1,854
Playground (2-School & Hall)	200	\$	742
Picnic Area (no camp stalls) 3 church, hall, school	300	\$	1,113
Ball Diamonds (3)	300	\$	1,113
Outdoor Basket ball court	100	\$	371
Soccer Field w goal posts (same points as ball diamonds)	100	\$	371
Community Library	1,200	\$	4,450
Horseshoe Pits (2) no points assigned in Policy 7001	-	\$	-
Campground (Ole's Lake) - w/dock	1,000		3,708
Points	<u>9,000</u>	<u>\$</u>	<u>33,376</u>

TOTAL POINTS	<u>78,200</u>	<u>\$</u>	<u>300,000.00</u>
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TOTAL BUDGET	\$	300,000.00
Less Cleardale \$10,000	\$	10,000.00
	\$	290,000.00

Funding per point	\$	<u>3.708</u>
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**5 Year Summary of Past Recreation Board Operating Grants & Donations
2018-2014**

Prepared for April 9, 2019 Council Meeting

Burnt River Recreation Board

2018			2017			2016		2015		2014	
Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Points	Op Grant	Points	Op Grant
5,600	\$ 20,955	\$ 247	5,600	\$ 21,064	\$ 575	5,600	\$ 17,231	5,600	\$ 16,350	5,600	\$ 16,350

Hines Creek & District Recreation Board

2018			2017			2016		2015		2014	
Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Points	Op Grant	Points	Op Grant
27,000	\$101,032	\$ 1,856	26,900	\$101,180	\$ 4,299	26,900	\$ 82,769	33,800	\$ 98,686	33,800	\$ 98,686

Worsey Recreation Board

2018			2017			2016		2015		2014	
Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Points	Op Grant	Points	Op Grant
24,600	\$ 92,052	\$ 1,691	24,300	\$ 91,401	\$ 3,883	24,300	\$ 74,769	24,400	\$ 71,241	24,400	\$ 71,241

Cleardale Recreation Board

2018			2017			2016		2015		2014	
Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Points	Op Grant	Points	Op Grant
11,400	\$ 52,658	\$ 784	11,400	\$ 52,879	\$ 1,821	12,300	\$ 47,846	9,500	\$ 37,737	9,400	\$ 37,445

Cherry Canyon Recreation Board

2018			2017			2016		2015		2014	
Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Points	Op Grant	Points	Op Grant
8,900	\$ 33,303	\$ 612	8,900	\$ 33,476	\$ 1,423	8,900	\$ 27,385	8,900	\$ 25,985	9,000	\$ 26,277

TOTALS	77,500	\$300,000	\$ 5,190	77,100	\$300,000	12,000	78,000	250,000	82,200	249,999	82,200	249,999
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Donations Summary

2017 Orphan Wells Association	9000
2017 Harvest Operations Corp	3000
2018 Shell Canada Ltd	5190



Clear Hills County

Effective Date: **January 22, 2019**

Policy Number: **7001**

Title: **OPERATIONAL GRANT FOR RECREATION BOARDS**

1. Policy Statement

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

2. Responsibilities

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

3. Funding Based on:

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

secure additional funding under this operating grant.

4. Funding Point System

- 4.1. Recreation Boards must submit a facilities list and a financial statement by March 31st to Clear Hills County in order to receive grant funding.
- 4.2. Each Recreation Board shall have complete discretion as to how they wish to distribute the funds allocated to them.
- 4.3. Facilities must have been active in the past year, to qualify for points.

5. Funding Distribution Based on Points

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

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

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

6. End of Policy

ADOPTED

Resolution #C193-02

Date: March 25, 2003

AMENDED

Resolution #C876-03

Date: November 25, 2003

AMENDED

Resolution #C241-04

Date: March 23, 2004

AMENDED

Resolution# C626-04

Date: September 23, 2008

AMENDED

Resolution #C707-11

Date: August 23, 2011

AMENDED

Resolution C326-12(05/22/12)

Date: May 22, 2012

AMENDED

Resolution C060-13(01/22/13)

Date: January 22, 2013

AMENDED

Resolution C091-14(02/11/14)

Date: February 11, 2014

AMENDED

Resolution C45-19(01/22/19)

Resolution C46-19(01/22/19)

Date: January 22, 2019

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	GEORGE LAKE RECREATION ASSTN. CAMPGROUND EXPANSION
File:	71-02-02

DESCRIPTION:

George Lake Aquatic Recreation Association are seeking to develop the next stage of improvements to the George Lake Campground, and are seeking Council's support by way of applying to the Province for permission to undertake these improvements to the Recreation Lease that is held in the County's name and operated by the Association.

BACKGROUND:

The 2018 development of additional lots, and leasing these lots for the season met with success, and the Association is seeking permission to development additional lots again this year.

Because this Recreation lease is leased to the county, requests for permission to make improvements or change how the recreation lease is operated (ie allowing season long rental of lots) must be made by the County to Alberta Environment and Parks.

The Association has provided a multi-year plan for improvements to the campground. The proposed 2019 improvements are in blue on the attached map.

ATTACHMENTS:

- Phase 2 seasonal lot plan proposal (includes map)

OPTIONS:

1. Support the George Lake Aquatic Recreation Association concept for improvements to the George Lake Campground and apply to Alberta Environment and Parks for permission to allow these changes in the operation of the recreation lease.
2. Not support the improvement concept.

RECOMMENDED ACTION:

1. RESOLUTION by.....to Support the George Lake Aquatic Recreation Association concept for 2019 improvements to the George Lake Campground and apply to Alberta Environment and Parks for permission to allow these changes in the operation of the recreation lease.

Initials show support - Reviewed by:	Manager:	CAO:
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GEORGE LAKE PROPOSED SEASONAL LOT RENTALS, PHASE 2

As per our meeting on Mar 28/19, the comity has decided to move forward with phase 2, which would be 6 more lot rental sites, clean up and making roads.

Here are the reasons why the road making is necessary.

1. A private road for the seasonal lots which is gated and a circle road for greater ease of the campers and gated because even though it is signed private lots, people still drive they're large trailers down there, then require assistance backing out as they're not necessarily capable of doing so.
2. With circle roads we can make them "one way" lessening the chance of an accident or mishap and much greater ease of emergency vehicles to gain entry.

We are doing this in phases as to the discussion we had with both the county and Government of Alberta. This also means we do not need to borrow money to make new sites. We have the first phase of 5 sites completed last year including power. This year we plan to do a "lottery" fashion that being all names will go into a barrel and be drawn for these new sites. Once you get a site, it goes to you the renter of previous year, unless you have decided you no longer want a site.

The rental season is the first week of May until the last week on October, at which time ALL personal belongings will be removed from all sites. Rent is to be paid by end of February for upcoming year.

We currently have a list with 20 names for next phase, therefore showing there is overwhelming public interest in these lots. This year, there will be no power for these sites, but our hope is to have power to them next year.

The placement of the sites could be moved a few feet/yards. Depending on the trees. We want to make as little an impact as possible. If, for example there is a stand of older trees, we will move the site to where there are younger trees or older dead standing. We have walked the area to find existing lines and trails to expand roadways. We will still have to make a road following a ride through existing old growth forest. We could not find a way not to knock down a few

trees, but hope to make a small impact of trees. The new sites will be smaller than the first 5. Through trial and error and smaller sites means we can leave more trees standing. If there are too many dead trees around site areas, we will remove dead trees and snags that could be considered dangerous.

The first 5 sites were made and marked in dead standing trees; therefore we did remove many more than we wanted to however this did make it safer. Each of the 5 sites has a "green zone" buffer to let young trees take root and grow the buffer between each site. This will make our sites the buffer zone between each, back to 15 feet of green zone.

We the George Lake Committee wish and are working toward 2 things.

1 To keep as many trees as possible, plus nature trails and the wildlife for families to view and observe in their natural setting.

2 To keep our sites affordable for all to enjoy, so our future generations will see, learn and enjoy a mini "wildlife" close to Hines Creek, Fairview, surrounding areas as well as drop in visitors.

The public is behinds us and our plans for expansion, in fact membership is up. The expansion, as mentioned, is in phases for a few reasons those being, this was agreed upon by The County and Alberta Government agencies, as was also mentioned, however there is also the conclusion for the board, that we WILL NOT go ahead with another phase unless or until there is a demand for further sites.

If you have any questions, please contact me, Bruce Gorham (v. President) at

780-835 2224 home

780-835 8300 cell or email brucesvalley@icloud.com

I hope to include a list of how much each camp site brought in last year to show that the rental sites may raise our income while freeing up our campground for more campers, especially on long weekends, when we have had to turn some away.

Thank you for your attention and time on this matter.

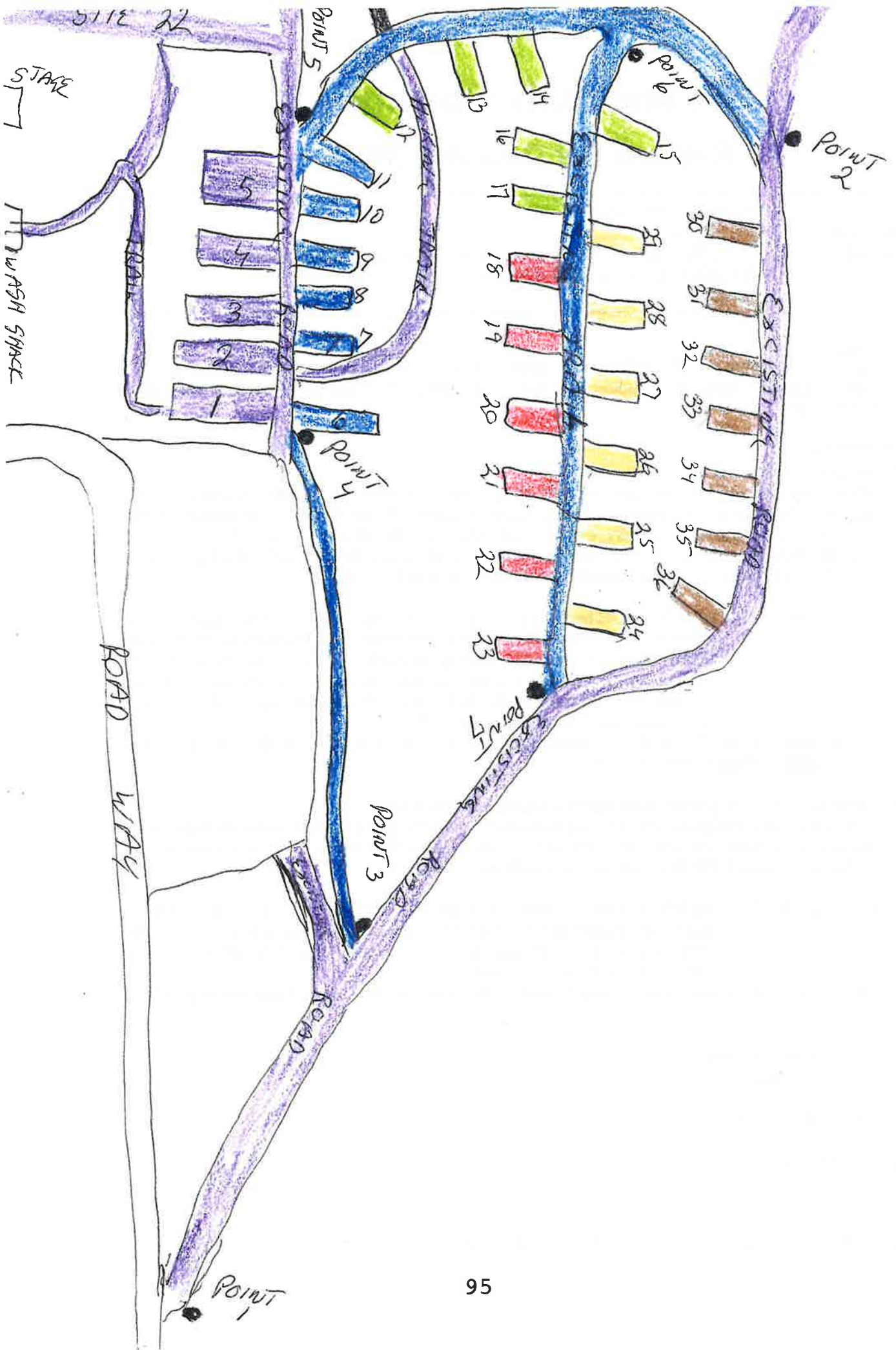
Bruce Gorham

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

LEADGEN D FOR MAP

POINT 1 → POINT 2 = EXISTING ROAD.
 POINT 3 → POINT 4 NEW ROAD BEHIND BALL DIAMOND.
 POINT 4 → POINT 5 EXISTING ROAD.
 POINT 5 → POINT 2 NEW ROAD ON A RIDGE.
 POINT 6 → POINT 7 EXISTING TRAIL WILL MAKE INTO A ROAD.

SITES 1-5	ARE	ALREADY	MADE.
SITES 6-11	ARE	PROPOSED	SITES FOR THIS SPRING
SITES 12-17	ARE	PROPOSED	FOR 2020
SITES 18-23	ARE	PROPOSED	FOR 2021 IF NEEDED
SITES 24-29	ARE	PROPOSED	FOR 2022 IF NEEDED.
SITES 30-36	ARE	PROPOSED	FOR 2023 IF NEEDED.



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	ASB DELEGATION FOLLOWUP
File:	62-02-02

DESCRIPTION:

Following up on the February 12, 2019 discussions during the ASB delegation with Council, the Agricultural Service Board has information on dugouts and gardening in the north that they want to share with Council.

BACKGROUND:

1. Dugout Treatments:

The Provincial and Federal governments do not have programs or projects in place to hold ongoing water treatment and treatment success analysis. There is good information on the Alberta Agriculture and Forestry website and starting with the April newsletter a "Dugout Corner" has been included in our county newsletter, as administration will also be providing links to the information on the County website and facebook page.

AG52(03/18/19) RESOLUTION by Member Ross that this Agricultural Service Board direct administration to feature one article per month in a "Dugout Corner" section of the monthly Clear Hills County newsletter and provide the link to the Alberta Agriculture and Forestry website where the information is being sourced from on the County website and Facebook page and share the information with Council. CARRIED.

Question – does Council wish administration to draft a dugout testing program for 2020 budget consideration?

