

**AGENDA  
CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
TUESDAY, JUNE 25, 2019**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, June 25, 2019, at 9:30 a.m. in the Council Chambers of the County Office, Worsley, Alberta.

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<b>1. CALL TO ORDER</b>	
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**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, JUNE 11, 2019**

<b>PRESENT</b>	Miron Croy Dan Fletcher Amber Bean Jason Ruecker David Janzen Peter Frixel Raymond Wetmore	Reeve Deputy Reeve Councillor Councillor Councillor Councillor Councillor
<b>ATTENDING</b>	Allan Rowe Audrey Bjorklund Ron Jensen Bonnie Morgan	Chief Administrative Officer (CAO) Community Development Manager (CDM) Public Works Manager (PWM) Executive Assistant (EA)
<b>CALL TO ORDER</b>	Reeve Croy called the meeting to order at 9:30 a.m.	
<b>ABSENT:</b>		
<u><b>ACCEPTANCE OF AGENDA</b></u> <b>C274-19(06-11-19)</b>	<b>RESOLUTION by Councillor Bean to adopt the agenda governing June 11, 2019, Regular Council Meeting with the addition of 7.d.3. Brush Removal and 7.a.4. Cherry Point Well. CARRIED.</b>	
<u><b>APPROVAL OF MINUTES</b></u> Previous Meeting Minutes  <b>C275-19(06-11-19)</b>	<b>RESOLUTION by Councillor Janzen to adopt the minutes of the May 28, 2019, Regular Council Meeting, as presented. CARRIED.</b>	
<u><b>NEW BUSINESS: COUNCIL</b></u> Management Team Activity Report  <b>C276-19(06-11-19)</b>	Council reviewed the most recent Management Team Activity Report.  <b>RESOLUTION by Councillor Janzen to accept the May 28, 2019, Management Team Activity Report, as presented. CARRIED.</b>	
Councillor Reports  <b>C277-19(06-11-19)</b>	Councillors submit written or verbal reports for meetings attended.  <b>RESOLUTION by Deputy Reeve Fletcher to accept the written and verbal Councillor reports for information, as presented. CARRIED.</b>	
<u><b>DELEGATIONS:</b></u> Fairview Lions Club	Frank Rombs with the Fairview Lions Club was in attendance at 10:00 a.m. to present the Fairview Lions Club, Beyond Borders Funding request for a donation to support the Cummings Lake Music Festival that is being held June 14- 16, 2019.	

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Transfer Station  
Hours & Burning

Council requested a discussion regarding Clear Hills County Transfer Station hours and burning of garbage while fire bans are in place.

**C279-19(06-11-19)**

**RESOLUTION by Councillor Frixel to receive the discussion regarding the Clear Hills County Transfer Station hours and burning of garbage for information. CARRIED.**

Cherry Point Well

Councillor Wetmore requested a discussion regarding Cherry Point well.

**C280-19(06-11-19)**

**RESOLUTION by Councillor Wetmore to receive the discussion regarding Cherry Point Well for information. CARRIED.**

Many Islands  
Recreation  
Association

Representatives of the Many Islands Recreational Development Society was in attendance at 10:30 a.m. to present their request for funding of \$6,000 annually to maintain and improve the boat launch.

Reeve Croy recessed the meeting at 10:51 a.m.  
Reeve Croy reconvened the meeting at 10:59 a.m.

George Lake Aquatic  
Association

Representative of the George Lake Aquatic Association was in attendance at 11:00 a.m. to present a Capital Grant Application for building 6 seasonal lots, a tractor with mower & loader and 18 new picnic tables.

**C281-19(06-11-19)**

**RESOLUTION by Deputy Reeve Fletcher to approve a Beyond Borders Grant of \$2,500.00 for the Fairview Lions Club to support the Cummings Lake Music Festival, funds to be allocated from the Recreation Reserve. CARRIED.**

**C282-19(06-11-19)**

**RESOLUTION by Councillor Frixel to approve a General Grant of \$10,000.00 to the Many Islands Recreational Development Society for boat launch improvements, funds to be allocated from the Recreation Reserve. CARRIED.**

**C283-19(06-11-19)**

**RESOLUTION by Reeve Croy to approve a General Grant of \$36,000.00 to George Lake Aquatic Association for Campground upgrades and maintenance items, funds to be allocated from the Recreation Reserve. CARRIED.**

CORPORATE  
SERVICES

Accounts Payable  
(May 29, 2019 to  
June 11, 2019)

A list of expenditures for Clear Hills County for the period May 29, 2019 to June 11, 2019, is provided for Council's review.

**C284-19(06-11-19)**

**RESOLUTION by Councillor Ruecker that Council receives for information the Accounts Payable report for Clear Hills County**

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**for the period of May 29, 2019 to June 11, 2019 for a total of \$268,910.54 with funds to be transferred from Long Term Investments. CARRIED.**

April Financial  
Reports

The Operating & Capital Budget Performance Reports for the Clear Hills County for the period ending April 30, 2019.

**C285-19(06-11-19)**

**RESOLUTION by Deputy Reeve Fletcher that Council accepts for information the financial report for the period ending April 30, 2019. CARRIED.**

COMMUNITY  
SERVICES

Fire Protection

Council is requested to consider implementing a bylaw that allows the implementing of Fire Bans or Fire Restrictions in those areas of the County that are outside the Forest Protection Area when extreme dry conditions are a concern.

**C286-19(06-11-19)**

**RESOLUTION by Councillor Wetmore to direct Administration to draft a Fire Control bylaw to implement Fire Bans and Fire Restrictions when the Province orders fire bans or fire restrictions for the Peace River Forest Protection Area. CARRIED.**

Fire Protection Fees  
Policy 2301

Council is presented with Fire Protection Fees Policy 2301 for review as requested.

**C287-19(06-11-19)**

**RESOLUTION by Councillor Bean to receive the discussion regarding Fire Protection Fees Policy 2301 for information. CARRIED.**

Reeve Croy recessed the meeting at 11:56 a.m.  
Reeve Croy reconvened the meeting at 12:36 p.m.

Policy 3217- Signage  
of Recreational &  
Community Facilities  
and Historical  
Landmarks

Council is presented with Policy 3217- Signage of Recreational & Community Facilities and Historical Landmarks for review as requested.

**C288-19(06-11-19)**

**RESOLUTION by Councillor Bean to amend Policy 3217- Signage of Recreational & Community Facilities and Historical Landmarks section 2.2 removing "confirm that they do not qualify for provincial tourism signage". CARRIED.**

Alberta Trappers  
Association



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Sponsorship request Glen Wasyliw with the Alberta Trappers' Association is requesting Council consider providing sponsorship for the Associations Rendezvous and Outdoorsman Show being held on June 29-30 at the Teepee Creek Stampede Grounds.

**C289-19(06-11-19)** **RESOLUTION by Deputy Reeve Fletcher to approve sponsorship funding of \$250.00 for the Alberta Trapper's Association Rendezvous and Outdoorsman Show being held on June 29-30 at the Teepee Creek Stampede Grounds funds to be allocated from the General Grant budget.** **CARRIED.**

PUBLIC WORKS  
Policy 3221 Dust Control

Council is presented with draft Policy 3221 Dust Control for review.

**C290-19(06-11-19)** **RESOLUTION by Councillor Bean to accept the draft Policy 3221 Dust Control and related waiver as presented and revise accordingly.** **CARRIED.**

Policy 4105 Regional Waterline Tie-In

Council is presented with draft Policy 4105 Regional Water Line Tie-in for information.

**C291-19(06-11-19)** **RESOLUTION by Reeve Croy to accept draft Policy 4105 Regional Water Line Tie- in as presented.** **CARRIED.**

Brush Removal

Council is presented with information regarding the removal of approximately 46km of dead fall and overhanging trees within the right of way on the Clear Prairie Road from Range Road 92.5 (Ski Hill Road) west to Range road 123 then south to Highway 64.

**C292-19(06-11-19)** **RESOLUTION by Councillor Wetmore to proceed to tender for the removal of approximately 46km of dead fall and overhanging trees along right of way on the Clear Prairie Road from Range Road 92.5 (Ski Hill Road) west to Range road 123 then south to Highway 64.** **CARRIED.**

WRITTEN REPORTS  
MANAGERS

Chief Administrative Officer's Report

The Chief Administrative Officers report was reviewed.

**C293-19(06-11-19)** **RESOLUTION by Councillor Janzen to receive the report from the Chief Administrative Officer, for information, as presented.** **CARRIED.**

Community Development Manager's Report

The Community Development Mangers verbal report

**C294-19(06-11-19)** **RESOLUTION by Councillor Wetmore to receive the Community Development Managers report on June 11, 2019, for information,**

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as presented.

**CARRIED.**

Public Works  
Manager's Report

The Public Works Managers report was reviewed.

**C295-19(06-11-19)**

**RESOLUTION by Councillor Janzen to receive the Public Works Managers report on June 11, 2019, for information, as presented. CARRIED.**

COUNCIL  
INFORMATION

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

**C296-19(06-11-19)**

**RESOLUTION by Councillor Croy to receive the correspondence on June 11, 2019, 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.

**C297-19(06-11-19)**

**RESOLUTION by Deputy Reeve Fletcher to receive for information the June, July and August 2019 calendars.**

Date	Meeting	Councillor
June 17	NWSAR Cancelled	Bean, Croy
June 29,30	Trappers NWSAR	Bean, Croy
		<b>CARRIED.</b>

CONFIDENTIAL  
ITEM(S)

Two items were discussed in a closed meeting.

**C298-19(06-11-19)**

**RESOLUTION by Reeve Croy that Council close the meeting to the public as per Section 27, of FOIP at 1:10 p.m. CARRIED.**

**C299-19(06-11-19)**

**RESOLUTION by Councillor Bean to that Council revert back to the public meeting at 1:40 p.m. CARRIED.**

**C300-19(06-11-19)**

**RESOLUTION by Deputy Reeve Fletcher to receive the closed meeting discussions for information. CARRIED.**

ADJOURNMENT

Reeve Croy adjourned the June 11, 2019, Regular Council Meeting at 1:41 p.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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

**MINUTES OF CLEAR HILLS COUNTY  
POLICY AND PRIORITY MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, JUNE 18, 2019**

<b>PRESENT</b>	Miron Croy Amber Bean Jason Ruecker David Janzen Peter Frixel Raymond Wetmore	Reeve Councillor Councillor Councillor Councillor Councillor
<b>ATTENDING</b>	Allan Rowe Audrey Bjorklund Ron Jensen Bonnie Morgan	Chief Administrative Officer (CAO) Community Development Manager (CDM) Public Works Manager (PWM) Executive Assistant (EA)
<b>ABSENT:</b>	Dan Fletcher	Deputy Reeve
<b>CALL TO ORDER</b>	Reeve Croy called the meeting to order at 9:30 a.m.	
<u><b>ACCEPTANCE OF AGENDA</b></u> <b>P301-19(06-18-19)</b>	<b>RESOLUTION by Councillor Janzen to adopt the agenda governing June 18, 2019, Policy and Priority Meeting.</b> <b>CARRIED.</b>	
<u><b>NEW BUSINESS: COUNCIL</b></u> Continuing Education Scholarships	Council is presented with the Continuing Education Scholarship Program as requested.	
<b>P302-19(06-18-19)</b>  Worsley Pioneer Club's	<b>RESOLUTION by Councillor Frixel to table the Continuing Education Scholarship Program discussion until later in the meeting.</b> <b>CARRIED.</b>  Council requested the topic of funding assistance to replace the Worsley Pioneer Club's Handi-bus, and seniors' transportation in general be included in today's agenda.	
<b>P303-19(06-18-19)</b>  Economic Development- Dan Dibbelt 10:30 a.m.	<b>RESOLUTION by Councillor Ruecker to receive the discussion to replace the Worsley Pioneer Club's Handi-bus, and seniors' transportation for information.</b> <b>CARRIED.</b>  Reeve Croy recessed the meeting at 10:25 a.m. Reeve Croy reconvened the meeting at 10:36 a.m.  Dan Dibbelt will be in attendance to discuss economic development with Council at today's meeting  Deputy Reeve Fletcher entered the meeting at 11:38 a.m.	

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POLICY & PRIORITY MEETING  
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Reeve Croy recessed the meeting at 12:05 p.m.  
Reeve Croy reconvened the meeting at 12:36 p.m.

**P304-19(06-18-19)**      **RESOLUTION by Councillor Bean to receive the discussion with Dan and Joanie Dibbelt regarding economic development for information as presented.** **CARRIED.**

Continuing Education Scholarships

Council is presented with the Continuing Education Scholarship Program as requested.

**P305-19(06-18-19)**      **RESOLUTION by Deputy Reeve Fletcher to raise the Continuing Education Scholarship Program discussion off the table.** **CARRIED.**

**P306-19(06-18-19)**      **RESOLUTION by Deputy Reeve Fletcher to table the Continuing Education Scholarships for until a future Policy and Priority meeting.** **CARRIED.**

Public Meetings

Council requested a discussion regarding the annual Clear Hills County public meeting format.

**P307-19(06-18-19)**      **RESOLUTION by Deputy Reeve Fletcher to recommend that public meetings be changed to one meeting annually held at the Eureka River hall.** **CARRIED.**

Recreation Signage

Council is presented with a list of recreation sites, community facilities and historical landmarks in the county as requested at the June 11, 2019 meeting.

**P308-19(06-18-19)**      **RESOLUTION by Reeve Croy to recommend an inventory of potential recreational service signs be brought back to a regular Council meeting.** **CARRIED.**

Campground funding

Council had requested that Campground funding be included on today's agenda.

**P309-19(06-18-19)**      **RESOLUTION by Councillor Janzen to receive the discussion regarding Campground funding for information.** **CARRIED.**

ADJOURNMENT

Reeve Croy adjourned the June 18, 2019, Policy and Priority Meeting at 2:08 p.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 25, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>DELEGATION – HINTERLAND CEMETERY 10:45 A.M.</b>
File:	56-02-02

### DESCRIPTION:

Jim Vass with the Hinterland Cemetery group will be in attendance at 10:45 to present their General Grant application for \$17,500 for a project that the following work: mechanical removal of dead trees that are damaging and threatening the cemetery infrastructure, completion of setup of a seacan storage shed, purchase of a 44" lawn mower with snow blower attachment and replacement of the chain link fence where it has been destroyed by falling trees.

### BACKGROUND:

### BUDGET/COSTS:

- No budget
- Grant funds, if approved, would need to be included in the 2020 budget or be allocated from the Rate Stabilization Reserve in 2019
- Estimated cost of the funding that the group is requesting is \$17,500.00

### ATTACHMENTS:

- General Grant Application package.

### OPTIONS:

1. Approve a 2020 Capital Grant of \$\_\_\_\_\_ and include the funds in the 2020 Operating Budget
2. Approve a 2019 Capital Grant of \$\_\_\_\_\_ and allocate the funds from the Rate Stabilization Reserve.
3. Not approve a capital grant.

### RECOMMENDED ACTION:

RESOLUTION by \_\_\_\_\_ to \_\_\_\_\_

Initials show support - Reviewed by:

Manager:

CAO:

RECEIVED

JUN 18 2019

CLEAR HILLS COUNTY

**Hinterland Cemetery Company  
Box 722  
Hines Creek, AB  
T0H 2A0**

**June 17, 2018**

**Clear Hills County  
Box 240  
Worsley, AB  
T0H 3W0**

**Attn: Audrey Bjorklund, CLGM  
Community Development Manager**

**Dear Audrey,**

**In accordance with your discussions with Jim Vass, enclosed is an application for funding, in the amount of \$17500.00 for a Hinterland Cemetery project, under the General Grants Program.**

**If approved, this grant will assist our membership in providing a valued service to the community and to families in time of need, when they have lost a loved one.**

**If you require further information in this regard, please contact Jim Vass at 780-494-3841. I await your favourable response.**

**Your truly,**



**Kathy Loxterkamp  
President**

RECEIVED

JUN 18 2019

CLEAR HILLS COUNTY

**Hinterland Cemetery Company**  
**Application for General Grant – 2019**

The Hinterland Cemetery, located 4 miles west of Hines Creek, is a non-denominational cemetery operated by a not-for-profit society. Membership in the society is primarily made up of volunteers from the community and family members of the deceased. The membership is aging and fewer people are attending summer cleanups and bringing their own mowing equipment. Also, accessing grave sites in the winter months is particularly difficult if the snow is deep. In the past, Zavisha Sawmills has donated a walk behind snow blower for clearing snow in the tight quarters between grave stones. This is a challenging physical job and often younger members are working during daylight hours.

This trend was identified and addressed a couple of years ago. The long term goal was purchase of a riding mower, snow blower and a seacan for the secure storage of the equipment. A small shed is located on the site and has been used for storage of small hand tools for maintaining around grave sites. This shed is not locked, making the tools available to volunteers, however the proposed power equipment is expensive and must be secured.

The club purchased a seacan in 2017, hauled gravel to build a base and had it moved to the cemetery site. The seacan cost a nominal \$2000.00 however it definitely requires painting both inside and out to improve aesthetics and longevity. To date, seacan expenses total approximately \$3000.00. Lumber is also required for leveling the seacan and for a ramp that needs to be built to access the inside.

Another project of concern to the membership is the number of deciduous trees that are rotting, uprooting and falling on the fence that surrounds the cemetery. This is an ongoing battle and falling trees have damaged the chain link fence in some places to a point that it is beyond repair. The membership would like to bring in a mechanical means, eg. gyro-trac mulcher, and remove the trees that are threatening the cemetery infrastructure. After the trees are removed a section of fence needs to be replaced.



**The Hinterland Cemetery Company is requesting assistance from Clear Hills County, under the General Grant Program, with achieving these goals by funding the following: (budget and cost estimates attached)**

- **Purchase of a Husqvarna R 322T AWD 44" Combi Deck with front mount articulating mower; recessed wheels allow for close access to objects like gravestones.**
- **Purchase of a front mount snow blower attachment.**
- **Purchase treated lumber for leveling seacan**
- **Painting interior and exterior of seacan.**
- **Provide solar lighting to the interior of the seacan.**
- **Purchase treated lumber to build a ramp to the seacan.**
- **Mechanical removal of trees.**
- **Replace chain link fence.**

**The Hinterland Cemetery Company membership will contribute the following:**

- **Approximately \$3000.00 already spent on securing a seacan.**
- **Membership to supervise contract work.**
- **Volunteer labor to level the seacan.**
- **Cleanup of debris and repairing landscaping, following removal of trees.**
- **Volunteer labor to build ramp to the seacan.**
- **Hauling lumber.**
- **Pay non-refundable GST of approximately \$875.00.**

**By introducing mechanical equipment, this project will lessen the physical demands of maintaining the cemetery and allow the volunteers to accomplish work, that may otherwise be too difficult, for the aging group. The Hinterland Cemetery is located in a beautiful spot. Regular mowing and improving the appearance of the fencing will provide a more serene experience for visitors and families alike.**

## **Hinterland Cemetery Improvement Project 2019**

### **Capital Budget**

<b>Husqvarna R322T Combi Deck Mower</b>	<b>\$ 6499.00</b>
<b>Husqvarna 40" Snowblower</b>	<b>2275.00</b>
<b>Painting</b>	<b>2005.00</b>
<b>Solar Lighting &amp; Mounting</b>	<b>121.00</b>
<b>Treated Lumber for Leveling</b>	<b>200.00</b>
<b>Treated Lumber for Ramp to Seacan</b>	<b>1000.00</b>
<b>Mechanical Removal of Trees</b>	<b>2400.00</b>
<b>Replace Chain Link Fence</b>	<b><u>3000.00</u></b>
<b>Total Project Cost</b>	<b>\$17500.00</b>

# SCANALTA POWER SALES LTD.

*FIVE STAR DEALERSHIP*

*THE POWER & SERVICE TO SATISFY*

*307-10<sup>TH</sup> STREET BOX 548*

*HINES CREEK, AB*

*T0H 2A0*

*CANADA*

*TELEPHONE 780-494-3536*

*FAX 780-494-3965*

*WEB SITE: [www.scanaltapowersales.com](http://www.scanaltapowersales.com)*

*E-MAIL: [scanalta@telusplanet.net](mailto:scanalta@telusplanet.net)*

*May 17, 2019*

*Hinterland Cemetary Company*

*Box 722*

*Hines Creek, Ab*

*T0H 2A0*

*Attn: Jim Vass*

*Thank you for the opportunity to quote you on the following mowers for the Hinterland Cemetary.*

*Husqvarna Z142 zero turn mower*

*-see specs as per attached spec sheet*

*\$3799.00 plus gst*

*Husqvarna Z246 zero turn mower*

*-see specs as per attached spec sheet*

*\$3999.00 plus gst*

*Husqvarna R322T AWD 44" COMBI DECK front mount articulating mower*

*-see specs as per attached spec sheet*

*\$6499.00 plus gst*

*All mowers come with 3 year warranty. Price includes delivery to Hinterland Cemetary.*

*Quote valid for 60 days.*

*James Bettenson*



*Scanalta Power Sales*

## Riders

## HUSQVARNA R 322T AWD



★★★★★ 3.2 27 Reviews

6 out of 13 (46%) reviewers recommend this product

[Write a review](#)

Powerful and versatile Rider with twin-cylinder engine, reinforced side discharge cutting deck, and All-Wheel-Drive. An optional Combi deck is available for full mulching capabilities, offering first-class results. Suitable for landowners who demand superior efficiency, manoeuvrability and perfect results all year round. The articulated steering system and front-mounted cutting deck enables intuitive operation, excellent mowing accessibility and great overview of your working area. All-Wheel-Drive remarkably increases and secures handling on uneven, wet and slippery areas as well as on slopes. In short – this Rider gives you the ultimate driving experience. Can easily be fitted with a number of attachments such as broom, flail mower, snow blade and snow thrower, for maximum output throughout the year. Features like pedal-operated hydrostatic transmission, easy-access controls and cutting deck service position, makes handling and operating this Rider a pleasure.

Motor/engine manufacturer	Briggs & Stratton
Net power at preset rpm	3000 rpm
Cutting methods	Side discharge
Cutting width, min	41 in

Select product variant

With Side Discharge Deck - 967 03 21-01 ▾

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## Manuals

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The unique articulated steering system allows the rear pair of wheels to swing in underneath the machine. The result is superior

## All-Wheel-Drive (AWD)

All-Wheel-Drive (AWD) ensures traction on uneven, wet and slippery areas and slopes. AWD automatically adjusts the traction on all wheels depending on situation and ground condition.

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*THE POWER & SERVICE TO SATISFY*

*307-10<sup>TH</sup> STREET BOX 548*

*HINES CREEK, AB*

*T0H 2A0*

*CANADA*

*TELEPHONE 780-494-3536*

*FAX 780-494-3965*

*WEB SITE: [www.scanaltapowersales.com](http://www.scanaltapowersales.com)*

*E-MAIL: [scanalta@telusplanet.net](mailto:scanalta@telusplanet.net)*

*May 17, 2019*

*Hinterland Cemetary Company*

*Box 722*

*Hines Creek, Ab*

*T0H 2A0*

*Attn: Jim Vass*

*Thank you for the opportunity to quote you on the following attachment for the R322T AWD front mount articulating mower.*

*Husqvarna 40" snowblower attachment \$2275.00 plus gst.*

*Price includes delivery to Hinterland Cemetary.*

*Quote valid for 60 days.*

*James Bettenson*



*Scanalta Power Sales*

Cutting height min.  
**R 322T AWD**  
Blade engagement

38.1 mm  
OVERVIEW FEATURES SPECIFICATIONS PARTS & ACCESSORIES MEDIA FIND A DEALER

Blades  
Powder-coated cutting deck

3 pcs  
Yes



Transmission type	Hydrostatic
Transmission manufacturer, rear	Tuff Torq
Drive method	Pedal-operated
Speed forward max	9 km/h
Speed reverse max	9 km/h
Transmission manufacturer, front	Tuff Torq
Transmission model, front	KTM10L
Transmission model, rear	K574



Hour meter type	Digital with pre-programmed service intervals
Seat material	Vinyl
Seat suspension	Yes
Seat back height	High
Foldable seat	Yes
Steering wheel type	Comfort
Parking brake, type	Disc



Vibration level steering wheel	2.5 m/s²
Vibration level seat	0.7 m/s²

[1] For 2-wheel drive machines, towing of trailer is only allowed in dry conditions and on flat surfaces. Be aware that towing of trailer may shorten the life time of the Rider's transmission.

PARTS & ACCESSORIES

Select from a range of original accessories and parts to augment your product and enhance your experience.



Front-mounted attachments

1 Products



Personal protective equipment

5 Products



4 Products

# CRAGAR'S AUTOBODY LTD.

Box 150  
Hines Creek, AB T0H 2A0

Ph 780-494-3526

## ESTIMATE ONLY

Date	may 13/19/19	Vehicle Make	
Customer	Hinterland Cemetary	Model	
Address		Year	
Phone #		Mileage	
Claim #		Serial Number	
		Paint Code	

Replace/Repair	Work code Description	Body (Hours)	Parts	Refinishing (Hours)
Refinish	Seacan		\$1,400.00	
Towing	Seacan		\$250.00	
paint			\$350.00	

Totals		0.0	\$2,000.00	0.0
--------	--	-----	------------	-----

Body Labour @ \$84/HR	\$0.00
Parts Prices	\$2,000.00
Refinish Labour @ \$84/HR	\$0.00
Body Materials @ \$17/HR	\$0.00
Refinish Material @ \$37/H	\$0.00
Hazardous Waste	\$5.00
SUBTOTAL	\$2,005.00
GST(# 109901231)	\$100.25
TOTAL REPAIR COSTS	\$2,105.25
DEDUCTIBLE	
NET TOTAL ESTIMATE	\$2,105.25

This estimate expires 30 days from above date.

This is purely an estimate and is not a definite contract price. Owing to the impossibility of determining damage of concealed parts, we reserve the right to submit a further estimate for approval or otherwise.

Prices on parts subject to change without notice.



# Sunforce LED Solar Motion Light 2-pack

Item 1206698

**2**  
PACK



Your Price

**\$89.99**

Shipping &amp; Handling Included

**Features:**

- No Main Power and Wiring Required
- 100 LEDs

Qty

1

Add to Cart

The estimated delivery time will be approximately 7 - 10 business days from the time of order.

Feedback



## Product Details

Use the power of the sun to light dark areas and add extra security with the Sunforce 2-pack 100 LED solar motion light. This light automatically turns on when motion is detected. Each light is equipped with 100 super-bright LEDs, ensuring reliable lighting power for whenever, wherever you need it.

**Features:**

- Provide security in dark areas with a solar powered 100 LED bright light
- Ideal for all locations: entryways, garage, pathway, shed and remote areas
- Weather-resistant solar panel and light
- Can be mounted almost anywhere
- DIY installation
- No main power or wiring required
- Amorphous solar panel technology that charges in all daylight conditions
- Doesn't need direct sunlight
- Lumen output: 1000
- Detection distance: 9.14 m (30 ft.)
- Detection range: 180 degrees
- Automatically turns on when motion is detected
- 2-pack

**Specifications:**

- Light Dimensions (L x W x H): 19 cm x 9.5 cm x 27 cm (7.48 in. x 3.74 in. x 10.63 in.)
- Weight: 0.94 kg (2.07 lb.)
- Solar Panel Dimensions (L x W): 19.5 cm x 20 cm
- Weight: 0.4 kg (0.88 lb.)

Model: 82201

## Specifications

**The Hinterland Cemetery Company**  
**FINANCIAL STATEMENT**  
**January 1, 2018 to December 31, 2018**

<b>January 1, 2018 Balance Forward</b>		<b>\$ 7654.34</b>
--	--	-------------------

**Revenues:**

<b>Donations</b>	<b>3637.23</b>	
<b>Plots</b>	<b>60.00</b>	
<b>Interest Earned</b>	<b>.28</b>	
<b>Grants</b>	<b><u>500.00</u></b>	
<b>Total Receipts</b>	<b>4197.51</b>	<b>4197.51</b>

**Expenditures:**

<b>Sm. Tools &amp; Supp.</b>	<b>26.22</b>	
<b>Repairs</b>	<b>16.03</b>	
<b>Herbicide</b>	<b>40.94</b>	
<b>Office Supplies</b>	<b><u>138.18</u></b>	
<b>Total Expenses</b>	<b>221.37</b>	<b><u>221.37</u></b>

<b>Book Balance at December 31, 2018</b>	<b>\$ 11630.48</b>
--	--------------------

Bank Balance at December 31, 2018	\$ 11130.48
A/R Dec 31/18-Clear Hills County Cemetery Grant	<u>500.00</u>
Adjusted Bank Balance at December 31/18	\$ 11630.48

Prepared without audit.



