

**AGENDA
CLEAR HILLS COUNTY
SPECIAL COUNCIL MEETING
TUESDAY, APRIL 21, 2020**

The special meeting of the Council for Clear Hills County will be held on Tuesday, April 21, 2020, at 9:30 a.m. in the Council Chambers of the County Office, Worsley, Alberta.

1. CALL TO ORDER	
2. AGENDA	
3. MINUTES:	
a. Previous: Regular Council Meeting Minutes, March 24, 2020.....	2
4. DELEGATION(S)	
5. PUBLIC HEARING	
6. TENDER OPENING- 9:45 a.m.	
a. Tender 2020-08 Pavement Crack Sealing.....	8
b. Tender 2020-09 Pavement Line Painting.....	9
7. NEW BUSINESS	
a. COUNCIL	
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2. Councillor Reports	20
b. CORPORATE SERVICES	
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8. WRITTEN REPORTS: COUNCIL, COMMITTEE & MANAGERS	
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c. Corporate Services Manager's Report	
d. Public Works Manager's Report	
9. COUNCIL INFORMATION (<i>including Correspondence</i>)	
10. CALENDARS	98
11. CLOSED MEETING ITEMS	
12. ADJOURNMENT	

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, MARCH 24, 2020**

PRESENT

Miron Croy	Reeve
Jason Ruecker	Councillor
Peter Frixel	Councillor
Raymond Wetmore	Councillor
David Janzen	Councillor

Phone-In
Phone-In

Amber Bean	Deputy Reeve
Dan Fletcher	Councillor

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Audrey Bjorklund	Community Development Manager (CDM)
Ron Jensen	Public Works Manager (PWM)
Bonnie Morgan	Executive Assistant (EA)

ABSENT:

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

C164-20(03-24-20)

RESOLUTION by Councillor Janzen to adopt the agenda governing the March 24, 2020, Regular Council Meeting.
CARRIED.

**APPROVAL OF
MINUTES**

Previous
Meeting Minutes

C165-20(03-24-20)

RESOLUTION by Councillor Wetmore to adopt the minutes of the March 10, 2020, Regular Council Meeting, as presented.
CARRIED.

C166-20(03-24-20)

RESOLUTION by Councillor Ruecker to adopt the minutes of the March 11, 2020, Policy and Priority Meeting, as presented.
CARRIED.

**NEW BUSINESS:
COUNCIL**

Management
Team Activity
Report

Council reviewed the most recent Management Team Activity Report.

C167-20(03-24-20)

RESOLUTION by Councillor Frixel to accept the March 10, 2020, Management Team Activity Report, as presented.
CARRIED.

Councillor Reports

Councillors submit written or verbal reports for meetings attended.

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REGULAR COUNCIL MEETING
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C168-20(03-24-20) **RESOLUTION by Councillor Frixel to receive the written and verbal Councillor reports for information, as presented. CARRIED.**

Covid-19 To help prevent the spread of COVID-19, Alberta has implemented new public health restrictions.

C169-20(03-24-20) **RESOLUTION by Councillor Janzen to table the discussion regarding Covid-19 until later in the Council meeting. CARRIED.**

TENDER OPENING:
2020-05
Montagneuse Grader
Beat

Council is presented with Tender 2020-05 Montagneuse Grader Beat.

C170-20(03-24-20) **RESOLUTION by Reeve Croy to open Tender 2020-05 Montagneuse Grader Beat at 9:45, analyze and bring back a recommendation to next Regular Council Meeting. CARRIED.**

Company	Year 1	Year 2	Year 3	Year 4	Year 5
1001223 Alberta Ltd	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays
LaPrairie Works Inc	174.75/hr	180.00/hr	185.50/hr	191.00/hr	196.75/hr
Mainline Construction 2014	180.00/hr	180.00/hr	182.00/hr	183.60/hr	185.50/hr
Bertrum T Basnett	138.00/hr	138.00/hr	138.00/hr	138.00/hr	138.00/hr
Prograde Services Ltd.	130.00/hr	130.00/hr	130.00/hr	130.00/hr	130.00/hr

2020-07
Worsley Grader
Beat

Council is presented with Tender 2020-07 Worsley Grader Beat.

C171-20(03-24-20) **RESOLUTION by Councillor Wetmore to open Tender 2020-07 Worsley Grader Beat at 9:45, analyze and bring back a recommendation to next Regular Council Meeting. CARRIED.**

Company	Year 1	Year 2	Year 3	Year 4	Year 5
Mainline Construction 2014 Ltd	180.00/hr	180.00/hr	182.00/hr	183.60/hr	185.50/hr
Bochwick	117.00/hr	117.00/hr	117.00/hr	117.00/hr	117.00/hr

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REGULAR COUNCIL MEETING
TUESDAY, MARCH 24, 2020

Contracting					
Wycliffe Enterprises Ltd	135.00/hr	138.00/hr	140.00/hr	142.00/hr	145.00/hr
1001223 Alberta Ltd	120.00/hr weekdays 180/hr weekends & Holidays	120.00/hr weekdays	120.00/hr weekdays	120.00/hr weekdays	120.00/hr weekdays
LaPrairie Works Inc.	174.75/hr	180.00/hr	185.50/hr	191.00/hr	196.75/hr
Bertrum T Basnett	138.00/hr	138.00/hr	140.00/hr	140.00/hr	140.00/hr
Prograde Services Ltd.	130.00/hr	130.00/hr	130.00/hr	130.00/hr	130.00/hr

2020-07
Bear Canyon Grader Beat

C172-20(03-24-20)

Council is presented with Tender 2020-06 Bear Canyon Grader Beat.

RESOLUTION by Councillor Ruecker to open Tender 2020-06 Bear Canyon Grader Beat at 9:45, analyze and bring back a recommendation to next Regular Council Meeting. CARRIED.

Company	Year 1	Year 2	Year 3	Year 4	Year 5
LaPrairie Works Inc	174.75/hr	180.00/hr	185.50/hr	191.00/hr	196.75/hr
Boschwick Contracting	117.00/hr	117.00/hr	117.00/hr	117.00/hr	117.00/hr
Mainline Construction 2014 Ltd.	180.00/hr	180.00/hr	182.00/hr	183.60/hr	185.50/hr
Wycliffe Enterprises Ltd	135.00/hr	138.00/hr	140.00/hr	142.00/hr	145.00/hr
Bertrum T Basnett	140.00/hr	142.00/hr	144.00/hr	144.00/hr	144.00/hr

Reeve Croy recessed the meeting at 10:09 a.m.
Reeve Croy reconvened the meeting at 10:19 a.m.

C173-20(03-24-20)

RESOLUTION by Reeve Croy to raise the discussion regarding Covid-19 off the table. CARRIED.

C174-20(03-24-20)

RESOLUTION by Reeve Croy to cancel all upcoming Clear Hills County Regular Council, Policy & Priority and Agricultural Service Board meetings for the months of April and May 2020 due to the Covid-19 Virus. CARRIED.

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- C175-20(03-24-20)** **RESOLUTION by Councillor Frixel effective Tuesday, March 24, 2020, at 4:30p.m. Clear Hills County Office located at 313 Alberta Ave in Worsley, Alberta will be closed to the public until further notice, due to the covid-19 virus. CARRIED.**
- C176-20(03-24-20)** **RESOLUTION by Councillor Wetmore suspend all non-essential services and County related work travel for Councillors, Board members and staff effective immediately until further notice, due to the covid-19 virus. CARRIED.**
- C177-20(03-24-20)** **RESOLUTION by Councillor Janzen to cancel all upcoming Clear Hills County 2020 Public events such as the Agricultural Trade Show, Annual Public Meeting, Annual BBQ, due to the Covid-19 Virus. CARRIED.**

CORPORATE
SERVICES

Accounts Payable
(March 11, to
March 24, 2020)

A list of expenditures for Clear Hills County for the period of March 11, 2020 to March 24, 2020 is provided for Council's review.

- C178-20(03-24-20)** **RESOLUTION by Councillor Fletcher that Council receives for information the Accounts Payable report for Clear Hills County for the period of March 11, 2020 to March 24, 2020 for a total of \$235,003.96. CARRIED.**

COMMUNITY
SERVICES

Recreation Boards

Council is presented with information on the five local recreation boards, as requested.

- C179-20(03-24-20)** **RESOLUTION by Reeve Croy to table the discussion on Recreation Boards to a future Policy and Priority meeting. CARRIED.**

Continuing Education
Scholarship

Council is presented with an amended Continuing Education Scholarship Policy 6801 as recommended by the Policies and Priorities Committee.

- C180-20(03-24-20)** **RESOLUTION by Deputy Reeve Bean to direct administration to make amendments to Section 3.5 of the Continuing Education Scholarship Policy 6801 clarifying that in the case of multi-year programs the scholarship can be applied for prior to each academic year. CARRIED.**

2020 ASB Budget
Updates

Council is provided with information on the 2020-2024 Agricultural Service Board Grant and the Peace Region Clubroot Surveillance Program CAP grant and the budget impact each of these will have on the County.

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C181-20(03-24-20)	RESOLUTION by Councillor Janzen to amend the 2020 Operating Budget by reducing one weed inspector position and including the revenue and expenses for the County's portion of the Peace Region Clubroot Surveillance Program CAP grant. CARRIED.
	Councillor Fletcher left the meeting at 10:58 a.m.
2020 ASB Recommendation- Fusarium Letter	The Agricultural Service Board is recommending Council send the attached letter to the Minister of Agriculture in strong support of Fusarium Graminearum remaining a Pest under the Agricultural Pests Act.
C182-20(03-24-20)	RESOLUTION by Councillor Wetmore to send the letter the Agricultural Service Board has recommended to the Minister of Agriculture in strong support of Fusarium Graminearum remaining a Pest under the Agricultural Pests Act. CARRIED.
2020 ASB Recommendation- BSE Testing Incentive Budget	The Agricultural Service Board is recommending that Council increase the Bovine Spongiform Encephalopathy Testing (BSE) Incentive Program budget to \$4,500 from \$3,000 due to the continued and increasing usage of this program and expectation that if usage increase continues the 2020 budget will be exceeded.
C183-20(03-24-20)	RESOLUTION by Councillor Janzen to increase the Bovine Spongiform Encephalopathy Testing (BSE) Incentive Program 2020 budget to \$4,500 from \$3,000, as recommended by the Agricultural Service Board. CARRIED.
<u>PUBLIC WORKS:</u>	nothing to report
<u>WRITTEN REPORTS</u> <u>MANAGERS</u> Chief Administrative Officer's Report	Chief Administrative Officers report was reviewed.
C184-20(03-24-20)	RESOLUTION by Councillor Janzen to receive the March 24, 2020, Chief Administrative Officer's verbal report for information. CARRIED.
Community Development Manager's Report	the Community Development Manager gave a verbal report.
C185-20(03-24-20)	RESOLUTION by Councillor Frixel to receive the March 24, 2020, Community Development Managers report for information. CARRIED.
Corporate Services	

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Manager's Report

nothing to report

Public Works
Manager's Report

Public Works Managers report was reviewed.