2. Access to locally grown food/Garden to plate in the North.

Council viewed the same video on the hydroponic gardening in the north using insulated sea-cans at their March 25, 2018 Policies and Priorities Committee Meeting. The sea-can set up in the Video cost \$210,000 and are manufactured in Ontario.

AG60(03/18/19) RESOLUTION by Member Ross that this Agricultural Service Board accept for information the discussion around hydroponic gardening in the north using insulated sea-cans in Churchill Manitoba and share the information with Council. CARRIED.


Question – are there any outcomes from this information that Council wishes to pursue?

OPTIONS:

- Direct further actions
- Accept for information

RECOMMENDED ACTION:

RESOLUTION by _____ to _____

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	BUSINESS AWARDS POLICY 6802 AMENDMENTS
File:	

DESCRIPTION:

Council is presented with an amended Business Awards Policy 6802 as directed.

BACKGROUND:

C100-19(02-26-19) RESOLUTION by Councillor Wetmore to bring back amendments to Policy 6802 Business Recognition award to a future Regular Council Meeting. CARRIED.

ATTACHMENTS:

- Amended Business Awards Policy 6802

OPTIONS:

- Adopt as amended
- Direct further amendments and bring to a future meeting

RECOMMENDED ACTION:

RESOLUTION by to adopt amended Business Awards Policy 6802 as presented.

Initials show support - Reviewed by:	Manager: <i>ABj</i>	CAO: <i>AB</i>
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CLEAR HILLS COUNTY



Clear Hills County

Effective Date: September 11, 2018	Policy Number 6802
Title: BUSINESS AWARDS	

1. POLICY STATEMENT

1.1. Small business owners devote a huge amount of time and energy to develop, launch and run their companies and Clear Hills County Council believes it is important to recognize and celebrate those efforts and successes, so has committed to host annual business awards.

2. GENERAL

- 2.1. Annually Council will include funds in the Operating Budget to cover costs for hosting annual business recognition awards.
- 2.2. Nominations for the annual business recognition awards will be presented to Council annually at the second Council meeting in February.

3. ELIGIBILITY REQUIREMENTS FOR ALL AWARDS

To be a valid entry in the Clear Hills County Business Awards the business must:

- 3.1 Have operated for a minimum of three years; except for those entering in the New Business category;
- 3.2. Operate in Clear Hills County or the Village of Hines Creek and continue to do so at the time of the awards presentation.
- 3.3 Have not won in the same category in the past three years.

4. BUSINESS OF THE YEAR CATEGORIES

- 4.1. Business of the Year – demonstrated excellence in the areas they consider key to their success. Size of the business is not a consideration. Business strengths and successes in the areas of growth, stability, human resources, community involvement, customer service, marketing and promotional achievements, improvements in quality of products or services or increased productivity.
- 4.2. Community Service/Involvement – contributed in a significant way financially or by means of volunteerism. The successful nominee must have demonstrated their commitment to giving back to the community and has moved the community in a positive manner by their actions.
- 4.3. Innovation: New Business, Product, Service or Work System– been in business for three years or less OR to a business that has introduced a new product/service or has adopted a new work system, such as the use of new technology that has created a distinct competitive advantage. Judging will take into consideration the relative size and nature of the business as well as market conditions.



CLEAR HILLS COUNTY

- 4.4. Investment – Job Creation, Growth & Expansion - demonstrated long-term success and growth of their company in addition to exceptional service to the community. The business and owner will be an acknowledged leader by peers.
5. **RECOGNITION** will include:
- An award plaque or framed certificate
 - Donation of \$1,000.00 to local non-profit organization of their choice that operates within Clear Hills County.
 - Picture and announcement in the May County Newsletter.
6. **AWARDS CEREMONY:**
- ~~Will be held during the Annual Tradeshow, prior to the Talent show.~~
 - Will be held at the Clear Hills County Agricultural Tradeshow Banquet.
7. **ATTACHMENTS:**
- A. Sample Nomination Form
8. **END OF POLICY**

ADOPTED

Resolution C420-18(09/11/18)

Date: September 11, 2018



CLEAR HILLS COUNTY

Policy 6802 Attachment A: Sample Nomination Form

Clear Hills County

Celebrating Business Awards

Nomination Deadline: February 10 Annually

Submitting Nominations:

- Drop off: County Administration Office at 313 Alberta Avenue, Worsley, AB
- Email: audrey@clearhillscounty.ab.ca
- Mail: Clear Hills County, Box 240 Worsley, AB T0H 3W0
- Fax: 780-685-3960

Awards Ceremony: Clear Hills County Agricultural Trade Show April 13, 2019 at 1:30 p.m. Arena Stage, Dave Shaw Memorial Complex, Hines Creek, Alberta

Clear Hills County Agricultural Tradeshow Banquet April __, 20__ at 6:00 p.m. Dave Shaw Memorial Complex Hall, 712 6th Avenue, Hines Creek, Alberta.

ELIGIBILITY REQUIREMENTS FOR ALL AWARDS:

To be a valid entry in the Clear Hills County Business Awards the business must:

- Have operated for a minimum of three years; except for those entering in the New Business category;
- Operate in Clear Hills County or the Village of Hines Creek and continue to do so at the time of the awards presentation.
- Have not won in the same category in the past three years.

BUSINESS OF THE YEAR CATEGORIES

1. **Business of the Year** – demonstrated excellence in the areas they consider key to their success. Size of the business is not a consideration. Business strengths and successes in the areas of growth, stability, human resources, community involvement, customer service, marketing and promotional achievements, improvements in quality of products or services or increased productivity.
2. **Community Service / Involvement** – contributed in a significant way financially or by means of volunteerism. The successful nominee must have demonstrated their commitment to giving back to the community and has moved the community in a positive manner by their actions.
3. **Innovation: New Business, Product, Service or Work System**– been in business for three years or less OR to a business that has introduced a new product/service or has adopted a new work system, such as the use of new technology that has created a distinct competitive advantage. Judging will take into consideration the relative size and nature of the business as well as market conditions.
4. **Investment – Job Creation, Growth & Expansion** - demonstrated long-term success and growth of their company in addition to exceptional service to the community. The business and owner will be an acknowledged leader by peers

Recognition will include:

An award plaque or framed certificate



CLEAR HILLS COUNTY

Donation of \$1,000.00 to local non-profit organization of their choice that operates within Clear Hills County.

Picture and announcement in the May County Newsletter.

Business Recognition Awards Nomination Form

Nomination Information:

Nominee's Business _____

Contact Name at Business _____

Contact Information for Nominated Business _____

Email: _____ Phone: _____

Name of Individual submitting Nomination (if different than above): _____

Email: _____ Phone: _____

Please "Circle" one of the Appropriate Business of the Year Category:

- Community Service/Involvement
- Innovation: New Business, Product, Service or Work System*
- Investment: Job Creation, Growth & Expansion

Please include reasons why you are nominating the above business

* When nominating a business for the Innovation award identify which sub-category you are nominating this business for – new business, product, service or works system.

Attach a separate sheet if required.

Please check here indicating you have the consent of the Nominee to be nominated. The recipient also agrees to allow a digital colour photo of themselves to be published on the County website and in print.

Nomination Deadline: February 10

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	RECREATION AWARDS POLICY 7010 AMENDMENTS
File:	71-10-02

DESCRIPTION:

Council is presented with an amended Recreation Awards Policy 7010 as directed.

BACKGROUND:

C103-19(02-26-19) RESOLUTION by Councillor Janzen to bring back amendments to Policy 7010 Recreation Awards to a future Regular Council Meeting. CARRIED.

ATTACHMENTS:

- Amended Recreation Awards Policy 7010

OPTIONS:

- Adopt as amended.
- Direct further amendment and the policy back to a future meeting.

RECOMMENDED ACTION:

RESOLUTION by _____ to adopted amended Recreation Policy 7010 as presented.

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

Effective Date: September 11, 2018	Policy Number 7010
Title: RECREATION AWARDS	

1. POLICY STATEMENT

1.1. Individuals and groups through effort and skill make considerable contributions to the advancement of recreation, parks and leisure in our communities; and Clear Hills County believes it is important to recognize and celebrate these successes so has committed to host annual Recreation Awards.

2. GENERAL

2.1. Annually Council will include funds in the Operating Budget to cover costs for hosting annual Recreation awards.

2.2. Nominations for the annual recreation awards will be presented to Council annually at the second Council meeting in February.

3. GUIDELINES

3.1. Volunteer of the Year – recognizes and honours an outstanding individual who is volunteering their time and talent in the non-profit sector. The individual is making a significant contribution to the community through commitment, service, creativity, cooperation and leadership in their volunteer role(s). For the purposes of this award, volunteering is defined as:

- Volunteered significant unpaid hours
- Contributed talents, energy and skills to help non-profit organizations in the community.
- Be of benefit to the organization(s) and to the volunteer.

3.2. Outstanding Recreation Facility Award – recognizes a recreation facility that demonstrates outstanding or unique innovations in efficiency or accessibility (design, energy management, accessibility for all abilities and income levels, operations, revenue generation, or services that meet the community needs.

4. RECOGNITION will include:

- An award plaque or framed certificate
- Volunteer of the Year: Donation of \$1,000.00 to local not-for-profit organization of their choice
- Recreational Facility Award: Donation of the \$1000.00 to the Operating Group.
- Picture and announcement in the May County Newsletter.

5. AWARDS CEREMONY:

- **Will be held during the Annual Tradeshow, prior to the Talent show.**
- **Will be held at the Clear Hills County Agricultural Tradeshow Banquet.**

6. ATTACHMENTS:

- A. Sample Volunteer of the Year Nomination Form
- B. Sample Outstanding Recreation Facility Award Nomination Form

7. END OF POLICY

ADOPTED Resolution C421-18 (09/11/18)

Date: September 11, 2018



Clear Hills County

Volunteer of the Year Award

Nomination Deadline: February 10 Annually

Submitting Nominations:

- Drop off: County Administration Office at 313 Alberta Avenue, Worsley, AB
- Email: audrey@clearhillscounty.ab.ca
- Mail: Clear Hills County, Box 240 Worsley, AB T0H 3W0
- Fax: 780-685-3960

Awards Ceremony: ~~Clear Hills County Agricultural Trade Show April 13, 2019 at 1:30 p.m. Arena Stage, Dave Shaw Memorial Complex, Hines Creek, Alberta~~

~~Clear Hills County Agricultural Tradeshow Banquet April __, 20__ at 6:00 p.m. Dave Shaw Memorial Complex Hall, 712 6th Avenue, Hines Creek, Alberta.~~

Guidelines: This award recognizes and honours an outstanding individual who is volunteering their time and talent in the non-profit sector. The individual is making a significant contribution to the community through commitment, service, creativity, cooperation and leadership in their volunteer role(s). For the purposes of this award, volunteering is defined as:

Volunteered significant unpaid hours

Contributed talents, energy and skills to help non-profit organization(s) in the community.

Be of benefit to the organization and to the volunteer

Recognition: will include:

An award plaque or framed certificate

\$1000.00 donation to local not-for profit organization of recipient's choice.

Picture and announcement in the May County Newsletter.

Volunteer of the Year Award

Nomination Information:

Nominee _____

Nominator _____

Contact Information for Nominated Individual or Group _____

Email: _____ Phone: _____

Name of Individual or Organization submitting Nomination (if different than above):

Email: _____ Phone: _____

Additional Material:

Provide a letter of reference from the local non-profit that benefitted from the contributions of the nominated individual

Please include the reasons why you are nominating the above volunteer

Attach a separate sheet if required.

Please check here indicating you have the consent of the Nominee to be nominated. The recipient also agrees to allow a digital colour photo of themselves to be published on the County website and in print.



Clear Hills County

Outstanding Recreation Facility Award

Nomination Deadline: February 10 Annually

Submitting Nominations:

- Drop off: County Administration Office at 313 Alberta Avenue, Worsley, AB
- Email: audrey@clearhillscounty.ab.ca
- Mail: Clear Hills County, Box 240 Worsley, AB T0H 3W0
- Fax: 780-685-3960

Awards Ceremony: Clear Hills County Agricultural Trade Show April 13, 2019 at 1:30 p.m. Arena Stage, Dave Shaw Memorial Complex, Hines Creek, Alberta

Clear Hills County Agricultural Tradeshow Banquet April __, 20__ at 6:00 p.m. Dave Shaw Memorial Complex Hall, 712 6th Avenue, Hines Creek, Alberta.

Guidelines: This award recognizes a recreation facility that demonstrates outstanding or unique innovations in efficiency or accessibility (design, energy management, accessibility for all abilities and income levels, operations, revenue generation, or services that meet the community needs.

Recognition will include:

- An award plaque or framed certificate
- \$1000.00 donation to the Facility Operating Group.
- Picture and announcement in the May County Newsletter.

Nomination Information:

Nominee (Operating Group of Facility) _____

Contact Name for Nominated Facility _____

Contact Information for Nominated Facility Operating Group _____

Email: _____ Phone: _____

Name of Individual or Organization submitting Nomination (if different than above):

Email: _____ Phone: _____

Please state reasons why you are nominating the above facility.

Attach a separate sheet if required.

Please check here indicating you have the consent of the Operating Group of the Recreation Facility to be nominated. The recipient also agrees to allow a digital colour photo of their representatives to be published on the County website and in print.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	VETERAN MEMORIAL GARDENS FUNDING REQUEST
File:	62-02-02

DESCRIPTION:

Council is presented with a funding request for the development of Veterans Memorial Gardens to surround the Afghanistan Monument in Grande Prairie, Alberta. This project is being spear headed by the non-profit Canadian Motorcycle Tourism Association.

BACKGROUND:

ATTACHMENTS:

- Funding request information.

BUDGET/COSTS:

2019 General Grant budget for various requests \$1,500.00

For approvals greater than the budget the funds would need to be allocated from the Rate Stabilization Reserve.

OPTIONS:

- Provide a general grant of \$_____
- Accept for information and not provide funding.

RECOMMENDED ACTION:

1. RESOLUTION by _____ to _____

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

From: Marie Charbonneau <exec.director@motorcyletourism.ca>
Sent: March-20-19 11:41 AM
To: Audrey Bjorklund; Bonnie Morgan
Subject: Veterans Memorial Gardens
Attachments: Fundraising Letter 2019.pdf; Veterans Memorial Gardens 2019 Marketing Materials - Web.pdf; operation_soldier_guide_grade_4-6 2.pdf

Hi Bonnie, Audrey,

We sent an email to the basic county in box but I called in today and got your information to get this to you directly.