Hazel Reintjes, Treasurer



June 17, 2019

LAND TITLES ACT, Sec 64.—The land mentioned in any certificate of title granted under this Act shall by implication and without any special mention therein, unless the contrary is expressly declared, be subject to—

- (a) Any subsisting reservations or exceptions contained in the original grant of the land from the Crown;
- (b) All unpaid taxes, including litigation and drainage district taxes;
- (c) Any public highway or right-of-way or other public easement, easement created or reserved or in respect of the land;
- (d) Any subsisting lease or agreement for a lease for a period not exceeding three years, where there is actual occupation of the land under the lease;
- (e) Any leases, orders or regulations against or affecting the interest of the owner of the land which have been registered and maintained in force against the owner;
- (f) Any right of expropriation which may by statute be vested in any person, body corporate, or His Majesty;
- (g) Any right-of-way or other easement granted or acquired under the provisions of any Act or law in force in the Province.



Issued on instrument registered at \_\_\_\_\_ a'clock  
 A. on the 10 day of JAN.  
 A.D. 1969  
 No. 6914 H.V. 217  
 Number A. T. KINNATRO.  
 Registrar N.A.L.R.D.

# Duplicate Certificate of Title

Assoc. Fund Value 321.00

Unearned Inc. Value \$34.00

Refer Cert. No. 94-110

North Alberta Land Registration District.

This is to Certify that THE WINTERLAND CEMETERY COMPANY.

STANT NOTICE  
 It is to be noted that the Registrar of the Land Titles Office, in, with his full address (line and three numbers) change in address where of dealings with this is to be noted.

is now the owner of an estate in fee simple

of and in

FIRSTLY,— ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION THIRTY FOUR (34) TOWNSHIP EIGHTY THREE (83) RANGE FIVE (5) WEST OF THE SIXTH MERIDIAN IN THE PROVINCE OF ALBERTA DOMINION OF CANADA DESCRIBED AS FOLLOWS,-----

COMMENCING AT A POINT ON THE SOUTH BOUNDARY THEREOF THREE HUNDRED (300) FEET WEST OF THE SOUTH EAST CORNER OF THE SAID QUARTER SECTION, THENCE WESTERLY ALONG THE SAID SOUTH BOUNDARY THREE HUNDRED AND THIRTY (330) FEET, THENCE NORTHEASTLY AT RIGHT ANGLES TO THE SAID SOUTH BOUNDARY TWO HUNDRED AND SIXTY FOUR (264) FEET, THENCE EASTERLY AND PARALLEL TO THE SOUTH BOUNDARY THEREOF THREE HUNDRED AND THIRTY (330) FEET, THENCE SOUTHERLY IN A STRAIGHT LINE TO THE POINT OF COMMENCEMENT CONTAINING TWO (2) ACRES MORE OR LESS.

RESERVING UNTO HIS MAJESTY ALL MINES AND MINERALS.

SECONDLY,— ALL THAT PORTION OF THE NORTH WEST QUARTER OF SECTION TWENTY SEVEN (27) SAID TOWNSHIP AND RANGE DESCRIBED AS FOLLOWS,— COMMENCING AT THE NORTH EAST CORNER OF THE SAID QUARTER SECTION, THENCE WESTERLY ALONG THE NORTHERN BOUNDARY THEREOF A

DISTANCE OF SIX HUNDRED AND THIRTY (630) FEET, THENCE SOUTHERLY AT RIGHT ANGLES TO THE SAID NORTH BOUNDARY TO A POINT IN THE NORTHERLY LIMIT OF THE ROADWAY OF RECORD IN THE LAND TITLES OFFICE FOR THIS LAND REGISTRATION DISTRICT AS ROAD PLAN 791 E.U. THENCE EASTERLY ALONG THE NORTHERN LIMIT OF THE SAID ROADWAY TO THE POINT OF ITS INTERSECTION WITH THE EAST BOUNDARY OF THE SAID QUARTER SECTION, THENCE ALONG THE EAST BOUNDARY AFORESAID TO THE POINT OF COMMENCEMENT CONTAINING TWO (2) ACRES MORE OR LESS.

RESERVING UNTO THE PROVINCE OF ALBERTA, ITS SUCCESSORS AND ASSIGNS, ALL MINES AND MINERALS AND THE RIGHT TO WORK THE SAME AS SET FORTH IN THE LAND TITLES ACT, AND ALSO SUBJECT TO ANY RIGHTS AND PROVISIONS AS FAR AS THEY RELATE TO THE SAID NOTICE.

subject to the encumbrances, liens and interests notified by memorandum underwritten or endorsed hereon, or which may hereafter be made in the register.

In Witness Whereof I have hereunto subscribed my name and affixed my

official seal this

TENTH

day of

JANUARY

A.D. 19

46

BP

*[Signature]* Registrar

P.O. Address HINES CREEK ALTA.

North Alberta Land Registration District

6337 F.S. CAVEAT DATED 11-MAY-48 REG. 2.02 PM 16-MAY-48 AS TO FIRSTLY PORTION ONLY AND OTHER LAND BY ROYAL BANK C/O ROYAL BK. OF CAN. FAIRVIEW ALTA.

A.D. REG.

S.W. 34-83-5.6

FOR

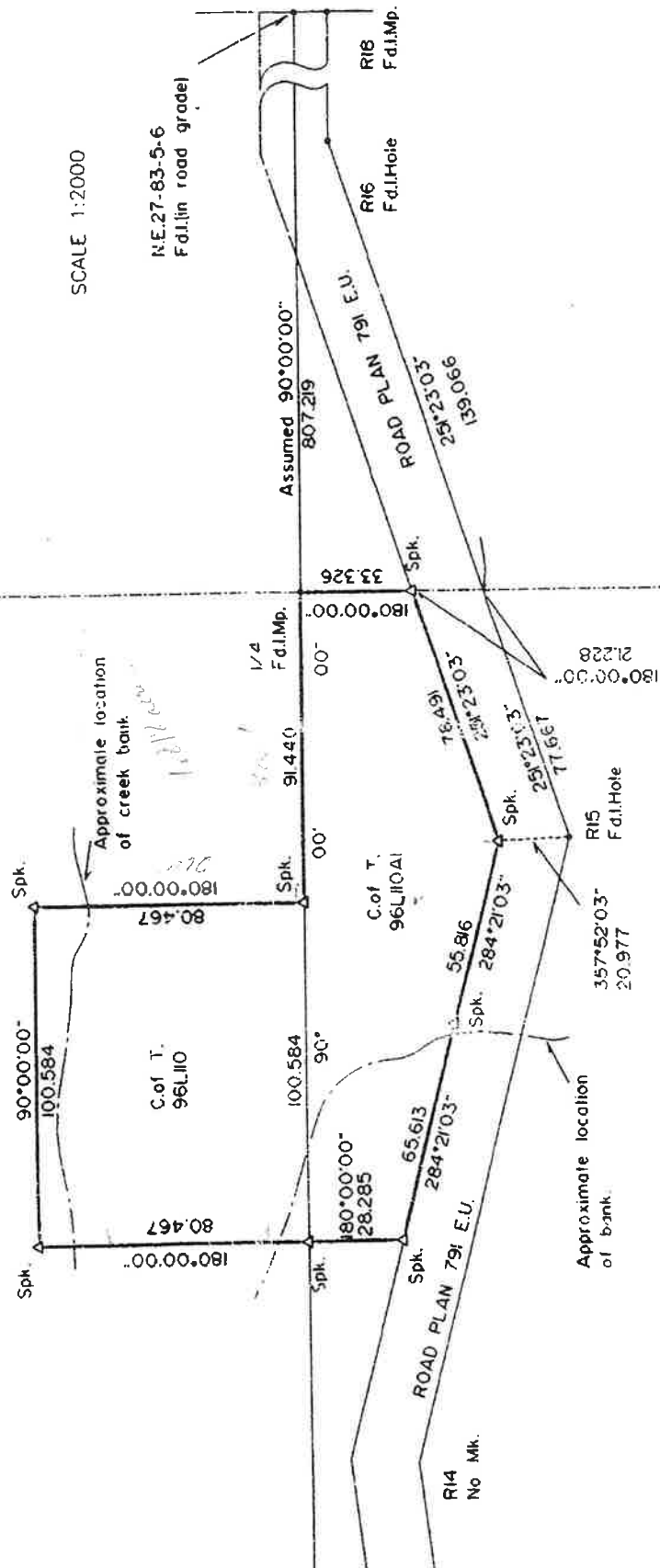
THE HINTERLAND  
COMPANY.  
HINES CREEK, ARIZ.

SCALE 1:2000

N.E.27-83-5-6

F d.1.(in road grade)

23



N.E.27-83-5-6

N.W. 27-83-5-6

JUL 6. 1961

**BEARSTO STE**  
**ENGINEERING**

NOV 12 1957

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION- Mackenzie Municipal Services Agency- 11:20 a.m.
File:	11-02-02

### DESCRIPTION:

Mackenzie Municipal Services Agency (MMSA) will be in attendance at 11:20 a.m. to present to council the new strategic plan and for council to consider continued membership in the MMSA.

### ATTACHMENTS:

2020-2024 Strategic Plan  
Presentation

### RECOMMENDED ACTION:

**RESOLUTION by.....**

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b> 
---	-----------------	---





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# INTRODUCTION

## BACKGROUND

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

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

## VISION

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

## MISSION

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

## PHILOSOPHY

- MMSA puts its municipal members first and strives to support the long term fiscal viability of both the municipalities and the agency.
- MMSA functions as the planning department for its member municipalities.
- MMSA provides a full range of progressive planning services.
- MMSA is committed to sustainable communities and enhancing quality of life.
- MMSA supports its employees' continued professional development.
- MMSA is guided by an executive body of elected officials who provide leadership and policy direction.

## MANDATE

The Mackenzie Municipal Services Agency will:

- Provide a full range of community planning services to member municipalities, the region, the business community and the public;



Mackenzie Municipal Services Agency  
Strategic Plan 2020 to 2024

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

## **BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE**

The Mackenzie Municipal Services Agency is established by its member municipalities as an inter-municipal services agency and Subdivision Authority for its member municipalities under the provisions of the Province of Alberta Municipal Government Act.

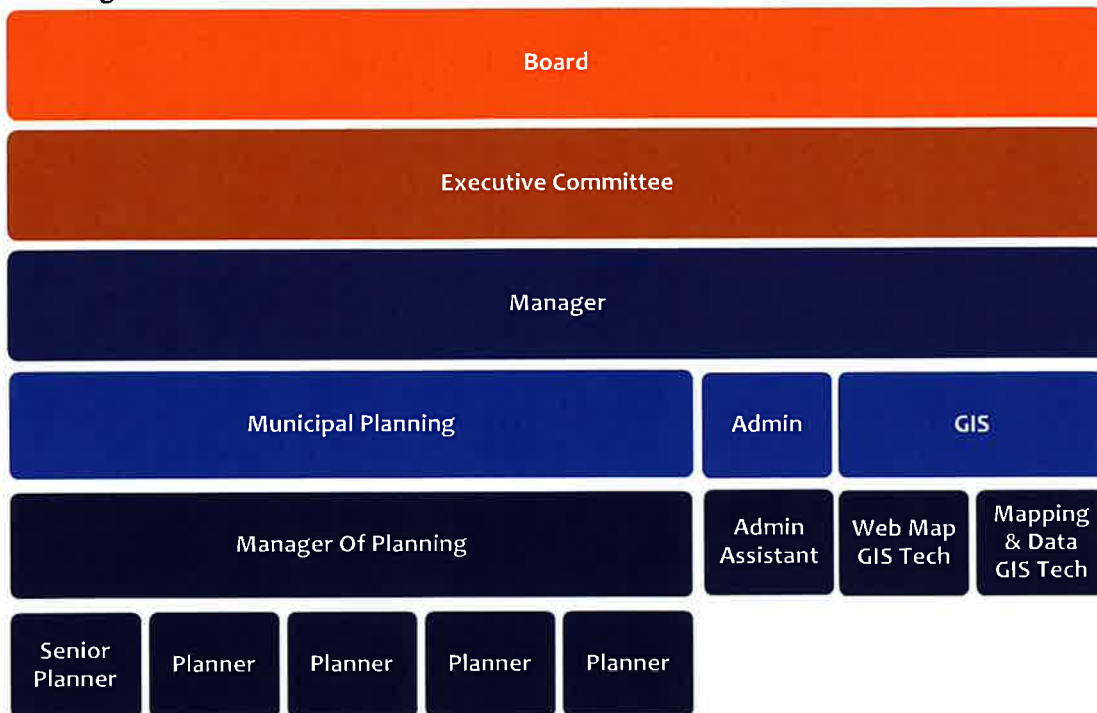
Each member municipality appoints one (1) of its elected officials to serve as a member of the Agency's Board of Directors. An Executive Committee of five (5) members is established to manage the financial, personnel and administrative functions of the Agency.

## **MMSA STAFF**

The MMSA is entering a period of transition, as long term staff retires and our member municipalities are faced with fiscal constraints. As such, it is anticipated that the organizational structure and staffing of the Agency will change over this plan period. Two organizational charts are provided below, the first showing the staffing at the outset of this plan period and the second showing the anticipated staffing by the end of the plan period. The staffing transition is expected to be accomplished through attrition by retirement and the natural departures of staff members proceeding onto their next career stage. To the extent possible, the MMSA will prioritize maintaining and retaining our staff, who have shown a demonstrated commitment to the region and the Agency.



## 2020 Organizational Chart



## 2024 Organizational Chart



## GOALS AND STRATEGIES

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

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

#### Strategies:

- 1.1. Initiate planning projects that respond to issues in each municipality, based on close communication with municipal staff.
- 1.2. Continue to develop best practices in the preparation of statutory planning documents (IDP, MDP, ASP, ARP, and LUB).
- 1.3. Apply an adaptive approach to public engagement and consultation processes based on individual project and municipal needs.
- 1.4. Assist member municipalities in the implementation of planning projects and applying policies to decision making.
- 1.5. Ensure staff is current with the provincial planning framework, legal precedents and planning best practices.
- 1.6. Increase and maintain municipal awareness of municipalities' municipal planning framework.
- 1.7. Leverage GIS capacity to support planning processes.
- 1.8. Enhance planning service by partnering with professional firms when appropriate.

### GOAL 2: PROVIDE COMPREHENSIVE GIS AND WEB MAPPING SERVICES

#### Strategies:

- 2.1 Continue to develop and maintain web mapping services tailored to municipal needs.
- 2.2 Provide GIS capacity to support municipal operations.
- 2.3 Develop a training program to enhance the utilization of GIS and web mapping services.
- 2.4 Develop a training video on utilization of the web mapping and GIS services.
- 2.5 Develop standardized information submission templates for municipalities to provide inputs to the GIS.



### **GOAL 3: STRENGTHEN RELATIONSHIP BETWEEN THE AGENCY AND MUNICIPAL STAFF**

#### **Strategies:**

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

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

#### **Strategies:**

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

### **GOAL 5: STRENGTHEN THE LONG TERM VIABILITY OF THE AGENCY.**

#### **Strategies:**

##### Financial

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

##### Operational

- 5.7 Formalize in-house standards to ensure the consistent quality of documents, mapping and graphic design products.



- 5.8 Develop graphic design standards for MMSA documents.
- 5.9 Conduct ongoing organizational review to ensure the most efficient and effective modes of service delivery.
- 5.10 Collaborate with other Intermunicipal Services Agencies where possible.
- 5.11 Prepare an annual report for distribution to all stakeholders.
- 5.12 Prepare a Board Meeting Highlights report to the Board members and CAOs for presentation to their Council.

## **GOAL 6: PROMOTE THE LONG-TERM RETENTION OF STAFF**

### **Strategies:**

- 6.1 Provide professional development opportunities.
- 6.2 Ensure that salaries and benefits are kept at a competitive rate.
- 6.3 Review organizational structure to ensure opportunities for advancement.
- 6.4 Investigate options to reward long-term commitment to the agency, including a 3-year service award.
- 6.5 Foster a healthy, team-oriented office environment.
- 6.6 Hold quarterly team building exercises and an annual staff retreat.
- 6.7 Foster staff connections to MMSA member's administration, community, and the region.

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

### **Strategies:**

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





# SERVICES

The Mackenzie Municipal Services Agency has three core service areas:

- Planning and Development
- Subdivision
- GIS and Mapping

## PLANNING AND DEVELOPMENT SERVICES

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

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

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

### STATUTORY PLANS

#### Intermunicipal Development Plan (IDP)

An intermunicipal development plan is a statutory plan adopted by two or more councils which provides direction for the future development of lands along the boundaries of the municipalities. An IDP provides direction on matters, at minimum, relating to the physical, social or economic development as required by the MGA. All Municipalities with common boundaries must adopt an Intermunicipal Development Plan, unless exempted by the province.

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

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

#### Municipal Development Plan

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



All MDP's are being updated to meet the new Municipal Government Act (MGA) requirements. One of the new requirements is that all municipalities must have an MDP adopted by Council by April 1, 2020.

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

#### Area Structure Plan

An area structure plan provides a framework for the subsequent subdivision and development of an area of land, describing the land uses for the proposed area, the sequence of the development, the resulting density of population, and requirements for infrastructure. Area structure plans must be consistent with the municipal development plan. Area structure plans are unique in that they are often undertaken by a private developer, rather than the municipality.

#### Area Redevelopment Plan

An area redevelopment plan provides a framework for the redevelopment of an area of land, describing the land uses for the proposed area, the sequence of the development, the resulting population, and requirements for infrastructure. Area redevelopment plans must be consistent with the municipal development plan.

#### Land Use Bylaw (LUB)

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

The land use bylaw should be consistent with the municipality's municipal development plan.

MMSA planners, working closely with the municipality, manage the LUB redevelopment process and are the principle authors of the LUB document. MMSA technical staff maintains and update the land use bylaw district map(s), which form a part of the bylaw.

### **PUBLIC ENGAGEMENT PROCESSES**

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

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



## CURRENT PLANNING

Current planning services include MMSA planners:

- assisting municipal staff in responding to inquiries from the public;
- assisting municipal staff in pre-application meetings with landowners and developers;
- providing input on development permit application completeness;
- providing input on development permit decisions, particularly for large-scale, commercial and industrial applications;
- conducting a site visit related to a development matter;
- drafting statutory plan and land use bylaw amendments, including the amendment, supporting information to Council, a public notice and specific landowner notices where required;
  - Land Use Bylaw amendments include both text amendments, redistricting amendments.
  - The scale, content and timeline associated with amendments can vary significantly.
- Providing a Planning Report to the development authority or Council in support of decision making;
- Drafting Requests for Decision or Direction for municipal Councils;
- Assisting municipal staff in land use related enforcement matters;
- Assisting municipal staff in subdivision and development appeal processes; and;
- Attending Council and/or Municipal Planning Commission meetings related to any of the above.

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

## REPORTS, STUDIES AND MUNICIPAL POLICY

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

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



## **REGIONAL CO-OPERATIVE SERVICES**

Through our Board and Administrator meetings, the MMSA provides a forum for local municipalities to mutually identify, clarify, and address issues of mutual importance. MMSA staff supports these discussions through policy research and cross-municipal reports. At the direction of our member municipalities, the MMSA may also engage with and support other regional organizations and their initiatives. Doing so can enhance the provision of services from both organizations to individual municipalities and the region. Further, these partnerships can promote the development and diversity of both individual municipalities and the region as a whole. The MMSA can also facilitate the identification and presentation of the region's interests to the Province in partnership with other regional organizations and our member municipalities.

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

## **COMMUNITY DESIGN**

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

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

## **SUBDIVISION AUTHORITY**

The MMSA has been assigned the subdivision approving authority for eighteen municipalities located within the region. Under this authority, the MMSA is responsible for the complete processing of subdivision applications including:

- Pre-application consultation
- The initial application processing
- Issuing decisions
- Endorsement of final plans and document



## MAPPING AND GIS SERVICES

Through significant investment in its Geographic Information Systems (GIS) department, Mackenzie Municipal Services Agency is able to offer its member municipalities mapping and Geographic Analysis services.

Our Standard Municipal map products include:

- Cadastral Maps (Lot, block and Plan Lines)
- Base Maps (e.g. Infrastructure, Environmental)
- Registered Plan Maps
- Street Addressing Maps
- Land Ownership Maps
- Rural Addressing Maps

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

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

## WEB MAPPING

Each municipal member has access to a password protected web map customized with municipality-specific data as well as standard provincial data sets through AltaLIS and the provincial government, to inform and support municipal functions and strategic priorities. The existing web maps allow municipal staff to:

- Access the current geographic and parcel specific data
- Visualize one or more data layers over a number of base maps
- Query the data
- Print specific areas of interest
- Measure the length and/or area of features, buffer off of specific features
- Access data at different scales

Our municipalities are notified prior to regular municipal data updates to ensure that the most up-to-date and accurate municipal data is incorporated onto the web map.

The functionality of the web maps will continue to expand. Priority improvements include:

- Developing a publically accessible web map for each municipality
- Developing a report generation function for specifically selected parcels



- Adding civic addresses as a Parcel Search Option.
- Adding the ability to select multiple parcels or layer segments simultaneously

Further strategic improvements to the web map will be prioritized with ongoing conversations with our member municipalities.

### **GEOGRAPHICAL ANALYSIS**

In addition to displaying geographic data, using the GIS MMSA can combine, process and analyse data to create new data, to support specific projects. Typical examples of this type of analysis include:

- Slope and Aspect Maps
- Line-of-Sight Maps
- Best Route or Optimal Siting Maps
- Historical and Temporal Change Maps

These lists are not exhaustive and we work with our member municipalities to provide geographic products that best meet their needs.



## MEMBERSHIP ADVANTAGES

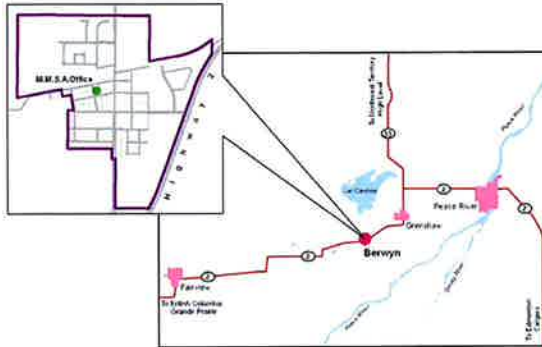
To meet the responsibilities set out in the Municipal Government Act, every municipality has planning service requirements. Engaging the MMSA to address these responsibilities results in a number of advantages:

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



## OFFICE LOCATION

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



## IMPLEMENTATION

The Goals and Strategies identified in this strategic plan shall be implemented through:

- Adoption of this Strategic Plan by the Agency's municipal members.
- The municipal members entering into a 5 year service agreement commencing January 1, 2020 to December 31, 2024.
- Engaging in fee-for-service work, the Agency will balance the member's requirements with the need to ensure cost-effective service delivery. Further, no private sector work shall be undertaken that presents potential conflicts of interest with a member municipality.
- Development of a policy for "New members" which will address such matters as the:
  - Determination of requisition amount
  - Period of contract.
- Review of goals and strategies on an annual basis.
- On-going communication with municipal members, to ensure planning needs are being met.



## APPENDICES

**APPENDIX 1: FEE FOR SERVICE CHARGE OUT RATES**

**APPENDIX 2: BUDGET PROJECTIONS**

**APPENDIX 3: EQUITABLE FUNDING FORMULA**



## APPENDIX 1 - FEE FOR SERVICE CHARGE OUT RATES

Services	For members only**	For non-members
	Hourly	Hourly
Planning & Development	\$75.00	\$190.00
Subdivision	\$75.00	\$145.00
Map Production	\$60.00	\$150.00
Site Design	\$60.00	\$170.00
Research	\$50.00	\$120.00
Administrative Functions	\$45.00	\$70.00

Note \*\* Where **Partnerships** are required to complete a study, report, project or service the costs may vary in accordance to that portion of service required from the partner/consultant /specialist/professional.



## APPENDIX 2 - BUDGET PROJECTIONS FOR 2020

Based on the ability to provide the planning services identified herein, a budget projection for 2020 was prepared to determine the cost of delivery of these services.

<b>Based on the following staff complement</b>	
Manager	
Finance & Human Resources (0.6)	
Senior Planner	
Municipal Planners (2)	
GIS/Webmapping Technologists (2)	
Administrative (0.5)	
<b>Expenses</b>	
Salaries	671,913
Operating (Incl. Bldg & land)	145,832
Consulting fees	60,000
<b>TOTAL EXPENSES</b>	<b>877,745</b>
<b>Revenues</b>	
Subdivision Fees	30,000
Misc. (Interest/office income)	10,500
<b>TOTAL REVENUES</b>	<b>40,500</b>
<b>TOTAL BASE AMOUNT</b>	<b>837,745</b>



### APPENDIX 3 -EQUITABLE FUNDING FORMULA

- **Step One:** Determine base amount
  - Based on budget projection for year one (includes total operating costs minus revenues) (See Appendix 2) (This assists in determining amount required to operate)
- **Step Two:** Determine rating for each municipality based on population and equalized assessment. (Figures obtained from Stats Canada and Alberta Municipal Affairs – See Figure 1)
- **Step Three:** Apply total of ratings from Table A (Population) and Table B (Assessment) to determine fee category and applicable fee as shown in Table C.

Figure 1:

POPULATION ASSESSMENT		
Municipality	Population	Assessment
Nampa	364	50,946,766
Berwyn	538	34,777,997
Rainbow Lake	795	78,004,118
Falher	1047	87,237,397
M.D. of Fairview	1604	344,387,984
M.D. of Peace	1747	285,213,749
Northern Sunrise County	1891	2,197,648,263
High Prairie	2564	302,637,511
Grimshaw	2718	274,868,405
Clear Hills County	3023	1,102,699,259

### APPENDIX 3 -EQUITABLE FUNDING FORMULA

TABLE A - POPULATION	
	Rating
≤ 1000	1
1001 to 4500	2
≥ 4501	3
TABLE B - ASSESSMENT	
	Rating
≤ 120,000,000	1
120,000,001 TO 250,000,000	2
250, 000, 001 TO 500,000,000	3
≥ 500,000,001	4

TABLE C - FEE SCHEDULE (Total of Ratings from TBL A & TBL B)	
Category	Amount \$
2	25,000
3	45,000
4	65,000
5	85,000
6	120,000
7	125,000
8	130,000

TABLE D - FEE SCHEDULE 2020		
Municipality	Category	Fee \$
Berwyn	2	25,000
Nampa	2	25,000
Rainbow Lake	2	25,000
Falher	3	45,000
Grimshaw	5	85,000
High Prairie	5	85,000
M.D. of Peace	5	85,000
M.D. of Fairview	5	85,000
Clear Hills County	6	120,000
Northern Sunrise County	6	120,000
<b>TOTAL</b>		<b>700,000</b>



Clear Hills County

# 5 Year Strategic Plan

2020 to 2024



AGENCY INTRODUCTION

# Vision & Mission

- Vision
  - Through a collaborative approach, the Mackenzie Municipal Services Agency provides proactive and innovative community planning leadership and implementation to municipalities in northwestern Alberta.
- Mission
  - The Mackenzie Municipal Services Agency is a professional planning organization that guides the development of its member municipalities through the provision of innovative, comprehensive, and collaborative planning services based on a co-operative and cost effective approach.



# Philosophy

- MMSA puts its municipal **members first** and strives to support the long term fiscal viability of both the municipalities and the agency.
- MMSA functions **as the planning department** for its member municipalities.
- MMSA provides a **full range** of progressive **planning services**
- MMSA is committed to **sustainable communities** and enhancing **quality of life**.
- MMSA supports its **employees' continued professional development**.
- MMSA is guided by an executive body of **elected officials** who provide leadership and policy direction.