C186-20(03-24-20)

RESOLUTION by Councillor Wetmore to receive the March 24, 2020, Public Works Managers report for information. CARRIED.

COUNCIL
INFORMATION

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

C187-20(03-24-20)

RESOLUTION by Reeve Croy to receive the correspondence on March 24, 2020, 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.

C188-20(03-24-20)

RESOLUTION by Reeve Croy to receive for information the March, April and May 2020 calendars.

Date	Meeting	Councillor
March 30	MPTA	Bean
		CARRIED.

ADJOURNMENT

Reeve Croy adjourned the March 24, 2020, Regular Council Meeting at 11:25 a.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	TENDER OPENING: 2020-08 PAVEMENT CRACK SEALING
	9:45 A.M.
File:	32-15-02

DESCRIPTION:

Council is presented with Tender 2020-08 Pavement Crack Sealing.

BACKGROUND:

Tender 2020-05 closed on Thursday, April 9, 2020 at 4:00 p.m.

C145-20(03-10-20) RESOLUTION by Councillor Wetmore to proceed to tender for the 2020 pavement crack sealing. **CARRIED.**

RECOMMENDED ACTION:

RESOLUTION by _____ to open Tender 2020-08 Pavement Crack Sealing at 9:45, analyze and bring back a recommendation later in today's Special Council Meeting.

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

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	TENDER OPENING: 2020-09 PAVEMENT LINE PAINTING
	9:45 A.M.
File:	32-15-02

DESCRIPTION:

Council is presented with Tender 2020-09 Pavement Line Painting.

BACKGROUND:

Tender 2020-05 closed on Thursday, April 9, 2020 at 4:00 p.m.

C146-20(03-10-20) RESOLUTION by Councillor Frixel to proceed to tender for the 2020 Line Painting. CARRIED.

RECOMMENDED ACTION:

RESOLUTION by _____ to open Tender 2020-09 Pavement Line Painting at 9:45, analyze and bring back a recommendation later in today's Special Council Meeting.

Initials show support - Reviewed by:

Manager:

RJ

CAO:

Clear Hills County

Request For Decision (RFD)

Special Council Meeting	
Meeting Date:	April 21, 2020
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Management Team Activity Report
File:	11-02-02

DESCRIPTION:

Management activity report for March 24, 2020

ATTACHMENTS:

- Management Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for March 24, 2020 be accepted, as presented.

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

Activity Report for March 24, 2020

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
November 26, 2019				
C598-19	11/26/19	RESOLUTION by Reeve Croy to contact Alberta Environment & Parks to request an exemption of payment for wetland loss/replacement dollars for the proposed road extension at SE 32-85-8-W6M, until the Code of Practice has been developed. CARRIED.	PWM	In waiting
January 14, 2020				
C29-20	01/14/20	RESOLUTION by Councillor Fletcher to approve the attendance of the Trades Training Committee members to attend March 9, 2020 - Menno Simons School, April 30, 2020 - Hines Creek Composite School and May 11, 2020 - Worsley Central School Trades Training Tours. CARRIED.	EA	Cancelled Or postponed
January 28, 2020				
C58-20	01/28/20	RESOLUTION by Reeve Croy to approve the date of the RMA Executive member visit scheduled for Tuesday, June 9, 2020 at 3:00 pm – 4:00 pm, at the Clear Hills County Council Chambers. CARRIED	EA	Teleconference 1:15 to 2:15 p.m. June 9, 2020
C63-20	01/28/20	RESOLUTION by Reeve Croy to table and bring back Bylaw No. 248-20 governs the usage of water and wastewater in Worsley, Cleardale and Bear Canyon to the next Regular Council Meeting. CARRIED.	CSM	In works
C68-20	01/28/20	RESOLUTION by Reeve Croy to proceed to tender on the Road Upgrades for Range Road 54 & 60. CARRIED.	PWM	On Hold
C69-20	01/28/20	RESOLUTION by Councillor Wetmore to award Tender 2019-13, ½ Ton Pickup Truck to Westgate Chevrolet (2018) Ltd., for \$36,500.00 + GST (thirty-six thousand five hundred dollars) plus GST, as per the submitted tender. CARRIED.		Received
C78-20	01/28/20	RESOLUTION by Councillor Janzen to authorize administration to use location option 3, Hamlet of Cleardale, Plan 0726595 Block 1 Lots 83 and 84 and have engineered drawings and lot grading design prepared for a single bay garage with 16 foot walls, 24 feet wide by 50 feet long with a gravel parking apron. The garage is to include a cement floor,	CDM	In the works



Management Team

Activity Report for March 24, 2020

LEGEND:

Budget Items: Completed Items: Items in Waiting:
 CAO = Chief Administrative Officer CSM = Corporate Services Manager
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		bathroom, one overhead door with windows in the center panel, and one-man door designed to fit a pumper or water truck size firefighting unit; and bring the drawings to a future meeting approval. CARRIED.		
		February 25, 2020		
C121-20	02/25/20	RESOLUTION by Deputy Reeve Bean to award Tender 2020-03 New Dump Trailer to Hank's Maintenance for \$13,780.00 + GST (thirteen thousand seven hundred and eighty dollars) plus GST, as per the submitted tender. Funds to be allocated from the Common Services Vehicle and Equipment Reserve. CARRIED.	PWM	done
C132-20	02/25/20	RESOLUTION by Councillor Fletcher to award Tender 2020-04 New Mower to Dunvegan Fab & Welding for \$24,223.50 including GST, as per the submitted tender. Funds to be allocated from the Common Services Vehicle and Equipment Reserve. CARRIED.	PWM	done
C133-20	02/25/20	RESOLUTION by Councillor Ruecker to award Tender Award Pavement Overlay & Springwood Drive Base & Side Streets – 191-12726 to Ledcor Highways Ltd. for \$5,269,970.17 not including GST. Funds to be allocated from the Road Construction and Upgrade Reserve. CARRIED.	PWM	In the works
		March 10, 2020		
C139-20	03/10/20	RESOLUTION by Councillor Frixel to draft a letter to Minister Nixon expressing Clear Hills County's position regarding the lease or transfer of Stoney, Sulphur and Running Lake to ensure the continued recreation for the public use. CARRIED.	EA	Meeting cancelled/postponed
C143-20	03/10/20	RESOLUTION by Councillor Janzen to award the Fire Truck Garage Professional Engineering & Design Services proposal to Scheunhage Popek & Associates Ltd in the amount of \$28,800, plus GST and extra incidentals that may be incurred during the project as outlined in the proposal document. CARRIED.	CDM	Done, building/lot design in the works



Management Team

Activity Report for March 24, 2020

LEGEND:

Budget Items: ████████ Completed Items: ████████ Items in Waiting: ████████
 CAO = Chief Administrative Officer CSM = Corporate Services Manager
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MOTION	DATE	DESCRIPTION	DEPT	STATUS																																				
C145-20	03/10/20	RESOLUTION by Councillor Wetmore to proceed to tender for the 2020 pavement crack sealing. CARRIED.	PWM	RFD to open April 21																																				
C146-20	03/10/20	RESOLUTION by Councillor Frixel to proceed to tender for the 2020 Line Painting. CARRIED.	PWM	RFD to open April 21																																				
C147-20	03/10/20	RESOLUTION by Reeve Croy to dispose of the vehicles and various items provided that have reached or exceeded their life expectancy at a future local Auction Sale. CARRIED.	PWM	postponed																																				
C148-20	03/10/20	RESOLUTION by Deputy Reeve Bean to approve 2020 dust control product application at specific locations within Clear Hills County, as presented. CARRIED.	PWM	In works																																				
		March 11, 2020 P&P																																						
P158-20	03/11/20	RESOLUTION by Councillor Wetmore to receive the discussion on Council Boards and Committees for information and bring back to a future Council meeting. CARRIED.	EA	Future P&P																																				
		March 24, 2020																																						
C170-20	03/24/20	<table><tr><th>Company</th><th>Year 1</th><th>Year 2</th><th>Year 3</th><th>Year 4</th><th>Year 5</th></tr><tr><td>Mainline Constructi on 2014 ltd</td><td>180.00/ hr</td><td>180.00/ hr</td><td>182.00/ hr</td><td>183.60/ hr</td><td>185.50/ hr</td></tr><tr><td>Bochwic h Contracti ng</td><td>117.00 /hr</td><td>117.00 /hr</td><td>117.00 /hr</td><td>117.00 /hr</td><td>117.00 /hr</td></tr><tr><td>Wycliffe Enterpris es Ltd</td><td>135.00 /hr</td><td>138.00 /hr</td><td>140.00 /hr</td><td>142.00 /hr</td><td>145.00 /hr</td></tr><tr><td>1001223 Alberta Ltd</td><td>120.00 /hr weekd ays 180/hr weeke nds & Holid ays</td><td>120.00 /hr weekd ays</td><td>120.00 /hr weekd ays</td><td>120.00 /hr weekd ays</td><td>120.00 /hr weekd ays</td></tr><tr><td>LaPrairie Works Inc.</td><td>174.75 /hr</td><td>180.00 /hr</td><td>185.50 /hr</td><td>191.00 /hr</td><td>196.75 /hr</td></tr></table>	Company	Year 1	Year 2	Year 3	Year 4	Year 5	Mainline Constructi on 2014 ltd	180.00/ hr	180.00/ hr	182.00/ hr	183.60/ hr	185.50/ hr	Bochwic h Contracti ng	117.00 /hr	117.00 /hr	117.00 /hr	117.00 /hr	117.00 /hr	Wycliffe Enterpris es Ltd	135.00 /hr	138.00 /hr	140.00 /hr	142.00 /hr	145.00 /hr	1001223 Alberta Ltd	120.00 /hr weekd ays 180/hr weeke nds & Holid ays	120.00 /hr weekd ays	120.00 /hr weekd ays	120.00 /hr weekd ays	120.00 /hr weekd ays	LaPrairie Works Inc.	174.75 /hr	180.00 /hr	185.50 /hr	191.00 /hr	196.75 /hr	PWM	
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Management Team