A delegation appointment might be a bit out of my reach time wise unless something can be arranged by video call, however, I would welcome speaking to you about Veterans Memorial Gardens Grande Prairie.

There will be 5 Clear Hills County past residents memorialized in our gardens. Plus we will have an educational program that we will want to get out in front of as many kids grades 4-6.

Is there an opportunity to discuss this with either or both of you?

Thanks

Marie Renee Charbonneau, DStG
Founder & Executive Director CMTA
Project Lead: Afghanistan War Memorial
& Veterans Memorial Gardens
10908-102 St
Grande Prairie AB T8V 2X3
Home Office: (780) 402-8892
Cellular: (780) 933-0182
exec.director@motorcyletourism.ca



Canadian Motorcycle Tourism Association
10908-102 St.
Grande Prairie AB T8V 2X3
Phone: (780) 933-0182
Email: exec.director@motorcycletourism.ca
Websites: veteransmemorialgardens.com
motorcycletourism.ca



Afghanistan War Monument
Unveiling & Dedication, October 2017
Grant Cree Photo

To whom it may concern:

From the MD of Opportunity to the BC border and Grande Cache to the NT border, this sparsely populated region of Northwestern Alberta has offered up it's fair share of patriots. Our non profit, the Canadian Motorcycle Tourism Association is spearheading a project to create Veterans Memorial Gardens to surround the Afghanistan Monument in Grande Prairie.

The monument, which was unveiled in 2017, and the future gardens are next door to the Army, Navy & Airforce Veterans in Canada's Unit 389 Community Centre at 10117- 93 St. Grande Prairie, which is in the process of being sold. We have a long term lease, and our development permit has been approved by the City of Grande Prairie.

We were awarded a CIP grant that allows us to have our program for students grade 4-6 created for us by the Loyal Edmonton Regiment Museum. That program is slated to be available in September 2019. The grant also allows us to have videography work done by CIA Solutions to capture some of the stories of our regional Indigenous & Metis veterans and killed in action (Silver Cross) families.

We have received grant approval from the Alberta Culture & Tourism that is allowing us to create and install the first 75 memorial panels this summer. The Canadian Fallen Heroes Foundation and the Commonwealth War Graves Commission are both working with us.

Because we were not successful in our CFEP grant application, we are going to be doing some serious fundraising and we are looking for the support we need from our communities and local businesses. We need to install our concrete sidewalks, program delivery building, chain link fencing, sound system and more this year.

We intend to have, in time for school in September, a place for students to come and visit and partake in our programs and that on Indigenous Veterans Day we will have a warm place to go for a coffee and fellowship after our service.

These gardens will provide regional teachers with an excellent field trip facility for their students! In all there are over 300+ Killed in Action soldiers from our region that we intend to tell the stories of!

We need the support for the research, biography creation, the translations etc for the next 225+.

Beyond assistance with the program delivery building, the memorial panels research and creation, on the following pages I have created a list of the items we need help with.

We are grateful for any item or items that can you can help with.

I have also attached our project information package separately, it gives you a high level overview of each segment of the project.

Thank you for your time and consideration of our project.

Renee Charbonneau - DStG
Executive Director - Canadian Motorcycle Tourism Association
Project Lead - Veterans Memorial Gardens
Email: exec.director@motorcycletourism.ca
Phone: (780) 933-0182

Our Needs List:

Program Delivery Building \$80,000

As we did not attain our CFEP grant this year, we will need to raise the funds for a 24' x 60' Lunchroom on skids from Horizon North that will become our programs delivery building.

Price includes the cost of renovations to incorporate 2 wheelchair accessible restrooms and a small non commercial kitchen area.

Memory Benches: \$6,500 (10 required)

Have your community, county or region's name and message to our soldiers, silver cross families and killed in action soldiers inscribed on a black granite memory bench. (3 Lines of text total)



Trees & Shrubs: \$275

Sponsor one of 45 trees or 90 shrubs that we need for these gardens and we will put a plaque at the foot of the tree with your communities message of inspiration and gratitude. We need half of these items in 2019 and half in 2020.

Irrigation and Other Gardening Needs:

Bulbs, annuals and perennial - \$2,500 - \$3,000

Irrigation & water containment system installed - Approx \$15,000

Memorial Panels: \$275 per Memorial.

These 18" x 12" panels tell the stories and history of our Killed in Action Regional Soldiers from the East border of Opportunity County to the BC Border and from Grande Cache to the Northwest Territory Border.

Each panel represents not only a soldier who gave up their life, but the family that was left behind to mourn them. In all we have discovered some 300+ regional killed in action soldiers.

The first 75 panels are funded and will be installed in the gardens in late June/July.

Indigenous Memorial Panels: (Because they will be written in ¹¹⁰ three languages, English, French & their traditional

language; Cree, Beaver, Dene or Michif - they are more expensive to create than the regular panels as they need to be bigger, and the translations are very expensive into their tribal tongues)
To sponsor the Indigenous Memorials, please contact our executive director, Renee Charbonneau directly (780) 933-0182. (We begin the research stage for these memorials in earnest in January of 2020 due to the granting cycle.) We need matching funds for the research portion and matching funds for the creation of these memorials in order to apply.)

Sculptures:

There are 8 gardens that we will be creating and each garden has a specific meaning or a specific group of people it is honouring, we would like to have 10 sculptures in the Animals of War garden of birds, horses, dogs, cats, camels, donkeys etc. We'd also like a lantern to contain an eternal light in the garden designated to honour the soldiers of suicide. In our Indigenous Gardens, we will need sculptures of a bear, a beaver, a wolf, an eagle, a buffalo, and a wapiti which are shared symbols of the Canadian Military & Indigenous Peoples. In all we have need of approximately 12-16 animal sculptures & one eternal light. Perhaps you have a local wood or stone sculptor that you would like to sponsor to provide an item for our gardens. Please contact our executive director directly so that you can discuss the needs and possibilities. (780) 933-0182

Paving and river stone walkways:

We are looking for a sponsor who will help create walking paths through the gardens. Approx \$15,000

Solar Lighting:

We are looking for a sponsor to help us with the cost of solar lighting for the gardens pathways.
Approx \$7,500

Windows, Wheelchair Accessible Entry & Skirting:

The "floor to ceiling" windows that we want to have installed for the front of the building cost \$7,500 + \$2,500 for the install. The wheelchair accessible entry estimate is \$7,500 - to create the ramp, railing, widen the entry, new door, sweep etc plus labour. Skirting all the way around In total Approx \$17,500

Barn Doors:

Big Doors on a slider rail to cover the floor to ceiling windows up at night. Approx \$2,500

Chain Link Fencing:

Approx \$21,000

Concrete for Sidewalks:

6610 sq.ft. concrete need 70m³ 32 MPA - Approx \$25,000

174 tonne gravel 3/4 crush delivered - Approx \$6,000

350 pc of 10mm 20 ft. rebar - Approx \$4,000

Labour - \$16,000

Approx \$51,000

Sound & CCTV System:

Approx \$18,000 installed.

Sea Can for Storage + it's delivery: Approx \$6,500

We require a seaworthy sea can with two - roll up doors on the 20' side - 20' long by 8' wide.
(Insulated with lights would be amazing)

Furniture & Kitchen Equipment: \$25,000

Tables, chairs, pop cooler, microwave, coffee maker, water dispenser + water contract, garbage cans, serving utensils, some pots, pans, coffee cups, cutlery, cabinets, small stove (This is not a commercial kitchen)

Electricity:

Install \$9,600 + Materials of \$1,500 = \$11,100

Hook-Up - SPONSORED by Magnum Electric

Natural Gas:

Install and Hook up \$4,500

Self Contained Water & Sewage System (Insulated and heated):
Approx \$25,000

Decor: Shadow Boxes, LED lighting, Military Paraphernalia, Photos etc. Approx \$15,000

Dempsey Dumpster:
A small 2 yard dumpster + contract for refuse removal

Cash:
There are always expenses that you did not factor into a project or items whose prices increase drastically from the time when you built your proposal and plan to the time when you are in a position to enact it!
Cash is always welcome!

Charitable Receipts:
For those wishing to support Veterans Memorial Gardens in Grande Prairie Alberta but who would prefer a charitable donation receipt as opposed to a sponsorship receipt, you may now donate to Veterans Memorial Gardens through the Order of St George Foundation.

Please make Cheques payable to:
Order of St George Foundation - tagged with FOR Veterans Memorial Gardens/Cascadia Command

Mail cheques to:
The Order of St. George Foundation
PO Box 40023, 761 King St. West
Toronto, ON M5V 0K7

Email Inquires:
info.foundation@orderstgeorge.ca

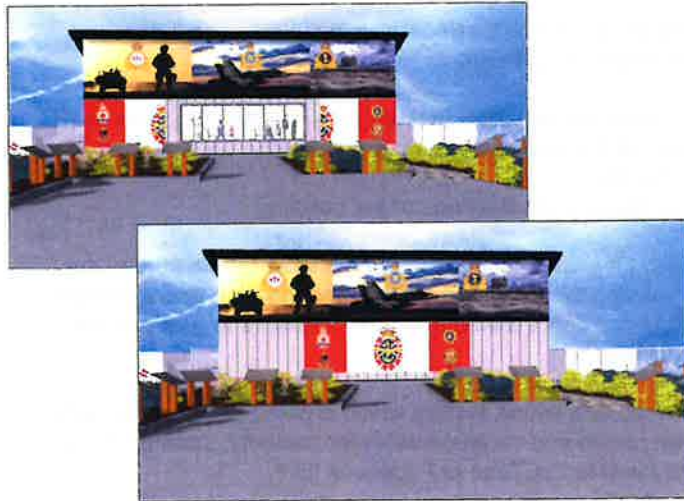
The Order of St George Foundation:
Charitable Business Number: 83351 2049 RR0001



Please visit our website to see the various sponsor thank you's we offer.
We are always pleased to work with our sponsors and supporters to find creative and innovative ways to ensure recognition is given. (www.veteransmemorialgardens.com)

Veterans Memorial Gardens

A project of Remembrance created and operated by the Canadian Motorcycle Tourism Association



www.veteransmemorialgardens.com

The Purposes of Veterans Memorial Gardens

The Primary purpose is to honour and remember:

- 1) The killed in action soldiers and our silver cross families of wars gone by.
- 2) The veterans who returned home.

The secondary purpose is to educate:

- 1) Our youth; because of our soldiers, many have never known war and have no concept of it.
- 2) Our citizens both old and new as to the sacrifices of so many from our region.

The tertiary purpose is provide a place of solace, healing and comfort:

- 1) For our silver cross families who miss their loved ones.
- 2) For veterans who miss their comrades.

www.veteransmemorialgardens.com

The Program Delivery Building



Our Program delivery building will be a 24' x 60' Horizon North Lunchroom on skids that will be installed on screw piles.

It will have a sloped roof added to it and the face completely reworked so it does not look industrial, but is fully themed to our gardens.

It will have approx 20' of floor to ceiling windows that will allow the building to be used as a viewing gallery for those that the cold and elements would otherwise prevent from attending ceremonies at our facility.

(Thank you to RC Drafting for the concept drawings of the building)

We are working with SpeedPro (Jennifer Metituk) to create a wrap for the front of the building that will be a mural saluting the Canadian Military and the barn doors that will portray a Canadian Flag. (The barn doors will be a security measure to help prevent vandals from breaking our windows.)

There will also be a custom video and sound system which is being designed for us by Western Audio so that we can record and capture events for posterity, transmit them into the building and or share them to YouTube or Facebook Live.

It will also allow us to have great control of the sound so our neighbours aren't driven crazy.



The Programs Building

Inside the building we will have shadow boxes with military artifacts from soldiers of our region.

We will be able to seat between 80 and 100 people depending on the kind of event and seating style.

The building will have no commercial kitchen but will be able to accommodate food trucks and caterers.

The building will be powered by electricity through a pole we will purchase from ATCO, and Bluewave Energy will supply the propane.

Until we are in a position to afford to bring in sewer and water, we will use portable bathrooms and bottled water for making coffee.

As we will need to generate revenue to cover the costs of insurance, power, heat and other operating costs for the gardens, we intend, in the future, to offer our building, for a fee, to various organizations to host meetings, weddings, anniversaries, and military memorials.

The Canadian Legion of Riders from North Battleford Saskatchewan have been granted naming rights for the building as they have contributed a sizeable amount to the project.

Programs

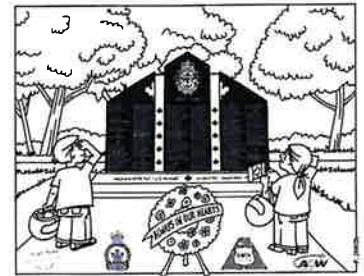
The building will be also be our **educational hub** allowing us to **host school field trips** and provide kids with a place to eat their lunches and take part in Operation Project Soldier Education.

The Loyal Edmonton Regiment Museum is working with us to create a white label version of their popular school program but are tailoring it to Northwestern Alberta for us!

This three stage interactive program comes complete with teachers manuals and 53 pieces of historical artifacts like helmets, wound dressings, photos & letters (copies) and more that help youngsters understand better what it was like to be a soldier during the Great Wars and the Korean War.

(https://www.lermuseum.org/images/stories/pdfs/operation_soldier_guide_grade_4-6.pdf)

We will also offer coloring and essay competitions and are working on developing other programs to further the cause of education.



The Gardens

The design shows our program delivery building, a food truck (Van), our water cistern for watering the gardens, the Dempsey dumpster and our 20' x 8' storage shed.

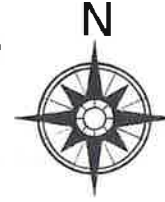
They also depict our wheelchair accessible entry on the south side of the building. There will be two entrances on the westside of the building, one will be an overhead 8' door, the other a normal man door.

Concept



For foliage and symbolism, the gardens are being designed based on the Indigenous Medicine Wheel. (The flowers and trees that are depicted in these images are not necessarily those that will get planted but are meant to give you an idea of how they will look.)