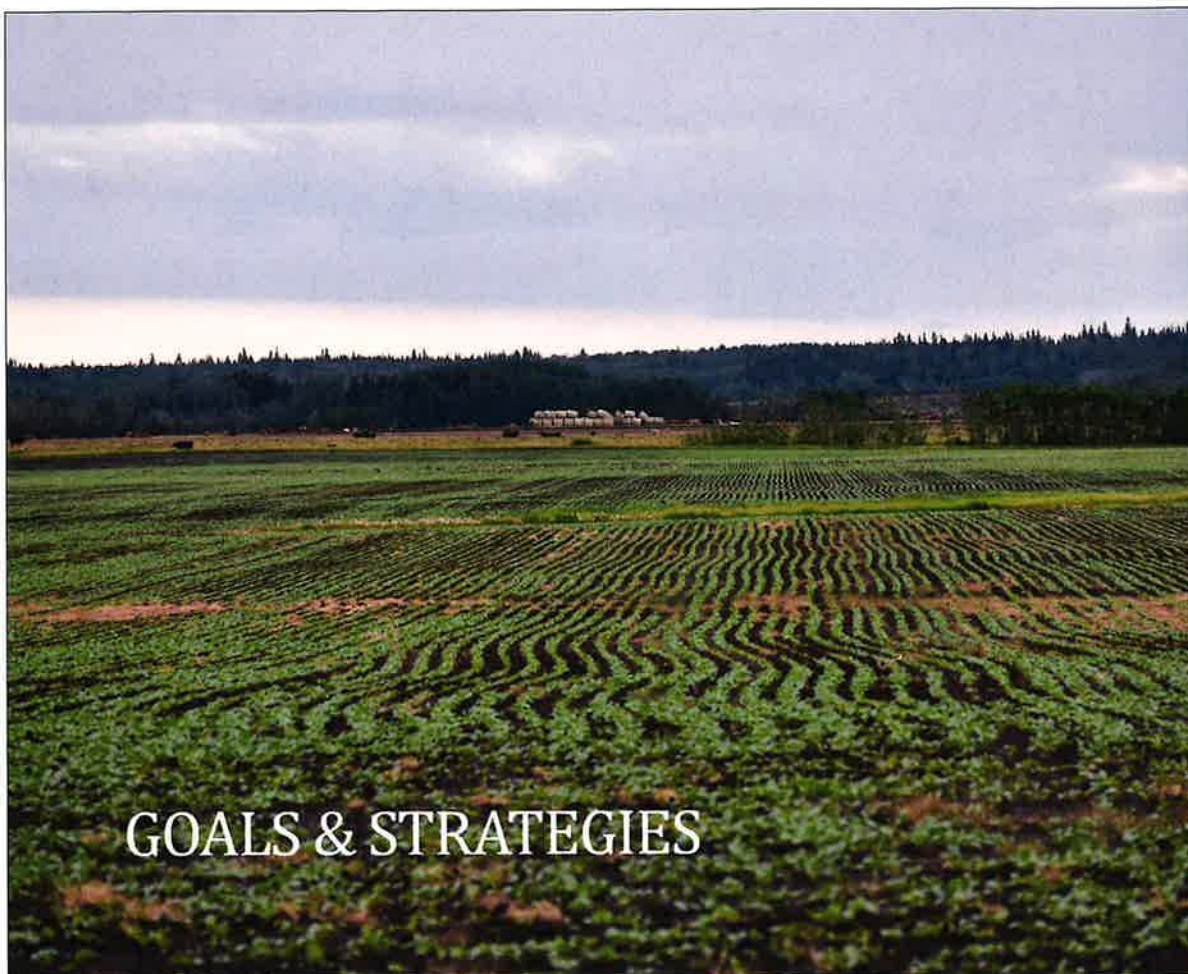
# Mandate

- Provide a full range of community planning services to member municipalities, the region, the business community and the public;
- Encourage development that is consistent with current land use planning best practices;
- Work collaboratively and maintain open communication with member municipalities;
- Encourage inter-municipal cooperation, and collaboration, amongst its member municipalities;

# Mandate

- Advocate for the interests of member municipalities within the region and the province;
- Provide planning services to address local and regional needs and goals;
- Provide a forum to discuss and address planning and development issues that affect the region;
- Achieve planning objectives in the most cost-effective and timely manner; and
- Provide municipalities' access to the diverse range of skill-sets within its professional staff.





## GOALS & STRATEGIES

- Goal 1:
  - Provide a full range of progressive and professional land-use planning services.
- Goal 2:
  - Provide comprehensive GIS and Web Mapping Services
- Goal 3:
  - Strengthen relationship between the Agency and municipal staff.
- Goal 4:
  - Serve as a forum to address local and regional issues.

- Goal 5:
  - Strengthen the long term viability of the Agency
  
- Goal 6:
  - Promote the long term retention of staff
  
- Goal 7:
  - Enhance the administrative and operational efficiency of the Agency



MUNICIPAL SERVICES

# Planning & Development

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

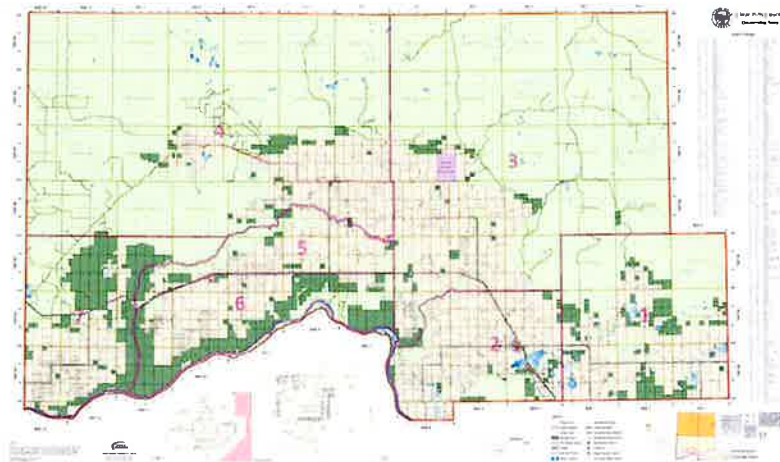
## Subdivision Authority

The MMSA has been assigned the subdivision approving authority for eighteen municipalities located within the region. Under this authority, the MMSA is responsible for the complete processing of subdivision applications including:

- The initial application processing
- Issuing decisions
- Endorsement of final plans and document
- Public consultation

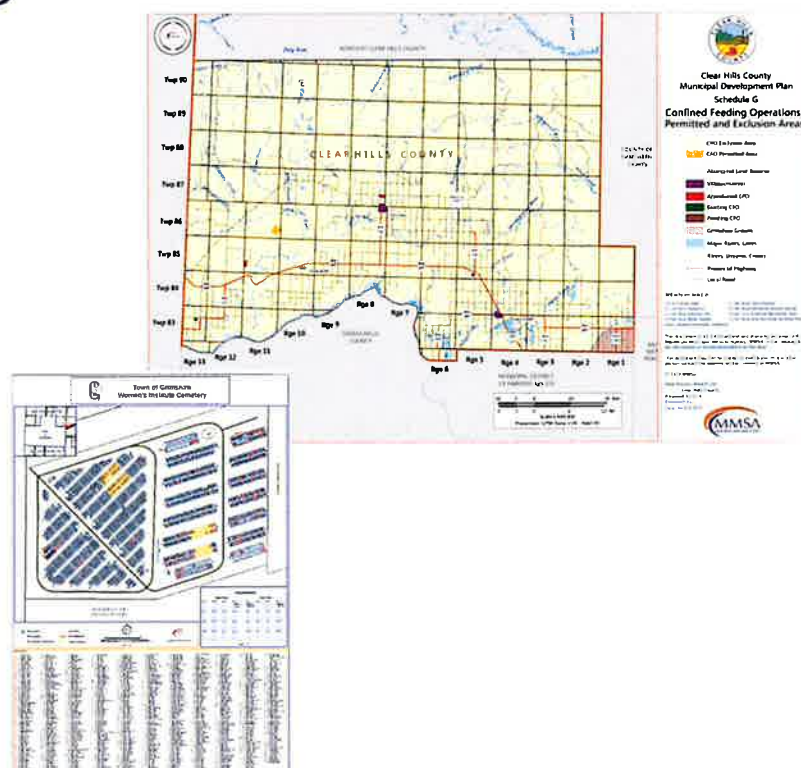
# Mapping and GIS

- Standard Municipal Map Products
- General Reference Mapping
- Web Mapping
- Geographical Analysis



# Mapping and GIS

- Standard Municipal Map Products
- General Reference Mapping
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# Mapping and GIS

- Standard Municipal Map Products
- General Reference Mapping
- Web Mapping
- Geographical Analysis

## WEB MAP COMPONENTS

1. Layers
2. Find Parcel
3. Buffer
4. Tools
5. Parcel Information



**Mackenzie Municipal Services Agency**

Web Mapping Service



# Regional Development

- Member Municipalities of the Mackenzie Municipal Services Agency continue to work together to promote the development of the Peace Region.
- In the area of regional development, the Agency may provide the following types of services on behalf of our Members:
  - Preparation of submissions and reports on issues affecting the Lower Peace/Upper Peace/Upper Athabasca Regions;
  - Providing land use planning input for major tourism and economic development projects;
  - Participation on inter-Agency studies or project planning committees;
  - Collection and analysis of regional information;
  - Preparation of regional profiles;

# Regional Representation

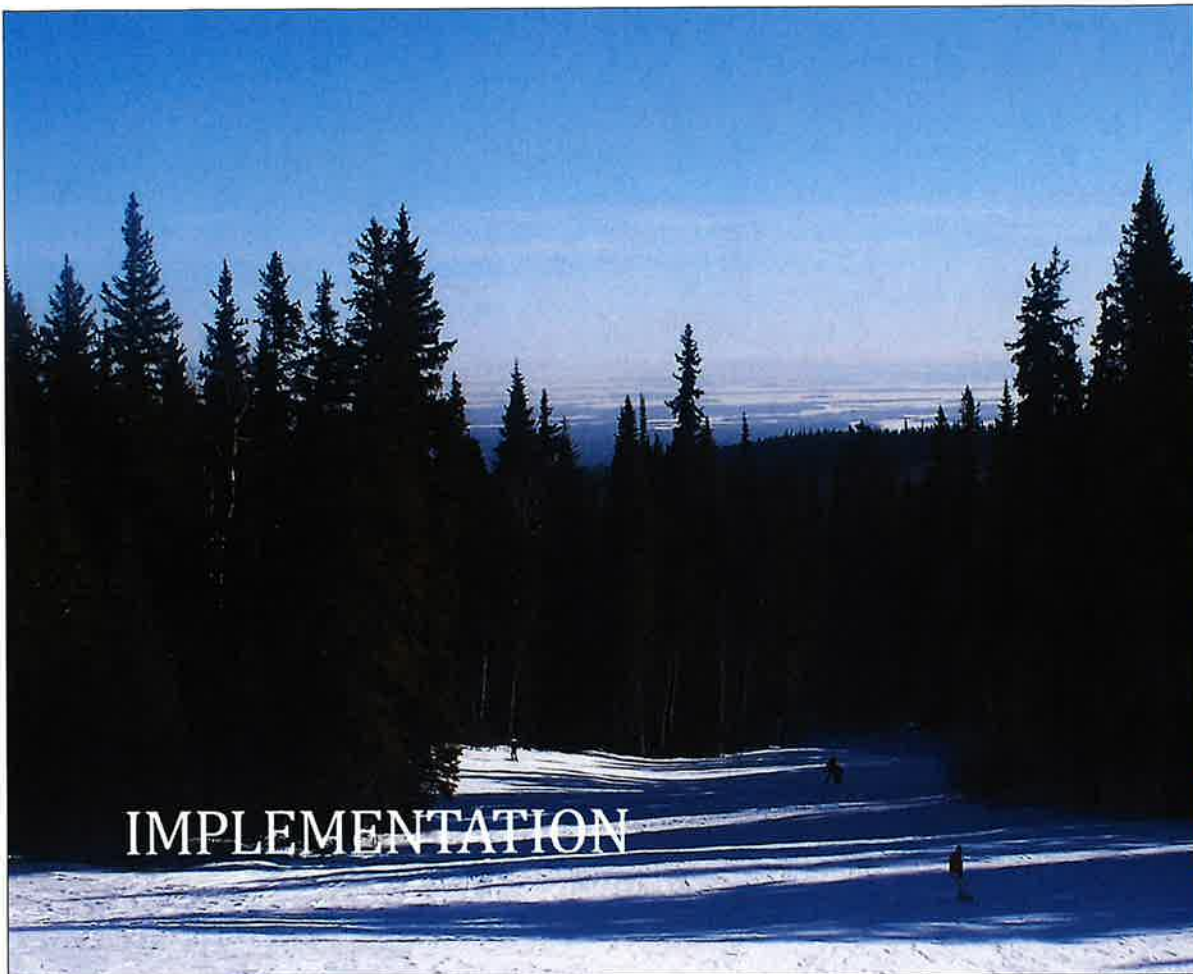
- The Mackenzie Municipal Services Agency and its member municipalities will continue to play a key role in the promotion and development of the Peace Region.
- The Agency's member municipalities strongly support this role for the Agency.
- The Agency as a whole will support member representation on any provincial or regional board/committee and in particular the Alberta Land Use Framework Regional Advisory Councils for the Upper Peace, Lower Peace and Athabasca Regional Plan areas.
- The Agency's elected officials have and will continue to play an effective role in the promotion and development of Northwest Alberta.

## Clear Hills County Highlights

- Subdivision Authority
- IDPs – MD 136, MD 135
- Municipal Development Plan
- Land Use Bylaw
- Development Brochures
- LUB amendments – CR maximum size
- Peace Regional SDAB
- Planning and Development portion of County website
- Maps/Map books
  - Ownership
  - Rural Addressing
  - Electoral Districts
  - Whole County Map
  - Caribou and Natural Resource Extraction
- Webmap Phase 2 & Webmap Training
- *Upcoming? – A closer working relationship with staff, Hines Creek IDP, continued evolution of the webmap*







- Adoption of this Strategic Plan by the Agency's municipal members. (Completed by the MMSA Board at their meeting of April 5, 2019)
- The municipal members to enter into a 5 year service agreement commencing January 1, 2020 to December 31, 2024.
- When engaging in fee-for-service work, the Agency will strive to balance the member's requirements with the need to ensure cost-effective service delivery.
- Review of goals and strategies on an annual basis through the development of an annual report.
- On-going communication with municipal members to ensure planning needs are being met.





# Timeline

- February – MMSA Staff review of 2015-2019 Strategic Plan and development of draft 2020-2024 Strategic Plan.
- February/March - Strategic Plan Committee formed (Executive Committee, 1 Rural CAO and 1 Urban CAO).
  - Draft Plan reviewed/recommended changes incorporated.
- April – MMSA Board approves new Strategic Plan
- May/June/July – Presentations to Member Councils. Request Council's consideration for entering into new contracts with the Agency.
- August/September – Council's consideration and notification to Agency of decision regarding entering into the new contracts.
- October – Member commitments to the 5 year contract (2020-2024) through signing of new contracts.
- December – invoices for 2020 to be sent out to Members

# Fee For Service Rates

Services	For members only**	For non-members
	Hourly	Hourly
Planning & Development	\$75.00	\$190.00
Subdivision	\$75.00	\$145.00
Map Production	\$60.00	\$150.00
Site Design	\$60.00	\$170.00
Research	\$50.00	\$120.00
Administrative Functions	\$45.00	\$70.00

- Note \*\* Where **Partnerships** are required to complete a study, report, project or service the costs may vary in accordance to that portion of service required from the partner/ consultant/ specialist/ professional

# Budget Projections For 2020

Based on the following staff complement	
Manager	
Finance & Human Resources (0.6)	
Senior Planner	
Municipal Planners (2)	
GIS/Webmapping Technologists (2)	
Administrative (0.5)	
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Revenues	
Subdivision Fees	30,000
Misc. (Interest/office income)	10,500
<b>TOTAL REVENUES</b>	<b>40,500</b>
<b>TOTAL BASE AMOUNT</b>	<b>837,745</b>

## Equitable Funding Formula

- **Step One:** Determine base amount
  - Based on budget projection for year one (includes total operating costs minus revenues) (See Appendix 2) (This assists in determining amount required to operate)
- **Step Two:** Determine rating for each municipality based on population and equalized assessment. (Figures obtained from Stats Canada and Alberta Municipal Affairs – See Figure 1)
- **Step Three:** Apply total of ratings from Table A (Population) and Table B (Assessment) to determine fee category and applicable fee.

Figure 1:

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Clear Hills County	3023	1,102,699,259

# Equitable Funding Formula

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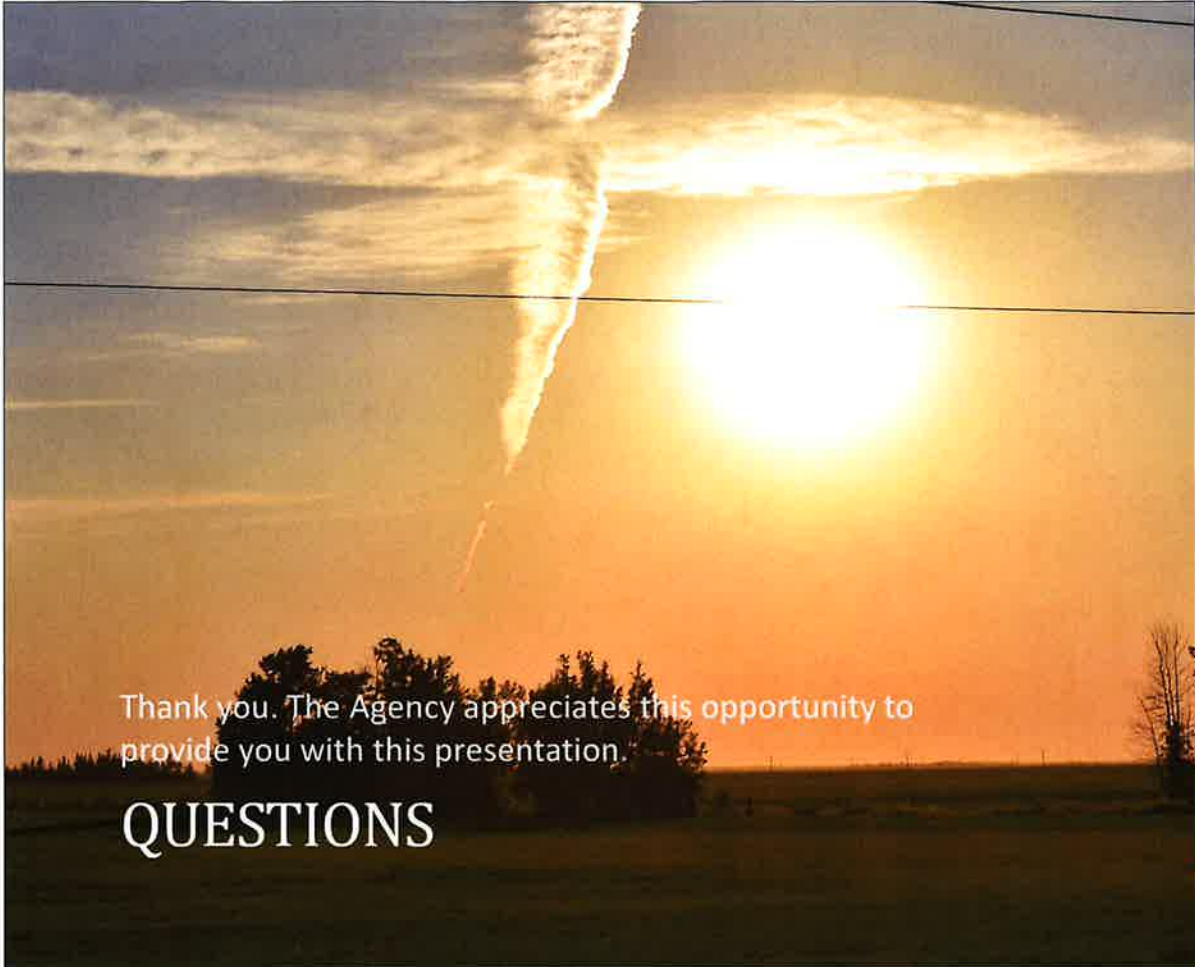
TABLE B - ASSESSMENT	
	Rating
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M.D. of Peace	5	85,000
M.D. of Fairview	5	85,000
Clear Hills County	6	120,000
Northern Sunrise County	6	120,000
<b>TOTAL</b>		<b>700,000</b>

## Action Required

- Council review the Strategic Plan 2020-2024 as approved by the Board on April 5, 2019.
- Consideration by Council to enter into new contracts for 2020-2024.
- Provide response to Agency prior to September 30, 2019.



Thank you. The Agency appreciates this opportunity to provide you with this presentation.

QUESTIONS

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	RMA Member Visit <b>2:30 p.m.</b>
File:	11-02-02

### DESCRIPTION:

Rural Municipalities of Alberta (RMA) Executive members President, Al Kemmere, and Director for District 4, Tom Burton will be in attendance to meet with Council at 2:30 p.m.

### BACKGROUND:

the RMA executive schedules visits with all RMA members on a three-year rotation. The purpose of these visits is to learn about the municipality, any specific issues of importance and to make a one-on-one connection with you as your representatives at the Association.

**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.**

### ATTACHMENTS:

RECOMMENDED ACTION:  
**RESOLUTION by.....**

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

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 25, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>TENDER OPENING - 2019-05, SHINGLING PROJECT</b>
File:	31-61-03 and 31-61-06

### DESCRIPTION:

Council is presented with Tender 2019-05, Shingling Project, to open and analyze results.

### BACKGROUND:

Tender 2019-05, Shingling Project, closed on Monday June 24, 2019 at 4:00 p.m.

This tender is for the removal, disposal and replacement of asphalt shingles on the County Admin Building and doublewide at 485 Creek Bend Street.

### BUDGET:

\$30,000

### RECOMMENDED ACTION:

**RESOLUTION by...**to open Tender 2019-05, Shingling Project, analyze results and bring back a recommendation later in today's Regular Council Meeting.

**Initials show support - Reviewed by:**

**Manager:**

*ABj*

**CAO:**

*AB*

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 25, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>TENDER OPENING – TENDER 2019-06 COMPOUND GATE</b>
File:	31-61-03

### DESCRIPTION:

Council is presented with Tender 2019-06, Compound Gate, to open and analyze results.

### BACKGROUND:

Tender 2019-06, Compound Gate, closed on Monday June 24, 2019 at 4:00 p.m.

This tender is for installation of a cantilever sliding electric gate for the compound at the County Admin Building.

### BUDGET:

\$20,000

### RECOMMENDED ACTION:

**RESOLUTION by...**to open Tender 2019-06, Compound Gate, analyze results and bring back a recommendation later in today's Regular Council Meeting.

Initials show support - Reviewed by:

Manager:



CAO:



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Ron Jensen, Public Works Manager
Title:	<b>RFQ Opening - RFQ 2019-08, Wetland Assessment</b>
File:	32-24-02

### DESCRIPTION:

Council is presented with RFQ 2019-08, Wetland Assessment, to open and analyze results.

### BACKGROUND:

RFQ 2019-08, Wetland Assessment, closed on Monday June 24, 2019 at 4:00 p.m.

C265-19(05-28-19) RESOLUTION by Councillor Wetmore to obtain quotes for the required wetland assessments on Range road 54 south of township road 842 to secondary Highway 685, excluding the portion near BF 73475 and range road 60 south of township road 834 to township road 832 plus 200 meters each way, west and south of township road 832.

CARRIED.

### BUDGET:

\$1,000,000.00 from Multi Year Capital Plan

### RECOMMENDED ACTION:

**RESOLUTION** by...to open RFQ 2019-08, Wetland Assessment 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>AL</i>
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# Clear Hills County

## Request For Decision (RFD)

Meeting Date:	<b>Regular Council Meeting</b> June 25, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Management Team Activity Report</b>
File:	11-02-04

### DESCRIPTION:

Management activity report for June 18, 2019

### ATTACHMENTS:

- Management Activity Report

### RECOMMENDED ACTION:

**RESOLUTION** by .... that the management activity report for June 18, 2019, be accepted, as presented.

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

### Activity Report for June 11, 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						
		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	June 25						
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	In Waiting						
		May 28, 2019								
C254-19	05/28/19	RESOLUTION by Councillor Wetmore to open tenders at 9:45 a.m. for Tender 2019-07, Construction of Access Road to SE 25-85-7-W6M, analyze results and bring back a recommendation later in today's Regular Council Meeting. CARRIED. <table><tr><td>Company</td><td>Amount</td></tr><tr><td>Bjornson Enterprises Ltd.</td><td>\$128,860.00</td></tr><tr><td>MDP Services Ltd.</td><td>\$230,000.00</td></tr></table>	Company	Amount	Bjornson Enterprises Ltd.	\$128,860.00	MDP Services Ltd.	\$230,000.00	PWM	
Company	Amount									
Bjornson Enterprises Ltd.	\$128,860.00									
MDP Services Ltd.	\$230,000.00									
C261-19	05/28/19	RESOLUTION by Deputy Reeve Fletcher to receive the delegation from the Worsley Pioneer Club and bring the topic of funding assistance to replace the Worsley Pioneer Club's Handibus and seniors transportation in general to a future Policy and Priority meeting for further discussion. CARRIED.	CDM	June 18						
C264-19	05/28/19	RESOLUTION by Reeve Croy to approve the disposal of the vehicles and various items as presented, at a local auction sale this summer. CARRIED.	PWM	In waiting						
C265-19	05/28/19	RESOLUTION by Councillor Wetmore to obtain quotes for the required wetland assessments on Range road 54 south of township road 842 to secondary Highway 685, excluding the portion near BF 73475 and range road 60 south of township road 834 to township road 832 plus 200 meters each way, west and south of township road 832. CARRIED.	PWM	Open June 25						
		June 11, 2019								
C281-19	06/11/19	RESOLUTION by Deputy Reeve Fletcher to approve a Beyond Borders Grant of \$2500.00 for the Fairview Lions Club to support the Cummings Lake Music	CDM							



## Management Team

### Activity Report for June 11, 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
		Festival, funds to be allocated from the Recreation Reserve. <b>CARRIED.</b>		
C282-19	06/11/19	RESOLUTION by Councillor Frixel to approve a General Grant of \$10,000.00 to the Many Islands Recreation Association for boat launch improvements, funds to be allocated from the Recreation Reserve. <b>CARRIED.</b>	CDM	
C283-19	06/11/19	RESOLUTION by Reeve Croy to approve a General Grant of \$36,000.00 to George Lake Aquatic Association for Campground upgrades and maintenance items, funds to be allocated from the Recreation Reserve. <b>CARRIED.</b>	CDM	
C286-19	06/11/19	RESOLUTION by Councillor Wetmore to direct Administration to draft a Fire Control bylaw to implement Fire Bans and Fire Restrictions when the Province orders fire bans or fire restrictions for the Peace River Forest Protection Area. <b>CARRIED.</b>	CDM	
C288-19	06/11/19	RESOLUTION by Councillor Bean to amend Policy 3217- Signage of Recreational & Community Facilities and Historical Landmarks section 2.2 removing "confirm that they do not qualify for provincial tourism signage". <b>CARRIED.</b>	CDM	
C289-19	06/11/19	RESOLUTION by Deputy Reeve Fletcher to approve sponsorship funding of \$250.00 for the Alberta Trapper's Association Rendezvous and Outdoorsman Show being held on June 29-30 at the Teepee Creek Stampede Grounds. <b>CARRIED.</b>	CDM	
C292-19	06/11/19	RESOLUTION by Councillor Wetmore to proceed to tender for the removal of approximately 46km of dead fall and overhanging trees along right of way on the Clear Prairie Road from Range Road 92.5 (Ski Hill Road) west to Range road 123 then south to Highway 64. <b>CARRIED.</b>	PWM	
		<b>June 18, 2019</b>		
C306-19	06/18/19	RESOLUTION by Deputy Reeve Fletcher to table the Continuing Education Scholarships for until a future Policy and Priority meeting. <b>CARRIED.</b>	CDM	
C307-19	06/18/19	RESOLUTION by Deputy Reeve Fletcher to recommend that public meetings be changed to one	EA	



## Management Team

### Activity Report for June 11, 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
		meeting annually held at the Eureka River hall. CARRIED.		
C308-19	06/18/19	RESOLUTION by Reeve Croy to recommend an inventory of potential recreational service signs be brought back to a regular Council meeting. CARRIED.	CDM	

#### BUDGET ITEMS

		<b>September 15, 2016</b>		
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 meeting agenda. CARRIED.	EA	
		<b>November 14, 2018</b>		
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	
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 the cost of this increased security and loss reduction project. CARRIED.		

#### ITEMS IN WAITING

		<b>February 3, 2015</b>		
C66-15	01/13/15	RESOLUTION by Councillor Croy to leave Plan 802KS Block 2 Lot 10 as is in the County's name as a tax forfeiture property. The taxes shall keep accumulating on it; the previous owner can redeem it at any time by paying all taxes and penalties. If after 15 years the previous owner has not redeemed it totally, the County will become the owner. CARRIED.	CSM	January 14, 2030
		<b>May 10, 2017</b>		
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	EA	In Waiting



## Management Team

### Activity Report for June 11, 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
		in the Alberta Transportation Bear Canyon pit. <b>CARRIED.</b>		
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. <b>CARRIED</b>	CDM	
		<b>April 23, 2019</b>		
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. <b>CARRIED.</b>	PWM	In waiting

# Clear Hills County

## Request For Decision (RFD)

<b>Regular Council Meeting</b>	
Meeting Date:	June 25, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>COUNCIL REPORTS ON MEETINGS</b>
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:





# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Intermunicipal Collaboration Framework Bylaw 241-19
File:	11-02-02

### DESCRIPTION:

Council is presented with a bylaw to establish an intermunicipal collaboration framework (ICF) between the Clear Hills County and Saddle Hills County.

### BACKGROUND:

Pursuant to Section 708.28 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, and amendments thereto, municipalities that have common boundaries must, within 2 years from the coming into force of this section, create a framework with each other.

Pursuant to Section 708.33 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, and amendments thereto, municipalities must create a framework by adopting matching bylaws that contain the framework.