Activity Report for March 24, 2020

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Budget Items: ██████████ Completed Items: ██████████ Items in Waiting: ██████████
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Bertrum T Basnett	138.00 /hr	138.00 /hr	140.00 /hr	140.00 /hr	140.00 /hr																																			
Prograde Services Ltd.	130.00 /hr	130.00 /hr	130.00 /hr	130.00 /hr	130.00 /hr																																			
C171-20	03/24/20	<p>RESOLUTION by Councillor Wetmore to open Tender 2020-07 Worsley Grader Beat at 9:45, analyze and bring back a recommendation to next Regular Council Meeting. CARRIED.</p> <table><tr><th>Company</th><th>Year 1</th><th>Year 2</th><th>Year 3</th><th>Year 4</th><th>Year 5</th></tr><tr><td>1001223 Alberta Ltd</td><td>130/hr weekdays 180/hr weekends & Holidays</td><td>130/hr weekdays 180/hr weekends & Holidays</td><td>130/hr weekdays 180/hr weekends & Holidays</td><td>130/hr weekdays 180/hr weekends & Holidays</td><td>130/hr weekdays 180/hr weekends & Holidays</td></tr><tr><td>LaPrairie Works Inc</td><td>174.75/hr</td><td>180.00/hr</td><td>185.50/hr</td><td>191.00/hr</td><td>196.75/hr</td></tr><tr><td>Mainline Construction 2014</td><td>180.00/hr</td><td>180.00/hr</td><td>182.00/hr</td><td>183.60/hr</td><td>185.50/hr</td></tr><tr><td>Bertrum T Basnett</td><td>138.00/hr</td><td>138.00/hr</td><td>138.00/hr</td><td>138.00/hr</td><td>138.00/hr</td></tr><tr><td>Prograde Services Ltd.</td><td>130.00/hr</td><td>130.00/hr</td><td>130.00/hr</td><td>130.00/hr</td><td>130.00/hr</td></tr></table>	Company	Year 1	Year 2	Year 3	Year 4	Year 5	1001223 Alberta Ltd	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	LaPrairie Works Inc	174.75/hr	180.00/hr	185.50/hr	191.00/hr	196.75/hr	Mainline Construction 2014	180.00/hr	180.00/hr	182.00/hr	183.60/hr	185.50/hr	Bertrum T Basnett	138.00/hr	138.00/hr	138.00/hr	138.00/hr	138.00/hr	Prograde Services Ltd.	130.00/hr	130.00/hr	130.00/hr	130.00/hr	130.00/hr	PWM	
Company	Year 1	Year 2	Year 3	Year 4	Year 5																																			
1001223 Alberta Ltd	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays																																			
LaPrairie Works Inc	174.75/hr	180.00/hr	185.50/hr	191.00/hr	196.75/hr																																			
Mainline Construction 2014	180.00/hr	180.00/hr	182.00/hr	183.60/hr	185.50/hr																																			
Bertrum T Basnett	138.00/hr	138.00/hr	138.00/hr	138.00/hr	138.00/hr																																			
Prograde Services Ltd.	130.00/hr	130.00/hr	130.00/hr	130.00/hr	130.00/hr																																			
C172-20	03/24/20	<table><tr><th></th><th>Year 1</th><th>Year 2</th><th>Year 3</th><th>Year 4</th><th>Year 5</th></tr><tr><td>LaPrairie Works Inc</td><td>174.75/hr</td><td>180.00/hr</td><td>185.50/hr</td><td>191.00/hr</td><td>196.75/hr</td></tr><tr><td>Boschwich Contracting</td><td>117.00/hr</td><td>117.00/hr</td><td>117.00/hr</td><td>117.00/hr</td><td>117.00/hr</td></tr></table>		Year 1	Year 2	Year 3	Year 4	Year 5	LaPrairie Works Inc	174.75/hr	180.00/hr	185.50/hr	191.00/hr	196.75/hr	Boschwich Contracting	117.00/hr	117.00/hr	117.00/hr	117.00/hr	117.00/hr	PWM																			
	Year 1	Year 2	Year 3	Year 4	Year 5																																			
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Boschwich Contracting	117.00/hr	117.00/hr	117.00/hr	117.00/hr	117.00/hr																																			



Management Team

Activity Report for March 24, 2020

LEGEND:

Budget Items: Completed Items: Items in Waiting:
 CAO = Chief Administrative Officer CSM = Corporate Services Manager
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MOTION	DATE	DESCRIPTION	DEPT	STATUS																		
		<table><tr><td>Mainline Construction 2014 Ltd.</td><td>180.00/hr</td><td>180.00/hr</td><td>182.00/hr</td><td>183.60/hr</td><td>185.50/hr</td></tr><tr><td>Wycliffe Enterprises Ltd</td><td>135.00/hr</td><td>138.00/hr</td><td>140.00/hr</td><td>142.00/hr</td><td>145.00/hr</td></tr><tr><td>Bertrum T Basnett</td><td>140.00/hr</td><td>142.00/hr</td><td>144.00/hr</td><td>144.00/hr</td><td>144.00/hr</td></tr></table> RESOLUTION by Councillor Ruecker to open Tender 2020-06 Bear Canyon Grader Beat at 9:45, analyze and bring back a recommendation to next Regular Council Meeting. CARRIED.	Mainline Construction 2014 Ltd.	180.00/hr	180.00/hr	182.00/hr	183.60/hr	185.50/hr	Wycliffe Enterprises Ltd	135.00/hr	138.00/hr	140.00/hr	142.00/hr	145.00/hr	Bertrum T Basnett	140.00/hr	142.00/hr	144.00/hr	144.00/hr	144.00/hr		
Mainline Construction 2014 Ltd.	180.00/hr	180.00/hr	182.00/hr	183.60/hr	185.50/hr																	
Wycliffe Enterprises Ltd	135.00/hr	138.00/hr	140.00/hr	142.00/hr	145.00/hr																	
Bertrum T Basnett	140.00/hr	142.00/hr	144.00/hr	144.00/hr	144.00/hr																	
C174-20	03/24/20	RESOLUTION by Reeve Croy to cancel all upcoming Clear Hills County Regular Council, Policy & Priority and Agricultural Service Board meetings for the months of April and May 2020 due to the Covid-19 Virus. CARRIED.	CAO																			
C175-20	03/24/20	RESOLUTION by Councillor Frixel effective Tuesday, March 24, 2020, at 4:30p.m. Clear Hills County Office located at 313 Alberta Ave in Worsley, Alberta will be closed to the public until further notice, due to the covid-19 virus. CARRIED.	CAO																			
C176-20	03/24/20	RESOLUTION by Councillor Wetmore suspend all non-essential services and County related work travel for Councillors, Board members and staff effective immediately until further notice, due to the covid-19 virus. CARRIED.	CAO																			
C177-20	03/24/20	RESOLUTION by Councillor Janzen to cancel all upcoming Clear Hills County 2020 Public events such as the Agricultural Trade Show, Annual Public Meeting, Annual BBQ, due to the Covid-19 Virus. CARRIED.	CAO																			
C179-20	03/24/20	RESOLUTION by Reeve Croy to table the discussion on Recreation Boards to a future Policy and Priority Committee Meeting. CARRIED	CDM	Future P&P																		
C180-20	03/24/20	RESOLUTION by Deputy Reeve Bean to direct administration to make amendments to Section 3.5 of the Continuing Education Scholarship Policy 6801 clarifying that in the case of multi-year programs the scholarship can be applied for prior to each academic year. CARRIED.	CDM	Next Council Meeting																		



Management Team

Activity Report for March 24, 2020

LEGEND:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
C182-20	03/24/20	RESOLUTION by Councillor Wetmore to send the letter the Agricultural Service Board has recommended to the Minister of Agriculture in strong support of Fusarium Graminearum remaining a Pest under the Agricultural Pests Act. CARRIED.	CDM	

		August 20, 2019		
C335-19	06/25/19	RESOLUTION by Councillor Bean to approve a budget of \$21,500.00 for survey, land and environmental work to increase the George Lake Recreation Lease boundaries and allocate the funds from the Recreation Reserve. CARRIED.	CDM	In the works
C391-19	08/13/19	RESOLUTION by Councillor Ruecker to approve the funding request from NWSAR (North West Species at Risk Committee) to assist with research and ongoing activities annually in 2020, 2021 and 2022 in the amount of \$50,000.00 per year, funds to be included in the 2020, 2021 and 2022 Operating budget under Economic Development. CARRIED.		2020 ✓ 2021 2022
		September 30, 2019		
C470-19	09/24/19	RESOLUTION by Councillor Ruecker to approve a one-time conditional operating grant to the Village of Hines Creek in the amount of approximately \$135,000.00, as a 2020 25% tax rebate incentive. CARRIED.		2020 ✓
C471-19	09/24/19	RESOLUTION by Councillor Wetmore to approve a one-time conditional operating grant to the Village of Hines Creek in the amount of \$400,000.00 with the following conditions: a yearend report on how the funding was used to achieve sustainability of the Village. CARRIED.		2020 ✓
		November 27, 2019		
C587-19	11/26/19	RESOLUTION by Councillor Frixel to receive the delegation from Paul Hvenegaard, Regional Manager with Alberta Conservation Associations presentation for funding support for the Sulphur Lake aeration operation; and approve entering into an agreement with the Alberta Conservation	CDM	2020 2021 2022 2023 2024