The Gardens inside the Gardens



There will be 8 gardens in this concept.

1. First Nations - Northwest Garden
2. Metis Nations - Southwest Garden
3. Royal Canadian Legion - North Central Garden #1
4. Loyal Edmonton Regiment & Army Training Base 132 Grande Prairie - South Central Garden # 1
5. Cadet Programs - North Central Garden #2
6. Soldiers of Suicide - South Central Garden #2
7. RCMP - Northeastern Garden
8. Animals of War - Southeastern Garden

In the square surrounded by gardens 1-4 is the Afghanistan War Monument and 4 special memorials.

At the eastern end of the gardens would be a set of steps that hold our flag poles.



Events/Ceremonies

We intend every year to honour the days that are acknowledged as significant to the Canadian Armed Forces. Some will involve ceremonies at Veterans Memorial Gardens, some will be recognized through various displays that we intend to create.

April 9th of every year is recognized as Vimy Ridge Day - Vimy Ridge started on April 9, 1917 and is recognized as the war that started Canada on a path to Nationhood. (Special Display)
(<https://laws-lois.justice.gc.ca/eng/acts/V-1.8/FullText.html>)

First Saturday in June - Armed Forces Day - (Special Event)
(<http://www.forces.gc.ca/en/news/article.page?doc=canadians-to-celebrate-canadian-forces-day-on-june-5/hnocfoig>) & It's All About Our Kids Day - A day of anti bullying education, of empowerment training and fun for our kids.

July 27th of every year is recognized as Korean War Veterans Day (Special Display)
(The war officially ended at July 27, 1953, with the signing of the Korea Armistice Agreement)

September 3rd of every year is designated as Merchant Navy Day (Special Display)
(<https://laws-lois.justice.gc.ca/eng/acts/M-5.8/FullText.html>)

November 8th of every year is recognized as Indigenous Veterans Day (Ceremony)
(https://en.wikipedia.org/wiki/National_Aboriginal_Veterans_Day)

The Information and Memory Panels

Information/Memory Panels



All around the perimeter of the gardens will be a history walk that will feature panels with information on the different decades and the significant events that affected our country as it became a nation from 1812 to present day, leaving room to add information for future decades and generations to come.

In total we will be honouring the memory and telling the stories of some 300 Northwestern Alberta soldiers who have been killed in action.

We will accomplish this through the creation of clusters of panels called memory walks. Those walks will be created inside of the various gardens.

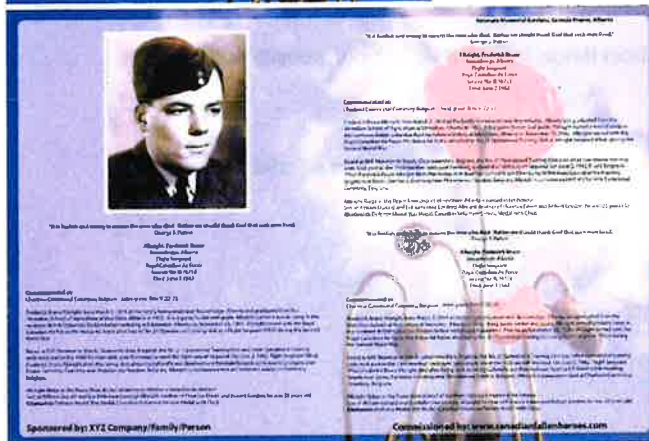
The History and Memory Panels will be 18" wide x 12" tall, on displays similar to what is featured here. Ever Arc Welding, SOS Graphics and Viking Solutions will all play a role in the creation of these panels.

The Anatomy of the Memory Panels



All soldiers will be identified with their name, hometown, rank, division and service number, killed in action date and their information on where they are buried.

There will be some history on the soldier, their family when possible and their service to this country. A photo and any citations (medals) that they were awarded will also be noted.



All panels will be presented in English and in French, but in the case of our Indigenous soldiers, their language will also be added to the panels, so you can expect to see either Cree, Dene, Beaver or Michif on top of the English and French.

The Canadian Fallen Heroes Program is working closely with us to help us with the historical research and we are working with the Indigenous Community to gather their stories.

Memory Panels can be sponsored for \$275.00 each.

Sponsorship Opportunities

The following items all require sponsorship:

Trees - Approx 45 needed

Shrubs - Approx 90 needed

Bulbs - 100's needed

Annuals & Perennials - 100's needed

Memory benches - 10 needed

Garbage cans - 8 needed

1 - 20' x 8 Storage Sea Can

Tables, Chairs & Solar Path Lighting

Mulch, Edging, Water Cistern, Pressure Washer

Sponsorship Levels

Diamond Sponsors: \$35,000 - \$50,000

Recognition on our sponsors sign at the gardens,
Large recognition plaque (20" x 16") on our chain fence, logo & link on website and all print materials

Titanium Sponsors: \$15,000 - \$34,999

Recognition on our sponsors sign at the gardens,
Large recognition plaque (20" x 16") on our chain fence, logo & link on our website and all print materials

Gold Sponsors: \$5,000 - \$14,999

Recognition on our sponsors sign Large recognition plaque (20" x 16") on our chain fence, logo and link on our website and all print materials

Silver Sponsors: \$2,500 - \$4,999

Recognition on our sponsors sign Small plaque (16" x 12") on our chain fencing, logo & link on our website and all print material

Bronze Sponsors: \$1,000 - \$2,499

Logo & link on our website

Heroes: \$500 - \$999

Link on our website

Friends: \$10 - \$499

Name on our website

Our Project Supporters to date:

ANAVETS Dominion Command
ANAVETS Grande Prairie # 389
ANAVETS Lethbridge
Air Cadets
Army Cadets
A & W
Beairsto & Associates
Becky Anderson & Family
Canadian Aboriginal Veterans Association
Canadian Army Veterans Motorcycle Units
Canadian Fallen Heroes
Canadian Legion of Riders
Canadian Tire
City of Grande Prairie
County of Grande Prairie
Grande Prairie Friendship Centre
Grande Prairie Auto Repair
Grande Prairie Regional Tourism
HWD Contracting
IPAC
Jacob Tosczak - Ever Arc Welding
LaFarge
Lee's Sheet Metal & Powder Coating
Loyal Edmonton Regiment
Loyal Edmonton Regiment Museum
Mark Day - Lone Wolf Welding
Marty Pardell - Pardell Construction
Militia Concrete
RC Drafting
RCL Beaverlodge
RCL Ft Vermillion
RCL High Prairie
RCL Hythe
RCL Sexsmith
RCL Slave Lake
RCL Spirit River
RCL Valleyview
RCL Dist1. Provincial Command
RCL Grande Prairie
Rob Balcom
Roil Energy
Rotary Club of Grande Prairie
Smash & Sons
SOS Graphics
SpeedPro
Steve & Carol Rutherford
Sunset Monument & Stone
Tony Drain - Battery World
Veterans Affairs Canada
Wapiti Sand & Gravel

Project Fundraising

Veterans Memorial Gardens is being built in phases.

Phase one was the creation and installation of the Afghanistan War Monument, the miniature St Louis Peace Arch, 4 memorials and 4 Solar street lights on a concrete pad, plus our security cameras. That stage cost an approximate \$125,000 to complete. Our Administration costs were under \$10,000 for phase 1.

Phase two is the installation of our Program Delivery Building. Phase three is installing our concrete sidewalks, chainlink fencing, and our first 75 memorial panels. These two phases will, if we win the grants we have applied for, happen almost simultaneously.

The Canadian Motorcycle Tourism Association is planning to raise an estimated \$310,000 between donations, gift in kind and grants, towards phases two and three of Veterans Memorial Gardens in 2019.

Phases 4 - 6 will require additional funding and will take place over the course of the next three years.

Administration and Management Costs:

A project of this size and undertaking requires a project manager to ensure that all of the moving parts are managed appropriately. To that end, Renee Charbonneau, the Executive Director of the CMTA is the project lead.

She has been working hard applying for grants, dealing with contractors and managing most aspects of the project as she has from the beginning. While applying for some funding through grants and other nonprofits and charities to assist with administration expenses like staff, support staff, permits etc., we want you to know that some of the funds we raise will be needed to help pay the expenses that grants don't always cover. We are committed to capping admin expenses to 20% of the projects costs.

We anticipate it costing us approx. \$60,000 to raise the \$310,000

For more information please contact Renee Charbonneau, Executive Director: (780) 933-0182
exec.director@motorcycletourism.ca

Our address is 10908-102 St. Grande Prairie AB T8V 2X3
We are incorporated in the province of Alberta.

Membership & Volunteer Opportunities

As we get geared up to plant trees and shrubs,
install the first of the memorial panels into the gardens
and all of the other activities we have planned
over the next 24 months,
we will need hands to help make it all happen!

If you have a green thumb and are interested in helping us with the planting
and maintenance of the gardens, we'd love to hear from you!

For Membership Information Visit:

<https://motorcycletourism.ca/index.php/about-cmta/memberships>

About the CMTA

So why is a motorcycle tourism association spearheading the Veterans Memorial Gardens Project?

The executive director and founder of these gardens rides with the Canadian Army Veterans Motorcycle Units as a supporter member. Motorcycles and veterans seem to go hand in hand for many and so it's a natural fit for our organization to be managing this project.

Mission: The Canadian Motorcycle Tourism Association believes that our heritage, history and tourism are natural partners in growing better communities. Our relationship with our communities, motorcycle & veterans motorcycle organizations and the tourism industry allow us to promote heritage and historical education that encourages motorcycle and military history tourism development.

The Canadian Motorcycle Tourism Association is an
Alberta Registered Non Profit
and an Alberta Charitable Organization.

We are NOT a CRA Registered Charity, we can only issue receipts for sponsorship/marketing.

Contact Us

Canadian Motorcycle Tourism Association:

Renee Charbonneau,

Executive Director & Project Lead

(780) 933-0182

exec.director@motorcycletourism.ca

Bob Ross, President,

president@motorcycletourism.ca

Sheila Willis, Vice President,

vice.president@motorcycletourism.ca

www.motorcycletourism.ca

www.veteransmemorialgardens.com

OPERATION: SOLDIER TEACHING GUIDE



Grade 4-6

Loyal Edmonton Regiment Military Museum

OPERATION SOLDIER CONTENTS LIST

Artifact #	Artifact Description	Artifact #	Artifact Description
1	Letter from Lt Campbell (green tie)	27	Field Dressing
2	Letter from Lt Campbell (green tie)	28	Photo of group of Soldiers
3	Catania Postcard	29	Liars dice set (cards, 10 dice, rules)
4	Woodcote Park Camp Postcard	30	Photo of group playing cards (in canvas bag with art. #29)
5	Death Notice to M. Walker (Black tie)	31	Leave Pass for Florance (green tie)
6	Photo of Edgar Bailey (Black tie)	32	Leave Pass for Amsterdam (green tie)
7	Letter to Mrs. Walker (Black tie)	33	Leave Pass for Rome (green tie)
8	Photocopy of Letter to Mrs. W (Black tie)	34	Blank Leave Pass
9	Photo "On the radio"	35	Map of Sicily
10	Maple leaf Newspaper	36	CD with Music
11	Telegram to Annie Baydala (red tie)	37	Sing, Sing, Sing Song Book
12	Telegram to Annie Baydala (red tie)	38	Sing, Sing, Sing Song Book
13	Telegram to Annie Baydala (red tie)	39	Sing, Sing, Sing Song Book
14	Letter from Lt.Col. Griesbach	40	Photo "Relaxing"
15	Comic	41 (A&B)	Photos of the Dumbbells (red tie)
16	Mess Kit with knife, fork and spoon (placed in compart. 16 lower layer)	42	Photo "Tug of War"
17	Photo "Feeding"	43	Battle Dress Jacket
18	Paybook	44	MailBag
19	ID tags	45	Teaching guide and answer key
20	Compass	46	Station 1 folder
21	Sewing kit ("housewife")	47	Station 2 folder
22	Photo of Tailor	48	Station 3 Folder
23	Tall Tale' helmet	49	Program Files CD
24	Pair of Puttees	50	Station 2 Plastic Container
25	Pair of Puttees	51	Station 3 Plastic Container
26	Field Dressing	52	Guest Book
		53	Teacher Sash (to wear while teaching)

This kit has been designed to be used by small groups who work in stations but it could be used by an entire class if all activities were led by the teacher. The booklet provided can be used in stations or as a class. In order for this kit to work, it is important that the students work together. We suggest that 2 responsible group facilitators be chosen to keep the group on task, set up the stations and make the station ready for the next group.

There are three stations: Communication, Rest and Relaxation, and Wartime Realities. Each station has associated artefacts that are identified in the photograph content sheets as well as in the content lists provided in the station folders. Groups will need at least 40 minutes with each station (2 hours total) if the kit is being used with the entire class. Allow 60 minutes per station (3 hours) if the class is in small groups.

Each station has an instruction page for the students to read while they do the activities. The booklet will have space for the students to record their work at each station.

Discussion questions are included as enrichment activities. These are meant to be openly discussed in a group or class setting or could be made into essay or journal assignments for students should the teacher require more activities.

Important Notes:

- A museum brochure has been included for you to discuss the museum and formation of the Loyal Edmonton Regiment. You may keep the brochure or leave it for the next teacher.
- Parent volunteers would be an asset and make the teacher's life easier when doing this kit
- A vocabulary list has been included starting on page 14 & 15 that should be reviewed with the students as there are military terms they may not know and should know when doing this kit.
- The answer key for the activity book that accompanies this kit is located on page 29 of this Teacher's guide
- Make yourself familiar with the contents of the kits (i.e. how the mess kit works, etc)
- Everything should be taken out of the kit for the activities with the exception of the jacket.
- After activity booklet is printed, please staple along the spine as they get out of order easily.
- Upon return of the kit, the checklist (provided in the Teaching Guide) must be filled out including the teachers name, school, all items checked off & in the kit and signed. Any artifacts left at your school is your responsibility to bring back to the museum immediately as other teachers will be renting the kit out for the following week.