### ATTACHMENTS:

Intermunicipal Collaboration Framework Bylaw 241-19 and Framework

### RECOMMENDED ACTION:

**RESOLUTION by.....** to give first reading to Bylaw 241-19 a bylaw to establish an intermunicipal collaboration framework (ICF) between the Clear Hills County and Saddle Hills County.

**RESOLUTION by.....** to give second reading to Bylaw 241-19 a bylaw to establish an intermunicipal collaboration framework (ICF) between the Clear Hills County and Saddle Hills County

**RESOLUTION by.....** to proceed to third and final reading to Bylaw 241-19 a bylaw to establish an intermunicipal collaboration framework (ICF) between the Clear Hills County and Saddle Hills County

**RESOLUTION by.....** to give third reading to Bylaw 241-19 a bylaw to establish an intermunicipal collaboration framework (ICF) between the Clear Hills County and Saddle Hills County

Initials show support - Reviewed by:

Manager:

CAO:



**BYLAW NO. 241-19**

**Intermunicipal Collaboration Framework (ICF) between the Clear Hills County and Saddle Hills County**

---

**PURPOSE:** A bylaw to establish an intermunicipal collaboration framework (ICF) between the Clear Hills County and Saddle Hills County.

**WHEREAS,** pursuant to Section 708.28 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, and amendments thereto, municipalities that have common boundaries must, within 2 years from the coming into force of this section, create a framework with each other; and

**WHEREAS,** the Clear Hills County and Saddle Hills County and have a common boundary with one another; and

**WHEREAS,** pursuant to Section 708.33 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, and amendments thereto, municipalities must create a framework by adopting matching bylaws that contain the framework.

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

- The Clear Hills County / Saddle Hills County Intermunicipal Collaboration Framework, attached hereto, is adopted;
- That this Bylaw may be cited as the "Clear Hills County / Saddle Hills County Intermunicipal Collaboration Framework (ICF) Bylaw"; and
- This Bylaw shall come into effect upon the date of the final reading thereof.

**READ for a FIRST time this \_\_\_\_ day of \_\_\_\_\_ A.D., 2019.**

**READ for a SECOND time this \_\_\_\_ day of \_\_\_\_\_ A.D., 2019.**

**READ for a THIRD time this \_\_\_\_ day of \_\_\_\_\_ A.D., 2019.**

---

Miron Croy, Reeve

---

Allan Rowe, Chief Administrative Officer





**Saddle Hills County & Clear Hills County  
Intermunicipal Collaboration Framework  
Agreement  
June 2019**

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## 1. Introduction

- 1.1 It is recognized that Saddle Hills County & Clear Hills County share a common border, share common interests and are desirous of collaborating to provide services to their residents and ratepayers.
- 1.2 Furthermore, the *Municipal Government Act* requires that municipalities that have a common boundary must create a framework with one another that identifies the services provided on an intermunicipal basis, how they will be delivered, who will lead the delivery of the service(s), how the funding arrangements for these services will occur, and identify the timeframe for implementation of those services provided on an intermunicipal basis.
- 1.3 In this respect, the Parties agree as follows:

## 2. Definitions

### 2.1 In this Agreement

- a. "Committee" – means Intermunicipal Collaboration Committee as defined in Section 4 of this Agreement.
- b. "Service Agreement" – means a legally binding agreement that is signed by both Parties. E.g. a contract, memorandum of agreement, or memorandum of understanding.
- c. "Expiry Date" – means the date that this Agreement expires which is five years from the date of passage of matching ICF Bylaws.
- d. "Parties" – means the Saddle Hills County and Clear Hills County.
- e. "Term of the Agreement" – means five years from passage of matching ICF Bylaws.

## 3. Term and Review

- 3.1 In accordance with the *Municipal Government Act*, this Intermunicipal Collaboration Framework shall constitute an Agreement between the Parties and shall come into force and effect on the final passing of matching bylaws by both Parties.
- 3.2 This Framework may be amended by mutual consent of both Parties. Amendments to this Agreement shall come into force on the passing of matching resolutions by both Parties and shall be added as an Addendum to this Agreement.
- 3.3 It is agreed by the Parties they shall meet at least once during the Term of the Agreement commencing no later than 180 days before the Expiry Date of this Agreement.
- 3.4 It is further agreed that upon request by either Party, the Committee shall also meet.

## 4. Intermunicipal Cooperation

- 4.1 The Parties agree to create a recommending body known as the Intermunicipal Collaboration Committee (hereinafter referred to as the Committee).
- 4.2 The Committee shall meet on an as required basis and will develop recommendations to the Councils on all matters of strategic direction and cooperation affecting the residents and ratepayers of both Parties.
- 4.3 The Committee shall consist of four (4) elected members (two from each Party).
- 4.4 The CAO's will be responsible to develop agendas and recommendations on all matters. CAO's will be responsible for forwarding all recommendations from the Committee to their respective Councils.

4.5 Further to Article 3.4 of this Agreement, either Party by giving at least 30 days notice may trigger the requirement for the Committee to hold a meeting. Meeting requests shall be directed to the CAO for the respective municipality.

5. Service Delivery

5.1 When one Party desires to enter into a new joint servicing arrangement, a Service Agreement shall be required to be developed on that specific service.

5.2 When developing Service Agreements for each Council's consideration, the Committee shall discuss and clearly identify which municipality will lead service delivery for the service(s)-and determine the appropriate funding model for the service(s) being discussed.

5.3 All future Service Agreements shall set out a process for discontinuing the service provided if one or both Parties wish to discontinue in the service delivery.

5.4 All future Service Agreements shall set out a timeframe for the delivery of the service(s) being discussed including the start and end date for the agreement.

6. Services Inventory

6.1 Both Parties have reviewed the services offered to residents and ratepayers. Based upon the review it has been determined that each Party will continue to provide the following services to their residents and ratepayers independently unless otherwise specified:

a. Saddle Hills County

Transportation Services

- Road Maintenance
- Road Construction

Water and Wastewater Services

- Water Treatment Plants & Distribution Systems
- Lagoons
- Wastewater Collection & Treatment

Solid Waste Services

- Recycling Collection
- Waste Transfer Stations

Emergency Services

- Fire Services

Recreation Services

- Campgrounds
- Parks
- Playgrounds

### Other Services

- Administration (Finance, Payroll, Human Resources, Procurement)
- Agricultural Services
- Assessment Services
- Bylaw Enforcement Services
- Communications
- Community Peace Officers
- Economic Development
- Facilities Maintenance
- Family and Community Support Services (FCSS)
- Fleet Maintenance
- GIS Services
- IT/Data Management
- Land Use Planning (Permitting, Subdivisions)
- Legislative Services
- Pest Control
- Risk Management
- Safety Codes (Fire Discipline)
- Weed Control

#### b. Clear Hills County

##### Transportation Services

- Road Maintenance
- Road Construction

##### Water and Wastewater Services

- Water Treatment Plants & Distribution Systems
- Lagoons
- Wastewater Collection & Treatment

##### Solid Waste Services

- Recycling Collection
- Waste Transfer Stations

##### Emergency Services

- Fire Services

### Recreation Services

- Recreation Boards
- Cemeteries
- Peace Library System
- Non-profit Societies (FCSS programs and activities)
- Parks and Recreation (campgrounds, parks, playgrounds)

### Other Services

- Administration (Finance, Payroll, Human Resources, Procurement)
- Agricultural Services
- Assessment Services
- Bylaw Enforcement Services
- Communications
- Economic Development
- Emergency Services (Fire Protection, Peace Officer)
- Facilities Maintenance
- Family and Community Support Services (FCSS)
- GFI and GIS Services, Fleet Maintenance
- IT/Data Management
- Land Use Planning (Permitting, Subdivisions)
- Legislative Services
- Pest Control
- Risk Management
- Solid Waste (Waste Transfer Stations, Recycling Collection)
- Transportation (Road Maintenance, Road Construction, Signs Installation & Maintenance, Dust Control, Private Driveways Snow Plow Services)
- Water (Water Treatment Plants & Distribution Systems)
- Wastewater (Lagoons, Wastewater Collection & Treatment)
- Weed Control

## 6.2 The Parties also have distinct municipal services provided by a Third Party:

### a. Saddle Hills County

#### Transportation Services

- n/a

#### Water and Wastewater Services

- n/a

#### Solid Waste Services

- Waste Bins Services - Central Peace Regional Waste Management Commission
- Landfill – County of Grande Prairie, Clairmont Landfill Agreement

#### Emergency Services

- Vehicle Extraction and Medical First Responders Services (select areas) - Central Peace Fire/Rescue Commission
- Mutual Aid Agreement – Central Peace Fire/Rescue Commission
- Emergency Fire Dispatch Services Agreement - City of Grande Prairie
- Mutual Aid Fire Agreement – County of Grande Prairie No. 1
- Gundy Rural Fire Protection Agreement – Tomslake & District Volunteer Fire Department, BC
- Mutual Aid Fire Control Agreement – Alberta Environment and Parks

#### Recreation Services

- Recreation Facilities – Agricultural Societies

#### Other Services

- Cemeteries – various private contractors
- Library Services – Library Board
- Library Services – Peace Library System
- Family Community Support Services – non-profit Societies
- Animal Control (Hamlet of Woking) – County of Grande Prairie
- Regional Enforcement Services – Use of Occurrences Software, County of Grande Prairie
- Pest Control (beaver dam blasting services agreement) – County of Grande Prairie

#### b. Clear Hills County

#### Transportation Services

- 7 Contracted Grader Beats
- Contracted Gravel Program
- Contracted Culvert Maintenance Program

#### Water and Wastewater Services

- n/a

#### Solid Waste Services

- North Peace Regional Landfill- Solid Waste (Waste Transfer Stations, Recycling Collection)

- Clear Hills Waste Management

#### Emergency Services

- n/a

#### Recreation Services

- n/a

#### Other Services

- Recreation Boards
- Cemeteries
- Peace Library System
- Non-profit Societies (FCSS programs and activities)
- Parks and Recreation (campgrounds, parks, playgrounds)

6.3 The Parties have worked collaboratively in the past with the following agreements to service residents and ratepayers of both municipalities. It is further acknowledged the Parties have reviewed the existing agreements and have determined that these are the most appropriate municipal services to be delivered in a shared manner.

a. Emergency Services - Northwest Alberta Emergency Resource Agreement (Multiple signatories)

- The purpose of this agreement is to provide the ability for signatories to access needed resources to mitigate or support emergency response initiatives from sources outside predetermined mutual aid agreements.
- The supplying Party providing assistance and/or equipment shall be compensated at those agreed upon standard rates that are approved from time to time by each Party.
- Term of the Agreement: July 2016 – no Expiry Date

6.4 Both Parties acknowledge and agree that they may from time to time provide financial assistance to not for profit organizations functioning outside their jurisdictional boundaries.

6.5 Both Parties acknowledge they are members of not for profit organizations delivering services for the benefit of their residents and ratepayers.

#### 7. Land Use

7.1 Section 631 (1.1) of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, states: “the Minister may, by order, exempt one or more councils from the requirement to adopt an intermunicipal development plan”. Pursuant to the provisions of Ministerial Order MSL:047/18 and a letter dated January 10, 2019 from the Deputy Minister stating that both Parties have “met the requirements for an IDP exemption” the Parties hereto are no longer required to complete an IDP.



12. Correspondence

12.1 Written notice under this Agreement shall be addressed as follows:

a. In the case of Saddle Hills County to:

Saddle Hills County  
c/o Chief Administrative Officer  
79177 Range Road 84  
Spirit River, AB T0H 3G0

b. In the case of Clear Hills County to:

Clear Hills County  
c/o Chief Administrative Officer  
Box 240,  
Worsley, AB T0H 3W0

Authorizations

Signed and dated on:

---

Alvin Hubert, Reeve  
Saddle Hills County

---

Myron Croy, Reeve  
Clear Hills County

---

Joulia Whittleton, CAO  
Saddle Hills County

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Allan Rowe, CAO  
Clear Hills County

---

Date

---

Date

- 7.2 Matters of a land use and development nature impacting either Party shall be guided by policies set out in their respective Municipal Development Plans and/or other statutory plans.

## 8. Collaboration Process

- 8.1 Either Party may initiate the development of a new capital project and/or new service it deems to be critical or essential and that may be beneficial to both Parties. Prior to submitting a formal written notice for a new cost-sharing agreement, the initiating Party's CAO will consult and seek informal support from the other Party's CAO.
- 8.2 Once either municipality has received written notice of a new capital project or new service, an Intermunicipal Collaboration Committee meeting must be held within 30 days of the date the written notice was received, unless both CAO's agree otherwise.
- 8.3 The Intermunicipal Collaboration Committee will be the forum used to address and develop future Service Agreements and/or cost sharing arrangements.
- 8.4 Both Parties recognize that the decision to participate in or not participate in a project/arrangement ultimately lies with the respective municipal councils.

## 9. Indemnity

- 9.1 Saddle Hills County shall indemnify and hold harmless Clear Hills County, its employees and agents from all claims, actions and costs whatsoever that may arise directly or indirectly out of any act or omission of Saddle Hills County, its employees or agents in the performance of this Agreement.
- 9.2 Clear Hills County shall indemnify and hold harmless Saddle Hills County, its employees and agents from all claims, actions and costs whatsoever that may arise directly or indirectly out of any act or omission of Clear Hills County, its employees or agents in the performance of this Agreement.

## 10. Binding Dispute Resolution Process

- 10.1 Both Parties agree to adopt the model dispute resolution provisions as set out in the Schedule attached to the ICF Regulation.
- 10.2 Both Parties agree to abide by the Duty to Act in Good Faith provisions contained in the ICF Regulation.

## 11. General

- 11.1 Headings in this Agreement are for reference purposes only.
- 11.2 Words in the masculine gender will include the feminine gender whenever the context so requires and vice versa.
- 11.3 Words in the singular shall include the plural or vice versa whenever the context requires.
- 11.4 This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.
- 11.5 Should any provisions of this Agreement become invalid, void, illegal or otherwise unenforceable, it shall be considered separate and severable from the agreement and the remainder shall remain in force and be binding as though such provisions had not been invalid.

# APPENDICES

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## Appendix A: Model Dispute Resolution Provisions Schedule

### Model Dispute Resolution Provisions Schedule

#### 1. Definitions

##### 1.1 In this Schedule,

- a. "Initiating Party" means a party who gives notice under section 2 of this Schedule;
- b. "Mediation" means a process involving a neutral person as a mediator who assists the parties to a matter and any other person brought in with the agreement of the parties to reach their own mutually acceptable settlement of the matter by structuring negotiations, facilitating communication and identifying the issues and interests of the parties;
- c. "Mediator" means the person or persons appointed to facilitate by mediation the resolution of a dispute between the parties.

#### 2. Notice of dispute

- 2.1 When a party believes there is a dispute under a framework and wishes to engage in dispute resolution, the party must give written notice of the matters under dispute to the other parties.

#### 3. Negotiation

- 3.1 Within 14 days after the notice is given under section 2 of this Schedule, each party must appoint a representative to participate in one or more meetings, in person or by electronic means, to attempt to negotiate a resolution of the dispute.

#### 4. Mediation

- 4.1 If the dispute cannot be resolved through negotiations, the representatives must appoint a mediator to attempt to resolve the dispute by mediation.
- 4.2 The initiating party must provide the mediator with an outline of the dispute and any agreed statement of facts.
- 4.3 The parties must give the mediator access to all records, documents and information that the mediator may reasonably request.
- 4.4 The parties must meet with the mediator at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve their dispute.
- 4.5 All proceedings involving a mediator are without prejudice, and, unless the parties agree otherwise, the cost of the mediator must be shared equally between the parties.

## 5. Report

- 5.1 If the dispute has not been resolved within 6 months after the notice is given under section 2 of this Schedule, the initiating party must, within 21 days, prepare and provide to the other parties a report.
- 5.2 Without limiting the generality of subsection 5.1, the report must contain a list of the matters agreed on and those on which there is no agreement between the parties.
- 5.3 Despite subsection 5.1, the initiating party may prepare a report under subsection 5.1 before the 6 months have elapsed if
  - a. the parties agree, or
  - b. the parties are not able to appoint a mediator under section 4 of this Schedule.

## 6. Appointment of arbitrator

- 6.1 Within 14 days of a report being provided under section 5 of this Schedule, the representatives must appoint an arbitrator and the initiating party must provide the arbitrator with a copy of the report.
- 6.2 If the representatives cannot agree on an arbitrator, the initiating party must forward a copy of the report referred to in section 5 of this Schedule to the Minister with a request to the Minister to appoint an arbitrator.
- 6.3 In appointing an arbitrator under subsection 6.2, the Minister may place any conditions on the arbitration process as the Minister deems necessary.

## 7. Arbitration process

- 7.1 Where arbitration is used to resolve a dispute, the arbitration and arbitrator's powers, duties, functions, practices and procedures shall be the same as those in Division 3 of Part 17.2 of the Municipal Government Act and Part 1 of the Intermunicipal Collaboration Framework Regulation (AR 191/2017).
- 7.2 In addition to the arbitrator's powers under subsection 7.1, the arbitrator may do the following:
  - a. require an amendment to a framework;
  - b. require a party to cease any activity that is inconsistent with the framework;
  - c. provide for how a party's bylaws must be amended to be consistent with the framework;
  - d. award any costs, fees and disbursements incurred in respect of the dispute resolution process and who bears those costs.

## 8. Deadline for resolving dispute

- 8.1 The arbitrator must resolve the dispute within one year from the date the notice of dispute is given under section 2 of this Schedule.
- 8.2 If an arbitrator does not resolve the dispute within the time described in subsection 8.1, the Minister may grant an extension of time or appoint a replacement arbitrator on such terms and conditions that the Minister considers appropriate.

9. Arbitrator's order

9.1 Unless the parties resolve the disputed issues during the arbitration, the arbitrator must make an order as soon as possible after the conclusion of the arbitration proceedings.

9.2 The arbitrator's order must

- a. be in writing,
- b. be signed and dated,
- c. state the reasons on which it is based,
- d. include the timelines for the implementation of the order, and
- e. specify all expenditures incurred in the arbitration process for payment under section 708.41 of the Act.

9.3 The arbitrator must provide a copy of the order to each party.

9.4 If an order of the arbitrator under section 9.2 is silent as to costs, a party may apply to the arbitrator within 30 days of receiving the order for a separate order respecting costs.

10. Costs of arbitrator

10.1 Subject to an order of the arbitrator or an agreement by the parties, the costs of an arbitrator under this Schedule must be paid on a proportional basis by the municipalities that are to be parties to the framework as set out in subsection 10.2.

10.2 Each municipality's proportion of the costs must be determined by dividing the amount of that municipality's equalized assessment by the sum of the equalized assessments of all of the municipalities' equalized assessments as set out in the most recent equalized assessment.

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Calendar Photo Contest Entries – <del>MARCH-JUNE</del>
File:	11-02-02

### DESCRIPTION:

Council is presented with photos submitted from Clear Hills County ratepayers for the 2020 CHC Calendar. All photos submitted are now the property of CHC and may still be featured on Clear Hills County social media channels.

### ATTACHMENTS:

### RECOMMENDED ACTION:

**RESOLUTION** by.....

**Initials show support -** Reviewed by:

**Manager:**

**CAO:**







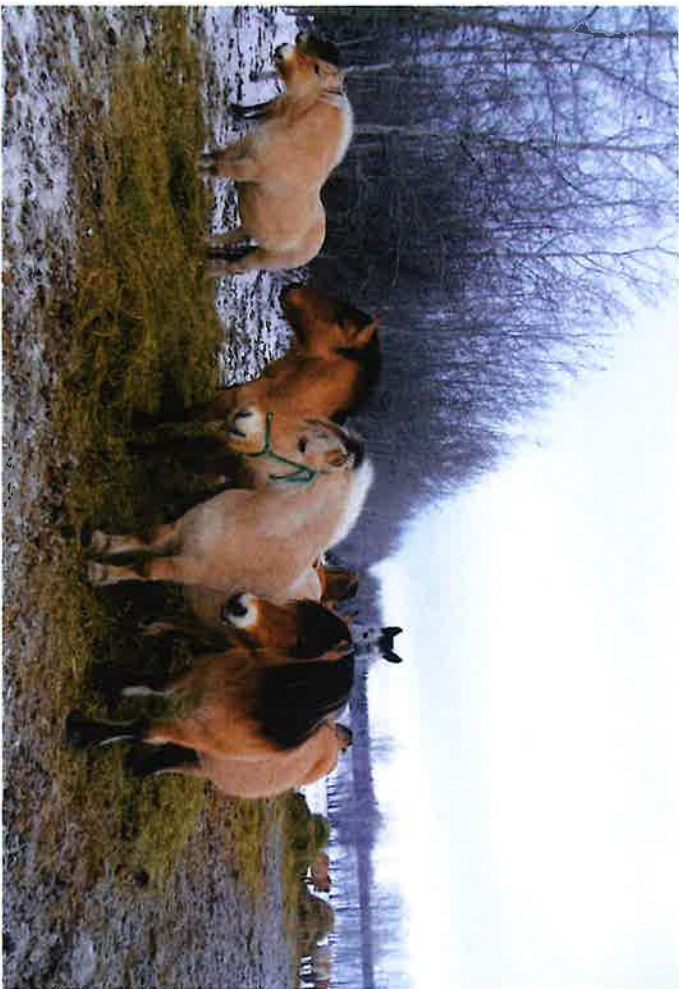








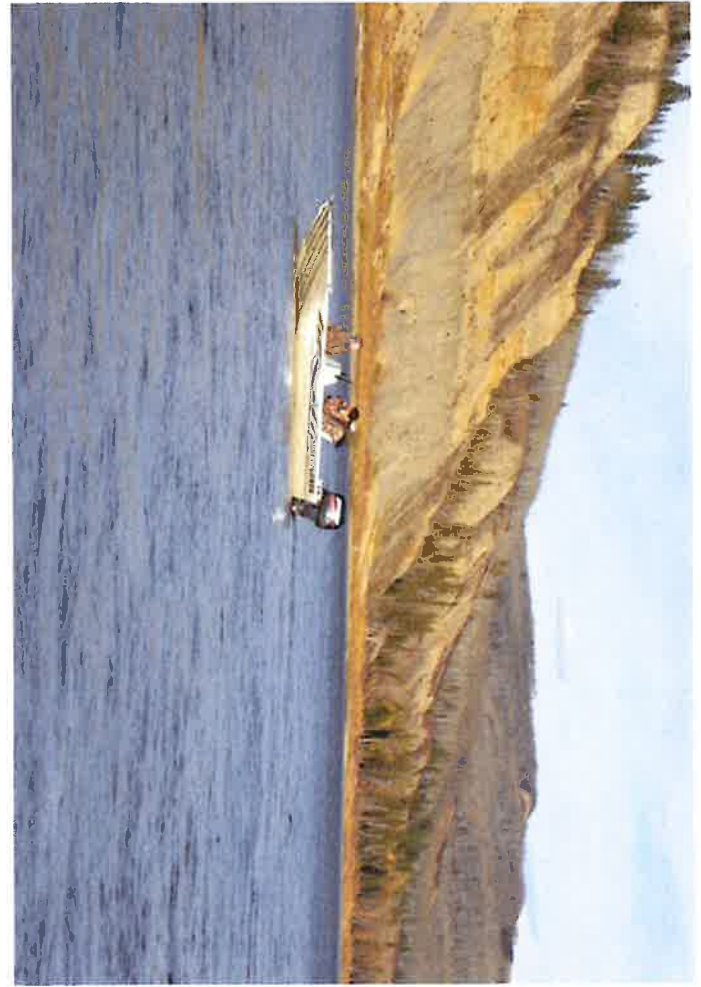










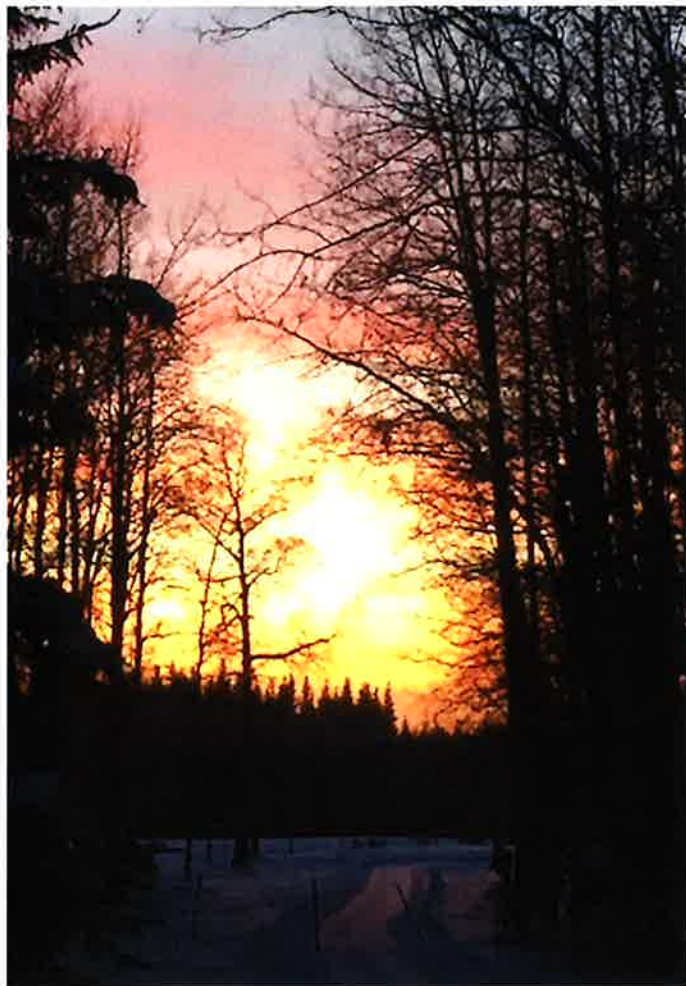
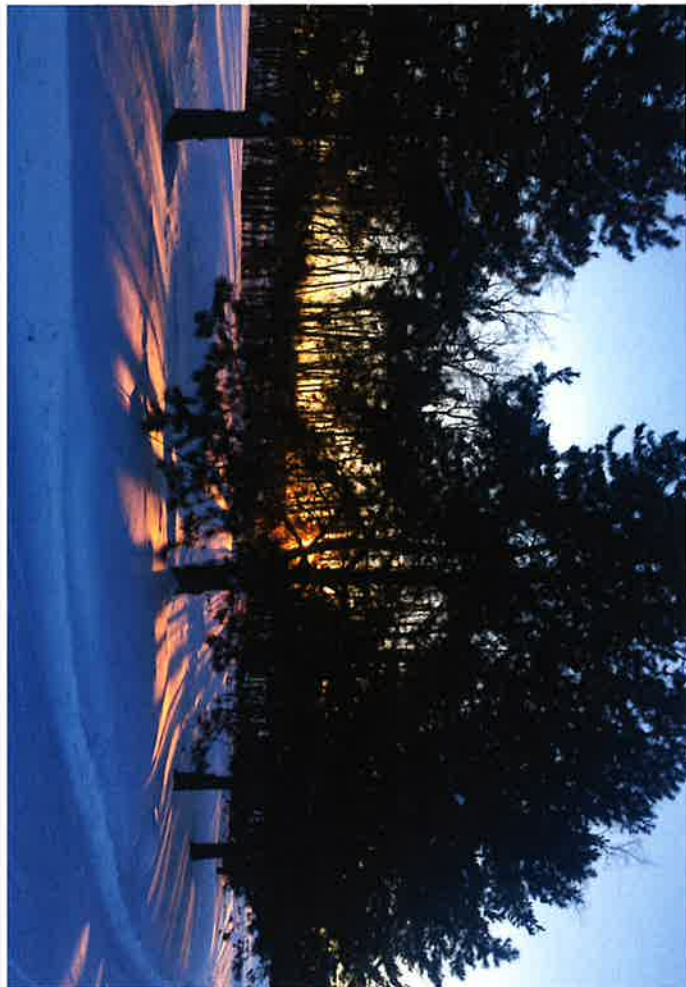
















# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 25, 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 June 12, 2019 to June 25, 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 June 12, 2019 to June 25, 2019 for a total of \$601,305.72 with funds to be transferred from Long Term Investments, with an additional \$450,000.00 to be transferred to cover AB School Fund Requisition.