Management Team

Activity Report for March 24, 2020

LEGEND:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		Association to provide \$5,000 per year for 5 years (2020-2024) for the Sulphur Lake aeration operation with the funds to be included in the General Grants budget of the 2020 through 2024 annual Operating Budgets. CARRIED.		
C595-19	11/26/19	RESOLUTION by Councillor Frixel further to resolution C630-18(12-11-18), authorize that the 2019, 2020 and 2021 Risk Pro insurance credit for the Compound Gate replacement project be transferred to the Building Reserve when received each year. CARRIED.	CSM/ CDM	2019 ✓ 2020 ✓ 2021
		January 7, 2020		
C620-19	12/10/19	RESOLUTION by Councillor Fletcher that Council approves assisting Northern Lights County by contributing \$10,000 (ten thousand dollars) a year for 5 years, for operation of the Manning Airport, and include the funds in the annual operating budget. CARRIED.	CDM	2020 ✓ 2021 2022 2023 2024
		February 4, 2020		
C75-20	01/28/20	RESOLUTION by Councillor Wetmore to approve a Capital Grant for the Cherry Canyon Agricultural Society's for the amount of \$22,000.00 for the playground project and include the funds in the 2020 Operating Budget. CARRIED.	CDM	2020 ✓
		March 26, 2020		
C181-20	03/24/20	RESOLUTION by Councillor Janzen to amend the 2020 Operating Budget by reducing one weed inspector position and including the revenue and expenses for the County's portion of the Peace Region Clubroot Surveillance Program CAP grant. CARRIED.	CDM	2020 ✓
C183-20	03/24/20	RESOLUTION by Councillor Janzen to increase the Bovine Spongiform Encephalopathy Testing (BSE) Incentive Program 2020 budget to \$4,500 from \$3,000, as recommended by the Agricultural Service Board. CARRIED.	CDM	2020 ✓



Management Team

Activity Report for March 24, 2020

LEGEND:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
ITEMS IN WAITING				
		February 3, 2015		
C66-15	01/13/15	RESOLUTION by Councillor Croy to leave Plan 802KS Block 2 Lot 10 as is in the County's name as a tax forfeiture property. The taxes shall keep accumulating on it; the previous owner can redeem it at any time by paying all taxes and penalties. If after 15 years the previous owner has not redeemed it totally, the County will become the owner. CARRIED.	CSM	January 14, 2030
		May 10, 2017		
C404-16	07/19/16	RESOLUTION by Councillor Johnson to draft a letter to the Regional Alberta Transportation department requesting access to the Reject gravel in the Alberta Transportation Bear Canyon pit. CARRIED.	EA	In Waiting
		April 23, 2019		
C66-19	02/12/19	RESOLUTION by Deputy Reeve Fletcher to approve the request to allow the installation of a Texas gate on Range Road 64 at the midway junction of section 20 & 21-85-6-W6M as per Bylaw 82-05 and have Appendix A – "Agreement for Installation of Texas Gates within Municipal Roadways" brought back to a future council for authorization. CARRIED.	PWM	In waiting
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	March 25 Joint Rural Crime-watch meeting
		November 20, 2019		
C556-19	10/22/19	RESOLUTION by Reeve Croy to dispose of the Zero Till Drill by public auction, as is, due to low usage and high repair costs. CARRIED.		April Auction
		January 23, 2020		
C40-20	01/14/20	RESOLUTION by Councillor Fletcher that this council authorizes the destruction of 2017 monthly reconciliation reports, 2012 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2013. CARRIED.	CDM	



Management Team

Activity Report for March 24, 2020

LEGEND:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		January 29, 2020		
C65-20	01/28/20	RESOLUTION by Reeve Croy to authorize disposal by auction of Unit 31-63-22, 1993 Mack Water Truck as is at end of life. CARRIED.	CSM/ PWM	
		February 4, 2020		
C35-20	01/14/20	RESOLUTION by Councillor Wetmore to accept the discussion and information provided by (ACA) Alberta Conservation Association and contact ACA Fish Program Manager to request Ole's Lake be assessed to determine if it qualifies for lake aeration. CARRIED.	CDM	In waiting
		March 26, 2019		
C129-20	02/25/20	RESOLUTION by Deputy Reeve Bean that the recipient of the Clear Hills County 2020 Business of the Year Award will be announced at the 2020 Clear Hills County Agricultural Trade Show. CARRIED.	CDM	2021
C130-20	02/25/20	RESOLUTION by Councillor Janzen that the recipient of the 2020 Outstanding Recreation Facility award winner be announced at the 2020 Clear Hills County Agricultural Trade Show. CARRIED.	CDM	2021
C131-20	02/25/20	RESOLUTION by Councillor Wetmore that the recipient of the 2020 Volunteer of the Year award winner be announced at the 2020 Clear Hills County Agricultural Trade Show. CARRIED.	CDM	2021

Clear Hills County

Request For Decision (RFD)

	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	COUNCIL REPORTS ON MEETINGS
File:	11-02-02

DESCRIPTION:

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

BACKGROUND / PROPOSAL:

Council members attend meetings they have been appointed to.

ATTACHMENTS

RECOMMENDED ACTION:

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

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

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Finance – Accounts Payable
File:	12-03-02

DESCRIPTION:

A list of expenditures for Clear Hills County for the period of March 25, 2020 to April 14, 2020 is provided for Council's review.

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

RESOLUTION by... that Council receives for information the Accounts Payable report for Clear Hills County for the period of March 25, 2020 to April 14, 2020 for a total of \$1,174,629.31.

Initials show support - Reviewed by:

Manager:



CAO:



Ranges: From: To: From: To:

Cheque Number First Last Cheque Date 3/25/20 4/14/20

Vendor ID First Last Chequebook ID First Last

Vendor Name First Last

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
023427	WOLFE01	JUDITH WOLFE	4/14/20	ATB	PMCHQ00001139	\$125.00
023428	1EYED01	1 EYE'D DISPOSAL GARBAGE COLLE	4/14/20	ATB	PMCHQ00001139	\$619.50
023429	621669ABLT	621669 ALBERTA LTD.	4/14/20	ATB	PMCHQ00001139	\$150.00
023430	756446	756446 ALBERTA LTD.	4/14/20	ATB	PMCHQ00001139	\$13,669.36
023431	CANADAINCORPG&T	8415846 CANADA INCORPORATED GA	4/14/20	ATB	PMCHQ00001139	\$175.00
023432	AEMA	AEMA ENTERPRISES LTD.	4/14/20	ATB	PMCHQ00001139	\$12,336.88
023433	ALBERTABEEF01	ALBERTA BEEF PRODUCERS	4/14/20	ATB	PMCHQ00001139	\$250.00
023434	ALLENS01	ALLEN SHERRIE	4/14/20	ATB	PMCHQ00001139	\$150.00
023435	AXIA01	Axia SuperNet Ltd.	4/14/20	ATB	PMCHQ00001139	\$528.68
023436	B&EHOME01	B & E HOME HARDWARE	4/14/20	ATB	PMCHQ00001139	\$578.62
023437	BMP	BMP VENTURES	4/14/20	ATB	PMCHQ00001139	\$3,395.73
023438	BOSCHWICK01	BOSCHWICK CONTRACTING	4/14/20	ATB	PMCHQ00001139	\$23,908.50
023439	BROWNLEE01	BROWNLEE LLP	4/14/20	ATB	PMCHQ00001139	\$3,163.65
023440	BURHOLDER02	BURKHOLDER BUILDINGS	4/14/20	ATB	PMCHQ00001139	\$175.00
023441	CALR01	CAL-R CONTRACTING LTD.	4/14/20	ATB	PMCHQ00001139	\$13,886.27
023442	CANFOREST03	CANADIAN FOREST PRODUCTS LTD.	4/14/20	ATB	PMCHQ00001139	\$3,000.00
023443	CHINCHAGAROAD01	CHINCHAGA ROAD MANAGEMENT	4/14/20	ATB	PMCHQ00001139	\$500.00
023444	CHUBS01	CHUB'S TRUCKING	4/14/20	ATB	PMCHQ00001139	\$11,632.14
023445	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	4/14/20	ATB	PMCHQ00001139	\$9,673.13
023446	CLEARDALE01	CLEARDALE TRANSPORT	4/14/20	ATB	PMCHQ00001139	\$65,207.10
023447	CLEARTECH01	CLEARTECH INDUSTRIES INC.	4/14/20	ATB	PMCHQ00001139	\$5,395.31
023448	COOI06	CONRAD OILFIELD SERVICES	4/14/20	ATB	PMCHQ00001139	\$315.00
023449	CONRAD01	GREG CONRAD	4/14/20	ATB	PMCHQ00001139	\$49,681.25
023450	COXGERALD01	GERALD COX	4/14/20	ATB	PMCHQ00001139	\$5,775.00
023451	CUCO06	CUSTOM COMMUNICATIONS & SECURI	4/14/20	ATB	PMCHQ00001139	\$104.54
023452	DMCONTRACTING01	DARYLL MCLEAN CONTRACTING	4/14/20	ATB	PMCHQ00001139	\$700.00
023453	DECISIVEFARM01	DECISIVE FARMING	4/14/20	ATB	PMCHQ00001139	\$375.00
023454	DEP01	DEP VENTURES	4/14/20	ATB	PMCHQ00001139	\$12,102.27
023455	DHL01	LOOMIS EXPRESS, A DIV. OF TFI	4/14/20	ATB	PMCHQ00001139	\$362.75
023456	DMVE06	DMJ VENTURES	4/14/20	ATB	PMCHQ00001139	\$10,114.08
023457	DUGUAYA01	DUGUAY ANNETTE	4/14/20	ATB	PMCHQ00001139	\$125.00
023458	DUFIO6	DUNVEGAN FISH & GAME ASSOC	4/14/20	ATB	PMCHQ00001139	\$200.00
023459	DUTCH01	DUTCH INDUSTRIES	4/14/20	ATB	PMCHQ00001139	\$200.00
023460	FAIRVIEWSRS	FAIRVIEW & AREA SENIORS CHECK	4/14/20	ATB	PMCHQ00001139	\$5,025.00
023461	FAIRVIEW07	FAIRVIEW & DISTRICT WOMEN'S CE	4/14/20	ATB	PMCHQ00001139	\$175.00
023462	FAIRVICTIM	Fairview Victim Services Assoc	4/14/20	ATB	PMCHQ00001139	\$125.00
023463	FEHR14	FEHR TIRECRAFT LTD.	4/14/20	ATB	PMCHQ00001139	\$857.50
023464	GIESBRECHTV	GIESBRECHT VENTURES	4/14/20	ATB	PMCHQ00001139	\$7,806.53
023465	GLENARMS01	GLEN ARMSTRONG CONSTRUCTION LT	4/14/20	ATB	PMCHQ00001139	\$10,539.35
023466	GREGG01	GREGG DISTRIBUTORS CO. LTD.	4/14/20	ATB	PMCHQ00001139	\$258.09
023467	GRIMSHAW02	GRIMSHAW GRAVEL SALES	4/14/20	ATB	PMCHQ00001139	\$287,706.44
023468	H&GMASON01	H & G MASON HOLDINGS	4/14/20	ATB	PMCHQ00001139	\$20,965.30
023469	H&M	H&M TRUCKING	4/14/20	ATB	PMCHQ00001139	\$8,472.45
023470	HKPTRUCK01	H.K.P. TRUCKING	4/14/20	ATB	PMCHQ00001139	\$7,661.53
023471	HALEA	Aaron Hale	4/14/20	ATB	PMCHQ00001139	\$150.00
023472	HAWRYLUKR	Roberta Hawryluk	4/14/20	ATB	PMCHQ00001139	\$175.00
023473	HCMUNICIPAL01	HINES CREEK MUNICIPAL LIBRARY	4/14/20	ATB	PMCHQ00001139	\$125.00
023474	HITECH01	HITECH BUSINESS SYSTEMS LTD.	4/14/20	ATB	PMCHQ00001139	\$431.69
023475	HOEKSTRAD	Douwe Hoekstra	4/14/20	ATB	PMCHQ00001139	\$300.00
023476	HVAMBK	Kris Hvamb	4/14/20	ATB	PMCHQ00001139	\$175.00
023477	ISAACIRON	Isaac Ironworks	4/14/20	ATB	PMCHQ00001139	\$575.00
023478	JAKES	JAKES ENTERPRISES	4/14/20	ATB	PMCHQ00001139	\$10,997.38
023479	JLD	JLD ENTERPRISE	4/14/20	ATB	PMCHQ00001139	\$21,042.00
023480	JOHMAR01	JOHMAR CONTRACTING	4/14/20	ATB	PMCHQ00001139	\$11,634.08
023481	JOHNSONH	Helen Johnson	4/14/20	ATB	PMCHQ00001139	\$175.00
023482	JUMO06	JUNCTION MOTORS LTD	4/14/20	ATB	PMCHQ00001139	\$375.00