Lesson Plan #1

Read each section and do the associated activity/ questions # 1-18. Discussion questions can be done after you have completed your activities. You don't need to record your answers to the Discussion Questions. **Remember to place the contents of Station #1 in the mailbag provided.**

Soldier Communication - 20 minutes

“Soldiers sent letters home to their families. Some soldiers had wives and children, others had girlfriends, and still others were living in their parents’ homes before they left. The letters and postcards, telegrams and greetings are important historical records. The Loyal Edmonton Regiment Museum has preserved many letters, postcards, and telegrams. The Canadian military also communicated with its soldiers to keep them informed about the war effort. The Maple Leaf was a military newspaper for Canadian soldiers.”

Activities

1. Open your booklets to Question 1.
2. Pass around the mail bag (which you have prepared beforehand to have artifacts #1-15 in it) and have each student remove an item: postcards, letter, the Maple Leaf newspaper, and comic.
3. Read the letters (artifact #1-2) aloud and answer the questions in the booklet.
4. Allow each student to examine the postcard (artifact #3-4) and answer the questions in the booklet.
5. Examine the death notice (artifact #5-8) and answer the questions in the booklet.
6. Examine the “walkie talkie” photo (artifact #9) and answer the questions in the booklet.
7. Read parts of the Maple leaf newsletter (artifact #10) and answer question in the booklet.
8. Read the telegrams (artifact #11-13) aloud and do the activity in the booklet. Let each student look at the telegrams.

9. Read the letter addressed to Edna Clarke from Colonel Griesbach (artifact #14) and do the activity in the booklet.
10. Look at artifact #15 and discuss as a group what message they think the comic is making.

Discussion Questions

Should families keep the letters and diaries of their family members or should they donate these to a museum? Why?

Soldiers today use email and cell phones to contact their families. How would a museum “collect” and “display” communication from today? Will our ways of communicating have an effect on what museums are able to preserve?

Station 1: Communication



Photograph of Radio

These soldiers are using a simple communication tool. We have satellites and cell phones, computers and email now. Do we still use radio waves to communicate?



Comics & Maple Leaf news

The Canadian Forces printed special newspapers and periodicals for their soldiers. Soldiers would read these papers and learn about other regiments, important battles, and awards given. They also had special comics about life on the front lines.



Postcards

This postcard was sent home to Canada from a soldier in Italy.

There is a second postcard from the Great War.



Soldier Letter, YMCA paper, Death notice, Colonel Griesbach letter

Soldiers in WWII did not have cell phones, Twitter, e-mail, or Facebook. They wrote letters home to their families and friends, sent telegrams, and hoped to receive mail from loved ones.

Lesson Plan #2

Read each section and do the associated activity/question #19-31. Discussion questions can be done after you have completed your activities. You don't need to record your answers to the Discussion Questions.

Wartime Realities - 20 minutes

“Being a soldier during the two world wars was not comfortable. If they had a hole in their socks they had to wait until the company stopped to ask the Quartermaster Sergeant to order some new ones. A soldier also had to wear I.D. tags (a.k.a “dog tags”) to be sure that if he was injured a medic would know his name, blood type, service number, religion, and any allergy. Soldiers were supported by medics, doctors, and nurses. Soldiers often had to make their own repairs to their uniforms.”

***NOTE: PLEASE DO NOT OPEN THE BANDAGES OR FIELD DRESSING PACKAGES.**

Activities

1. Turn to question 19 in your booklet.
2. Starting with the mess kits and photo (artifact #16-17) explore these kits and answer the questions in your booklet.
3. The pay book (artifact #18) is a replica of an actual soldier's pay book from WWII. Answer the questions in your booklet.
4. Pass around the I.D. tags and compass (Artifact #19-20). The I.D. tags are new without any information on them. WWI and WWII dog tags looked different. They have vital information on them including name, rank, blood type, any allergy you may have as well as your religious affiliation. Have the students design their own dog tags on a piece of paper and what important information they would want someone to know if they were hurt. Answer the corresponding questions.
5. Explore the remaining artifacts and photos (Artifacts # 23-28) and complete your booklet! Remember to look at artifact #28 to show the kids an example of how they wore puttees.

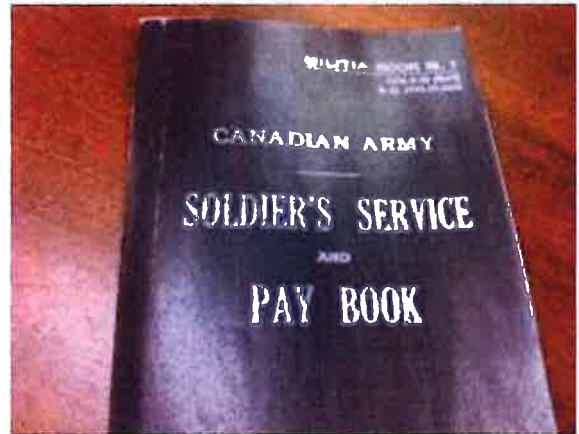
REMEMBER, PLEASE DO NOT OPEN THE BANDAGES OR FIELD DRESSING PACKAGES.

Station 2: Wartime Realities



I.D. Tags (“Dog Tags”)

Every soldier wore two tags called dog tags. The tags had very important information on them like the blood type of the soldier, his name, and his military information.



Pay Book

Pay books were kept by soldiers to record their wages. Officers would record the date, their wages, and sometimes other information.



“Housewife” and photo of tailor

Soldiers had to be prepared for anything—including uniform repairs. No one wants to march in army boots with socks full of holes!



Helmet & Puttees

Helmets haven't changed much since WWII. The stenciling on this helmet is a reproduction of a real LER helmet called “War Stories”.

Station 2: Wartime Realities



Mess kit and rations

Each soldier had a “mess kit” that he used to eat his meals.

The food given to soldiers during the Great War and WWII wasn't something to get excited about!



Photos of dinner time

There are three photos of soldiers enjoying dinner or lunch. One of these is from the First World War.



Field Dressing, Puttees, and bandages

Each soldier carried a first aid dressing in the netting of the helmet.



Compass

A compass was one of the tools that a soldier had to have.

Lesson Plan #3

Read each section and do the associated activity/ questions # 32-39. Discussion questions can be done after you have completed your activities. You don't need to record your answers to the Discussion Questions.

Rest and Relaxation - 20-30 minutes

“Soldiers were not always on the battlefield. When they had breaks they would play cards and other games, sing and play instruments, play sports, and sometimes they could go on leave. In this station, your group will investigate the many ways soldiers got some rest and relaxation.”

Activities - these activities require the use of a computer with speakers.

1. Open your booklets to question 32.
2. Have a look at the dice and try to figure out how the soldiers would have played with them. Using the instructions, have a quick game of liar's dice with your group (artifacts #29-30).
3. Examine the leave passes (artifact #31-33) and answer question 34 & 35 in the booklet. Using the blank leave pass and map (artifact #34 & 35), do the activity using dry erase markers to fill in your very own leave pass.
4. Listen to the music on the CD (artifact #36 located in teacher's guide folder) and answer question 1 of the Rest and Relaxation section. Have the students look through the Sing Sing Sing lyrics book (artifact #37-39) and discuss how songs are different today. Have them look at the lyrics of O Canada and see what is missing compared to the version we sing today.
5. Examine the Relaxing photo (artifact #40) and answer question #38
6. Complete question #39 by changing the lyrics of London Bridge to something funny
7. Examine the image of the tug of war (artifact #42) and read the caption on the back.

More Discussion Questions

1. Why was it important for soldiers to take a break?

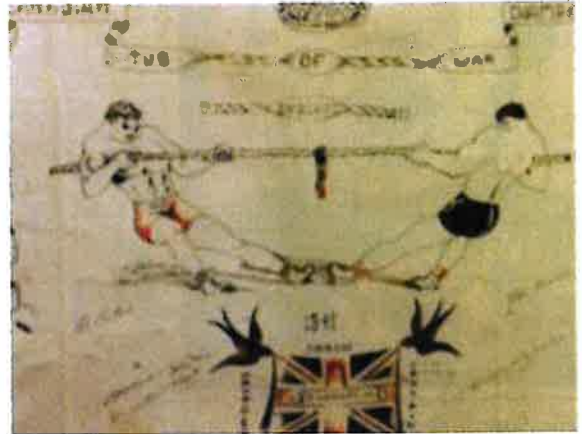
2. What sorts of things do you think today's soldiers do for fun? Look at Artifact #41 for an idea.

At the end of the lesson remember that Artifact #43 is a Battle Dress Jacket for the students to try on!!!

Station 3: Rest and Relaxation



Music Lovers (Sing Sing Book & photos)
Soldiers often played music or sang songs to keep their spirits up and to entertain their fellow soldiers.



Tug of War
Before going to war soldiers were trained. While overseas Canadian soldiers often played sports to keep their strength up and to do something fun.



Leave Pass
Soldiers sometimes had days off! They could ask to be given "leave" from their company so they could explore. A soldier on leave had to carry his pass with him at all times.



Games, photo, and instructions
Games were a popular soldier recreation activity. Cards and dice were games of choice because they were lightweight and easy to carry.



Sing Sing Sing Song Book

Traditional Canadian songs as well as songs about wartime and being a soldier make up this song book. Music and singing would help keep the soldier's spirits up when they had down-time.



Dumbbells Photo

This is a photo of a group made up of soldiers who called themselves the Dumbbells. They dressed in silly costumes to entertain their fellow soldiers.



Blank Leave Pass

This is a blank leave pass that a soldier would fill out if they wanted some time away to see their surroundings. Where would you go?



Map of Sicily

Use this map to see where Sargent Wismer went when he submitted his leave pass

OPERATION: SOLDIER VOCABULARY LIST

Mess	A mess is an area where military personnel socialize and eat. Most bases and stations have three messes (Officers', Warrant Officers' and Sergeants', and Junior Ranks'). The Mess you would eat in depends on your rank (i.e. Private, Officers, etc.).
World War I (WWI)	World War I was fought between 28 July 1914 and 11 November 1918. It was also known as the Great War because it spread to all corners of the world and was the first major conflict to extend from the land, into the air and onto the sea. The majority of the world was somehow affected by the war (i.e. fighting in it or production and/or trade was affected).
World War II (WWII)	WWII was fought between 1 September 1939 and 2 September 1945. The war was fought along political, racial and ideological lines. Following WWI, the world thought another war of that magnitude was unimaginable. The economic turmoil of the Great Depression allowed unconventional political parties to gain power and enact laws and policies that preached racism, intolerance and injustice. WWII began when these corrupt countries invaded democratic and free countries. European and North American countries, like Canada and Britain, came to the aid of the invaded countries to protect their right. Like World War I, it involved nearly every country on earth on land, air and sea but was fought on a much larger scale resulting in unimaginable amounts of damage and loss of life.
Artifact	An object created by humans in the past (i.e. photograph, helmet etc.) that is held in places like museums to help tell a story about who used it and what the object was used for.
Leave	Leave is a permission to be away from one's unit, either for a specified or unspecified period of time.
Regiment	Regiments are permanent units with distinctive titles and uniforms, each under the command of a colonel. The regiment is the largest "permanent" organizational unit (i.e. Artillery, armored, etc.). Regiments have been established over time and have different roles within a country's military. Regiments usually belong to a city or cultural group of people (i.e. Loyal Edmonton Regiment)
Quartermaster Sergeant	A quartermaster sergeant is usually an officer who is responsible for supplies or stores (i.e. rations, arms, equipment, etc.)

Pay Book	A place where a soldier would record their wages earned during a set period of time. The pay book would also be used during war times to indicate who was to receive their earnings back home in Canada.
Puttees	Puttees are a long narrow piece of cloth wound tightly and spirally round the leg. They would cover the lower part of the leg from the ankle to the knee and they provided both support and protection for soldiers while they were in the battle field.
Field Dressing	A field dressing or battle dressing is a kind of bandage intended to be carried by soldiers for immediate use in case of wounds. It consists of a large pad of absorbent cloth, attached to the middle of a strip of thin fabric used to bind the pad in place. Field dressings are issued in sealed waterproof pouches to keep them clean and dry; the pouch can be torn open when required.

Teacher's Additional Resources

Veteran's Week Information: <http://www.veterans.gc.ca/eng/remembrance/get-involved/remembrance-day>

Veteran's Week Teacher's guide:
<http://www.veterans.gc.ca/eng/remembrance/information-for/educators/teachers-guides/veterans-week>

Memory Project:
<http://www.veterans.gc.ca/eng/remembrance/information-for/educators/learning-modules/italian-campaign/remembering>

Commonwealth War Graves Commission:
<http://www.cwgc.org/>

Getting involved in your community through the Canadian Legions:
<http://www.legion.ca/>

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	GRANT POLICIES AND GST
File:	71-02-02

DESCRIPTION:

It recently came to administration's attention that the Capital and General Grant policies do not address GST in relation to project costs. Council is presented with recommended amendments to resolve this oversight.

BACKGROUND:

Non-profit groups are eligible to recover all or most of the GST that they pay. Current General and Capital Grant policies do not exclude GST from eligible costs.

ATTACHMENTS:

- Amended General Grants Policy 7003 and Financial Accounting Statement
- Amended Capital Grants Policy 7002 and Financial Account Statement

OPTIONS:

- Make no changes to Policy 7002 or 7003
- Adopt amended Policy 7002 and 7003 as presented
- Make further amendments and bring the policies back to a future meeting.

RECOMMENDED ACTION:

1. RESOLUTION by _____ to adopt as presented General Grant Policy 7002 that has been updated to state GST is an ineligible expense.

AND

2. RESOLUTION by _____ to adopt as presented Capital Grant Policy 7002 that has been updated to state GST is an ineligible expense.

Initials show support - Reviewed by:

Manager:

CAO:





Clear Hills County

Effective Date: July 19, 2016 with Amendment for April 9, 2019 consideration	Policy Number: 7003
Title: GENERAL GRANTS	

1. Policy Statement

1.1. Clear Hills County may provide grants to community organizations and individuals, and establish a system for evaluating applications and requests.

2. General

2.1. Council may annually during budget deliberations, establish a budget for general grants.

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

3. Applications

3.1. Applications and requests for general grants will be accepted throughout the year.

3.2. Applications and requests will be evaluated as received.

3.3. Applications and requests shall include the following information or documentation:

- A clear statement of the purpose of the proposed grant
- Current estimates of total costs (excluding GST)
- Project budget indicating all anticipated sources of revenue
- Identify target group(s) for project
- A clear statement of the benefit to project participants
- A clear statement of how the project contributes to the County and/or area residents quality of life.