Initials show support - Reviewed by:

Manager:



CAO:



Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	6/12/19
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last		Last

Sorted By: Cheque Number

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
022305	1823625	1823625 ALBERTA LTD. OA MARSHA	6/25/19	ATB	PMCHQ00001114	\$39,364.76
022306	795496AB	795496 ALBERTA LTD. O/A HAYWAR	6/25/19	ATB	PMCHQ00001114	\$400.00
022307	ALSA06	ALL SAINTS UKRANIAN CATHOLIC C	6/25/19	ATB	PMCHQ00001114	\$500.00
022308	ALTALIS01	ALTALIS LTD.	6/25/19	ATB	PMCHQ00001114	\$4,261.95
022309	AXIA01	Axia SuperNet Ltd.	6/25/19	ATB	PMCHQ00001114	\$528.68
022310	B&EHOME01	B & E HOME HARDWARE	6/25/19	ATB	PMCHQ00001114	\$605.02
022311	BASNETT02	BARB BASNETT	6/25/19	ATB	PMCHQ00001114	\$100.00
022312	BOSCHWICK01	BOSCHWICK CONTRACTING	6/25/19	ATB	PMCHQ00001114	\$4,972.80
022313	BROWNLEE01	BROWNLEE LLP	6/25/19	ATB	PMCHQ00001114	\$138.01
022314	CAMPBELL01	CAMPBELL DODGE CHRYSLER LTD.	6/25/19	ATB	PMCHQ00001114	\$609.89
022315	CHERRYCAN01	CHERRY CANYON AGRICULTURAL SOC	6/25/19	ATB	PMCHQ00001114	\$4,500.00
022316	ZACHARIASC	CHRISTINE ZACHARIAS	6/25/19	ATB	PMCHQ00001114	\$157.50
022317	CHUBS01	CHUB'S TRUCKING	6/25/19	ATB	PMCHQ00001114	\$812.49
022318	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	6/25/19	ATB	PMCHQ00001114	\$9,187.50
022319	CLEARDALE01	CLEARDALE TRANSPORT	6/25/19	ATB	PMCHQ00001114	\$9,717.11
022320	CONRAD01	GREG CONRAD	6/25/19	ATB	PMCHQ00001114	\$19,873.09
022321	COXGERALD01	GERALD COX	6/25/19	ATB	PMCHQ00001114	\$5,775.00
022322	DEP01	DEP VENTURES	6/25/19	ATB	PMCHQ00001114	\$2,302.63
022323	DHL01	LOOMIS EXPRESS, A DIV. OF TFI	6/25/19	ATB	PMCHQ00001114	\$651.80
022324	DIG01	DIG-RITE	6/25/19	ATB	PMCHQ00001114	\$1,869.00
022325	DIMIONC	CARSON DIMION	6/25/19	ATB	PMCHQ00001114	\$350.00
022326	DUNVEGAN03	DUNVEGAN FAB & WELDING (2018)	6/25/19	ATB	PMCHQ00001114	\$365.33
022327	FLIONS	FAIRVIEW & DISTRICT LIONS CLUB	6/25/19	ATB	PMCHQ00001114	\$2,500.00
022328	FAIRVICTIMS	FAIRVIEW & DISTRICT VICTIM SER	6/25/19	ATB	PMCHQ00001114	\$5,000.00
022329	FAIRAUTO	FAIRVIEW AUTO & INDUSTRIAL SUP	6/25/19	ATB	PMCHQ00001114	\$245.41
022330	FEHR14	FEHR TIRE & MAINTENANCE SHOP	6/25/19	ATB	PMCHQ00001114	\$4,068.75
022331	GIESBRECHTV	GIESBRECHT VENTURES	6/25/19	ATB	PMCHQ00001114	\$2,145.80
022332	GPTRAP	GRANDE PRAIRIE TRAPPERS RENDEV	6/25/19	ATB	PMCHQ00001114	\$250.00
022333	GREGG01	GREGG DISTRIBUTORS CO. LTD.	6/25/19	ATB	PMCHQ00001114	\$153.25
022334	GRIMSHAW02	GRIMSHAW GRAVEL SALES	6/25/19	ATB	PMCHQ00001114	\$49,354.83
022335	H&GMASON01	H & G MASON HOLDINGS	6/25/19	ATB	PMCHQ00001114	\$3,758.80
022336	H&M	H&M TRUCKING	6/25/19	ATB	PMCHQ00001114	\$1,586.55
022337	HKPTRUCK01	H.K.P. TRUCKING	6/25/19	ATB	PMCHQ00001114	\$388.54
022338	HILLVIEW	HILLVIEW FAB & WELDING	6/25/19	ATB	PMCHQ00001114	\$859.43
022339	HCHIGH01	HINES CREEK COMPOSITE SCHOOL	6/25/19	ATB	PMCHQ00001114	\$200.00
022340	HCPARTMART01	HINES CREEK PART MART	6/25/19	ATB	PMCHQ00001114	\$489.00
022341	INDIGENOUS	INDIGENOUS SITE PRESERVATION A	6/25/19	ATB	PMCHQ00001114	\$2,000.00
022342	JLD	JLD ENTERPRISE	6/25/19	ATB	PMCHQ00001114	\$5,985.00
022343	JOHMAR01	JOHMAR CONTRACTING	6/25/19	ATB	PMCHQ00001114	\$1,608.86
022344	KEILLOR	RICK & TRUDI KEILLOR	6/25/19	ATB	PMCHQ00001114	\$50.00
022345	DEMEKE	KEVIN DEMEESTER	6/25/19	ATB	PMCHQ00001114	\$210.00
022346	LANDRY	CHRIS LANDRY	6/25/19	ATB	PMCHQ00001114	\$3,000.00
022347	LERO06	RONALD LEMOINE	6/25/19	ATB	PMCHQ00001114	\$50.00
022348	LYMAN	LYMAN HOLDINGS	6/25/19	ATB	PMCHQ00001114	\$984.95
022349	MACKENZIE01	MACKENZIE MUNICIPAL	6/25/19	ATB	PMCHQ00001114	\$975.00
022350	MANY01	MANY ISLANDS RECREATIONAL	6/25/19	ATB	PMCHQ00001114	\$10,000.00
022351	MENNO01	MENNO SIMONS COMMUNITY SCHOOL	6/25/19	ATB	PMCHQ00001114	\$300.00
022352	MIDNIGHT	MIDNIGHT GLASS LTD.	6/25/19	ATB	PMCHQ00001114	\$25.20
022353	MONTAGNEUSE4	MONTAGNEUSE 4-H MULTI CLUB	6/25/19	ATB	PMCHQ00001114	\$300.00
022354	MORGAN03	DAWN MORGAN	6/25/19	ATB	PMCHQ00001114	\$50.00
022355	NPGAS01	NORTH PEACE GAS COOP LTD.	6/25/19	ATB	PMCHQ00001114	\$364.79
022356	NPHOUSE01	NORTH PEACE HOUSING FOUNDATION	6/25/19	ATB	PMCHQ00001114	\$120,043.61
022357	NORTHPEACE01	NORTH PEACE REGIONAL LANDFILL	6/25/19	ATB	PMCHQ00001114	\$80,544.31
022358	PETERS03	IKE PETERS	6/25/19	ATB	PMCHQ00001114	\$100.00
022359	PJCDINO	PHILIP J. CURRIE DINOSAUR MUSE	6/25/19	ATB	PMCHQ00001114	\$5,000.00
022360	SUNMEDIA	POSTMEDIA NETWORK INC.	6/25/19	ATB	PMCHQ00001114	\$1,467.90

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
022361	PRAIRIE03	PRAIRIE DISPOSAL LTD.	6/25/19	ATB	PMCHQ00001114	\$4,740.75
022362	PROGRADE01	Prograde Services Ltd.	6/25/19	ATB	PMCHQ00001114	\$17,802.75
022363	RELIANCE	RELIANCE ASSESSMENT	6/25/19	ATB	PMCHQ00001114	\$7,350.00
022364	RM01	RM FUEL & TIRE SERVICES LTD.	6/25/19	ATB	PMCHQ00001114	\$115.24
022365	RMAFUEL	RMA FUEL LTD.	6/25/19	ATB	PMCHQ00001114	\$9,374.76
022366	RMAINS	RMA INSURANCE LTD.	6/25/19	ATB	PMCHQ00001114	\$300.76
022367	ROADATA	ROADATA SERVICES LTD	6/25/19	ATB	PMCHQ00001114	\$289.28
022368	ROAMING	ROAMING TRANSPORT	6/25/19	ATB	PMCHQ00001114	\$10,916.47
022369	RUCO01	RUCO ENTERPRISES LTD.	6/25/19	ATB	PMCHQ00001114	\$3,954.73
022370	SCANALTA01	SCANALTA POWER SALES LTD.	6/25/19	ATB	PMCHQ00001114	\$3,091.58
022371	SKERRATT	CLAYTON AND ANN SKERRATT	6/25/19	ATB	PMCHQ00001114	\$1,950.00
022372	SKYLITE	SKYLITE FARMS	6/25/19	ATB	PMCHQ00001114	\$2,266.20
022373	STARS01	STARS	6/25/19	ATB	PMCHQ00001114	\$100,000.00
022374	JOBSUS	SUSAN JOBSON	6/25/19	ATB	PMCHQ00001114	\$25.20
022375	TRINUS01	TRINUS TECHNOLOGIES INC.	6/25/19	ATB	PMCHQ00001114	\$1,736.54
022376	UFA01	UNITED FARMERS OF ALBERTA	6/25/19	ATB	PMCHQ00001114	\$613.77
022377	WILDELECT01	WILD ELECTRIC LTD.	6/25/19	ATB	PMCHQ00001114	\$1,086.75
022378	WILLJUST	WILL JUST CONTRACT	6/25/19	ATB	PMCHQ00001114	\$865.25
022379	WGATEWAY	WORSLEY GATEWAY INN	6/25/19	ATB	PMCHQ00001114	\$1,442.19
022380	WGENERAL01	4D HOLDINGS LTD.	6/25/19	ATB	PMCHQ00001114	\$135.00
022381	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	6/25/19	ATB	PMCHQ00001114	\$20,395.96
022382	WWATERSERV01	WORSLEY WATER SERVICE	6/25/19	ATB	PMCHQ00001114	\$900.00
022383	ZACHARIAS03	ABRAHAM ZACHARIAS	6/25/19	ATB	PMCHQ00001114	\$800.00
022384	ZACHARIASH01	ZACHARIAS, HERMAN	6/25/19	ATB	PMCHQ00001114	\$50.00

Total Cheques: 80

Total Amount of Cheques: \$601,305.72

System: 6/20/19 4:15:37 PM  
User Date: 6/20/19

Clear Hills County  
CHEQUE DISTRIBUTION REPORT  
Payables Management

Page: 1  
User ID: Sharon

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	6/12/19	6/25/19		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
1823625 ALBERTA LTD. OA MARSHA	022305	6/25/19	\$39,364.76
Invoice Description	Invoice Number	Invoice Amount	
CRACK SEALING PAVEMENT	335	\$39,364.76	
795496 ALBERTA LTD. O/A HAYWAR	022306	6/25/19	\$400.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	67081-050419	\$400.00	
ALL SAINTS UKRAINIAN CATHOLIC	022307	6/25/19	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
2019 CEMETERY GRANT	060419	\$500.00	
ALTALIS LTD.	022308	6/25/19	\$4,261.95
Invoice Description	Invoice Number	Invoice Amount	
CADASTRAL MAPPING ANNUAL SUB	52596	\$4,261.95	
Axia SuperNet Ltd.	022309	6/25/19	\$528.68
Invoice Description	Invoice Number	Invoice Amount	
JUNE SUPERNET	1000150520	\$528.68	
B & E HOME HARDWARE	022310	6/25/19	\$605.02
Invoice Description	Invoice Number	Invoice Amount	
JANITOR SUPPLIES	101-7633	\$91.97	
COFFEE FILTERS/HITCH CLIPS	101-8030	\$31.88	
HC FIRE SUPPLIES	101-9203	\$20.99	
JANITORIAL SUPPLIES	101-9307	\$79.18	
WEED INSPECTOR SUPPLIES	101-9308	\$141.32	
JANITORIAL SUPPLIES	101-9699	\$72.43	
SIGN HARDWARE	101-9990	\$17.25	
T.S.BIKE DOOR PRIZE WINNER	101-10517	\$150.00	
BASNETT, BARBARA	022311	6/25/19	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	67165-060719	\$100.00	
BOSCHWICK CONTRACTING	022312	6/25/19	\$4,972.80
Invoice Description	Invoice Number	Invoice Amount	
BEAR CANYON GB09	268	\$4,972.80	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
BROWNLEE LLP	022313	6/25/19	\$138.01
Invoice Description	Invoice Number	Invoice Amount	
LEGAL OPINION	481380	\$138.01	
CAMPBELL DODGE CHRYSLER LTD.	022314	6/25/19	\$609.89
Invoice Description	Invoice Number	Invoice Amount	
R & M 65-53	382825	\$609.89	
CHERRY CANYON AG. SOCIETY	022315	6/25/19	\$4,500.00
Invoice Description	Invoice Number	Invoice Amount	
GENERAL GRANT - LAWN MOWER	061319	\$4,500.00	
CHRISTINE ZACHARIAS	022316	6/25/19	\$157.50
Invoice Description	Invoice Number	Invoice Amount	
SHELTERBELT REFUND	053019	\$157.50	
CHUB'S TRUCKING	022317	6/25/19	\$812.49
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	4658-052719	\$812.49	
CLEAR HILLS WASTE MANAGEMENT	022318	6/25/19	\$9,187.50
Invoice Description	Invoice Number	Invoice Amount	
CONTRACTOR / TRANSFER STATION	011	\$9,187.50	
CLEARDALE TRANSPORT	022319	6/25/19	\$9,717.11
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	4659-052719	\$1,028.36	
CLEARDALE GB07	6109312	\$3,843.00	
WORSLEY GB01	6109311	\$4,845.75	
CONRAD, GREG	022320	6/25/19	\$19,873.09
Invoice Description	Invoice Number	Invoice Amount	
GRAVEL	671657	\$19,873.09	
COX, GERALD	022321	6/25/19	\$5,775.00
Invoice Description	Invoice Number	Invoice Amount	
WTP CONTRACTOR	319900	\$5,775.00	
DEP VENTURES	022322	6/25/19	\$2,302.63
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	4677-B-052819	\$281.50	
ANNUAL GRAVEL HAUL	MAY 27-28/19	\$2,021.13	



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
DHL	022323	6/25/19	\$651.80
Invoice Description	Invoice Number	Invoice Amount	
WATER SAMPLE/MISC SHIPPING	8389134	\$651.80	
DIG-RITE	022324	6/25/19	\$1,869.00
Invoice Description	Invoice Number	Invoice Amount	
REPAIR WATERLINE WORSLEY HM	5153	\$1,869.00	
DIMION, CARSON	022325	6/25/19	\$350.00
Invoice Description	Invoice Number	Invoice Amount	
WOLF HUNT INCENTIVE PROGRAM	051619	\$350.00	
DUNVEGAN FAB & WELDING (2018)	022326	6/25/19	\$365.33
Invoice Description	Invoice Number	Invoice Amount	
WELD CAMLOCK FITTINGS U#6412	40845	\$78.75	
UNIT 1804 R&M	40896	\$160.58	
CHECK VALVE FLANGES UNIT 6412	40902	\$126.00	
FAIRVIEW & DISTRICT LIONS CLUB	022327	6/25/19	\$2,500.00
Invoice Description	Invoice Number	Invoice Amount	
BEYOND BORDER GRANT 2019-BB-02	061319	\$2,500.00	
FAIRVIEW & DISTRICT VICTIM SER	022328	6/25/19	\$5,000.00
Invoice Description	Invoice Number	Invoice Amount	
GEN GRANT FOR 2019 OPERATING	060719	\$5,000.00	
FAIRVIEW AUTO AND INDUSTRIAL S	022329	6/25/19	\$245.41
Invoice Description	Invoice Number	Invoice Amount	
TRACTOR PARTS UNITS 77 & 78	965-363616	\$245.41	
FEHR TIRE & MAINTENANCE SHOP	022330	6/25/19	\$4,068.75
Invoice Description	Invoice Number	Invoice Amount	
MUD FLAPS & INSTALL UNIT 6556	15787	\$351.75	
CAR WASH SOAP	15426	\$52.50	
ZERO TILL DRILL TIRES 64-22	15643	\$409.50	
ZERO TILL DRILL TIRE 64-22	15599	\$136.50	
TIRES - R&M -65-54	15740	\$1,305.15	
TRAILER RENTAL/SHELTER TREES	15726	\$236.25	
ZERO TILL DRILL REPAIR 64-22	15598	\$504.00	
MUD FLAPS, LIGHT BAR - 65-57	15814	\$1,073.10	
GIESBRECHT VENTURES	022331	6/25/19	\$2,145.80
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAY 27-28/19	\$1,893.59	
ANNUAL GRAVEL HAUL	052819	\$252.21	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
GRANDE PRAIRIE TRAPPERS RENDEV	022332	6/25/19	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
2019 AB TRAPPERS SPONSORSHIP	061319	\$250.00	
GREGG DISTRIBUTORS CO. LTD(FAI	022333	6/25/19	\$153.25
Invoice Description	Invoice Number	Invoice Amount	
SAFETY SUPPLIES	036-280670	\$153.25	
GRIMSHAW GRAVEL SALES	022334	6/25/19	\$49,354.83
Invoice Description	Invoice Number	Invoice Amount	
GRAVEL	19060505	\$49,354.83	
H & G MASON HOLDINGS	022335	6/25/19	\$3,758.80
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	052719	\$655.83	
ANNUAL GRAVEL HAUL	052819	\$811.34	
HAULING GRAVEL	4221A	\$1,008.00	
REPAIR E.R. TRUCKFILL PAD	4222A	\$582.75	
ROAD REPAIR - FILL DIRT	4223A	\$700.88	
H&M TRUCKING	022336	6/25/19	\$1,586.55
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	052719	\$1,586.55	
H.K.P. TRUCKING	022337	6/25/19	\$388.54
Invoice Description	Invoice Number	Invoice Amount	
MOWER PARTS UNIT 6389	53511414	\$388.54	
HILLVIEW FAB & WELDING	022338	6/25/19	\$859.43
Invoice Description	Invoice Number	Invoice Amount	
R & M - UNIT 6436	779	\$859.43	
HINES CREEK COMPOSITE SCHOOL	022339	6/25/19	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
TRACK & FIELD PROVINCIALS	060319	\$200.00	
HINES CREEK PART MART	022340	6/25/19	\$489.00
Invoice Description	Invoice Number	Invoice Amount	
BULBS/63-65/63-66/63-67	929-061303	\$49.36	
DISCHARGE HOSE & CAMLOCK	929-060651	\$106.35	
BEAVER/CULVERT MAINTENANCE	929-060437	\$59.87	
LOCKNUT-63-95 MOWER	929-060790	\$37.80	
PARTS - 63-89, 95, 77, 78, 88	929-060325	\$235.62	



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
INDIGENOUS SITE PRESERVATION A	022341	6/25/19	\$2,000.00
Invoice Description	Invoice Number	Invoice Amount	
2019 CEMETERY GRANT	061019	\$2,000.00	
JLD ENTERPRISE	022342	6/25/19	\$5,985.00
Invoice Description	Invoice Number	Invoice Amount	
EUREKA RIVER GB13	72	\$5,985.00	
JOHMAR CONTRACTING	022343	6/25/19	\$1,608.86
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	052719	\$1,608.86	
KEILLOR, RICK & TRUDI	022344	6/25/19	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	67167-061019	\$50.00	
KEVIN DEMEESTER	022345	6/25/19	\$210.00
Invoice Description	Invoice Number	Invoice Amount	
TRUCK MOUNT SPRAYER REFUND	061719	\$210.00	
LANDRY, CHRIS	022346	6/25/19	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
CES SCHOLARSHIP - 2017-06	061719	\$3,000.00	
LEMOINE RONALD	022347	6/25/19	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	67195-061319	\$50.00	
LYMAN HOLDINGS	022348	6/25/19	\$984.95
Invoice Description	Invoice Number	Invoice Amount	
TRADE SHOW MEALS	1251	\$984.95	
MACKENZIE MUNICIPAL SERVICES A	022349	6/25/19	\$975.00
Invoice Description	Invoice Number	Invoice Amount	
SOUTH WALL MAPPING	2760	\$975.00	
MANY ISLANDS RECREATION SOCIETY	022350	6/25/19	\$10,000.00
Invoice Description	Invoice Number	Invoice Amount	
GENERAL GRANT 2019-GEN-03	061319	\$10,000.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
MENNO SIMONS COMMUNITY SCHOOL	022351	6/25/19	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
SENIORS TEA MAY 2018	060419	\$300.00	
MIDNIGHT GLASS LTD.	022352	6/25/19	\$25.20
Invoice Description	Invoice Number	Invoice Amount	
REARVIEW MIRRORS UNIT 6332	705230	\$25.20	
MONTAGNEUSE 4-H MULTI CLUB	022353	6/25/19	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
DAVID THOMPSON PUBLIC MEETING	595811	\$300.00	
MORGAN DAWN	022354	6/25/19	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
REFUND DEPOSIT RENTAL	67101-060419	\$50.00	
NORTH PEACE GAS COOP LTD.	022355	6/25/19	\$364.79
Invoice Description	Invoice Number	Invoice Amount	
CLDL REGIONAL WATER PUMP HOUSE	707072	\$82.54	
CLEARDALE WATER PLANT	706875	\$93.00	
BEAR CANYON WATER PLANT	705488	\$45.21	
WORSLEY WATER TREATMENT PLANT	705455	\$144.04	
NORTH PEACE HOUSING FOUNDATION	022356	6/25/19	\$120,043.61
Invoice Description	Invoice Number	Invoice Amount	
ANN. NORTH PEACE HOUSING REQ	030119	\$480,174.44	
NORTH PEACE REGIONAL LANDFILL	022357	6/25/19	\$80,544.31
Invoice Description	Invoice Number	Invoice Amount	
2019 REQUISITION	REQ 2019-1	\$155,436.69	
HAULING GARBAGE -BYLAW 1-2016	TRANSFER-05/31	\$2,825.96	
PETERS IKE	022358	6/25/19	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	67203-061719	\$50.00	
RENTAL DEPOSIT REFUND	67259-061719	\$50.00	
PHILIP J. CURRIE DINOSAUR MUSE	022359	6/25/19	\$5,000.00
Invoice Description	Invoice Number	Invoice Amount	
GENERAL GRANT-2019 OPERATING	061319	\$5,000.00	
POSTMEDIA	022360	6/25/19	\$1,467.90
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
JUNE NEWSLETTER/GRAD AD	142864		\$1,467.90
PRAIRIE DISPOSAL LTD.	022361	6/25/19	\$4,740.75
Invoice Description	Invoice Number	Invoice Amount	
RECYCLE BIN MAINTENANCE	0000467752	\$4,740.75	
Prograde Services Ltd.	022362	6/25/19	\$17,802.75
Invoice Description	Invoice Number	Invoice Amount	
MONTNEY VALLEY GB03	2151	\$10,715.25	
WHITELAW GB15	2152	\$7,087.50	
RELIANCE ASSESSMENT CONSULTANT	022363	6/25/19	\$7,350.00
Invoice Description	Invoice Number	Invoice Amount	
JUNE ASSESSMENT SERVICES	39A	\$7,350.00	
RM FUEL & TIRE SERVICES LTD.	022364	6/25/19	\$115.24
Invoice Description	Invoice Number	Invoice Amount	
SERVICE PICKUP 65-44	9637	\$115.24	
RMA FUEL LTD.	022365	6/25/19	\$9,374.76
Invoice Description	Invoice Number	Invoice Amount	
OIL FOR UTV 63-32	PF-7587-77313	\$24.93	
MAY FUEL BILL	PF-7586-77210	\$9,349.83	
RMA INSURANCE LTD.	022366	6/25/19	\$300.76
Invoice Description	Invoice Number	Invoice Amount	
INSURANCE UNIT 63-14	INS0027252	\$11.33	
NEW TRUCK /SIDE X SIDE INS	INS0027214	\$289.43	
ROADATA SERVICES LTD	022367	6/25/19	\$289.28
Invoice Description	Invoice Number	Invoice Amount	
PERMITTING FEES	00070140	\$289.28	
ROAMING TRANSPORT	022368	6/25/19	\$10,916.47
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAY27-28/19	\$1,907.78	
ANNUAL GRAVEL HAUL	052819	\$381.89	
HINES CREEK GB14	0131	\$6,652.80	
APPROACH INSTALLATION	0132	\$1,974.00	
RUCO ENTERPRISES	022369	6/25/19	\$3,954.73
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	052819	\$255.87	
ANNUAL GRAVEL HAUL	MAY27-28/19	\$1,916.48	
CENTERLINE/APPROACH INSTALL	1202	\$1,782.38	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SCANALTA POWER SALES LTD.	022370	6/25/19	\$3,091.58
Invoice Description	Invoice Number	Invoice Amount	
ARIENS MOWER SERVICE 63-21	025417	\$481.58	
OIL FOR WEEDEATER	0076696	\$12.94	
WATER TANK FOR VEG SPRAYER	0076632	\$1,117.81	
FUEL FOR WATER PUMPS	0076711	\$749.81	
SERVICE & REPAIR WINCH 63-32	025402	\$268.07	
R & M MOWER 63-24	025418	\$461.37	
SKERRATT, CLAYTON AND ANN	022371	6/25/19	\$1,950.00
Invoice Description	Invoice Number	Invoice Amount	
MAY JANITORIAL SERVICE	2459076	\$1,950.00	
SKYLITE FARMS	022372	6/25/19	\$2,266.20
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	052819	\$283.32	
ANNUAL GRAVEL HAUL	MAY27-28/19	\$1,982.88	
STARS	022373	6/25/19	\$100,000.00
Invoice Description	Invoice Number	Invoice Amount	
2019 STARS OPERATING GRANT	061319	\$100,000.00	
SUSAN JOBSON	022374	6/25/19	\$25.20
Invoice Description	Invoice Number	Invoice Amount	
SHELTERBELT REFUND	060419	\$25.20	
TRINUS TECHNOLOGIES INC.	022375	6/25/19	\$1,736.54
Invoice Description	Invoice Number	Invoice Amount	
JUNE SUPPORT SERVICE	R43703-24247	\$1,736.54	
UNITED FARMERS OF ALBERTA	022376	6/25/19	\$613.77
Invoice Description	Invoice Number	Invoice Amount	
DEF FOR UNIT 1804	213151152	\$29.30	
EUREKA RIVER TRUCK FILL PARTS	301410924	\$143.61	
TRACTOR PARTS 63-65, 63-66	301410750	\$155.84	
MOWER PARTS 63-89, 63-95	301410276	\$62.62	
12V BATTERY 65-43	213151196	\$177.18	
BUGWASH 65-46	213151206	\$2.76	
BUGWASH 65-48	213151299	\$11.05	
BUGWASH 65-51	213151346	\$4.34	
SHOP TOOLS	213151445	\$35.46	
WILD ELECTRIC LTD.	022377	6/25/19	\$1,086.75
Invoice Description	Invoice Number	Invoice Amount	
CLEARDALE SEWAGE PART/FREIGHT	29041	\$1,086.75	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WILL JUST CONTRACT	022378	6/25/19	\$865.25
Invoice Description	Invoice Number	Invoice Amount	
ANNUAL GRAVEL HAUL	MAY27/19	\$865.25	
WORSLEY GATEWAY INN	022379	6/25/19	\$1,442.19
Invoice Description	Invoice Number	Invoice Amount	
COUNCIL & ASB LUNCHES	570	\$1,442.19	
WORSLEY GENERAL STORE	022380	6/25/19	\$135.00
Invoice Description	Invoice Number	Invoice Amount	
WORSLEY FIRE BEV. REPLENISH	7-05/14/19	\$40.42	
SCHOOL TOUR - COUNCIL	13-05/23/19	\$21.77	
BATTERIES/DISH TABS	16-05/28/19	\$24.17	
H2O /GAR BAGS WOR HAMLET CLEAN	1-05/10/19	\$19.89	
WATER FOR OFFICE	11-05/21/19	\$28.75	
WORSLEY GRAVEL SUPPLY LTD.	022381	6/25/19	\$20,395.96
Invoice Description	Invoice Number	Invoice Amount	
ROAD REPAIR HAULING	4905	\$1,277.68	
LOAD & HAUL GRAVEL DIV #5	4912	\$233.10	
LOAD & HAUL DIV #4	4913	\$174.30	
FILL MATERIAL/LOAD/ HAUL DIV 5	4914	\$4,075.06	
FILL/LOAD/HAUL/GRAVEL/ DIV #4	4915	\$979.42	
ROAD REPAIR HAULING	4916	\$294.00	
ANNUAL GRAVEL HAUL	5805	\$3,998.40	
ANNUAL GRAVEL HAUL	5771	\$4,821.60	
ANNUAL GRAVEL HAUL	MAY27-28/19	\$2,506.72	
ROAD REPAIR - HAULING	4682-MAY29/19	\$1,307.59	
ROAD REPAIRS	4684-JUNE7/19	\$728.09	
WORSLEY WATER SERVICE	022382	6/25/19	\$900.00
Invoice Description	Invoice Number	Invoice Amount	
HAUL H2O TO BEAR CANYON WP	136118	\$450.00	
HAUL H2O TO BEAR CANYON WP	136131	\$450.00	
ZACHARIAS ABRAHAM	022383	6/25/19	\$800.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	66884-052319	\$400.00	
RENTAL DEPOSIT REFUND	67114-060519	\$400.00	
ZACHARIAS, HERMAN	022384	6/25/19	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
RENTAL DEPOSIT REFUND	67175-061419	\$50.00	
Report Total		\$601,305.72	

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD BYLAW 240-19</b>
File Code:	61-02-02

### DESCRIPTION:

Council is presented with Intermunicipal Subdivision and Development Appeal Board Bylaw 240-19, this bylaw will establish Clear Hills County as a partnering municipality with 15 other municipalities in the Intermunicipal Subdivision and Appeal Board that is described in the Peace Regional Subdivision and Development Appeal Board agreement.