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
023483	KAUT01	DAVID KAUT	4/14/20	ATB	PMCHQ00001139	\$14,166.01
023484	LAZENBYS	ShelleyLazenby	4/14/20	ATB	PMCHQ00001139	\$200.00
023485	LEET	Taya Lee	4/14/20	ATB	PMCHQ00001139	\$200.00
023486	LUNDG	GEOFF LUND	4/14/20	ATB	PMCHQ00001139	\$50.00
023487	MDFAIR01	M.D. OF FAIRVIEW NO. 136	4/14/20	ATB	PMCHQ00001139	\$2,000.00
023488	MDPEACE01	M.D OF PEACE #135	4/14/20	ATB	PMCHQ00001139	\$1,500.00
023489	MISTY	Misty Meadow Soap Inc.	4/14/20	ATB	PMCHQ00001139	\$125.00
023490	MORINK	Krysia Morin	4/14/20	ATB	PMCHQ00001139	\$125.00
023491	MRF01	MRF GEOSYSTEMS CORPORATION	4/14/20	ATB	PMCHQ00001139	\$6,583.50
023492	NEWHOR	New Horizon Co-Op	4/14/20	ATB	PMCHQ00001139	\$200.00
023493	NORTECH	NORTECH MECHANICAL	4/14/20	ATB	PMCHQ00001139	\$9,946.90
023494	NORTHERN03	NORTHERN SUNRISE COUNTY	4/14/20	ATB	PMCHQ00001139	\$250.00
023495	NORTHWEST03	NORTHWEST PEACE COMMUNITY	4/14/20	ATB	PMCHQ00001139	\$200.00
023496	OUTBACK	Outback Transport	4/14/20	ATB	PMCHQ00001139	\$7,333.95
023497	PCBFA	PEACE COUNTRY BEEF &	4/14/20	ATB	PMCHQ00001139	\$175.00
023498	PEACEGOUR	PEACE GOURMET HONEY	4/14/20	ATB	PMCHQ00001139	\$200.00
023499	PEACE06	PEACE RIVER SCHOOL DIVISION NO	4/14/20	ATB	PMCHQ00001139	\$46,783.00
023500	SUNMEDIA	POSTMEDIA NETWORK INC.	4/14/20	ATB	PMCHQ00001139	\$1,587.39
023501	PEACEPOWER01	PRAIRIE COAST EQUIPMENT INC.	4/14/20	ATB	PMCHQ00001139	\$750.00
023502	PRAIRIE03	PRAIRIE DISPOSAL LTD.	4/14/20	ATB	PMCHQ00001139	\$6,846.00
023503	PROGRADE01	Prograde Services Ltd.	4/14/20	ATB	PMCHQ00001139	\$156,578.63
023504	TEMP000114	RIDLEY ROBERT E	4/14/20	ATB	PMCHQ00001139	\$89.85
023505	RMAFUEL	RMA FUEL LTD.	4/14/20	ATB	PMCHQ00001139	\$3,478.56
023506	ROADATA	ROADATA SERVICES LTD	4/14/20	ATB	PMCHQ00001139	\$867.83
023507	ROAMING	ROAMING TRANSPORT	4/14/20	ATB	PMCHQ00001139	\$41,277.71
023508	ROCKYWOOD01	ROCKYWOOD VENTURES	4/14/20	ATB	PMCHQ00001139	\$12,298.17
023509	RUCO01	RUCO ENTERPRISES LTD.	4/14/20	ATB	PMCHQ00001139	\$22,648.46
023510	SCANALTA01	SCANALTA POWER SALES LTD.	4/14/20	ATB	PMCHQ00001139	\$425.00
023511	SCHAMLTZS	Shon Schmaltz	4/14/20	ATB	PMCHQ00001139	\$350.00
023512	SHEWCHUK01	SHEWCHUK, GERALD	4/14/20	ATB	PMCHQ00001139	\$12,859.30
023513	SIGNS02	SIGNS BY LORI	4/14/20	ATB	PMCHQ00001139	\$260.40
023514	SKERRATT	CLAYTON AND ANN SKERRATT	4/14/20	ATB	PMCHQ00001139	\$1,950.00
023515	SKYLITE	SKYLITE FARMS	4/14/20	ATB	PMCHQ00001139	\$1,278.53
023516	BRAIM01	STAN BRAIM	4/14/20	ATB	PMCHQ00001139	\$125.00
023517	THISTLES01	THISTLES TRUCK SERVICE	4/14/20	ATB	PMCHQ00001139	\$11,227.19
023518	TOWNFAIR01	TOWN OF FAIRVIEW	4/14/20	ATB	PMCHQ00001139	\$315.00
023519	TRI-S01	TRI-S CONCRETE LTD.	4/14/20	ATB	PMCHQ00001139	\$200.00
023520	TRINUS01	TRINUS TECHNOLOGIES INC.	4/14/20	ATB	PMCHQ00001139	\$3,294.22
023521	TURNERS01	TURNER'S TRUCK SERVICE LTD.	4/14/20	ATB	PMCHQ00001139	\$10,010.83
023522	UNIFIED	Unified Energy 8760 Ltd.	4/14/20	ATB	PMCHQ00001139	\$1,188.60
023523	WASYLCIWL01	GLEN WASYLCIW	4/14/20	ATB	PMCHQ00001139	\$350.00
023524	WENGER	MAYA WENGER	4/14/20	ATB	PMCHQ00001139	\$150.00
023525	WESTGATE	Westgate Chevrolet (2018) Ltd.	4/14/20	ATB	PMCHQ00001139	\$38,325.00
023526	WIROS06	WILD ROSE TRUCKING	4/14/20	ATB	PMCHQ00001139	\$2,962.54
023527	WILLJUST	WILL JUST CONTRACT	4/14/20	ATB	PMCHQ00001139	\$9,164.48
023528	WORSLEYEARLY	WORSLEY EARLY CHILDHOOD	4/14/20	ATB	PMCHQ00001139	\$17,145.00
023529	WGENERAL01	4D HOLDINGS LTD.	4/14/20	ATB	PMCHQ00001139	\$563.03
023530	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	4/14/20	ATB	PMCHQ00001139	\$34,862.13
023531	WSP01	WSP CANADA INC.	4/14/20	ATB	PMCHQ00001139	\$1,000.00
023532	YOUTH01	Youth Enhancement Society	4/14/20	ATB	PMCHQ00001139	\$44,500.00
023533	ZAVISHA	Zavisha Sawmills Ltd.	4/14/20	ATB	PMCHQ00001139	\$1,000.00
023534	NORTHPEACE01	NORTH PEACE REGIONAL	4/14/20	ATB	PMCHQ00001140	\$205.00
023535	WOLFEA01	Anna Wolfe	4/14/20	ATB	PMCHQ00001140	\$135.00