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

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

3.5 Capital Projects: Funding for construction of, or improvements to facilities and land will require:

3.5.1 Proof of the right to be there: proof of ownership or lease, or use agreement with facility/site owner.

3.5.2 A dissolution agreement with the County, unless there is an existing dissolution agreement for the facility or site with another publicly funded entity, such as a school division or another municipality.

3.6 Ineligible activities: Services provided under this grant program must not provide primarily for the recreational needs or leisure time pursuits of individuals, offer direct assistance (including money, food, clothing or shelter) to sustain an individual or family, or duplicate services that are ordinarily provided by a government or government agency.

4. End of Policy

AMENDED

Resolution# C625(09/23/08)

Date: September 23, 2008

AMENDED

Resolution# C433(05/25/10)

Date: May 25, 2010

AMENDED

Resolution# C410-16(07/19/16)

Date: July 19, 2016



Clear Hills County

GENERAL GRANT Financial Accounting Statement - Instructions

GENERAL

The following instructions are provided to ensure that your general grant financial accounting statement is fully and accurately completed and all supporting documentation is included.

Should you need assistance or additional information in order to complete the financial accounting statement or require additional forms please contact the County office for assistance

PROJECT COST

Eligible Expenses:

- **Services:** A complete breakdown of services must be provided on the calculation sheet
 - Services hired **MUST** be directly related to the project funding was approved for.
- **Materials:** A complete breakdown of materials purchased must be provided on the calculation sheet
 - Materials purchased **MUST** be directly related to the project funding was approved for.
- **Equipment:** A complete breakdown of equipment purchased must be provided on the calculation sheet
 - Equipment purchased **MUST** be directly related to the project funding was approved for.

Ineligible Expenses:

- **Labour**
- **Subsistence (meals, mileage, lodging)**
- **Fuel, lubricants & other day to day operating supplies**
- **In-kind donations: (labour, services, materials, equipment, meals, goods)**
- **Goods and Services Tax (GST)**

REPAYABLE

- **County General Grant received:** Amount of grant received.
- **Amount Repayable:** The difference between total eligible project costs and the grant received.

SIGNAGE

- As set out in the funding agreement the County will provide the signage acknowledging the County for their support and contributions. (Adhesive stickers for equipment, Exterior signs for outdoor facilities and Interior signs for buildings)
- The Organization will provide the County with a photograph of the signage and description of placement when installation is completed. The Organization will provide the County with a photograph of the signage and description of placement when installation is complete.

DECLARATION

The person signing the declaration must certify that the information is complete and accurate, that all funds were expended on the project described in the application and that they are a duly authorized representative having legal and/or financial signing authority. **141**



Clear Hills County

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

GENERAL GRANT Financial Accounting Statement

FUNDING DETAILS

Organization: _____

Project: _____

Grant: _____

Cheque Details: _____

FINANCIAL INFORMATION *(Please Read the Instructions provided with this form carefully before beginning)*

Services (excluding GST)	(1) \$ _____	(Attach a detailed break down on calculation sheet provided)
Materials (excluding GST)	(2) _____	(Attach a detailed break down on calculation sheet provided)
Equipment (excluding GST)	(3) _____	(Attach a detailed break down on calculation sheet provided)

TOTAL PROJECT COST: (1+2+3) \$ _____ (A)

County General Grant received \$ _____ (B)

AMOUNT REPAYABLE [(B) minus(A)] \$ _____ (If negative enter zero)

SIGNAGE: *Include picture of Funding Recognition Signage provided by the County and provide description of where the sign(s) is/are located:* _____

DECLARATION

I certify that the above information is a complete and accurate financial accounting of the project, and that the funds were expended on the project described in the application submitted for the grant. I am a duly authorized representative having legal and/or financial signing authority.

SIGNATURE

NAME (Please Print)

DATE

POSITION / TITLE

Phone Number

Fax Number



Clear Hills County GENERAL GRANT Financial Accounting Statement - Calculation Sheet

Page ____ of ____

PROJECT COST

SERVICES

<u>Date</u>	<u>Description of Expenditure</u>	<u>Cheque No. / Reference</u>	<u>Value</u>
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
MINUS Total GST for Services listed			\$ _____
TOTAL SERVICES			(1) \$ _____

MATERIAL

<u>Date</u>	<u>Description of Expenditure</u>	<u>Cheque No. / Reference</u>	<u>Value</u>
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
MINUS Total GST for Materials listed			\$ _____
TOTAL MATERIAL / EQUIPMENT			(2) \$ _____

EQUIPMENT

<u>Date</u>	<u>Description of Expenditure</u>	<u>Cheque No. / Reference</u>	<u>Value</u>
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
MINUS Total GST for Materials listed			\$ _____
TOTAL PAID EXPENDITURES			(3) \$ _____



Clear Hills County

GENERAL GRANT

Financial Accounting Statement - Calculation Sheet

Page ____ of ____

PROJECT COST

SERVICES

<u>Date</u>	<u>Description of Expenditure</u>	<u>Cheque No. / Reference</u>	<u>Value</u>
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
MINUS Total GST for Services listed			\$ _____
TOTAL SERVICES			(1) \$ _____

MATERIAL

<u>Date</u>	<u>Description of Expenditure</u>	<u>Cheque No. / Reference</u>	<u>Value</u>
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
MINUS Total GST for Materials listed			\$ _____
TOTAL MATERIAL / EQUIPMENT			(2) \$ _____

EQUIPMENT

<u>Date</u>	<u>Description of Expenditure</u>	<u>Cheque No. / Reference</u>	<u>Value</u>
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
MINUS Total GST for Materials listed			\$ _____
TOTAL PAID EXPENDITURES			(3) \$ _____



Clear Hills County

Effective Date: July 19, 2016 with amendments for April 9, 2019 meeting	Policy Number: 7002
Title: CAPITAL GRANTS	

1. Policy Statement

- 1.1. Clear Hills County shall provide grants to community organizations, and establish a system for evaluating applications for and distributing capital funds.

2. General

- 2.1. Council may annually during budget deliberations, establish a budget for capital grants.
- 2.2. Council may maintain a capital reserve to assist community organizations in maintaining or enhancing facilities. Emphasis will be placed on maintenance of existing facilities.

3. Funding Eligibility

- 3.1. Eligible applicants include:

- Community not-for-profit groups (must provide Certificate of Incorporation under the Societies Act)

- 3.2. Eligible projects must be capital in nature and no funds can be allocated to the operation of a facility.

- 3.3. Clear Hills County's capital grant funds are intended to support projects in the areas of:

- Recreation, sport and community facilities
- Arts and culture
- Parks and playgrounds

4. Applications

- 4.1. Applications for capital grants must be received by the County prior to September 1 of each year, Funds for approved capital grant applications will be included in the County's budget for the next fiscal year.
- 4.2. Applications for capital funding must be endorsed by the respective area recreation board and should be for a purpose included in that Board's five year capital plan.
- 4.3. Applications must be submitted using the application form in appendix "A".
- 4.4. The following criteria will be used to determine eligibility of funding:
 - Fund Raising Efforts.
 - Facility Usage.
 - Other Potential Funding Sources.
 - Urgency.
 - Previous Capital Grants Received.

5. Method of Funding

- 5.1. The maximum grant will be \$25,000 per project. Council may by resolution authorize a larger grant.
- 5.2. A maximum of 50% of total project funding (excluding GST) may be derived from Clear Hills County.
 - 5.2.1. Donated labour / services and material / equipment may be estimated and included in the estimate of total project costs.

6. Conditions

- 6.1. Clear Hills County will be advised when any approved project starts. Funds will not be disbursed until the project has been started.
- 6.2. The Grant recipient will install and maintain signage to acknowledge Clear Hills County for their support and contribution. Cost of signage is an eligible expense.

- 6.3. If a project does not start within two years of approval a new approval will be required for that project.
- 6.4. If any project is not completed within two years of approval the organization that received the grant may request an extension in writing explaining why the extension is requested, including a current financial accounting statement, the estimated percentage of work completed and the estimated date of completion.
- 6.5. Any unexpended funds must be returned to the County with the financial accounting statement of expenditures.
- 6.6. Good and Services Tax (GST) is an ineligible expense and is to be excluded when calculating the total cost of a project.
- 6.7. Donated material and equipment may be included at a rate that can be substantiated with independent quotes.
- 6.8. Donated labour may be included at a rate of \$20.00 (twenty dollars) per hour.
 - A log of donated labour must be maintained.

7. Dissolution Agreement

- 7.1. Any organization who receives a capital grant must have a dissolution agreement in place with the county, indicating that ownership of capital assets of the organization will revert to a non-profit organization within the County with similar purposes or the area recreation board, with prior approval of the County if the organization should become defunct.
- 7.2. The dissolution agreement will include the condition that the organization will display signage, provided by the county, acknowledging the support and contribution by the County.
- 7.3. The County will provide the following types of signage:
 - Adhesive stickers for equipment
 - Exterior sign for outdoor facilities
 - Interior sign for buildings

8. End of Policy

ADOPTED

Resolution #C193-02

Date: March 25, 2003

AMENDED

Resolution #C241-04

Date: March 23, 2004

AMENDED

Resolution #C478-04

Date: May 25, 2004

AMENDED

Resolution #C872

Date: October 27, 2009

AMENDED

Resolution #C171(02/02/11)

Date: February 22, 2011

AMENDED

Resolution #C188-14(03/25/14)

Date: March 25, 2014

AMENDED

Resolution #C38-15(01/13/15)

Date: January 13, 2015

AMENDED

Resolution #C409-16(07/19/16)

Date: July 19, 2016

Clear Hills County

Box 240, Worsley, AB, T0H 3W0

Phone: (780) 685-3925 Fax: (780) 685-3960

CAPITAL GRANT APPLICATION FORM

Deadline September 1;

ORGANIZATION

Legal Name: _____

Incorporation/Act Registered Under: _____ Registration No: _____

Contact Person: _____ Phone No: (day) _____ (evening) _____ (fax) _____

Attach Certificate of Incorporation under the Societies Act _____

List of Executive: (On a separate piece of paper, provide a list of your current executive and/or board of directors, complete with names, positions/titles, addresses and phone numbers)

Financial Information: (Please attached previous year financial statements and current years proposed budget. Financial statements must include detailed list of funds currently held by organization.)

PROJECT

Project Description/Details: (On a separate piece of paper provide a detailed description of project, including the need for the project, who will use it, and why you believe it should be funded.)

Total Project Cost \$ _____ (Attach a detailed breakdown of cost estimated for your project, do not include GST)

FUNDING

Capital Grant Requested \$ _____ (Maximum request is the lesser of 50% of total project (excluding GST) and \$25,000 Larger grants may be authorized by Council resolution)

Donated Labour / Services _____ (Attach a detailed break down)

Donated Material / Equipment _____ (Attach a detailed break down)

Other funding: _____ (Attach a detailed break down)

Total Project Funding (excluding GST) \$ _____ (This figure should be the sum of above figures and equal to the total Project cost)

Have you received other grants from the County in the past 5 years? ___ Yes ___ No

If yes: Year _____ Amount _____ Project _____
Year _____ Amount _____ Project _____
Year _____ Amount _____ Project _____

(attach additional piece of paper if needed)

DECLARATION

I declare that:

- I am a duly authorized representative having legal and/or financial signing authority for the above organization.
- The information contained in the application and supporting documents is true and accurate and endorsed by the above organization.
- A financial accounting statement of expenditures will be submitted to Clear Hills County the earlier of 90 days after completion of the project and a year after receiving the funds.
- Clear Hills County will be advised when the project starts should funding be approved.
- As a condition of accepting financial assistance, the organization agrees to signing a dissolution agreement with the County.

PRINT NAME: _____

TITLE: _____

ADDRESS: _____

POSTAL CODE: _____

PHONE NO. (work) _____ (home) _____

DATE _____

SIGNATURE: _____



Clear Hills County

CAPITAL GRANT

Financial Accounting Statement - Instructions

GENERAL

The following instructions are provided to ensure that your capital grant financial accounting statement is fully and accurately completed and all supporting documentation is included.

Should you need assistance or additional information in order to complete the financial accounting statement or require additional forms please contact the Municipal officer for assistance

PROJECT COST

- ▷ **Donated Labour / Services:** A complete breakdown of donated labour / services must be provided on the calculation sheet
 - Donated labour / services be directly related to the facility/club funding was approved for. Volunteer labour/ services related to the project and other in-kind facility/club activities may only be used once towards capital grant projects.
 - Valuation of volunteer hours is calculated at a rate of **\$20.00** per hour.
 - A log of all volunteer hours must be available if requested.
- ▷ **Donated Material / Equipment:** : A complete breakdown of donated material / equipment must be provided on the calculation sheet
 - Donated material / equipment **MUST** be directly related to the project funding was approved for.
 - Valuation of donated materials is at fair market value that can be substantiated by independent quotes if required.
 - Valuation of donated equipment is at fair market value that can be substantiated by independent quotes if required.
- ▷ **Paid Expenditures:** A complete breakdown of all paid expenditures must be provided on the calculation sheet.
- ▷ **Ineligible Expenses:**
 - **Goods and Services Tax (GST)**

PROJECT FUNDING

- ▷ **Other Government Grants:** A listing (detailing type of grant, government that provided the grant, and amount of grant) of all government funding used for this project.
- ▷ **Interest / Other Income:** A listing (detailing type of income, source of income, and amount of income) of all interest and other income used for this project.
- ▷ **Funds Contributed by Organization:** A listing of all funds provided by the organization towards this project.
- ▷ **In kind Contributions by Organization:** This will match the listing all donated labour, materials & equipment that was provided by the organization towards this project and listed in (1) and (2).
- ▷ **Total Project Funding:** The total project funding must equal the total project cost **excluding GST**.

MAXIMUM ELIGIBILITY

- **County Capital Grant received:** Amount of grant received.
- **Maximum Eligibility:** ½ of total project costs (including donated and paid) and total paid expenditures

EXAMPLE:	Donated labour / services	\$1,000.00
	Donated material Equipment	1,000.00
	Paid expenditures (excluding GST)	<u>1,000.00</u>
	Total Project costs	<u>\$3,000.00</u>

Maximum Eligibility is ½ of \$3,000 = \$1,500.00

- **Amount Repayable:** The difference between the maximum eligibility and the grant received.