### BACKGROUND / PROPOSAL:

When the new MGA was adopted with expanded mandatory training requirements for Subdivision and Development Board members and clerks, Clear Hills County and several other municipalities asked MMSA to investigate the potential for a Regional Subdivision and Development Appeal Board, similar to the Regional Assessment Appeal Board. Work on this started last year with input from the interested partners. The attached bylaw is one of the outcomes of that collaboration.

There is a separate RFD in today's agenda for appointment members to the board, as set out in the Peace Regional Subdivision and Development Appeal Board agreement.

This bylaw does not require a public hearing.

### ATTACHMENTS

- Draft Bylaw 240-19

### RECOMMENDED ACTION:

Resolution by.....to give first reading to Bylaw 240-19 being a bylaw of Clear Hills County, Alberta for the purpose of authorizing the municipality to enter into an agreement to establish an Intermunicipal Subdivision and Development Appeal Board.

Resolution by.....to give second reading to Bylaw 240-19 being a bylaw of Clear Hills County, Alberta for the purpose of authorizing the municipality to enter into an agreement to establish an Intermunicipal Subdivision and Development Appeal Board.

Resolution by.....to proceed to third and final reading of Bylaw 240-19.

*Unanimous Consent is required to proceed to third reading*

Resolution by.....to give third and final reading to Bylaw 240-19 being a bylaw of Clear Hills County, Alberta for the purpose of authorizing the municipality to enter into an agreement to establish an Intermunicipal Subdivision and Development Appeal Board.

Initials show support - Reviewed by:

Manager:

CAO:

## **BYLAW NO. 240-19**

### **ESTABLISHMENT OF INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

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**BYLAW NO. 240-19 BEING A BYLAW OF CLEAR HILLS COUNTY, ALBERTA, FOR THE PURPOSE OF AUTHORIZING THE MUNICIPALITY TO ENTER INTO AN AGREEMENT TO ESTABLISH AN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

**WHEREAS**, Section 627 of the Act provides that a Council must by bylaw establish a subdivision and development appeal board, or authorize the municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board, or both;

**AND WHEREAS**, Section 628 of the Act provides that a bylaw or agreement under section 627 of the Act must prescribe the functions and duties of the subdivision and development appeal board;

**NOW THEREFORE BE IT RESOLVED** that Council hereby authorizes the Municipality to enter into an agreement to establish the Board as follows:

**A. TITLE**

1. This Bylaw may be referred to as the "Intermunicipal Subdivision and Development Appeal Board Bylaw".

**B. DEFINITIONS**

2. In this Bylaw:
  - (a) "Act" means the *Municipal Government Act*, RSA 2000, c M-26, and amendments thereto;
  - (b) "Board" means the Peace Regional Intermunicipal Subdivision and Development Appeal Board;
  - (c) "Council" means the council of Clear Hills County;
  - (d) "Municipality" means the corporation of Clear Hills County.

**C. ESTABLISHMENT OF BOARD**

3. The Municipality is hereby authorized to enter into an agreement with other municipalities within the area set out on the map attached as Schedule "A" to this Bylaw to establish the Board and provide for the following:
  - (a) the hearing of appeals in accordance with the Act within the boundaries of the municipalities that are parties to the agreement;
  - (b) the powers, duties and functions of the Board and the Clerk, and;

(c) the procedure and conduct of the Board and its members and the Clerk.

**D. ESTABLISHMENT OF CLERK AS DESIGNATED OFFICER**

4. The position of Clerk is hereby established as a designated officer of the Municipality.

5. The Clerk shall have all powers, duties and functions:

- (a) set out in the Act and regulations thereunder;
- (b) delegated to the Clerk by bylaw or resolution of Council;
- (c) set out in this Agreement; and
- (d) as designated by the Board from time to time.

**E. FEES**

6. Appeal fees shall be in accordance with the schedule of fees set out in Schedule "B" to this Bylaw.

**F. ENACTMENT**

7. This Bylaw shall come into effect on August 1, 2019.

8. Bylaw No. 231-18 Subdivision and Development Appeal Board Bylaw and any amendments thereto are hereby repealed.

Read a first time this \_\_\_\_ day of \_\_\_\_, 2019.

\_\_\_\_\_  
Miron Croy, Reeve

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

Read a second time this \_\_\_\_ day of \_\_\_\_, 2019.

\_\_\_\_\_  
Miron Croy, Reeve

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

Read a third time this \_\_\_\_ day of \_\_\_\_, 2019.

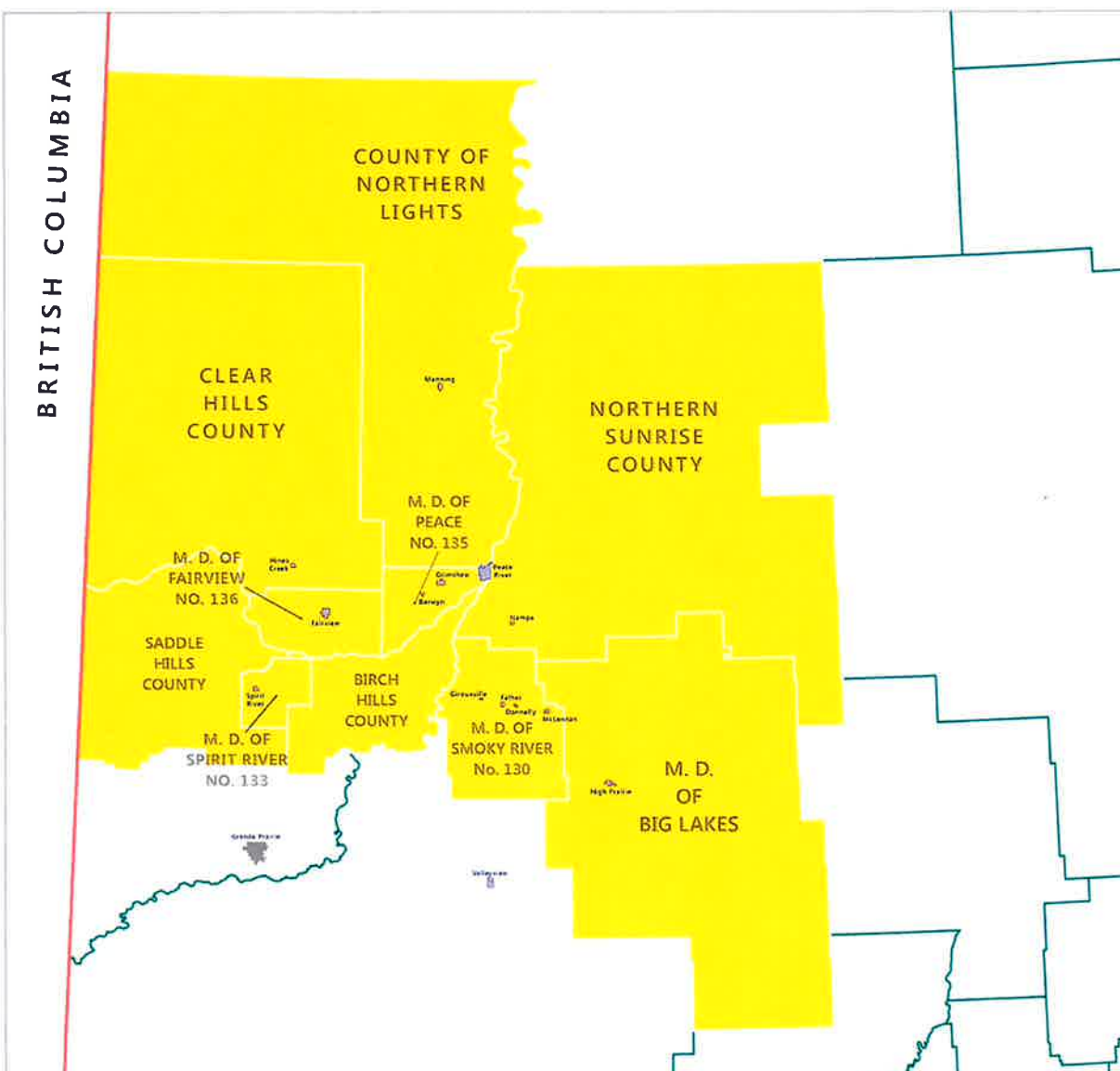
\_\_\_\_\_  
Miron Croy Reeve

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



## SCHEDULE A

(MAP)



## SCHEDULE B

### SCHEDULE OF FEES

1. Each Municipality shall adopt this Schedule of Fees by bylaw.
2. Table 1: Remuneration for Members attending a Hearing:

	<b>Daily Rate (more than 4 hours)</b>	<b>Daily Rate (4 hours or less)</b>
Member	\$200.00	\$125.00

3. Table 2: Remuneration for a Clerk assigned to a Hearing (this includes pre-hearing and post-hearing functions) (Note: the remuneration is payable to the Municipality that employs the Clerk, unless the Clerk is an employee of the Municipality from which the appeal originated, in which case no remuneration is payable):

	<b>Per Appeal</b>
Clerk	\$750.00

6. Table 3: Fee for filing appeal (payable to Municipality):

<b>Type of Appeal</b>	
Subdivision	\$150.00
Development	\$150.00
Stop Order	\$150.00

7. Table 4: Travel Expense Allowance:

Shall align with Provincial Government Rates as established from time to time.

Current rates (March 2019):

<b>Mileage</b>	<b>Breakfast</b>	<b>Lunch</b>	<b>Dinner</b>
\$0.58/km	\$9.20	\$11.60	\$20.75

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>PEACE REGIONAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD</b>
File Code:	61-02-02

### DESCRIPTION:

Council is presented with the Peace Regional Subdivision and Development Appeal Board agreement and is requested to approve the appointment of the individuals listed as members and appointment of individuals listed as clerks; terms to commence August 1, 2019.

### BACKGROUND / PROPOSAL:

When the new MGA was adopted with expanded mandatory training requirements for Subdivision and Development Board members and clerks, Clear Hills County and several other municipalities asked MMSA to investigate the potential for a Regional Subdivision and Development Appeal Board, similar to the Regional Assessment Appeal Board. Work on this started last year with input from the interested partners. The attached agreement is the result of that collaboration. The final agreement is also in today's signing file for the Reeve and CAO's signature.

These two Schedules will be brought back for appointment as needed when Members and/or Clerks appointed by municipalities change.

### ATTACHMENTS

- Schedule "A" PRSDAB Members
- Schedule "B" PRSDAB Clerks
- Final Agreement –Peace Regional Subdivision and Development Appeal Board (PRSDAB)

### RECOMMENDED ACTION: (2 Motions required)

1. Resolution by.....to approve the appointment of the individuals listed on the attached Schedule "A" as members of the Peace Regional Subdivision and Development Appeal Board.
2. Resolution by..... to approve the appointment of the individuals listed on the attached Schedule "B" as clerks to the Peace Regional Subdivision and Development Appeal Board.

Initials show support - Reviewed by:	Manager: 	CAO: 
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## Schedule "A"

### Peace Regional Subdivision and Development Appeal Board Members

MUNICIPALITY	MEMBER
Berwyn	Sterling Andrews
Berwyn	Randy Morden
CHC	Brian Harcourt
CHC	Orest Luka
CNL	Robert King
Donnelly	Gerry Noel
Fairview	Owen Stanford
Falher	Guy Beaudoin
Girouxville	Denis Boisvert
Grimshaw	Marvin Duek
Hines Creek	Ernie Brauer
Hines Creek	Camille Zavisha
McLennan	Avis Gagne
MD 135	Lyle McKen
MD 135	George Leger
MD 136	James Adams
MD 136	Theresa Hrab
Nampa	Quinton Bulford
Nampa	Agnes Roshuk
NSC	Corinna Williams
NSC	Dave van Tamelen
Manning	Peter Gunning
Manning	April Doll
Peace River	Orren Ford
Peace River	Rod Burr

Term beginning on August 1, 2019.

## Schedule "B"

### Peace Regional Subdivision and Development Appeal Board Clerks

MUNI	CLERK
Berwyn	Barb Schofield
CHC	Bonnie Morgan
CNL	Teresa Tupper
Falher	Viola Marcoux
Grimshaw	Constance Hampton
Hines Creek	Karen Young
McLennan	Susan Ouellette
MD 135	Larissa Hempler
MD 136	Kirsten Portsmouth
Nampa	Shirley Matiasiewich
NSC	Olive Toews
Manning	Quinn Lambert
Peace River	Greg Towne

AN AGREEMENT DATED THIS 1<sup>st</sup> DAY OF AUGUST, 2019

BETWEEN:

***Town of Grimshaw***

*Box 377, Grimshaw, Alberta, T0H 1W0*

- and -

***Town of Falher***

*Box 155, Falher, Alberta, T0H 1M0*

- and -

***Town of Fairview***

*Box 730, 101 – 10209 109 Street  
Fairview, Alberta, T0H 1L0*

- and -

***Town of McLennan***

*Box 356, 19 – 1<sup>st</sup> Avenue N.W.,  
McLennan, Alberta, T0H 2L0*

- and -

***Town of Manning***

*Box 125, 413 Main Street  
Manning, Alberta, T0H 2M0*

- and -

***Town of Peace River***

*9911 - 100 Street, P.O. Box 6600,  
Peace River, Alberta, T8S 1S4*

- and -

***Village of Berwyn***

*Box 250, Berwyn, Alberta, T0H E0E*

- and -

***Village of Donnelly***

*PO Box 200, Donnelly, Alberta, T0H 1G0*

- and -

***Village of Girouxville***

*4804 – 50th Street, Girouxville, Alberta, T0H 1S0*

- 2 -

- and -

**Village of Hines Creek**  
*P O Box 421, 212 – 110th Street  
Hines Creek, Alberta, T0H 2A0*

- and -

**Village of Nampa**  
*9902 – 102 Avenue, Box 69  
Nampa, Alberta, T0H 2R0*

- and -

**Municipal District of Fairview No. 136**  
*10957 – 91 Avenue, Box 189  
Fairview, Alberta, T0H 1L0*

- and -

**Municipal District of Peace No. 135**  
*Box 34, Berwyn, Alberta, T0H 0E0*

- and -

**Clear Hills County**  
*Box 240, Worsley, Alberta, T0H 3W0*

- and -

**Northern Sunrise County**  
*135 Sunrise Road, Bag 1300,  
Peace River, Alberta, T8S 1Y9*

- and -

**County of Northern Lights**  
*#600, 7th Avenue NW, Box 10  
Manning, Alberta, T0H 2M0*

(hereinafter collectively referred to as “the Municipalities”)



## **PEACE REGIONAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

WHEREAS the Municipalities have agreed to the establishment of an intermunicipal subdivision and development appeal board in accordance with Section 627(1) of the *Municipal Government Act*, RSA 2000, c. M-26;

NOW THEREFORE, in consideration of the premises and mutual terms, conditions and covenants to be observed and performed by each of the parties hereto, the Municipalities agree as follows:

### **1. DEFINITIONS**

- (a) "Act" means the *Municipal Government Act*, RSA 2000, c. M-26, as amended from time to time.
- (b) "Agency" means the Mackenzie Municipal Services Agency.
- (c) "Administrative Assistant" means the body assigned the function of providing administrative assistance to the Board, as set out in this agreement.
- (d) "Board" means the Peace Regional Subdivision and Development Appeal Board established pursuant to this agreement.
- (e) "Clerk" means a designated officer appointed as a clerk under Section 627.1 of the Act.
- (f) "Council" means the council of any of the Municipalities.
- (g) "Development Authority" means a development authority established pursuant to Section 624 of the Act.
- (h) "Hearing" means the public hearing held to hear an appeal of a decision of a Development Authority or a Subdivision Authority filed in accordance with the Act.
- (i) "Meeting" means a meeting held and attended by the Members, and does not include a Hearing.
- (j) "Member" means a member of the Board.
- (k) "Municipality(ies)" means the municipalities that are parties to this agreement, individually or collectively as the context requires.
- (l) "Panel" means those Members selected to hear an appeal.
- (m) "Regulation" means the Subdivision and Development Appeal Board Regulation, Alberta Regulation 195/2017.

- (n) "Subdivision Authority" means a subdivision authority established pursuant to Section 623 of the Act.

All other terms used in this Agreement shall have the meaning assigned to them in the Act, as amended from time to time.

## **2. FUNCTIONS AND DUTIES**

The Municipalities hereby establish the Board as an intermunicipal subdivision and development appeal board under the Act to hear appeals from decisions of the Development Authorities or Subdivision Authorities of the Municipalities.

## **3. MEMBERSHIP**

- (a) The Board shall consist of a minimum of one (1) and a maximum of (2) Members from each Municipality. Where the Municipality provides two (2) Members, only one may be a member of Council. Where the Municipality provides one (1) Member, that Member may not be a member of Council.
- (b) Members shall not be employees of the Municipalities, the Subdivision Authority or Development Authority.

## **4. APPOINTMENT**

- (a) Members shall be appointed by the Councils of the Municipalities.
- (b) The appointment of a Member shall continue from year to year until the Member's term expires, the Member resigns, or the Member otherwise ceases to be a Member, whichever occurs first.
- (c) Appointments to the Board are for a term of three (3) years; however, the first appointments shall be for staggered terms of one (1), two (2) and three (3) years. An equal number of Members (or as close as possible) will be appointed for each term. The terms for the first appointments will be determined by a random draw process to be administered by the Administrative Assistant at the first Meeting.
- (d) A Municipality may rescind the appointment of its Member at any time.

## **5. TRAINING**

- (a) Members must comply with all the training requirements set out in the Regulation.
- (b) Each Municipality shall be responsible for the cost of training, as required under the Regulation for its Member(s).

## **6. VACANCIES**

- (a) When a Member's term ceases prior to its expiry, the Municipality that the Member represents shall put forward another person for appointment as a Member for the balance of the term within forty-five (45) days of the vacancy arising.
- (b) The appointment of the replacement Member shall be made by the Councils of the Municipalities as soon as reasonably possible.

## **7. CHAIR OF THE BOARD**

- (a) The Board shall appoint one (1) Member to hold the position of Chair and one (1) Member to hold the position of Vice-Chair.
- (b) The Vice-Chair will assume the duties of the Chair in the event that the Chair is not available.
- (c) The appointment of the Chairs shall continue until the Chairs' terms expire, the Chairs resign, or the Chairs otherwise cease to be Members, whichever occurs first.
- (d) The Board may rescind the appointment of the Chairs at any time.

## **8. CLERK**

- (a) The Municipalities shall appoint one or more Clerks in compliance with the requirements of Section 627.1 of the Act to perform the duties set out in Schedule "A" hereto.
- (b) The Municipalities will endeavour to have a minimum of five (5) Clerks appointed at all times.
- (c) Clerks must comply with all the training requirements set out in the Regulation.
- (d) The Municipalities shall be responsible for an equal share of the cost of training for the Clerks as required under the Regulation.
- (e) The Municipalities may rescind the appointment of a Clerk at any time.

## **9. ADMINISTRATIVE ASSISTANT TO THE BOARD**

- (a) The Municipalities appoint the Agency to act as Administrative Assistant to the Board.

- (b) The function of the Administrative Assistant to the Board includes the following:
- (i) arrange and provide notice of Meetings, including date, time and location;
  - (ii) arrange for a record of the proceedings of Meetings;
  - (iii) ensure that all Members and Clerks are in compliance with this agreement, the Act and the Regulations;
  - (iv) keep a detailed set of records/files regarding appeals filed with the Board and associated costs;
  - (v) provide administrative assistance to the Clerk(s) as may be required;
  - (vi) develop a rotation system, taking into account location and availability, to assign Clerks to Hearings, for approval by the Board;
  - (vii) develop a rotation system taking into account location and availability to assign Members to sit on Hearings, for approval by the Board;
  - (viii) arrange for Clerks for Hearings upon receipt of a Notice of Appeal;
  - (ix) arrange for Members (including alternate Members) to sit on Hearings upon receipt of a Notice of Appeal; and
  - (x) on behalf of the Municipalities, submit to Alberta Municipal Affairs on an annual basis, the reports required under Section 3 of the Regulation.

## **10. REMUNERATION**

- (a) Members shall be entitled to such remuneration as may be fixed from time to time by the Municipalities, as set out in Schedule "B" hereto. The Municipality from which the appeal originated shall pay the Members' remuneration for attending a Hearing.
- (b) A Municipality shall pay the remuneration of its Member(s) for attending Meetings at the rate set out by each municipality.
- (c) The cost of the Clerk to fulfil his/her duties shall be paid by the Municipality from which the appeal originated and will be based on an amount determined by the Municipalities, as set out in Schedule "B" hereto.

- (d) Remuneration to the Agency for carrying out the function of the Administrative Assistant shall be in the amount of an annual fee of One Hundred (\$100.00) Dollars payable to the Agency by each Municipality as follows:
  - (i) One Hundred (\$100.00) Dollars at the time of the initial signing of the agreement.
  - (ii) One Hundred (\$100.00) Dollars annually thereafter.

## **11. COST OF HEARINGS**

- (a) All costs for the holding of a Hearing, including, without limitation, Members' remuneration, Clerk costs, advertising and notification costs, facility costs and legal costs, shall be paid by the Municipality from which the appeal originated.
- (b) Should a Hearing deal with appeals from more than one Municipality, the costs shall be paid equally by each Municipality from which the appeals originated.
- (c) Each Municipality shall provide adequate facilities for the Board to hold Hearings of appeals originating from that Municipality.

## **12. HEARINGS**

- (a) The Board shall hold Hearings at a date and time to be determined by the Board in accordance with the requirements of the Act.
- (b) Hearings shall be held in the Municipality from which the appeal originated.
- (c) Notwithstanding Section 12(b) of this Agreement, if a Hearing deals with appeals from more than one Municipality, the location of the Hearing shall be determined by the Board.
- (d) A Hearing may be held before a Panel. A Panel has any or all of the powers, duties and responsibilities of the Board. A decision of a Panel is a decision of the Board.
- (e) A quorum for a Panel is three (3) Members and must not have more than one (1) member of Council.
- (f) If the Chair or Vice-Chair is not part of a Panel for a Hearing, then the Members of the Panel shall select one of the Members of the Panel to assume the duties of the Chair for the Hearing.

### **13. OFFICIAL ADDRESS**

The official address of the Board shall be:

P.O. Box 450, Berwyn, Alberta, T0H 0E0  
5109 - 51 Street, Berwyn, Alberta  
Phone: 780-338-3862  
Fax: 780-338-3811  
Email: info@mmsa.ca

### **14. WITHDRAWAL FROM AGREEMENT**

A Municipality may withdraw from this Agreement by giving three (3) months' written notice to each Municipality and the Agency.

### **15. ADDITION OF NEW MUNICIPALITIES**

- (a) A Municipality located within the area shown on Schedule "C" may become a party to this Agreement by providing written notice to the Administrative Assistant on or before March 1 of the year in which the Municipality wishes to become a party:
  - (i) that it wishes to become a party to this Agreement;
  - (ii) of at least one (1) person to be appointed as a Member;
  - (iii) if applicable, of a person to be appointed as a Clerk; and
  - (iv) executing confirmation that it is bound by this Agreement in the same manner as the Municipalities that executed this Agreement in the first instance.
- (b) Upon satisfying the conditions set out in Section 15(a) of this Agreement, the Municipality shall become a party to this Agreement effective May 1 of that year.

### **16. GENERAL**

- (a) Appeal fees shall be in accordance with a schedule of fees set out in Schedule "B" hereto. Each Municipality shall adopt this Schedule of Fees by bylaw.
- (b) The Policies and Procedures to govern Meetings and Hearings are set out in Schedule "A" hereto. The Board may review and recommend changes to the Policies and Procedures from time to time.

- (c) The Municipalities may review and amend the Terms of Agreement establishing the Board from time to time.
- (d) This Agreement may be executed and delivered in several counterparts and/or by facsimile transmission or electronic scan, each of which so executed and delivered will be deemed to be an original and such counterparts together will be deemed to constitute one and the same instrument, provided that any party that executes and delivers this Agreement by facsimile transmission or electronic scan shall deliver an original forthwith upon request.

IN WITNESS WHEREOF, the Municipalities have executed this Agreement as evidenced by the duly authorized signatures below:

*Town of Grimshaw*

Per: \_\_\_\_\_  
Mayor Bob Regal

Per: \_\_\_\_\_  
Brian Allen, CAO

*Town of Falher*

Per: \_\_\_\_\_  
Mayor Donna Buchinski

Per: \_\_\_\_\_  
Adèle Parker, CAO

*Town of Fairview*

Per: \_\_\_\_\_  
Mayor Gordon MacLeod

Per: \_\_\_\_\_  
Daryl Greenhill, CAO

*Town of McLennan*

Per: \_\_\_\_\_  
Mayor Michele Fournier

Per: \_\_\_\_\_  
Lorraine Willier, CAO

*Town of Manning*

Per: \_\_\_\_\_  
Mayor Greg Rycroft

Per: \_\_\_\_\_  
John Brodrick, CAO

*Town of Peace River*

Per: \_\_\_\_\_  
Mayor Thomas Tarpey

Per: \_\_\_\_\_  
Christopher J. Parker, CAO



*Village of Berwyn*

Per: \_\_\_\_\_  
Mayor Ken Montie  
Per: \_\_\_\_\_  
Cathie Bailey, CAO

*Village of Donnelly*

Per: \_\_\_\_\_  
Mayor Myrna Lanctot  
Per: \_\_\_\_\_  
Rita Maure, CAO

*Village of Girouxville*

Per: \_\_\_\_\_  
Mayor Alain Dion  
Per: \_\_\_\_\_  
Estelle Girard, CAO

*Village of Hines Creek*

Per: \_\_\_\_\_  
Mayor Hazel Reintjes  
Per: \_\_\_\_\_  
Leanne Walmsley, CAO

*Village of Nampa*

Per: \_\_\_\_\_  
Mayor Perry Skrlík  
Per: \_\_\_\_\_  
Dianne Roshuk, CAO

*Municipal District of Fairview No. 136*

Per: \_\_\_\_\_  
Reeve Peggy Johnson  
Per: \_\_\_\_\_  
Sandra Fox, CAO

*Municipal District of Peace No. 135*

Per: \_\_\_\_\_  
Reeve Robert Willing  
Per: \_\_\_\_\_  
Barbara Johnson, CAO

*Clear Hills County*

Per: \_\_\_\_\_  
Reeve Miron Croy  
Per: \_\_\_\_\_  
Allan Rowe, CAO

*Northern Sunrise County*

Per: \_\_\_\_\_  
Reeve Carolyn Kolebaba  
Per: \_\_\_\_\_  
Cindy Millar, CAO

*County of Northern Lights*

Per: \_\_\_\_\_  
Reeve Terry Ungarian  
Per: \_\_\_\_\_  
Theresa Van Oort, CAO

**SCHEDULE A**  
**POLICIES AND PROCEDURES**

**1. DEFINITIONS**

Unless otherwise specified herein, all terms shall have the meaning assigned to them in the Agreement or, where not specified in the Agreement, in the Act.

**2. APPLICATION**

- (a) These Policies and Procedures shall apply to all Meetings and Hearings.
- (b) Any matter of meeting procedure which is not herein provided for, shall be determined according to the most current edition of Robert's Rules of Order.
- (c) Decisions regarding procedure shall be made by the Chair or the Vice-Chair in the absence of the Chair.
- (d) In the event of a conflict between the provisions of these Policies and Procedures and Robert's Rules of Order, the provisions of these Policies and Procedures shall prevail.

**3. ORGANIZATIONAL MEETING**

- (a) An organizational Meeting of the Board shall be held within two (2) months of Members being appointed and annually thereafter.
- (b) The Administrative Assistant shall fix the time and place for the organizational Meeting with the business of the Meeting being limited to the following.
  - (i) Selection of Chair;
  - (ii) Selection of Vice-chair;
  - (iii) Review and, if required, amendment of Policies and Procedures;
  - (iv) Review and approval of the system to assign Clerks to Hearings and Members to sit on Hearings.
- (c) The Administrative Assistant shall prepare the agenda and notify all Members in advance of the time and location of the Meeting.
- (d) Any costs associated with the organizational Meeting will be shared equally among the Municipalities.

- (e) The quorum for the organizational Meeting and any other Meetings shall be two-thirds (2/3) of the total Members. Decisions shall be made by a majority of the Members in attendance at the Meeting.