Total Cheques: 109

Total Amount of Cheques: \$1,174,629.31

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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	3/25/20	4/14/20		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WOLFE JUDITH	023427	4/14/20	\$125.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$125.00	
1 EYE'D DISPOSAL GARBAGE COLLE	023428	4/14/20	\$619.50
Invoice Description	Invoice Number	Invoice Amount	
Worsley Hamlet Snow Removal	084	\$199.50	
Worsley Walk Path Snow Removal	085	\$420.00	
621669 ALBERTA LTD.	023429	4/14/20	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$150.00	
756446 ALBERTA LTD.	023430	4/14/20	\$13,669.36
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-22/20	\$10,612.30	
Annual Gravel Haul	MAR23-26/20	\$3,057.06	
8415846 CANADA INCORPORATED GA	023431	4/14/20	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$175.00	
AEMA ENTERPRISES LTD.	023432	4/14/20	\$12,336.88
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR17-21/20	\$10,040.01	
Annual Gravel Haul	MAR23-26/20	\$2,296.87	
ALBERTA BEEF PRODUCERS	023433	4/14/20	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Sponsorship Refund	032720	\$250.00	
ALLEN SHERRIE	023434	4/14/20	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$150.00	
Axia SuperNet Ltd.	023435	4/14/20	\$528.68
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
April Supernet	1000176394		\$528.68
B & E HOME HARDWARE	023436	4/14/20	\$578.62
Invoice Description	Invoice Number	Invoice Amount	
HCFD/ WFD Supplies	101-35615	\$37.72	
CWTP Parts	101-32604	\$57.02	
Annual Gravel Haul Supplies	101-35076	\$14.67	
Shop Supplies	101-33523	\$18.86	
Shop Supplies	101-34157	\$12.57	
Janitor Supplies	101-32577	\$286.45	
Tie Down for Side by Side	101-35671	\$43.62	
Janitorial Supplies	101-36264	\$107.71	
BMP VENTURES	023437	4/14/20	\$3,395.73
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR20-21/20	\$2,171.44	
Annual Gravel Haul	5221-032320	\$1,224.29	
BOSCHWICK CONTRACTING	023438	4/14/20	\$23,908.50
Invoice Description	Invoice Number	Invoice Amount	
Bear Canyon GB09	287-040220	\$23,908.50	
BROWNLEE LLP	023439	4/14/20	\$3,163.65
Invoice Description	Invoice Number	Invoice Amount	
Legal Opinion	496527	\$3,163.65	
BURKHOLDER BUILDINGS	023440	4/14/20	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$175.00	
CAL-R CONTRACTING LTD.	023441	4/14/20	\$13,886.27
Invoice Description	Invoice Number	Invoice Amount	
Open Roads-Div. 2	11716	\$1,995.00	
Open Range Road 60	11714	\$997.50	
Annual Gravel Haul	MAR16-22/20	\$8,752.65	
Annual Gravel Haul	MAR23-24/20	\$2,141.12	
CANADIAN FOREST PRODUCTS LTD.	023442	4/14/20	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Sponsorship Refund	032720	\$3,000.00	
CHINCHAGA ROAD MANAGEMENT	023443	4/14/20	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Sponsorship Refund	032720	\$500.00	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CHUB'S TRUCKING	023444	4/14/20	\$11,632.14
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-21/20	\$9,731.81	
Annual Gravel Haul	MAR23-25/20	\$1,900.33	
CLEAR HILLS WASTE MANAGEMENT	023445	4/14/20	\$9,673.13
Invoice Description	Invoice Number	Invoice Amount	
Transfer Stations Contract	039	\$9,463.13	
Garbage Haul-Worsley Hamlet	040	\$210.00	
CLEARDALE TRANSPORT	023446	4/14/20	\$65,207.10
Invoice Description	Invoice Number	Invoice Amount	
Spare Grader-Cldl & Worsley	6109419	\$4,483.50	
Worsley GB01	6109421	\$22,044.75	
Cleardale GB07	6109420	\$17,388.00	
Annual Gravel Haul	MAR16-21/20	\$12,070.49	
Annual Gravel Haul	MAR23-26/20	\$1,951.76	
Annual Gravel Haul	5048-032320	\$1,585.10	
Annual Gravel Haul	MAR20-21/20	\$2,746.62	
Annual Gravel Haul	MAR17-19/20	\$2,936.88	
CLEARTECH INDUSTRIES INC.	023447	4/14/20	\$5,395.31
Invoice Description	Invoice Number	Invoice Amount	
Chem, Freight, & Container Dep	828068	\$5,395.31	
CONRAD OILFIELD SERVICES	023448	4/14/20	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
Snow Removal-BCWP & Rec Bins	5199	\$315.00	
CONRAD, GREG	023449	4/14/20	\$49,681.25
Invoice Description	Invoice Number	Invoice Amount	
REMAINING GRAVEL CONTRACT	DEC 31 2011	\$399,000.00	
COX, GERALD	023450	4/14/20	\$5,775.00
Invoice Description	Invoice Number	Invoice Amount	
Water Plant Operator Contract	0114213	\$5,775.00	
CUSTOM COMMUNICATIONS & SECURI	023451	4/14/20	\$104.54
Invoice Description	Invoice Number	Invoice Amount	
Security System Update	90831	\$21.00	
Security System Batteries	90922	\$83.54	
DARYLL MCLEAN CONTRACTING	023452	4/14/20	\$700.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor & Sponsor Refund	032720	\$700.00	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
DECISIVE FARMING	023453	4/14/20	\$375.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor & Sponsor Refund	032720	\$375.00	
DEP VENTURES	023454	4/14/20	\$12,102.27
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-21/20	\$9,849.99	
Annual Gravel Haul	MAR23-26/20	\$2,252.28	
DHL	023455	4/14/20	\$362.75
Invoice Description	Invoice Number	Invoice Amount	
Water Sample Shipping	8875706	\$200.39	
Wat Samp/Contract Shipping	8886689	\$162.36	
DMJ VENTURES	023456	4/14/20	\$10,114.08
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-21/20	\$8,872.17	
Annual Gravel Haul	5217-032330	\$1,241.91	
DUGUAY ANNETTE	023457	4/14/20	\$125.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$125.00	
DUNVEGAN FISH & GAME ASSOC	023458	4/14/20	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$200.00	
DUTCH INDUSTRIES	023459	4/14/20	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$200.00	
FAIRVIEW & AREA SENIORS CHECK	023460	4/14/20	\$5,025.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$125.00	
FCSS Grant 2020-01	031920	\$4,900.00	
FAIRVIEW & DISTRICT WOMEN'S CE	023461	4/14/20	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$175.00	
Fairview Victim Services Assoc	023462	4/14/20	\$125.00
Invoice Description	Invoice Number	Invoice Amount	
Exhibitor Booth Refund	032720	\$125.00	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
FEHR TIRECRAFT LTD.	023463	4/14/20	\$857.50
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor & Sponsor Refund	032720	\$700.00	
R&M-Unit 65-57	21448	\$157.50	
GIESBRECHT VENTURES	023464	4/14/20	\$7,806.53
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR17-21/20	\$5,674.47	
Annual Gravel Haul	MAR23-26/20	\$2,132.06	
GLEN ARMSTRONG CONSTRUCTION LT	023465	4/14/20	\$10,539.35
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-22/20	\$9,558.33	
Annual Gravel Haul	5233-032320	\$981.02	
GREGG DISTRIBUTORS CO. LTD(FAI	023466	4/14/20	\$258.09
Invoice Description	Invoice Number	Invoice Amount	
Bridge Repair Cable	036-290189	\$182.70	
Gloves-WFD & HCFD	036-291681	\$75.39	
GRIMSHAW GRAVEL SALES	023467	4/14/20	\$287,706.44
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Sponsorship Refund	032720	\$1,500.00	
Purchased for Ann Gravel Haul	20032	\$258,755.74	
Annual Gravel Haul	MAR16-22/20	\$10,160.79	
Annual Gravel Haul	MAR16-22-20	\$10,079.41	
Annual Gravel Haul	5237-032320	\$1,033.40	
Annual Gravel Haul	MAR21-22/20	\$2,777.32	
Annual Gravel Haul	4912-032220	\$920.28	
Annual Gravel Haul	MAR23-24/20	\$2,479.50	
H & G MASON HOLDINGS	023468	4/14/20	\$20,965.30
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR17-22/20	\$5,683.22	
Annual Gravel Haul	MAR16-22/20	\$11,371.36	
Annual Gravel Haul	MAR23-24/20	\$2,180.38	
Annual Gravel Haul	MAR23-26/20	\$1,730.34	
H&M TRUCKING	023469	4/14/20	\$8,472.45
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-20/20	\$6,613.04	
Annual Gravel Haul	MAR23-26/20	\$1,859.41	
H.K.P. TRUCKING	023470	4/14/20	\$7,661.53
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	5236-032320	\$1,008.28	
Annual Gravel Haul	MAR16-21/20	\$6,653.25	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Hale, Aaron	023471	4/14/20	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$150.00	
Hawryluk, Roberta	023472	4/14/20	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
T.S. Exhibitor Booth Refund	032720	\$175.00	
HINES CREEK MUNICIPAL LIBRARY	023473	4/14/20	\$125.00
Invoice Description	Invoice Number	Invoice Amount	
T.S. Exhibitor Booth Refund	032720	\$125.00	
HITECH BUSINESS SYSTEMS LTD.	023474	4/14/20	\$431.69
Invoice Description	Invoice Number	Invoice Amount	
Copier Agreement	1571697	\$431.69	
Hoekstra, Douwe	023475	4/14/20	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor & Sponsor Refund	032720	\$300.00	
Hvamb, Kris	023476	4/14/20	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$175.00	
Isaac Ironworks	023477	4/14/20	\$575.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor & Sponsor Refund	032720	\$575.00	
JAKES ENTERPRISES	023478	4/14/20	\$10,997.38
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-21/20	\$10,289.31	
Annual Gravel Haul	4856-032320	\$708.07	
JLD ENTERPRISE	023479	4/14/20	\$21,042.00
Invoice Description	Invoice Number	Invoice Amount	
Eureka River GB13	91	\$21,042.00	
JOHMAR CONTRACTING	023480	4/14/20	\$11,634.08
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-21/20	\$10,588.26	
Annual Gravel Haul	5208-032320	\$1,045.82	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Johnson, Helen	023481	4/14/20	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Refund	032720	\$175.00	
JUNCTION MOTORS LTD	023482	4/14/20	\$375.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$375.00	
KAUT DAVID	023483	4/14/20	\$14,166.01
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-22/20	\$10,935.89	
Annual Gravel Haul	MAR23-26/20	\$3,230.12	
Lazenby, Shelley	023484	4/14/20	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$200.00	
Lee, Taya	023485	4/14/20	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$200.00	
LUND, GEOFF	023486	4/14/20	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	69333-032420	\$50.00	
M.D. OF FAIRVIEW NO. 136	023487	4/14/20	\$2,000.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Sponsorship Refund	032720	\$2,000.00	
M.D. OF PEACE # 135	023488	4/14/20	\$1,500.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Sponsorship Refund	032720	\$1,500.00	
Misty Meadow Soap Inc.	023489	4/14/20	\$125.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$125.00	
Morin, Krysia	023490	4/14/20	\$125.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$125.00	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
MRF GEOSYSTEMS CORPORATION	023491	4/14/20	\$6,583.50
Invoice Description	Invoice Number	Invoice Amount	
Tablets & GPS for Side by Side	C-5724	\$6,583.50	
New Horizon Co-Op	023492	4/14/20	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$200.00	
NORTECH MECHANICAL	023493	4/14/20	\$9,946.90
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-21/20	\$8,737.75	
Annual Gravel Haul	2020-032320	\$1,209.15	
NORTHERN SUNRISE COUNTY	023494	4/14/20	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Sponsorship Refund	032720	\$250.00	
NORTHWEST PEACE COMMUNITY ADUL	023495	4/14/20	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$200.00	
Outback Transport	023496	4/14/20	\$7,333.95
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR17-21/20	\$5,519.23	
Annual Gravel Haul	MAR23-26/20	\$1,814.72	
PEACE COUNTRY BEEF & FORAGE AS	023497	4/14/20	\$175.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$175.00	
PEACE GOURMET HONEY	023498	4/14/20	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$200.00	
PEACE RIVER SCHOOL DIVISION NO	023499	4/14/20	\$46,783.00
Invoice Description	Invoice Number	Invoice Amount	
School Ski Trip Bussing	9792	\$2,253.00	
FCSS Grant 2020-03	03192020	\$44,530.00	
POSTMEDIA	023500	4/14/20	\$1,587.39
Invoice Description	Invoice Number	Invoice Amount	
GB Tenders/PW Coordinator Ads	323898	\$677.04	
Newsletter Printing	327701	\$910.35	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
PRAIRIE COAST EQUIPMENT	023501	4/14/20	\$750.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$750.00	
PRAIRIE DISPOSAL LTD.	023502	4/14/20	\$6,846.00
Invoice Description	Invoice Number	Invoice Amount	
Recycle Bin Maintenance	0000504797	\$6,846.00	
Prograde Services Ltd.	023503	4/14/20	\$156,578.63
Invoice Description	Invoice Number	Invoice Amount	
Whitelaw GB15	2320	\$41,081.25	
Mont. GB03	2321	\$36,718.50	
Mont. GB03 Spare Grader	2322	\$9,009.00	
Whitelaw GB15	2329	\$37,078.13	
Mont. GB03 & Spare Grader	2330	\$32,691.75	
RIDLEY ROBERT E	023504	4/14/20	\$89.85
Invoice Description	Invoice Number	Invoice Amount	
Utility Deposit Refund	030220	\$89.85	
RMA FUEL LTD.	023505	4/14/20	\$3,478.56
Invoice Description	Invoice Number	Invoice Amount	
March 2020 Fuel Bill	PF-8195-83549	\$3,478.56	
ROADATA SERVICES LTD	023506	4/14/20	\$867.83
Invoice Description	Invoice Number	Invoice Amount	
Permitting Services	00073307	\$867.83	
ROAMING TRANSPORT	023507	4/14/20	\$41,277.71
Invoice Description	Invoice Number	Invoice Amount	
Cldl Hamlet Snow Removal	0179	\$3,083.85	
Hines Creek GB14	0178	\$19,622.40	
Annual Gravel Haul	MAR16-21/20	\$9,347.29	
Annual Gravel Haul	MAR16-21-20	\$7,179.73	
Annual Gravel Haul	MAR23-26/20	\$2,044.44	
ROCKYWOOD VENTURES	023508	4/14/20	\$12,298.17
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-21/20	\$10,529.13	
Annual Gravel Haul	MAR23-26/20	\$1,769.04	
RUCO ENTERPRISES	023509	4/14/20	\$22,648.46
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR17-21/20	\$5,785.20	
Annual Gravel Haul	5096-032320	\$1,095.50	