SIGNAGE

- As set out in the funding agreement the County will provide the signage acknowledging the County for their support and contributions. (Adhesive stickers for equipment, Exterior signs for outdoor facilities and Interior signs for buildings)
- The Organization will provide the County with a photograph of the signage and description of placement when installation is completed.

DECLARATION

The person signing the declaration must certify that the information is complete and accurate, that all funds were expended on the project described in the application and that they are a duly authorized representative having legal and/or financial signing authority.



Clear Hills County

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

CAPITAL GRANT Financial Accounting Statement

FUNDING DETAILS

Organization: _____

Project: _____

Grant: _____

Cheque Details: _____

FINANCIAL INFORMATION *(Please Read the Instructions provided with this form carefully before beginning)*

Donated Labour/Services (excluding GST) (1) \$ _____ (Attach a detailed break down on calculation sheet provided)

Donated Materials/Equipment(excluding GST)(2) _____ (Attach a detailed break down on calculation sheet provided)

Total Paid Expenditures (excluding GST) (3) _____ (Attach a detailed break down on calculation sheet provided)

TOTAL PROJECT COST: (1+2+3) \$ _____ (A)

County Capital Grant \$ _____ (B)

Other Government Grants _____ Description: _____

Interest / Other income _____ Description: _____

Funds contributed by Organization (excluding GST) _____

In kind contribution by Organization _____

TOTAL PROJECT FUNDING \$ _____ (This amount will equal total project cost (B) above)

County Capital Grant received [(B) above] \$ _____ (B)

Maximum eligibility _____ (C)

NOTE: The maximum eligibility is 1/2 of total project cost (A)

AMOUNT REPAYABLE [(C) minus (D)] \$ _____ (If negative enter zero)

SIGNAGE: Include picture of Funding Recognition Signage provided by the County and provide description of where the sign(s) is/are located: _____

DECLARATION

I certify that the above information is a complete and accurate financial accounting of the project, and that the funds were expended on the project described in the application submitted for the grant. I am a duly authorized representative having legal and/or financial signing authority.

SIGNATURE

NAME (Please Print)

DATE

POSITION / TITLE

Phone Number

Fax Number



CAPITAL GRANT

Financial Accounting Statement - Calculation Sheet

PROJECT COST

DONATED LABOUR / SERVICES

<u>Date</u>	<u>Description of Work Done</u>	<u># of Volunteers</u>	<u>Hours Worked</u>	<u>Rate/Hour</u>	<u>Value of Work</u>
_____	_____	_____	X	X \$	\$
_____	_____	_____	X	X \$	\$
_____	_____	_____	X	X \$	\$
_____	_____	_____	X	X \$	\$
_____	_____	_____	X	X \$	\$
_____	_____	_____	X	X \$	\$
TOTAL DONATED LABOUR/SERVICES					(1) \$ _____

DONATED MATERIAL / EQUIPMENT

<u>Date</u>	<u>Description of Material / Equipment</u>	<u>Donated By</u>	<u>Value</u>
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
TOTAL DONATED MATERIAL/EQUIPMENT			(2) \$ _____

PAID EXPENDITURES

<u>Date</u>	<u>Description of Expenditure</u>	<u>Cheque No. / Reference</u>	<u>Value</u>
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$
_____	_____	_____	\$

MINUS Total GST for Expenditures listed \$ _____

TOTAL PAID EXPENDITURES (3) \$ _____



Clear Hills County CAPITAL GRANT Financial Accounting Statement - Calculation Sheet

Page ____ of ____

PROJECT COST

DONATED LABOUR / SERVICES

Date	Description of Work Done	# of Volunteers	X	Hours Worked	X \$	Rate/Hour	Value of Work
_____	_____	_____	X	_____	X \$	_____	\$ _____
_____	_____	_____	X	_____	X \$	_____	\$ _____
_____	_____	_____	X	_____	X \$	_____	\$ _____
_____	_____	_____	X	_____	X \$	_____	\$ _____
_____	_____	_____	X	_____	X \$	_____	\$ _____
_____	_____	_____	X	_____	X \$	_____	\$ _____
_____	_____	_____	X	_____	X \$	_____	\$ _____
TOTAL DONATED LABOUR / SERVICES						(1)	\$ _____

DONATED MATERIAL / EQUIPMENT

Date	Description of Material / Equipment	Donated By	Value
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
TOTAL MATERIAL / EQUIPMENT			(2) \$ _____

PAID EXPENDITURES

Date	Description of Expenditure	Cheque No. / Reference	Value
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

MINUS Total GST for Expenditures listed \$ _____

TOTAL PAID EXPENDITURES **(3)** \$ _____

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	TRADESHOW – Council
File Code:	63-10-30

DESCRIPTION:

Council assists with breakfast and hosting the Clear Hills Council booth at the 25th Annual Agricultural Tradeshow that is scheduled for April 13, 2019. New this year is also the presentation of Business and Recreation Awards.

BACKGROUND / PROPOSAL:

- NEW – 2019 is the first year Business and Recreation Awards will be presented at the Banquet at 6 p.m.
- Annually Clear Hills County hosts an Agricultural Tradeshow in Hines Creek at the Dave Shaw Recreation Complex. (712 6th Avenue)
- Council assists with the breakfast
- Council hosts a booth to welcome participants and visitors to the event.
- Doughnuts are ordered for distribution by Council. 60 dozen doughnuts have been ordered from Hines Creek General Store this year.
- Staff in the Information Booth cover the Council booth from 1:00 p.m. to 2:00 p.m. due to the low traffic volume during the Talent Show.

Council is requested to commit to breakfast duties and Council booth time slots so the schedule can be completed. Also sought – 1 or 2 Councillors to present awards at 1:30 p.m.

ATTACHMENTS

- Schedule

RECOMMENDED ACTION:

Resolution by.....That Council receives for information the discussion of the Clear Hills Council booth at the 25th Annual Agricultural Tradeshow that is scheduled for April 13, 2019

Initials show support - Reviewed by:	Manager: <i>Abj</i>	CAO: <i>[Signature]</i>
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Council Trade Show Schedule

Time Schedule	Councillor
<i>Breakfast 7:00am – 10:00am</i>	
Entrance	1. 2.
Eggs	1
Pancakes	1.
<i>Opening Ceremonies 10:00am</i>	1.
<i>Council Booth</i> 10:00am – 11:30am	1. 2.
11:30am – 1:00pm	1. 2.
1:00pm – 2:00pm	Due to low traffic Info will cover Council Booth
2:00pm – 3:30pm	Due to low traffic Info will cover Council Booth
3:30pm – 5:00pm	Due to low traffic Info will cover Council Booth
<i>Banquet Ceremonies 6:00pm</i> Speech	1.
Business & Recreation Awards	2.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Ron Jensen, Public Works Manager
Title:	Grader Beat Contracts, P & P Follow Up
File:	32-06-02

DESCRIPTION:

Council is presented with Grader Beat Contract information as presented at the March 25, 2019 P & P Meeting.

BACKGROUND:

P134-19(03-25-19) RESOLUTION by Councillor Bean that this committee recommend that the Grader Contracts be brought back to a future Regular Council meeting for approval. CARRIED.

BUDGET:

ATTACHMENTS:

1. Draft document
2. Revised document

RECOMMENDED ACTION:

RESOLUTION by.....accept the revised grader beat contracts to be implemented when the Grader Beats come due for Tender.

Initials show support - Reviewed by:	Manager: <i>RJ</i>	CAO: <i>AS</i>
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GRADER BEAT CONTRACT POINTS OF DISCUSSION

All current contracts have a mutually agreed upon one year extension clause.

- Current Beats & Expiry Dates
- Bear Canyon Beat - Expires October 31, 2020
- Montagneuse Beat – October 31, 2020
- Worsley Beat - Expires October 31, 2020

- Cleardale Beat – Expires October 31, 2021
- Eureka River Beat – Expires October 31, 2021
- Hines Creek Beat – October 31, 2021
- Whitelaw Beat – Expires October 31, 2021

19. EQUIPMENT

19.1 The successful Bidder will have its equipment available for inspection by the County's personnel seven (7) days prior to the commencement of the Contract.

19.2 The Successful Bidder will provide *one (1) grader only as described below:*

a) The Successful Bidder's equipment must meet the following minimum requirements:

- Not to exceed ten (10) years age at time of submission of the Tender, or at any time during the existence of the Term of the Contract or any extension thereof. A road worthiness safety inspection is required at seven (7) years of age.
- Model: Motor Grader – ~~772D John Deere~~ graders as well as Group 4 of the 2010 Alberta Road Builders & Heavy Construction Association Equipment Guide (COMMENT: No longer required due to year of 772D graders)
- (RECOMMENDATION: Add - Minimum of) Fourteen (14) Foot mould board – to be used at all times
- Snow wing with skis/shoes available
- Front mount one way speed plow
- Adequate head lights

- Rotating amber light on top of canopy
- Four way flashers
- Flags on mould board and cab roof
- 14ft “Sanvik®” or equivalent scarifier blade adapter and tips

b) The motor grader must arrive at the project site equipped with an adequate set of regular blades, “Sanvik®” or equivalent scarifier blade adapter and tips. The blades and tips for use under the contract will be the responsibility of the Successful Bidder.

c) Equipment must be available to meet service levels required by the County. All other conditions as outlines in County policies and procedures must be adhered to. The hourly bid price will include the provisions of all attachments required to fulfill the road maintenance service obligations within the Contract.

d) The motor grader must be equipped with the following communication system compatible with Clear Hills County equipment. The installation and/or rental fees will be the responsibility of the Successful Bidder. Minimum requirements are:

- Operational (RECOMMENDATION: Add - two-way) radio (Remove - to communicate with County Road Foremen)
- Operational cell phone
- Operational GFI unit, supplied by the County, hard wired no temporary installations will be accepted, and must be installed and maintained by the Successful Bidder, GFI to be functioning during the service(s) being completed for the County.

6. GRANTOR'S OPERATIONS

6.1 With the use of *one (1) grader only*, the Contractor shall provide the service requested as described in this Contract and the appropriate County policies and procedures, which may include the location and priority of required service(s). Road problems identified by the Grantor will be reported to the Public Works Manager or his designate. Service(s) performed shall comply with the attached Specifications.

6.2 The Grantor is required to be available for work twelve (12) months of the year. (RECOMMENDATION: Add – 24 hours per day, 7 days per week, 365 days per year)

6.3 The Grantor will be required to report to work within three (3) hours of being (Add notified to do so.) RECOMMENDED: Remove: contacted for emergency conditions.

- 6.4 The County reserves the right to utilize other privately owned or County owned equipment for grading within the Contract area to ensure safe and acceptable conditions at all times.
- 6.5 The County reserves the right to require the grader to move from its assigned beat to another location upon direction of the Public Works Manager or his designate. Deadheading in this instance would be paid for as hours worked.
- 6.6 The spreading of spot gravel or re-gravel will be considered as part of the Grantor's normal work.
- 6.7 WINTER: The goal of Winter Road Maintenance is to have roads initially opened and passable from shoulder to shoulder in RECOMMENDATION: Change from ~~three (3)~~ to two and one half (2.5) day period and no more than 40 working hours. Roads are to be completely cleared of snow and the accumulated snow banks winged to the ditch bottom within seven (7) days.
- 6.8 SUMMER: The goal of Summer Road Maintenance is that roads be maintained on an as needed basis (RECOMMENDATION: ADD- and conditions are favorable,) to provide a reasonable driving surface.
- 6.9 As required in the Instructions to Bidders, the Grantor shall provide the equipment noted in the Tender Form, attached hereto as Appendix B. If any equipment is changed from the Grantor's Tender Form, that change must be acceptable to the County's Public Works Manager or his designate, and the Contract will be amended. The Grantor will have his equipment available for inspection by the County Public Works Manager or his designate prior to the commencement of the Service(s). The Grantor is responsible for ensuring that the equipment is properly maintained for the duration of the Contract.
- 6.10 The Grantor shall provide skilled, qualified and experienced operators, familiar with highway traffic movements and laws governing vehicle traffic. Equipment must be parked in such a manner so as not to create a hazard to traffic or an impediment to visibility. Grantor operators will be expected to conduct themselves in a professional and polite manner at all times.
- 6.11 The Grantor shall be responsible for the safekeeping and security of the Global Fleet Information) GFI units once installed in the Grantor's equipment, as required in the Instructions to Bidders. GFI units that have been abused or tampered with will be replaced and/or repaired at the Grantor's expense.
- 6.12 The Grantor shall leave utilities undamaged and unaltered.
- 6.13 The Grantor shall be in compliance with all applicable policies, laws, bylaws or decrees that are of the areas of service(s), at the Grantor's sole cost and expense and will supply traffic control or appropriate signage if required or requested by the Grantee.
- 6.14 The Grantor will familiarize self with the boundaries as the County is not responsible for trespassing on private property.

- 6.15 The Grantor will repair or replace any damage to landowner's fences, if on landowner's property.
- 6.16 The Grantor will follow Occupational Health and Safety Act guidelines and shall cause all of its employees and approved subcontractors to be so bound.
- 6.17 The Grantor will not be allowed to sublet any of the work without the written prior approval of the County's Public Works Manager or his designate.
- 6.18 The Grantor may not accept concurrent contracting retainers from other parties during the term of the contract. Grantor Initial _____ Grantee Initial _____
(NOTE: Bear Canyon Beat only)
- 6.19 The Grantor may accept concurrent contracting retainers from other parties during the Term; with prior written approval from the Grantee provided that they do not interfere, in the opinion of the Grantor, acting reasonably within the Service(s) the Grantor is required to perform under this Contract. (NOTE: All beats except Bear Canyon Beat)
- 6.20 The Grantor will report on a regular basis, as required by the County, on the Service(s) provided pursuant to this Contract. The Grantor will make available such information, including data and documents, as the County may require from time to time relating to the obligations of the Grantor to allow the County to evaluate the quality and progress of Service(s) provided under this Contract.
- 6.21 Prior to commencing the Service(s) and prior to receiving payment on completion, the Grantor shall provide evidence of compliance with all requirements of the Province of the place of the Service(s) with respect to Worker's Compensation including payment due thereunder. As any time during the Term of this Contract, when requested by the County's representative, the Grantor shall provide such evidence of compliance by himself or any or all of his sub-contractors.
- 6.22 The Grantor shall retain all information and records received or compiled by the Grantor in accordance with this Contract for a period of one (1) year from the date of termination of this Contract, after which the information and records shall be transferred to the possession of the Grantee.