#### **4. SIGNING AUTHORITY**

- (a) An order, decision, approval or other things, made, given or issued by the Board may be signed on its behalf by the Chair or a Member authorized by the Board to sign on its behalf.
- (b) Subject to Section 4(a), a Member of a Panel selected to act as Chair for a Hearing is authorized to sign on the Board's behalf for matters regarding that Hearing.

#### **5. CLERK (ROLES AND RESPONSIBILITIES)**

- (a) The Clerk shall perform such functions as may be necessary to ensure that the Board is in full compliance with its duties respecting an appeal under the *Municipal Government Act*.
- (b) The Clerk shall attend the Hearings.
- (c) The Clerk shall keep the following records:
  - (i) notices of appeal;
  - (ii) notices of hearings and records of persons to whom they were sent;
  - (iii) copies of all written submissions to the Board;
  - (iv) a list of the names and addresses of those making submissions at a Hearing;
  - (v) Hearing minutes;
  - (vi) decision(s) of the Board;
  - (vii) reasons for the decision of the Board;
  - (viii) notices of decision and records of persons to whom they were sent;
  - (ix) all notices, decisions and orders made on appeal from the decisions of the Board; and
  - (x) such other matters as the Board may direct or the Clerk may determine.

## **6. NOTICE OF APPEAL**

- (a) Notices of Appeal must be filed with the Board in writing within the time limits set out in the Act. A Notice of Appeal will be deemed to be filed with the Board if it is filed at the office of the Municipality in which the appeal originates and addressed to the Chief Administrative Officer of the Municipality.
- (b) Within twenty-four (24) hours of receipt of a Notice of Appeal, a Municipality shall submit the Notice of Appeal to the Board and the Administrative Assistant. The Administrative Assistant shall be responsible for arranging for a Clerk to attend the Hearing and Members (including alternate Members) to sit on the Hearing, in accordance with the Board approved rotation system.

## **7. HEARINGS**

- (a) Upon receipt of a Notice of Appeal, the Board may convene a special Meeting to consider what persons are affected by the appeal and should be notified of the Hearing.
- (b) The Board shall endeavour to have all Hearings heard and decided by an odd number of Members.
- (c) The Administrative Assistant shall endeavour to have at least one alternate Member attend the Hearing. In the event that a Member assigned to the Hearing is disqualified from hearing the appeal, the alternate Member shall replace that Member on the Panel. The alternate Member shall not otherwise take part in the Hearing or deliberations.
- (d) When assigning a Clerk to a Hearing, the Administrative Assistant shall give first priority to a Clerk who is an employee of the Municipality from which the appeal originated.
- (e) Hearings shall be held in public, but the Board may deliberate and make its decision in a meeting closed to the public in accordance with Section 197 of the Act.
- (f) A request for adjournment of a Hearing may be granted at the discretion of the Board, but any adjournment must be to a specific time and date.
- (g) The Board may adjourn to a specific time and date upon its own volition to request technical information, legal opinions or other information desired by the Board.
- (h) Procedural matters not otherwise addressed in these Policies and Procedures shall be at the discretion of the Chair for that Hearing.

## **8. DECISIONS**

The decision of the majority of the Members at a Hearing is deemed to be the decision of the Board.

**SCHEDULE B**  
**SCHEDULE OF FEES**

1. Each Municipality shall adopt this Schedule of Fees by bylaw.
2. Table 1: Remuneration for Members attending a Hearing:

	<b>Daily Rate (more than 4 hours)</b>	<b>Daily Rate (4 hours or less)</b>
Member	\$200.00	\$125.00

3. Table 2: Remuneration for a Clerk assigned to a Hearing (this includes pre-hearing and post-hearing functions) (Note: the remuneration is payable to the Municipality that employs the Clerk, unless the Clerk is an employee of the Municipality from which the appeal originated, in which case no remuneration is payable):

	<b>Per Appeal</b>
Clerk	\$750.00

6. Table 3: Fee for filing appeal (payable to Municipality):

<b>Type of Appeal</b>	
Subdivision	\$150.00
Development	\$150.00
Stop Order	\$150.00

7. Table 4: Travel Expense Allowance:

Shall align with Provincial Government Rates as established from time to time.

Current rates (March 2019):

<b>Mileage</b>	<b>Breakfast</b>	<b>Lunch</b>	<b>Dinner</b>
\$0.58/km	\$9.20	\$11.60	\$20.75



## ELIGIBILITY FOR NEW MEMBERSHIP TO THE BOARD

A map of the Clear Hills area in British Columbia, Canada. The map shows the following regions:

- COUNTY OF NORTHERN LIGHTS** (top center)
- CLEAR HILLS COUNTY** (left center)
- NORTHERN SUNRISE COUNTY** (right center)
- SADDLE HILLS COUNTY** (bottom left)
- BIRCH HILLS COUNTY** (bottom center)
- M. D. OF FAIRVIEW NO. 136** (within Clear Hills County)
- M. D. OF PEACE NO. 135** (between Northern Lights and Northern Sunrise Counties)
- M. D. OF SPIRIT RIVER NO. 133** (within Saddle Hills County)
- M. D. OF SMOKY RIVER No. 130** (within Birch Hills County)
- M. D. OF BIG LAKES** (bottom right, partially within Northern Sunrise County)

Other labeled locations include: Merrim, Peace River, Fairview, Hump, Kamloops, Lynden, Boundary of Williams, High Prairie, Valleyview, Grande Prairie, and Spirit River.

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 25, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>GEORGE LAKE RECREATION LEASE BOUNDARIES</b>
File:	71-10-02

### DESCRIPTION:

Alberta Environment and Parks has contacted the County to let us know that portions of the George Lake campground infrastructure are outside the boundaries of the recreation lease, and that this will require an amendment application to enlarge the recreation lease to include this existing development. The original recreation lease was filed by sketch plan in the 1960s. Council is presented with a proposal and cost estimate to increase the recreation lease boundaries.

### BACKGROUND:

The amendment application will require a survey of the entire recreation lease – existing and proposed expansion area. Administration is recommending a large increase to the size of the lease to allow for future development of this active and growing recreation site. Based on conversations with Alberta Environment and Parks they are very receptive to this larger area, and are very supportive of George Lake group and their success in re-naturing the campground the continued increase in visitors and the well planned development and expansion of the campground.

### BUDGET/COSTS:

There are three cost components to the Application for Amendment to the Recreation Lease Boundaries:

1. Land work – which also determines how much of an environmental report is required and includes an estimate if First Nation Consultation is required. \$3,400
2. Environmental component \$2,000-\$4,000
3. Survey- this cost is high due to the need to survey the shoreline on the existing recreation lease. The expansion area has been proposed with straight lines only and no additional shoreline. Costs can be held down a bit if the work is spread over the winter, due to the need to get to pins on islands in the lake. +/- \$12,000

Total: \$19,400

Recommend a budget of \$21,500 in case survey costs are more than \$12,000

### ATTACHMENTS:

Attached are two pictures:

- REC2609-5 shows the areas of development outside the sketch plan recreation lease area.
- REC2609-3 show the proposed additional area to apply for amendment on.

Initials show support - Reviewed by:

Manager:



CAO:



OPTIONS:

1. Approve moving forward with the amendment application and required survey, land and environmental work in 2019 with funds allocated from the recreation reserve.
2. Include funds in the 2020 budget.

RECOMMENDED ACTION

RESOLUTION by \_\_\_\_\_ to approve a budget of \$21,500 for survey, land and environmental work to increase the George Lake Recreation Lease boundaries and allocate the funds from the Recreation Reserve.

**Initials show support - Reviewed by:**

**Manager:**

*ABj*

**CAO:**

# Alberta Base Map



Alberta Environment and Parks

0.1 0 0.06 0.1 Kilometers

Projection: NAD\_1983\_10TM\_AEP\_Forest

Map Scale: 1: 2,257

Printed on: Wednesday, May 08, 2019 10:09:23 -06:00

Comments:

Display may contain: Base Map Data provided by the Government of Alberta under the Alberta Open Government Licence. Cadastral and Dispositions Data provided by Alberta Data Partnerships. GeoEye, All Rights Reserved.

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The Crown provides this information without warranty or representation as to any matter including but not limited to whether the data/information is correct, accurate or free from error, defect, danger or hazard and whether it is otherwise useful or suitable for any use the user may make of it.

This site is created, maintained, and monitored by AEP in direct consultation with the data authority.



Alberta Base Map  Proposed "new" boundary.



0.5                      0                      0.23                      0.5 Kilometers

**Printed on:** Wednesday, May 08, 2019 9:53:13 -06:00

This site is created, maintained, and monitored by AEP in direct consultation with the data authority.

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>Fire Ban Bylaw</b>
File Code:	23-02-02

### DESCRIPTION:

Council is presented with draft Fire Ban Bylaw No. 242-19, as directed.

### BACKGROUND / PROPOSAL:

C286-19(06-11-19)      RESOLUTION by Councillor Wetmore to direct Administration to draft a Fire Control bylaw to implement Fire Bans and Fire Restrictions when the Province orders fire bans or fire restrictions for the Peace River Forest Protection Area.      CARRIED.

### ATTACHMENTS

- Draft Fire Ban Bylaw
- Fire Control Zones map

### OPTIONS

- Adopt Fire Ban Bylaw 242-19 as presented
- Direct changes to the Draft Bylaw

### RECOMMENDED ACTION: (2 Motions required)

1. Resolution by.....to give first reading to Bylaw 242-19 being a bylaw of Clear Hills County, Alberta for the prevention of fires and the preservation of life and property from injury or destruction by fire.
2. Resolution by..... to give second reading to Bylaw 242-19 being a bylaw of Clear Hills County, Alberta for the prevention of fires and the preservation of life and property from injury or destruction by fire.
3. Resolution by..... to proceed to third and final reading of Bylaw 242-19  
*Unanimous Consent is required to proceed to third reading.*
4. Resolution by..... to give third and final reading to Bylaw 242-19 being a bylaw of Clear Hills County, Alberta for the prevention of fires and the preservation of life and property from injury or destruction by fire.

Initials show support - Reviewed by:

Manager:

CAO:



## **BYLAW NO. 242-19**

### **A BYLAW OF CLEAR HILLS COUNTY IN THE PROVINCE OF ALBERTA, FOR THE PREVENTION OF FIRES AND THE PRESERVATION OF LIFE AND PROPERTY FROM INJURY OR DESTRUCTION BY FIRE.**

WHEREAS, Sections 7 and 8 of the *Municipal Government Act of Alberta, 2000 being Chapter M-26.1* authorizes the County to pass bylaws that regulate or prohibit the burning of fires for the safety, health and welfare of people and the protection of people and property; and

WHEREAS, the *Forest and Prairie Protection Act, R.S.A. 2000 Chapter F-19* grants certain additional powers and responsibilities to Clear Hills County and pursuant to Sections 7 and 8 of the *Municipal Government Act*, Council may pass bylaws for the prevention of prairie or running fires and the enforcement of the provisions of the *Forest and Prairie Protection Act* in that behalf; and

WHEREAS, the Council of Clear Hills County considers it desirable to provide for the prevention, regulation and control of the lighting of fires within Clear Hills County and for the preservation of life and property from damage or destruction by fire on the terms hereinafter provided:

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) COUNCIL shall mean the Council of Clear Hills County.
- 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.
- d) FIRE means a process or state of combustion where a flame may or may not be produced.
- e) FIRE BAN shall mean a provincial ministerial order or the enactment of a ban on open fires or other fires deemed to be hazardous in the County in
- f) FIRE CONTROL ZONE refers to the corresponding numbered Fire Control Zone established in the Fire Control Regulation (Alberta Regulation 29/2005). Fire Control Zone 32 is the Forest Protection Area in Clear Hills County.
- g) FOREST PROTECTION AREA means an area, or the area designated under section 41 (c) of the *Forest and Prairie Protection Act*.
- h) NON-PERMIT AREA means an area of land that is not within the Forest Protection Area and that has been designated as a non-permit area by Ministerial Order.
- i) OHV means off-highway vehicle, and has the same meaning assigned to it in the *Traffic Safety Act*.

---

**Section 1: FIRE BANS**

1. Clear Hills County Chief Administrative Officer or designate will issue a Clear Hills County Fire Ban at such times as the Minister issues a Fire Control Order for Fire Control Zone 32, pursuant to the *Forest and Prairie Protection Act*.
2. A Clear Hills County Fire Ban will:
  - a. REQUIRE all outdoor fires presently burning in the Non-Permit Area of Clear Hills County to be extinguished; and
  - b. PROHIBIT the lighting of outdoor fires in the Non-Permit Area of Clear Hills County.
3. Without limiting section 2, a Clear Hills County Fire Ban expressly prohibits the use of each of the following:
  - a. Wood fires in the backcountry
  - b. Wood fires in random camping areas;
  - c. Wood fires in engineered facilities in campgrounds;
  - d. Wood fires on residential properties;
  - e. Fires using charcoal briquettes;
  - f. Turkey fryers; and
  - g. Tiki torches.
4. Pursuant to section 8 of the *Forest and Prairie Protection Regulation* A Clear Hills County Fire Ban will expressly prohibit the use of:
  - a. Fireworks; and
  - b. Exploding targets.

The Fire Ban will also revoke any written permission permitting the use of fireworks that had been granted prior to the Ban coming into effect.

5. Clear Hills County Fire Bans do not apply to:
  - a. Portable propane fire pits, that are CSA approved or UL certified, within campgrounds, backcountry area, random camping areas and on private land;
  - b. Gas or propane stoves and barbeques, that are CSA approved or UL certified and are designed for cooking or heating, within campgrounds, backcountry areas, random camping areas and on private land;
  - c. Catalytic or infrared style heaters within campgrounds, backcountry areas, random camping areas and on private land; and

**Section 2: OFFENCES**

1. Any person who ignites or allows to burn a fire while a Fire Ban is in effect may be found in violation of this Bylaw.

2. Any person who contravenes a provision of the Bylaw is guilty of an offence and is liable to a penalty as set out in attached Schedule A.
3. Any single contravention of this Bylaw shall be considered as a single offence and shall not limit additional penalties of this Bylaw from being enforced for additional offences.
4. Nothing in this bylaw shall be construed as curtailing or abridging the right of the County to obtain compensation or to maintain an action for loss of or damage to property from or against the person or persons responsible.

### **Section 3: VIOLATION TICKETS**

1. The Chief Administrative Officer or a County authorized enforcement officer is authorized and empowered to issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*.
2. A Violation Ticket shall be issued for each single offence of this Bylaw as per Section 3. 3 of this Bylaw.

### **Section 5: SEVERABILITY**

1. Should any section or part of this bylaw be found to have been improperly enacted, for any reason, then such section or part shall be regarded as severable from the rest of this bylaw and this bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this bylaw.

**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.

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

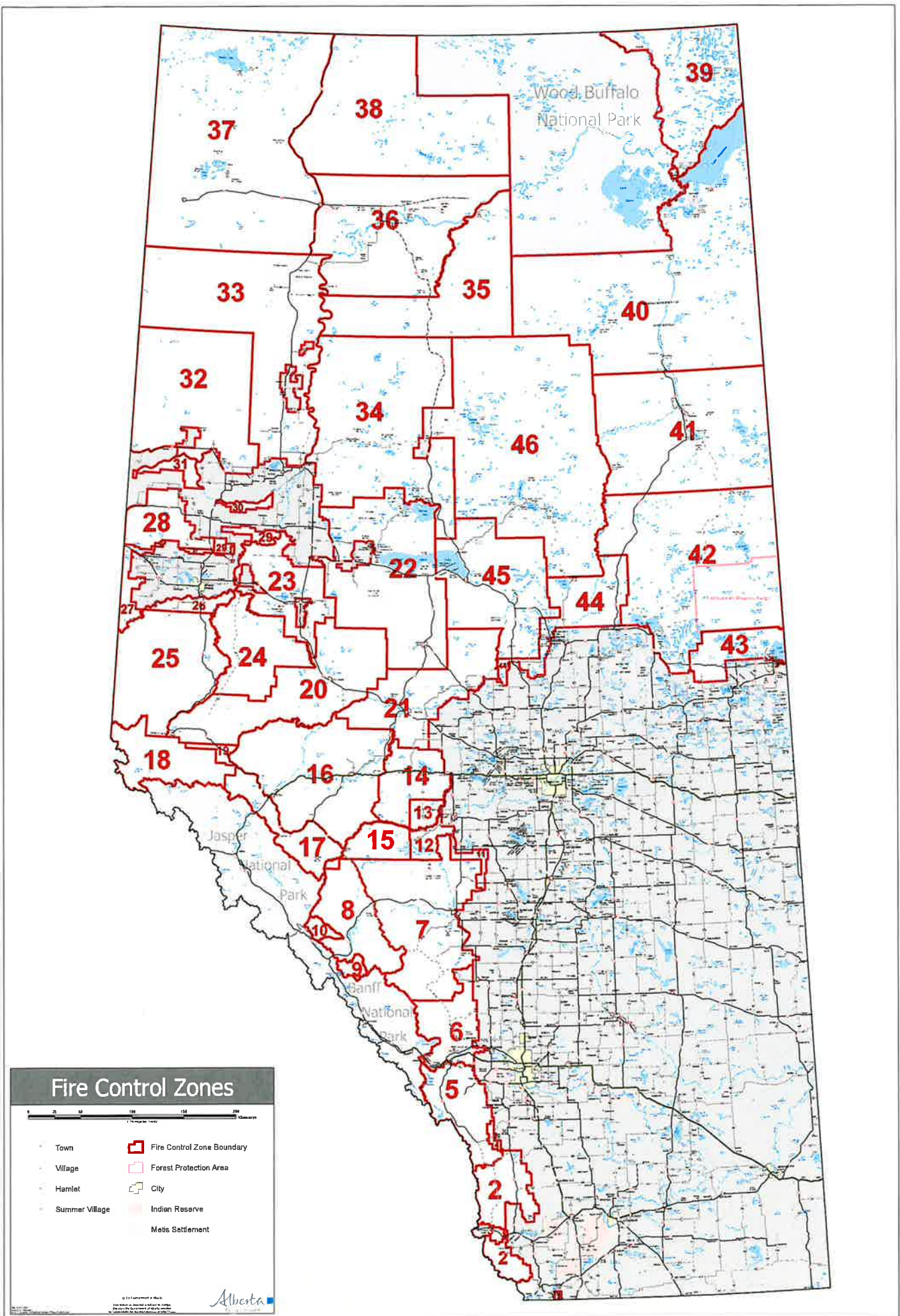
READ a third time this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2019.

\_\_\_\_\_  
Miron Croy, Reeve

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

**Schedule A**

First Offence:	\$ 500.00
Second Offence:	\$2,500.00
Third Offence:	\$5,000.00



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 25, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>TENDER AWARD- 2019-05, SHINGLING PROJECT</b>
File:	31-61-03 and 31-61-06

### DESCRIPTION:

Tender 2019-05, Shingling Project was opened earlier in today's meeting. Council will be presented with an analysis of the results.

### BACKGROUND:

This tender is for the removal, disposal and replacement of asphalt shingles on the County Admin Building and doublewide at 485 Creek Bend Street.

### BUDGET:

\$30,000

### RECOMMENDED ACTION:

**RESOLUTION** by...to award Tender 2019-05, Shingling Project, to\_\_\_\_\_ for \$\_\_\_\_\_ plus GST.

Initials show support - Reviewed by:

Manager:

*ABj*

CAO:

*[Signature]*



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 25, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>TENDER AWARD – TENDER 2019-06 COMPOUND GATE</b>
File:	31-61-03

### DESCRIPTION:

Tender 2019-06, Compound Gate, was opened earlier in today's meeting. Council will be presented with an analysis of the results.

### BACKGROUND:

This tender is for installation of a cantilever sliding electric gate for the compound at the County Admin Building.

BUDGET:  
\$20,000

### RECOMMENDED ACTION:

**RESOLUTION** by...to award Tender 2019-06, Compound Gate, to \_\_\_\_\_ for \$ \_\_\_\_\_ plus GST.

Initials show support - Reviewed by:

Manager:

*ABj*

CAO:

*[Signature]*

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Councillor Ruecker
Title:	<b>Review Policy 3201 Road Construction &amp; Policy 3202 Road Construction Specifications</b>
File:	11-02-02 & 32-23-02

### DESCRIPTION:

Council is presented with current Policy 3201, Road Construction & 3202 Road Construction Specifications.

### BACKGROUND:

Councillor Ruecker requested Policy 3201, Road Construction & 3202 Road Construction Specifications , to be reviewed.

### BUDGET:

### ATTACHMENTS:

1. Policy 3201, Road Construction
2. Policy 3202, Road Construction Specifications

### RECOMMENDED ACTION:

**RESOLUTION by.....**

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



## Clear Hills County

*Attachment #1  
(5 pages)*

Effective Date **August 22, 2017**

Policy Number: **3201**

Title: **ROAD CONSTRUCTION**

### **1. POLICY STATEMENT**

- 1.1 Clear Hills County will develop and enhance the vital road network system within the County for the safe transportation of passengers, tourists, industry and goods.
- 1.2 The County will implement guidelines for evaluation and prioritization of road construction.

### **2. ROAD CONSTRUCTION AND ROAD RECONSTRUCTION EVALUATION**

- 2.1. Road Construction and reconstruction evaluation will be based on the following:
  - 2.1.1. Ranking in the 3 to 5 year Road Construction Plan
  - 2.1.2. Ranking in the Road Scoring Grid
  - 2.1.3. Ongoing maintenance costs:
    - gravel frequency;
    - grading frequency; and
    - upgrading via shoulder pulls.
  - 2.1.4. Condition of substructure - culvert placement.
  - 2.1.5. Council and staff Road Tours/Inspections
  - 2.1.6. Road reconstruction requests
  - 2.1.7. Traffic counts - summer and winter.
  - 2.1.8. Projections for long term use of the roads.
  - 2.1.9. Road destination-access to another community, province, major development, etc.
  - 2.1.10. Road users - local traffic, commercial, industrial

**3. ROAD REQUEST APPLICATION EVALUATION****3.1 Road Scoring Grid:**

The following Road Scoring Grid will be used to evaluate road construction requests.

Priority	Scoring Criteria	Points
1a	No Access – To a Quarter Section with Residence	95
1b	No Access – To a Quarter Section with a Residence on a School Bus Route	90
1c	No Access – To a Quarter Section of Farm land or titled fenced pasture	85
2	Miles school bus route is reduced	5/mile
	Anticipated school bus years	Years
3	Reduced distance by existing roads	5/mile
	Miles reduced	
4	Number of groups/households served	5/group
	Basic access	minus 20
	Limited Access	minus 10
	Wet Years -No Access	50
	Wet Years- Limited Access	25
	Water Crossing Required: Bridge File	minus 50
	Water Crossing Required: 36-48"	minus 25
	Muskeg/Coulee	minus 20
	Distance	minus 5 per ½ mile over 1 mile
	Total Points	
Minimum Points to qualify		60

**Notes:**

\*Applicants for roads that do not achieve minimum points will be notified in writing that the requested project is denied.

### **3.2 ROAD SCORING GRID DEFINITIONS**

- No Access: no existing roads access to a quarter section with a residential site and/or farmed or farmable land of which the applicant does not own any adjacent quarter sections.
- To qualify for scoring as a Residential access a residence must be in place or under construction on the quarter section OR an approved Development permit application in place AND Power applied for or \$1,000 paid in lieu of power. If these conditions are not met the request will be treated as a farm access. If the road is built and the residence is constructed within one year of completion of the road the applicant will be refunded the \$1,000 in lieu of power fee.
- Limited Access: applicant has adjacent land that has road access to one side, minimum
- Basic Access: road access to corner of the quarter section
- Wet Years - No Access: applicant has adjacent land that has road access to one side, minimum, but cannot access quarter section on wet years.
- Wet Years - Limited Access: applicant has adjacent land that has road access to one side, minimum and has difficulty accessing quarter section on wet years.
- Reduced distance by existing roads: based on location of nearest property owned, miles applicant has to transport equipment, etc.
- Numbers of families serviced: number of families easily recognizable as being served by new road (i.e.: own land that would be serviced by new road).
- Adjacent Land: a quarter section that is located along the side of the adjoining quarter section NOT corner to corner.
- Water refers to major water crossings (creeks, drainage ditches, etc.)
- Distance or Road required: the intent of this policy is to construct roads of up to 1 mile in length. Every ½ mile over 1 mile will be deducted 5 points due to construction cost and ongoing maintenance needs.

### **3.3 ROAD RECONSTRUCTION REQUESTS**

- 3.3.1 RECONSTRUCTION REQUESTS shall be evaluated based on Section 2 of this policy (Road Construction and Reconstruction Evaluation)
- Existing road that requires substantial repairs to be brought up to an acceptable standard;
  - Existing road requiring upgrading to a higher standard of road

**3.4 ROAD REQUEST APPLICATION RANKING**

3.4.1 The Road Scoring Grid ranks road based on the following Priority list:

- NO ACCESS roads shall be constructed first.
- All other roads shall be assessed for construction, incorporating the following criteria:
  - a. Miles a school bus route is reduced 1st priority
  - b. Reduced distance travelled by existing roads 2nd priority
  - c. Number of groups/households served 3rd priority
  - d. Number of parcels of land served (information only)

**4. ROAD CONSTRUCTION PRIORITIZATION**

4.1. The CAO shall present to Council road request applications as they are received for Councils review and approval as per the road construction evaluation and budgetary allocations:

- Road Construction Evaluation;
- Road Request Application Evaluation

4.2. The list will include estimated costs to construct the requests that are presented for prioritization.

4.3. The list shall contain the legal description(s) of the land adjacent to the road requests, the name of the person(s) requesting, the total number of kilometers requested built, and the estimated cost of the road - construction.

**5. ROAD CONSTRUCTION ON LAND WITH ACCESS**

5.1. Access for undeveloped road allowance for residential purposes on a quarter that already has basic access will be reviewed by Council on a first come, first served basis Council will annually set an amount in the following years budget for construction of residential access.

5.2. Approved Applications for residential access road construction over and above the annual budget allotted will be moved to the following year.

**6. CONNECTOR ROAD REQUESTS**

6.1. Construction of connector roads that do not fit the construction criteria requirements may be authorized by Council in cases where the connection may benefit users.

**7. END OF POLICY****Related Policies:**

3202 Road Construction Specifications

3203 Approach Construction

3205 Land Need and Acquisition



**ADOPTED**

Resolution #C190-03

Date: March 25, 2003

**AMENDED**

Resolution #C876-03

Date: November 25, 2003

**AMENDED**

Resolution #C153(03/13/07)

Date: March 13, 2007

**AMENDED**

Resolution #C180(02/23/10)

Date: February 23, 2010

**AMENDED**

Resolution #C393-12

Date: July 10, 2012

**AMENDED**

Resolution # C398-12(07/24/12)

Date: July 24, 2012

**AMENDED**

Resolution # C405-14(06/24/14)

Date: June 24, 2014

**AMENDED**

Resolution # C413-17 08/22/17

Date: August 22, 2017



# Clear Hills County

Attachment #2  
(4 pages)

Effective Date: <b>June 14, 2016</b>	Policy Number: <b>3202</b>
Title: <b>ROAD CONSTRUCTION SPECIFICATIONS</b>	

## **1. Policy Statement**

- 1.1. Clear Hills County will provide a safe and economical road network for all users. The purpose of this policy is to provide guidelines for the approval and standards for each classification and road use.

## **2. Classification of Roads**

### **2.1. MARKET ROADS**

- Market road network as shown on the map attached as Schedule "B" as approved by Council. Market roads are designated for truck haul routes with 100% axle load on a year round basis with the exception of road bans as required. Cross section construction details are as outlined on attached Schedule "B".

### **2.2. LOCAL ROADS**

#### **Class 1**

- These standards apply to connecting routes to Market Roads or Provincial Highways. Construction guidelines are attached as Schedule "C".

#### **Class 2**

- These standards apply to residential and farmland access roads and connecting routes to other Local Roads, Market Roads or Provincial Highways. Construction guidelines are attached as Schedule "C".
- These construction guidelines for local roads also apply to oil and gas resource road construction on legal road allowances.

## **3. GENERAL**

### **3.1. ROAD RECONSTRUCTION AND UPGRADING**

- When reconstructing or upgrading an existing road, the county will replace all existing approaches. One approach per quarter section or naturally severed parcel will be constructed to meet the county standard 12-meter driving surface as per Policy 3203. All other existing approaches will be replaced at

the standard in existence prior to the reconstruction or upgrade.