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Annual Gravel Haul	MAR16-22/20	\$11,597.82	
Annual Gravel Haul	MAR23-26/20	\$1,933.44	
Cdl Walking Path Snow Removal	1269	\$2,236.50	
SCANALTA POWER SALES LTD.	023510	4/14/20	\$425.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$425.00	
Schmaltz, Shon	023511	4/14/20	\$350.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	69340-031320	\$350.00	
SHEWCHUK, GERALD	023512	4/14/20	\$12,859.30
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-22/20	\$10,397.22	
Annual Gravel Haul	MAR23-24/20	\$2,462.08	
SIGNS BY LORI	023513	4/14/20	\$260.40
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Supplies	11811	\$25.20	
Caution Signs-Gravel Haul	11832	\$235.20	
SKERRATT, CLAYTON AND ANN	023514	4/14/20	\$1,950.00
Invoice Description	Invoice Number	Invoice Amount	
March Janitorial Services	2078652	\$1,950.00	
SKYLITE FARMS	023515	4/14/20	\$1,278.53
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	5252-032320	\$1,278.53	
STAN BRAIM	023516	4/14/20	\$125.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$125.00	
THISTLES TRUCK SERVICE	023517	4/14/20	\$11,227.19
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-22/20	\$7,761.21	
Annual Gravel Haul	MAR23-26/20	\$3,465.98	
TOWN OF FAIRVIEW	023518	4/14/20	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
Community Guide Advertising	IVC000017743	\$315.00	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
TRI-S CONCRETE LTD.	023519	4/14/20	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Sponsorship Refund	032720	\$200.00	
TRINUS TECHNOLOGIES INC.	023520	4/14/20	\$3,294.22
Invoice Description	Invoice Number	Invoice Amount	
April Service Agreement #57	R51621-27322	\$3,294.22	
TURNER'S TRUCK SERVICE LTD.	023521	4/14/20	\$10,010.83
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-21/20	\$7,843.88	
Annual Gravel Haul	MAR23-26/20	\$2,166.95	
Unified Energy 8760 Ltd.	023522	4/14/20	\$1,188.60
Invoice Description	Invoice Number	Invoice Amount	
D&T Review 1st Install-Agm 631	78970-032020	\$1,188.60	
WASYLCIW, GLEN	023523	4/14/20	\$350.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive Program	032320	\$350.00	
WENGER, MAYA	023524	4/14/20	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exhibitor Booth Refund	032720	\$150.00	
Westgate Chevrolet (2018) Ltd.	023525	4/14/20	\$38,325.00
Invoice Description	Invoice Number	Invoice Amount	
New Truck-PW	CLEA200324	\$38,325.00	
WILD ROSE TRUCKING 2001	023526	4/14/20	\$2,962.54
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	4877-032320	\$1,464.28	
Annual Gravel Haul	MAR20-21/20	\$1,498.26	
WILL JUST CONTRACT	023527	4/14/20	\$9,164.48
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-21/20	\$7,226.79	
Annual Gravel Haul	MAR23-26/20	\$1,937.69	
WORSLEY EARLY CHILDHOOD	023528	4/14/20	\$17,145.00
Invoice Description	Invoice Number	Invoice Amount	
FCSS Grant 2019	032620	\$17,145.00	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WORSLEY GENERAL STORE	023529	4/14/20	\$563.03
Invoice Description	Invoice Number	Invoice Amount	
Water & Bleach - Office	39-031620	\$32.74	
Grocery Order	242437	\$530.29	
WORSLEY GRAVEL SUPPLY LTD.	023530	4/14/20	\$34,862.13
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul-Loader	3697	\$23,606.10	
Annual Gravel Haul	MAR16-21/20	\$5,268.34	
Annual Gravel Haul	MAR17-21/20	\$3,654.18	
Annual Gravel Haul	MAR23-26/20	\$1,541.75	
Annual Gravel Haul	4898-032320	\$616.76	
T.S Exhibitor Booth Refund	032720	\$175.00	
WSP	023531	4/14/20	\$1,000.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Sponsorship Refund	032720	\$1,000.00	
Youth Enhancement Society	023532	4/14/20	\$44,500.00
Invoice Description	Invoice Number	Invoice Amount	
FCSS Grant 2020-04	031920	\$44,500.00	
Zavisha Sawmills Ltd.	023533	4/14/20	\$1,000.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Sponsorship Refund	032720	\$1,000.00	
NORTH PEACE REGIONAL LANDFILL	023534	4/14/20	\$205.00
Invoice Description	Invoice Number	Invoice Amount	
T.S Exh Booth & Banq Refund	032720	\$205.00	
Wolfe, Anna	023535	4/14/20	\$135.00
Invoice Description	Invoice Number	Invoice Amount	
Home School Ski Trip Reimburse	022320	\$135.00	
Report Total		\$1,174,629.31	

Clear Hills County

Request For Decision (RFD)

Meeting:	SPECIAL COUNCIL MEETING
Meeting Date:	April 21, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	2020 Operating Budget
File:	12-05-06

DESCRIPTION:

Council is provided with the 2020 Operating Budget for consideration.