GRADER BEAT CONTRACT POINTS OF DISCUSSION

All current contracts have a mutually agreed upon one year extension clause.

- Current Beats & Expiry Dates
- Bear Canyon Beat - Expires October 31, 2020
- Montagneuse Beat – October 31, 2020
- Worsley Beat - Expires October 31, 2020

- Cleardale Beat – Expires October 31, 2021
- Eureka River Beat – Expires October 31, 2021
- Hines Creek Beat – October 31, 2021
- Whitelaw Beat – Expires October 31, 2021

19. EQUIPMENT

- 19.1 The successful Bidder will have its equipment available for inspection by the County's personnel seven (7) days prior to the commencement of the Contract.
- 19.2 The Successful Bidder will provide *one (1) grader only as described below*:
- a) The Successful Bidder's equipment must meet the following minimum requirements:
- Not to exceed ten (10) years age at time of submission of the Tender, or at any time during the existence of the Term of the Contract or any extension thereof. A road worthiness safety inspection is required at seven (7) years of age.
 - Model: Motor Grader –Group 4 of the current Alberta Road Builders & Heavy Construction Association Equipment Guide
 - Minimum of fourteen (14) foot mould board – to be used at all times
 - Snow wing with skis/shoes available
 - Front mount one way speed plow
 - Adequate head lights
 - Rotating amber light on top of canopy
 - Four way flashers

- Flags on mould board and cab roof
- 14ft “Sanvik®” or equivalent scarifier blade adapter and tips

b) The motor grader must arrive at the project site equipped with an adequate set of regular blades, “Sanvik®” or equivalent scarifier blade adapter and tips. The blades and tips for use under the contract will be the responsibility of the Successful Bidder.

c) Equipment must be available to meet service levels required by the County. All other conditions as outlines in County policies and procedures must be adhered to. The hourly bid price will include the provisions of all attachments required to fulfill the road maintenance service obligations within the Contract.

d) The motor grader must be equipped with the following communication system compatible with Clear Hills County equipment. The installation and/or rental fees will be the responsibility of the Successful Bidder. Minimum requirements are:

- Operational two-way radio
- Operational cell phone
- Operational GFI unit, supplied by the County, hard wired no temporary installations will be accepted, and must be installed and maintained by the Successful Bidder, GFI to be functioning during the service(s) being completed for the County.

6. **GRANTOR'S OPERATIONS**

6.1 With the use of *one (1) grader only*, the Contractor shall provide the service requested as described in this Contract and the appropriate County policies and procedures, which may include the location and priority of required service(s). Road problems identified by the Grantor will be reported to the Public Works Manager or his designate. Service(s) performed shall comply with the attached Specifications.

6.2 The Grantor is required to be available for work twelve (12) months of the year, 24 hours per day, 7 days per week, 365 days per year.

6.3 The Grantor will be required to report to work within three (3) hours of being notified to do so.

6.4 The County reserves the right to utilize other privately owned or County owned equipment for grading within the Contract area to ensure safe and acceptable conditions at all times.

- 6.5 The County reserves the right to require the grader to move from its assigned beat to another location upon direction of the Public Works Manager or his designate. Deadheading in this instance would be paid for as hours worked.
- 6.6 The spreading of spot gravel or re-gravel will be considered as part of the Grantor's normal work.
- 6.7 WINTER: The goal of Winter Road Maintenance is to have roads initially opened and passable from shoulder to shoulder in a two and one half (2.5) day period and no more than 40 working hours. Roads are to be completely cleared of snow and the accumulated snow banks winged to the ditch bottom within seven (7) days.
- 6.8 SUMMER: The goal of Summer Road Maintenance is that roads be maintained on an as needed basis and conditions are favorable, to provide a reasonable driving surface.
- 6.9 As required in the Instructions to Bidders, the Grantor shall provide the equipment noted in the Tender Form, attached hereto as Appendix B. If any equipment is changed from the Grantor's Tender Form, that change must be acceptable to the County's Public Works Manager or his designate, and the Contract will be amended. The Grantor will have his equipment available for inspection by the County Public Works Manager or his designate prior to the commencement of the Service(s). The Grantor is responsible for ensuring that the equipment is properly maintained for the duration of the Contract.
- 6.10 The Grantor shall provide skilled, qualified and experienced operators, familiar with highway traffic movements and laws governing vehicle traffic. Equipment must be parked in such a manner so as not to create a hazard to traffic or an impediment to visibility. Grantor operators will be expected to conduct themselves in a professional and polite manner at all times.
- 6.11 The Grantor shall be responsible for the safekeeping and security of the Global Fleet Information) GFI units once installed in the Grantor's equipment, as required in the Instructions to Bidders. GFI units that have been abused or tampered with will be replaced and/or repaired at the Grantor's expense.
- 6.12 The Grantor shall leave utilities undamaged and unaltered.
- 6.13 The Grantor shall be in compliance with all applicable policies, laws, bylaws or decrees that are of the areas of service(s), at the Grantor's sole cost and expense and will supply traffic control or appropriate signage if required or requested by the Grantee.
- 6.14 The Grantor will familiarize self with the boundaries as the County is not responsible for trespassing on private property.
- 6.15 The Grantor will repair or replace any damage to landowner's fences, if on landowner's property.
- 6.16 The Grantor will follow Occupational Health and Safety Act guidelines and shall cause all of its employees and approved subcontractors to be so bound.

- 6.17 The Grantor will not be allowed to sublet any of the work without the written prior approval of the County's Public Works Manager or his designate.
- 6.18 The Grantor may accept concurrent contracting retainers from other parties during the Term; with prior written approval from the Grantee provided that they do not interfere, in the opinion of the Grantor, acting reasonably within the Service(s) the Grantor is required to perform under this Contract.
- 6.19 The Grantor will report on a regular basis, as required by the County, on the Service(s) provided pursuant to this Contract. The Grantor will make available such information, including data and documents, as the County may require from time to time relating to the obligations of the Grantor to allow the County to evaluate the quality and progress of Service(s) provided under this Contract.
- 6.20 Prior to commencing the Service(s) and prior to receiving payment on completion, the Grantor shall provide evidence of compliance with all requirements of the Province of the place of the Service(s) with respect to Worker's Compensation including payment due thereunder. As any time during the Term of this Contract, when requested by the County's representative, the Grantor shall provide such evidence of compliance by himself or any or all of his sub-contractors.
- 6.21 The Grantor shall retain all information and records received or compiled by the Grantor in accordance with this Contract for a period of one (1) year from the date of termination of this Contract, after which the information and records shall be transferred to the possession of the Grantee.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Ron Jensen
Title:	Proceed to Tender – Construct Access Road to SE 25-85-7-W6M
File:	32-23-68

DESCRIPTION:

Council to proceed to tender to construct an access road to SE 25-85-7-W6M.

BACKGROUND:

C117-18(02-27-18) RESOLUTION by Deputy Reeve Fletcher to table the request to construct access to SE 25-85-7-W6M until the next Regular Council Meeting. CARRIED.

C143-18(03-13-18) RESOLUTION by Councillor Janzen to proceed with the wetland assessment on NW 24-85-7 W6M when the weather permits and bring back to a future meeting the results of the assessment for further direction of Council. CARRIED.

C573-18(11-13-18) RESOLUTION by Reeve Croy to approve the wetlands assessment with the replacement cost to develop (WL1, WL2) to the drive-way for \$301.55 and approve the request for a road to be constructed up to the residence 24 & 25-85-7-W6M as per policy 3201, funds to be allocated from the road construction reserve. CARRIED.

BUDGET:

\$150,000.00

RECOMMENDED ACTION:

Resolution by to proceed to tender to construct an access road to SE 25-85-7-W6M.

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	CDM REPORT
File:	62-02-02

DESCRIPTION:

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

BACKGROUND:

Community Planning Association of Alberta (CPAA) Conference.

Seeking confirmation on Councillor that will be attending this conference, as registration is required.

C93-19(02-26-19) RESOLUTION by Councillor Bean to approve the attendance of all MPC members to attend the 2019 Community Planning Association of Alberta (CPAA) Conference being held April 29-May 1, 2019 in Red Deer, Alberta. CARRIED.

Development – Municipal Development Plan Update The Committee met on Thursday March 28, the outcomes from that meeting is a final draft of the MDP is to be completed for a May 8 meeting. The goal for that meeting is to confirm the final draft is complete and select dates for the 3 open houses that will be held to seek further input from the public. The open houses will be held in Cleardale, Eureka River and David Thompson.

Recreation:

Burnt River Recreation Board has completed the Subdivision of Burnt Lee Park. Total costs for this subdivision of donated land was \$6,300.00. The Board received a General Grant of \$6,500 for this project, and they refunded the difference of \$200.00 when submitting the Financial Accounting Statement for the project. All conditions of the grant have been fulfilled.

Many Islands Recreation Lease REC 880016 has been approved for renewal to December 20, 2029. The rent for this Recreation Lease will remain the same at \$1400.30 (\$70.02 GST included) per year.

RECOMMENDED ACTION:

RESOLUTION by _____ to accept the Community Development Manager's report to April 9, 2019, as presented.

Initials show support - Reviewed by:	Manager: <i>Abj</i>	CAO: <i>AB</i>
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Clear Hills County Request for Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	April 9, 2019
Originated By:	Lori Jobson, Corporate Services Manager
Title:	CSM Report
File:	12-02-02

DESCRIPTION:

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

BACKGROUND:

- Wilde and Company was at the office from March 25th to 28th for the 2018 year-end audit.
- Dawn attended a Municipal Taxation and Assessment Seminar put on by Municipal Affairs in Peace River on March 28th as she will be transferring to the Taxation Clerk position once Kelsey starts her maternity leave.
- Dawn also attended the annual RMA Risk Pro insurance seminar in Grande Prairie on April 2nd and 3rd.
- We are currently advertising for a Receptionist/Accounts Payable Clerk. This position will be a temporary maternity leave position.
- A one year extension for the Assessment Services contract has been negotiated and work has begun on a Request for Proposal for our Assessment Services beyond that.
- Statements of Funding and Expenditures are being completed for MSI, STIP and GTF grants.

ATTACHMENTS:

- 2018 Final Rate Stabilization Activity Report

RECOMMENDATION:

RESOLUTION by...that Council accepts the Corporate Services Manager's report to April 9, 2019 as presented.

Initials show support - Reviewed by:

Manager:



CAO:



Rate Stabilization Summary Report

	2018	2017
Beginning Balance:	6,645,725.27	5,541,049.45
Previous Year Surplus Transfer:	2,645,725.27	1,541,049.45
Total Spent	\$150,299.04	\$700,630.73
Year End Surplus Transfer:	-	3,346,356.00
Ending Balance:	<u>3,849,700.96</u>	<u>6,645,725.27</u>

Rate Stabilization Activity Report

2018

Spent To Date	Approved by Council	Description	Organization	Motion
-	\$275,000	WCS Parking Lot Paving Grant	Peace River School Division	C352-17(06/27/17)
4,700.00	\$4,700	capital grant for the purchase of a lawn mower	All Saints Catholic Cemetary	C375-17 (07-18-17)
50,000.00	\$50,000	grant to assist with the operational expenses	North-West Species at Risk Committee	C587-47(11/28/17)
5,000.00	\$5,000	grant to assist with the operational expenses	Fairview Victim's Services	C120-18(02/27/18)
50,000.00	\$50,000	Recreation Board operating grant overages	Various Recreation Boards	C199-18(04/10/18)
19,525.64	\$19,525.64	2018/2019 Trades Training Program	Worsley, Hines Creek & Menno Simons Schools	C443-18(09/25/18)
13,300.00	\$16,000.00	Continuing Education Scholarships	Various applicants	C463-18(10/09/18)
-	to be determined in 2019	gravel pads at Eureka River & Cherry Canyon Truck Fills		C269-18(05/22/18)
-	to be determined	Subdivision Appeal Board expenses		C303-18, C304-18 & C305-18 (06/12/18)
7,773.40	to be determined	Corporate Legal Fee Overages	Brownlee LLP	C92-17(02/14/17)
150,299.04	\$420,225.64			

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 9, 2019
Originated By:	Ron Jensen, Public Works Manager
Title:	Public Works Manager's Report
File:	32-02-02

Gravel Haul

- Completed 210 miles
- Approximately 40 miles left in divisions 4, 5, 6, & 7
- Also, 14 miles left at Silver Creek

Grading

- Graders have started blading roads

Road Construction

- Preparing information for tender to construct Anton Fehr Road

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

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

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 9, 2019
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:

RECOMMENDED ACTION:

RESOLUTION by that Council receives for information the Council Information presented at the April 9, 2019, Regular Council Meeting.

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

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 9, 2019
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 April, May and June 2019 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: <i>AR</i>
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April 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 PRSD Joint-All	3 FVSeed-RW	4 CCES-AB,DJ WDHP-AB	5	6
7	8	9 Council	10	11 CHJV- MC,DF,AB NPRL-DF	12	13 Agricultural Trade show
14	15 <div style="border: 1px solid black; padding: 2px; text-align: center;">ASCHA NPHF-AB</div>	16	17 IIC-All	18 NWSAR-MC,AB HPEC-AB	19 Good Friday Office Closed	20
21 <u>Easter</u>	22 Easter Monday Office Closed	23 Council	24 Worsley Public Meeting	25 David Thompson Public Meeting MMSA-PF	26 <div style="border: 1px solid black; padding: 2px; text-align: center;">NPHF-AB</div>	27
28	29 MPTA-AB <div style="border: 1px solid black; padding: 2px; text-align: center;">CPAA Conference-MPC</div>	30				

May 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12 <u>Mother's Day</u>	13	14 Council	15	16	17	18
19	20	21	22 P&P -All	23	24	25
26	27 Victoria Day Office Closed	28 Council	29	30	31	
FCM-PF, MC, AB						

June 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11 Council	12	13	14	15
16 <u>Father's Day</u>	17	18	19	20	21	22
23	24	25 Council	26	27	28	29
30						

Acronyms for Calendar

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