### 3.2. NEW ROAD CONSTRUCTION APPROACHES

- See Approach Policy 3203

### 4. End of Policy

**Related Policies:** 3201 Road Construction  
3203 Approach Construction  
3205 Land Need and Acquisition

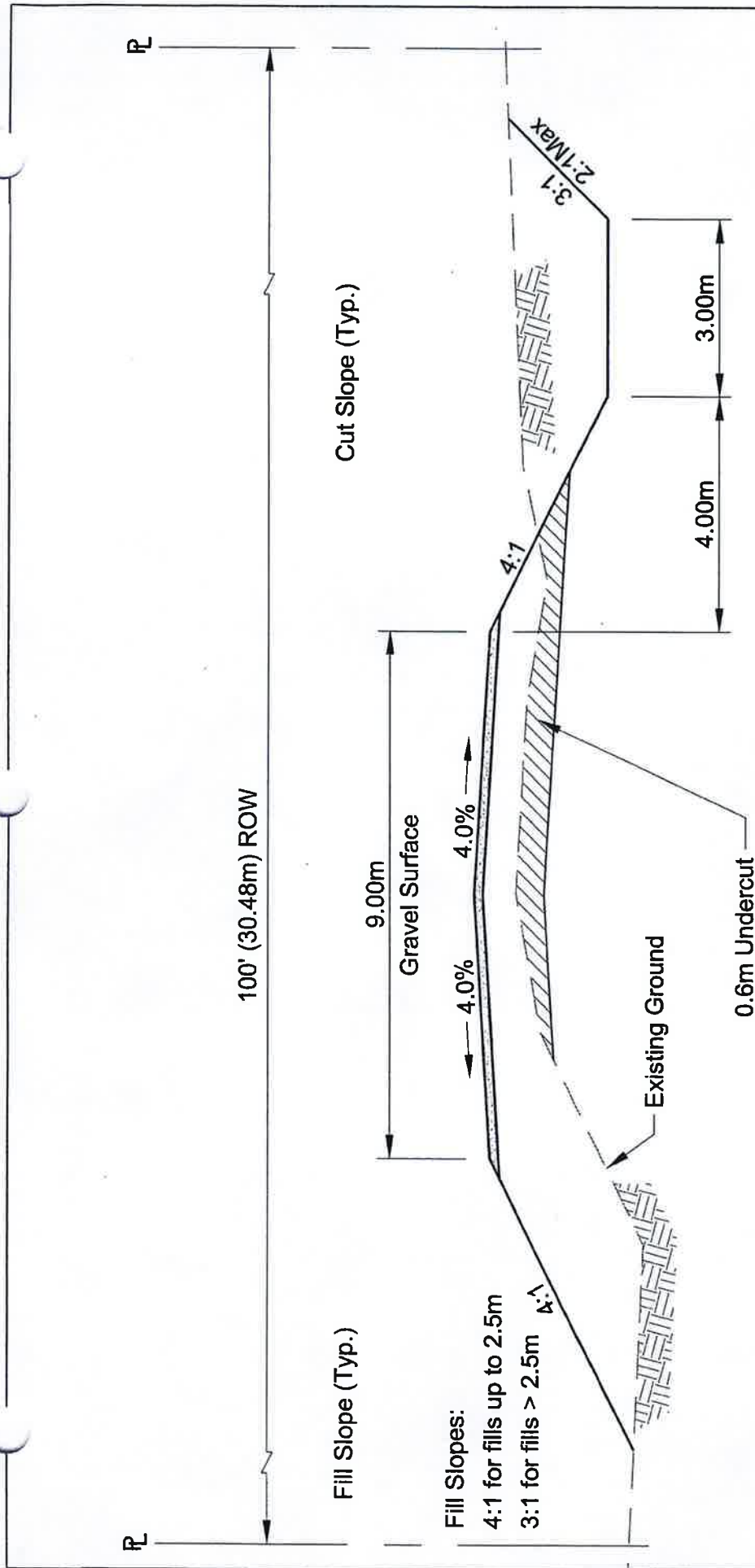
ADOPTED  
Resolution #C190-03                      Date: March 25, 2003

AMENDED  
Resolution #C876-03                      Date: November 25, 2003

AMENDED  
Resolution #C154(03/13/07)              Date: March 13, 2007

AMENDED  
Resolution #C079                          Date: January 26, 2010  
(to reflect the change to Policy 3203-Approach Construction)

AMENDED  
Resolution # C53-16                      Date: June 14, 2016



**ISL**  
Infrastructure Systems Ltd.

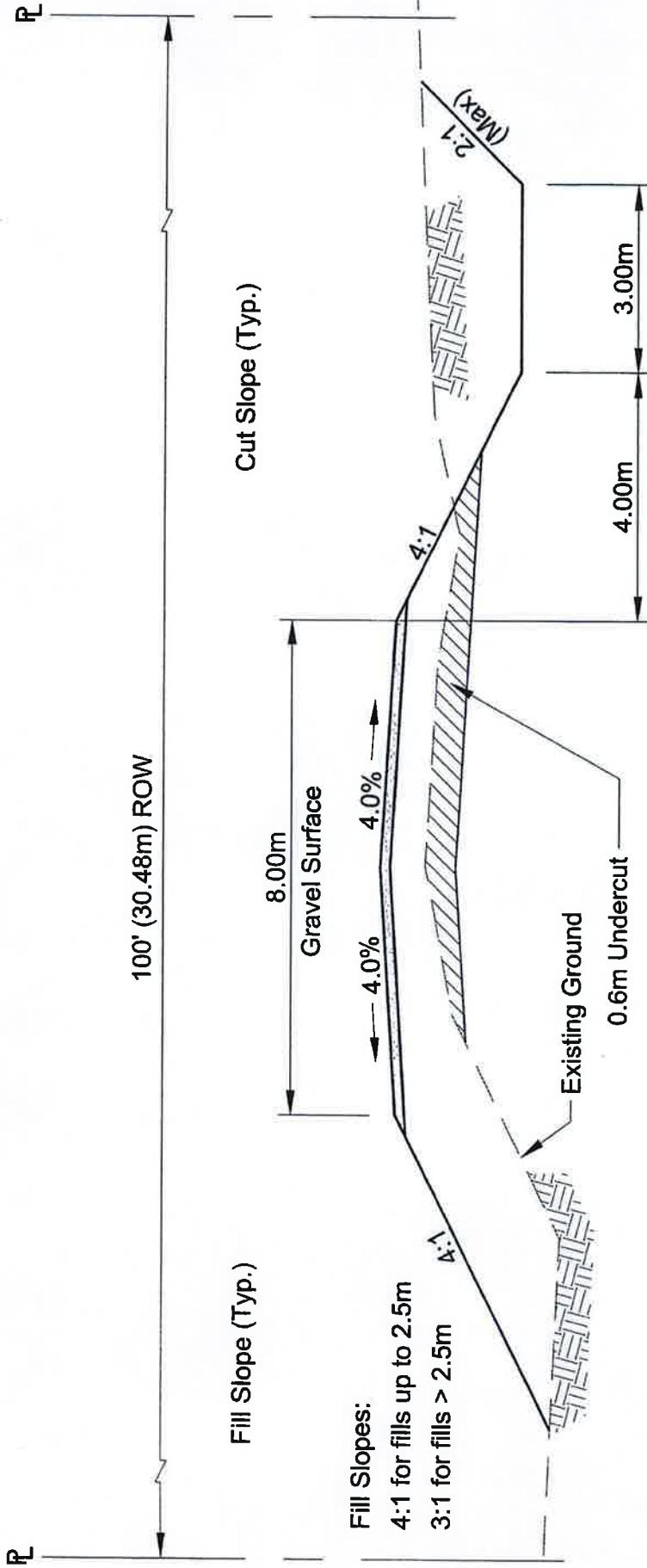
SCALE:	Horiz. 1:100	Vert. 1:50
DRAWN:	K.G.R.	DATE: Dec. 11/03
CHECKED:	B.M.	DATE: Apr. 26/04
APPROVED:	DATE:	
DATE/DWG:	DEC '03 SDR03.DWG	

Clear Hills County

# MARKET ROAD CROSS SECTION

DETAIL No.

RSD03



**ISL**  
**Infrastructure Systems Ltd.**

SCALE:	Horiz. 1:100	Vert. 1:50
DRAWN:	K.G.R.	DATE: Dec. 11/03
CHECKED:	B.M.	DATE: May 6/04
APPROVED:	DATE:	
DATE/DWG:	DEC '03 SDR02.DWG	

Clear Hills County

DETAIL No.

Local Road/Farm Access/Class 1/Class 2

RSD02

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Ron Jensen, Public Works Manager
Title:	<b>Award Tender 2019-07 Construction of Access Road for access to SE 25-85-7-W6M</b>
File:	32-23-68

### DESCRIPTION:

Tenders were opened for Tender 2019-07 Construction of Access Road for access to SE 25-85-7-W6M on Tuesday May 28, 2019 at 9:45 a.m. Council is presented with an analysis of the results.

### BACKGROUND:

C254-19(05-28-19) RESOLUTION by Councillor Wetmore to open tenders at 9:45 a.m. for Tender 2019-07, Construction of Access Road to SE 25-85-7-W6M, analyze results and bring back a recommendation later in today's Regular Council Meeting. CARRIED.

Company	Amount
Bjornson Enterprises Ltd.	\$128,860.00
MDP Services Ltd.	\$230,000.00

### BUDGET:

\$150,000.00

### RECOMMENDED ACTION:

**RESOLUTION by.....**

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

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	June 25, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Chief Administrative Officer Report</b>
File Code:	11-02-04

### CAO REPORT JUNE 25, 2019

- Intermunicipal Collaboration Framework Bylaw 241-19
- Meeting with Alberta Transportation
- Medical Clinic Operating Society & Health Professional Enhancement Committee Meetings

### ATTACHMENTS:

### RECOMMENDED ACTION:

**RESOLUTION** by ..... to accept the Chief Administrative Officer's report for June 25, 2019, as presented.

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

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 25, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>CDM REPORT</b>
File:	62-02-02

### DESCRIPTION:

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

### BACKGROUND:

#### **Hines Creek Composite students competing in Track & Field Provincials:**

Two Hines Creek Composite students competed in the Track & Field Provincials in Calgary on June 7-9, 2019. A \$200 cheque to the Hines Creek Composite School is included in today's cheque run to be used to offset transportation and other travel costs for them to participate in Provincials as set out in Policy 7009-Funding for Teams & Athletes Attending Provincials.

#### **Hines Creek Seniors' 2001 Handibus update:**

The Hines Creek Homesteader Lodge Residents' Association have sold the 2001 Handibus for \$10,500. Because County (public) funds were used to purchase the bus The Association requested council's approval to sell the bus in 2017. Motion approving sale:

C164-17(03/28/17) RESOLUTION by Councillor Svederus to approve the Homesteader Lodge Residents' Association selling the 2001 Ford Handi-bus VIN 1FDXE45S31HA40525 with the proceeds to go to the Homesteader Lodge Residents Association for their vehicle replacement fund.  
CARRIED.

#### **Cemeteries Update:**

##### **Old Hines Creek Cemetery, also known as Luka or Greek Catholic Cemetery:**

Marking of the graves at this site has been completed: 2005 Habendum clause was established on this quarter to preserve the burial site. 2017 Joe Luka confirmed location of 4 graves. Recently Roxanne Lebevre with the permission of landowner Lila Luka, placed crosses at the graves with the names and Clinton Polukoshko is doing some brush clearing to make access to the site easier. Attached are pictures of how to get to the site, and pictures of the markers and large cross that were erected.

#### **Continuing Education Scholarships Update:**

**Chris Landry – CES 2017-06-** Year 3 cheque for \$3,000 is included in today's Accounts Payable. Chris is in the Heavy Equipment Technician program at GPRC's Fairview Campus.

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**



**Grants Updates:**

**Philip J Currie Dinosaur Museum General Grant:**

Included in today's accounts payable is the 2019 general grant of \$5,000 to the Philip J Dinosaur Museum as authorized in motion C411-18 (09/11/18)

**Cherry Canyon Ag Society General Grant – Lawn Mower for green areas maintenance**

Include in today's accounts payable is the 2019 general grant of \$4,500 to the Cherry Canyon Ag Society as authorized in resolution C445-18(09/25/18). The Society has also met all the reporting and proof of funding recognition so this grant file is now complete.

**Fire Mutual Aid Responses:**

To date there have been three fires in the Mutual aid response zone that Peace River Wildfire Branch and the Worsley and/or Hines Creek Departments have responded to:

- April 21, 2019 SW 1-84-2-W6M – fire got away from occupant
- May 8, 2019 SE 18-84-2-W6M – fire got away from occupant
- May 17, 2019 SE 29-83-3-W6M – fire got away from occupant

When the invoices for the Wildfire Branch costs are received they will be brought to Council for direction.

**ATTACHMENTS:**

- Old Hines Creek Cemetery pictures

**RECOMMENDED ACTION:**

RESOLUTION by \_\_\_\_\_ to accept the Community Development Manager's report to June 25, 2019, as presented.

**Initials show support - Reviewed by:**

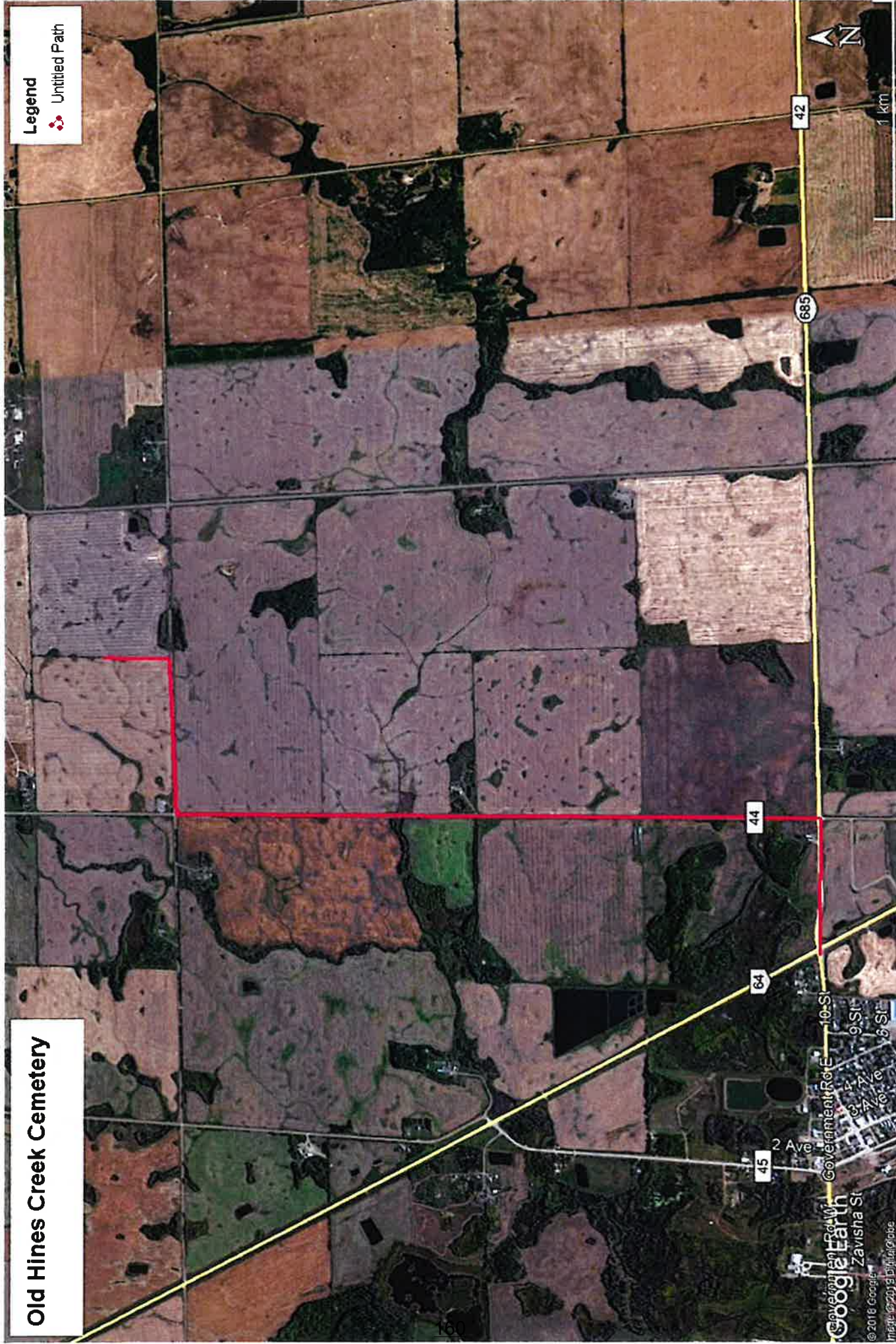
**Manager:**

**CAO:**

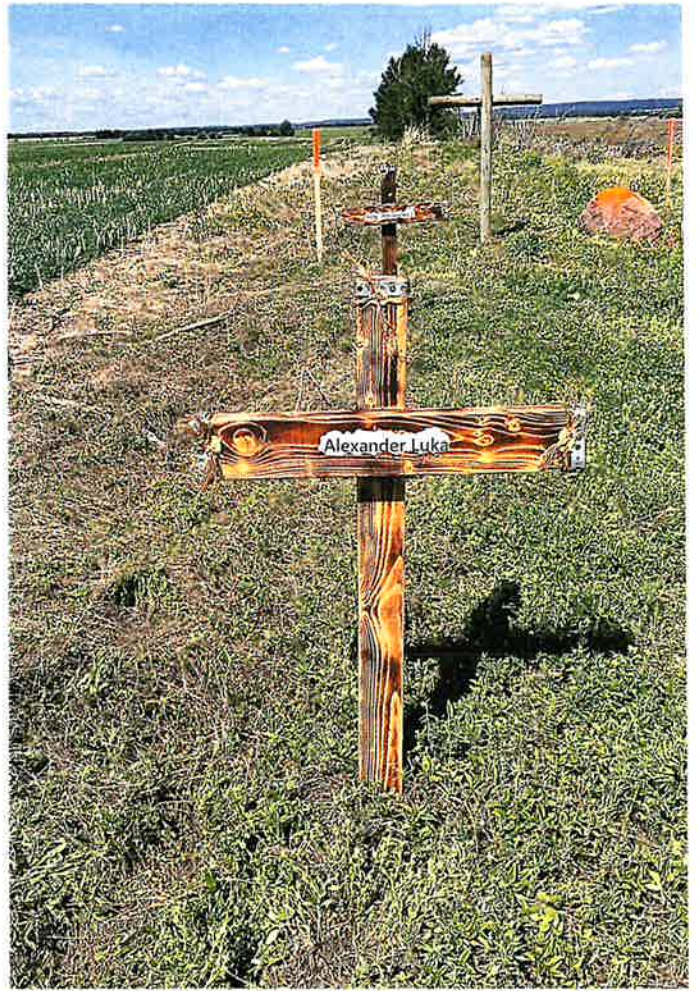


# Old Hines Creek Cemetery

Legend  
Untitled Path









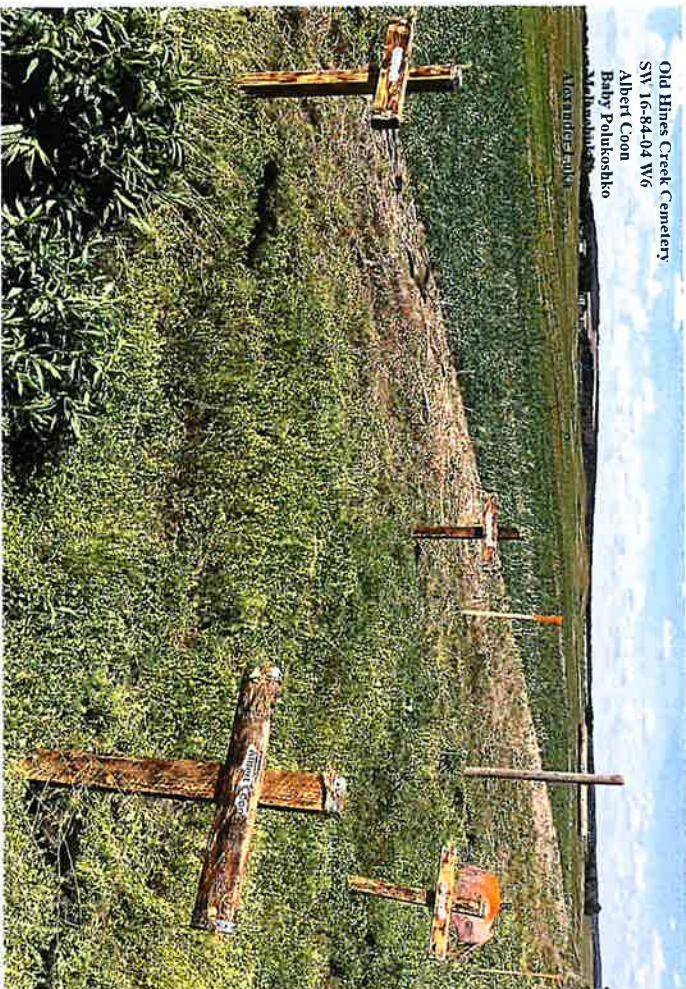
Old Hines Creek Cemetery  
 SW 16-84-04 W6  
 Albert Coon  
 Baby Polukoshko  
 Malanchuk  
 Alexander Lukka



Old Hines Creek Cemetery  
 SW 16-84-04 W6  
 Albert Coon  
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 Malanchuk  
 Alexander Lukka



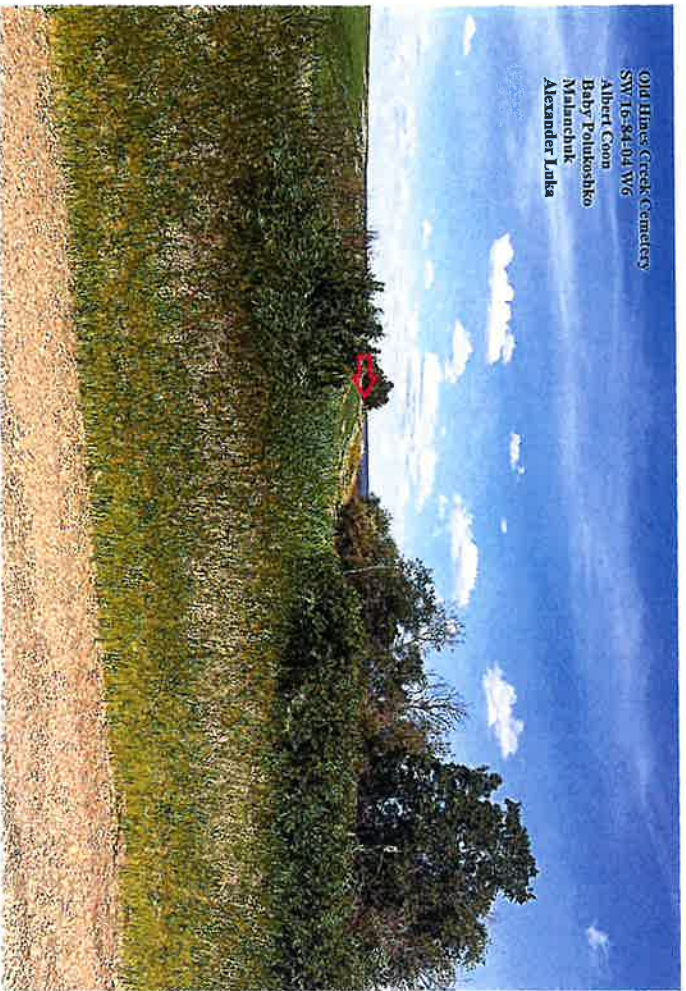
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Old Hines Creek Cemetery  
 SW 16-84-04 W6  
 Albert Coon  
 Baby Polukoshko  
 Malanchuk  
 Alexander Lukka









# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Ron Jensen, Public Works Manager
Title:	<b>Public Works Manager's Report</b>
File:	32-02-02

### Mowing

- Tentative start date is July 2, 2019

### Culvert Work

- Ongoing- update will be available next meeting
- 

### Graders

- Grading as necessary

### Pavement

- Patching is taking place

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

**Initials show support -** Reviewed by:

**Manager:**

*RJ*

**CAO:**

*CL*

# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	June 25, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Council Information</b>
File:	11-02-04

### DESCRIPTION:

Council is presented with correspondence, for information.

### BACKGROUND / PROPOSAL:

### ATTACHMENTS:

Chris Warkentin, Member of Parliament for Grande Prairie - Press Release-  
Trudeau Liberals fail to Set Construction Date for Trans Mountain Expansion

### RECOMMENDED ACTION:

**RESOLUTION** by that Council receives for information the Council Information presented at the June 25, 2019, Regular Council Meeting.

Initials show support - Reviewed by:	Manager:	CAO:	
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**Chris Warkentin, MP**  
**Grande Prairie–Mackenzie**  
Deputy House Leader of the Official Opposition

## News Release

**FOR IMMEDIATE RELEASE**

Ottawa, ON – June 19, 2019

### **TRUDEAU LIBERALS FAIL TO SET CONSTRUCTION DATE FOR TRANS MOUNTAIN EXPANSION: WARKENTIN**

Chris Warkentin, Member of Parliament for Grande Prairie – Mackenzie, today highlighted Justin Trudeau's failure to get the Trans Mountain Expansion built.

After pressure from conservatives, premiers, mayors, job-creators, and hard-working Canadians, Justin Trudeau finally did the right thing and approved the Trans Mountain Expansion. However, what the Liberals failed to do is commit to a construction date for this vital pipeline project.

"Thousands of Canadian oil and gas workers have been patiently waiting for this project to start. It is unacceptable that the Trudeau Liberals failed once again to put forward a comprehensive construction plan," said Warkentin. "This pipeline project has been approved three times, yet not a single inch of new pipeline has been laid."

Canadians are rightly concerned and want to know how this time will be any different. The Trudeau Liberals must answer these vital questions:

- Will construction of the pipeline begin in Burnaby this summer?
- When will the pipeline be in service?
- Who will own and operate the pipeline?
- How will the Trudeau Liberals handle new court challenges?
- How much have the Liberal delays cost taxpayers?

"Justin Trudeau has said he wants to "phase out" Canada's oil and gas sector," added Warkentin. "Energy workers and their families deserve a government that champions energy projects, instead of killing them with last minute rule changes."

Andrew Scheer, the Leader of Canada's Conservatives, has a plan to unite Canadians, get Canada's energy sector back to work, and make life more affordable for Canadian families.

-30-

For more information, please contact: (613-992-5685), or [chris.warkentin@parl.gc.ca](mailto:chris.warkentin@parl.gc.ca).

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[chris.warkentin@parl.gc.ca](mailto:chris.warkentin@parl.gc.ca)

# Clear Hills County

## Request For Decision (RFD)

<b>Regular Council Meeting</b>	
Meeting Date:	June 25, 2019
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Calendars</b>
File:	11-02-04

### DESCRIPTION:

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

### BACKGROUND:

### ATTACHMENTS:

- Calendar of upcoming meetings and conferences

### RECOMMENDED ACTION:

**RESOLUTION** by .... to accept for information June, July and August 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:	
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# June 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
				FCM-PF, MC, AB		
2	3 RCB-AB 4H-DJ	4	5 FV-SEED-RW NPHF-AB	6 CCES- DJ,AB	7 MSCS-Re- Dedication	8 WCS Grad- JR
FCM-PF, MC, AB						
9	10	11 Council	12	13	14	15
16 <a href="#">Father's Day</a>	17 NWSAR-AB,MC MPTA-AB	18 P&P-All	19	20 HPEC-AB	21	22
23	24	25 Council RMA Visit	26	27	28	29
30						

# July 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> <b>Canada Day</b>  <b>Office Closed</b>	<b>2</b>	<b>3</b> <b>NPHF-AB</b>	<b>4</b> <b>CCES-AB,DJ</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b> <b>NTAB-RW</b>	<b>13</b>
<b>14</b>	<b>15</b>	<b>16</b> <b>Council</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b> <b>County BBQ-George Lake</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>			

# August 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Office Closed	6	7	8	9	10
11	12	13 Council	14	15	16	17
18	19	20	21	22	23 NAEL-MC	24
25	26	27	28	29	30	31

### 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
NPRLFC	North Peace Regional Landfill Commission
PLS Adv	Peace Library Systems – Clear Hills Advisory
PLS	Peace Library Systems
PREDa	Peace Regional Economic Development Alliance
Rec-BR	Recreation Board – Burnt River
Rec-CC	Recreation Board – Cherry Canyon
Rec-CD	Recreation Board – Cleardale
Rec-HC	Recreation Board – Hines Creek
Rec-W	Recreation Board – Worsley
R & CAO	Reeves and CAO's (once a year) Filed with Boards & Committees
RBC	Road Ban Committee
Rural Watch	Rural Crime Watch Executive Board
Site C	Site C Clean Energy Project
TTPC	Trades Training Program Committee
TRC 726	Technical Review Committee – Highway 726 Coulee
WDHP	Worsley & District Health Promotion
Z4	Zone 4 (Spring & Fall)
NWSAR	North West Species at Risk
SDAB	Mackenzie inter-Municipal Subdivision and Development Appeal Board
JIMC	Joint inter-Municipal Committee