BACKGROUND / PROPOSAL:

At the November 26, 2019 Regular Council Meeting, Council passed the 2020 Interim Operating Budget. Administration has brought the draft final budget with the following revisions:

- Increase to the doubtful accounts estimate
- Post Interim Budget Council motion(s)
- Addition of Policing budget
- Estimated total of the 25% Economic Growth Refund
- Decrease to the annual reserve funding of \$904,032
- Revisions based on 2019 budget to actual year-end variance analysis
- Revisions to revenue and expense due to program changes/cancelations because of Covid 19

OPTIONS:

ATTACHMENTS:

- 2020 Operating Budget

RECOMMENDED ACTION:

RESOLUTION by... to adopt the 2020 Operating Budget as presented with a decrease to the annual reserve contributions of \$904,032.

Initials show support - Reviewed by:

Manager:



CAO:



2020 Operating Budget Worksheet

Item	Total	Notes
Revenue:	14,885,209	
Expenses:	<u>16,240,813</u>	
Surplus/(Deficit)	(1,355,604)	
Government Grants for Capital	1,386,160	Included in this amount are MSI-Capital and Gas Tax Funding.
Amortization	4,188,077	Estimated based on 2018 amortization and 2019 TCA additions.
Miscellaneous	40,398	Included in this amount are both the gain/loss on TCA and the estimated proceeds from the sale of TCA.
Transfers to Restricted Surplus (Reserves)	(4,585,708)	This amount includes the annual transfers to reserve and estimated interest earned based on the 2020 Reserve Forecast.
Transfers from Restricted Surplus (Reserves)	326,677	This amount includes the operating items funded by reserves (Menno Simons School Upgrades).
TAX FUNDS REMAINING	<u><u>0</u></u>	

Clear Hills County
2020 Draft Operating Revenue Budget
As at: December 31, 2019
And: December 31, 2018

Account	Description	2018	2019		2020		2021	2022
		Actual 12/31/18	Actual 12/31/19	Budget	\$	Remaining %	Budget	Budget
1 00 00 00 11*	PROPERTY TAXES	17,323,557	17,740,708	17,709,686	(31,022)	0%	17,874,034	20,106,480
2 80 20 02 341	REQUISIT - SCHOOL - Prov. Government Dept.	(2,866,051)	(2,940,454)	(2,833,756)	106,698	-4%	(3,176,269)	(3,217,561)
2 80 10 02 355	REQUISIT - SENIORS - Other Municipal Agencies	(458,684)	(480,174)	(503,468)	(23,294)	5%	(491,307)	(497,694)
2 80 10 2 356	REQUISIT - Linear & Industrial Assessment	(30,477)	(73,020)	(73,020)	-	0%	(69,018)	(69,915)
6 00 00 00 610	ESTIMATED 2018 UNCOLLECTABLE TAXES	-	-	(1,111,507)	(1,111,507)		(1,142,465)	(1,142,465)
6 00 00 00 610	25% Economic Growth Refund	-	-	-	-		(95,957)	-
	NET PROPERTY TAXES	13,968,345	14,247,059	13,187,934	(1,059,125)	-8%	12,899,014	15,178,841
1 00 00 00 530	HIGHWAY TRAFFIC/BYLAWS FINES	-	-	-	-		-	-
1 00 00 00 591	LAND SALES - TAX RECOVERY	-	-	-	-		-	-
1 00 00 00 594	COMPUTER PURCHASE REIMBURSEMENT	-	-	-	-		-	-
1 12 00 00 420	GEN ADMIN - SALE OF GOODS & SERVICES	-	-	-	-		-	-
1 12 00 00 591	GEN ADMIN - TAX CERTIFICATES	4,050	3,001	5,000	1,999	40%	5,000	5,065
1 12 00 00 593	GEN ADMIN - SALE OF MAPS	2,195	1,795	2,500	705	28%	2,500	2,533
1 12 00 00 594	GEN ADMIN - SALE OF FIXED ASSETS	-	-	-	-		-	-
1 12 10 00 593	GEN ADMIN - SALE OF PHOTOCOPIES, FAX, ETC.	191	168	500	332	66%	500	507
	ADMINISTRATION	6,436	4,965	8,000	3,035	38%	8,000	8,104
1 23 00 00 420	FIRE FIGHTING CHARGES	1,000	2,600	1,000	(1,600)	-160%	1,000	1,000
	PROTECTIVE SERVICES - Fire Departments	1,000	2,600	1,000	(1,600)	-160%	1,000	1,000
1 32 10 00 420	ROADS - SALE OF SALVAGE/DUST CONTROL	47,305	35,783	10,000	(25,783)	-258%	20,000	20,260
1 32 10 00 594	ROADS - SALE OF FIXED ASSETS	-	-	-	-		-	-
	ROADS	47,305	35,783	10,000	(25,783)	-258%	20,000	20,260
1 41 10 01 123	WATER-WORSLEY FRONTAGE	-	-	-	-		-	-
1 41 10 00 420	WATER-WORSLEY SALE OF WATER	-	-	-	-		-	-
1 41 10 01 420	WATER-WORSLEY SALE OF WATER	219,290	149,194	165,000	15,806	10%	150,000	151,950
1 41 10 07 420	WATER-CLEARDALE SALE OF WATER	51,972	52,943	50,000	(2,943)	-6%	52,500	53,183
1 41 10 09 420	WATER-BEAR CANYON-SALE OF WATER	1,094	1,348	1,100	(248)	-23%	1,100	1,114
1 41 20 01 420	WATER-SALE OF SERVICES	(24,180)	2,780	1,750	(1,030)	-59%	2,500	2,533
1 41 30 00 420	WATER-REGIONAL WATERLINE TIE-IN	4,070	9,384	5,000	(4,384)	-88%	5,000	5,085
	UTILITIES - Water	252,246	215,949	222,850	7,201	3%	211,100	213,844
1 42 10 01 124	SEWER-WORSLEY FRONTAGE	-	-	-	-		-	-
1 42 10 01 420	SEWER-WORSLEY SALE OF SERVICE	18,909	14,511	20,000	5,489	27%	15,000	15,195
1 42 10 07 420	SEWER-CLEARDALE SALE OF SERVICE	7,978	7,344	9,000	1,656	18%	8,000	8,104
	UTILITIES - Sewer	26,888	21,856	29,000	7,144	25%	23,000	23,299
1 43 10 00 420	GARBAGE-SALE OF GOODS & SERVICES	-	-	-	-		-	-
	UTILITIES - Garbage	-	-	-	-	-	-	-
	UTILITIES - TOTAL	279,134	237,505	251,850	14,345	6%	234,100	237,143
1 63 10 00 420	ASB-SALE OF SERVICE	1,250	1,000	600	(400)	-67%	600	600
1 63 10 30 411	TRADESHOW - Breakfast	-	-	-	-		-	-
1 63 10 30 412	TRADESHOW - Banquet	2,565	2,970	3,000	30	1%	3,000	3,000
1 63 10 30 413	TRADESHOW - Dance	-	-	-	-		-	-
1 63 10 30 414	TRADESHOW - Bar	-	-	-	-		-	-
1 63 10 30 419	TRADESHOW - Miscellaneous	-	-	-	-		-	-
1 63 10 30 560	TRADESHOW - Exhibitors	13,775	13,650	14,000	350	3%	14,000	14,000
1 63 10 30 596	TRADESHOW - Other	-	-	-	-		-	-
1 63 10 30 860	TRADESHOW - Sponsorship	16,800	16,050	17,000	950	6%	17,000	17,000
1 63 10 00 596	ASB - Weed Enforcement Chargebacks	215	1,800	5,000	3,200	64%	5,000	5,000
1 63 10 40 529	AG SERVICES - V.S.I. - Memberships	660	930	500	(430)	-86%	500	500

Clear Hills County
2020 Draft Operating Revenue Budget
As at: December 31, 2019
And: December 31, 2018

Account	Description	2018	2019			2020	2021	2022
		Actual 12/31/18	Actual 12/31/19	Budget	Remaining \$ %			
1 63 60 00 296	ASB-EXTENSION MISC REVENUE	1,926	1,159	3,000	1,842 61%	3,000	3,000	3,000
1 63 80 00 416	ASB-REGISTRATIONS TRADE FAIR/TOURS	4,400	-	-	-	-	-	-
1 63 90 00 417	ASB-VSI RETURNS	373	1,080	-	(1,080)	-	-	-
	ASB	41,983	38,639	43,100	4,461 10%	9,100	43,100	43,100
	USER FEES AND SALES OF GOODS	375,838	319,491	313,960	(5,541) -2%	272,200	309,807	313,069
1 00 00 00 840	PROVINCIAL CONDITIONAL GRANTS	-	-	-	-	-	-	-
1 12 00 00 840	GEN ADMIN - CONDITIONAL GRANT	137,513	136,024	137,513	1,489 1%	136,024	137,792	139,584
1 23 00 00 840	FIRE - PROVINCIAL CONDITIONAL GRANT	-	-	-	-	-	-	-
1 24 00 00 840	DISASTER - PROV. COND. GRANTS	-	-	-	-	-	-	-
1 32 10 00 840	ROADS - PROVINCIAL CONDITIONAL GRANT	2,581,873	1,449,015	-	(1,449,015)	-	-	-
1 41 10 00 840	WATER - PROVINCIAL CONDITIONAL GRANT	21,000	-	-	-	-	-	-
1 51 10 00 840	FCSS PROVINCIAL CONDITIONAL GRANT	93,873	93,873	93,873	-	93,873	93,873	93,873
1 63 10 00 840	ASB-PROVINCIAL COND GRANTS	273,359	273,359	273,359	-	232,700	232,700	232,700
1 63 10 00 841	ASB-REGIONAL SPECIAL WEED GRANT	-	-	-	-	-	-	-
1 68 30 2 840	Economic Development-PROVINCIAL COND GRANTS	-	-	-	-	-	-	-
	PROVINCIAL CONDITIONAL GRANTS	3,107,618	1,952,271	504,745	(1,447,526) -287%	462,597	464,365	466,167
1 32 00 00 990	ROADS - CONT FROM NON GOVERNMENT	-	-	-	-	-	-	-
1 72 0 0 990	RECREATION - CONT FROM NON GOVERNMENT	15,000	17,500	-	(17,500)	-	-	-
1 72 10 00 840	RECREATION - MISC.	17,500	-	17,500	17,500 100%	17,500	17,500	17,500
	CONTRIBUTIONS FROM NON GOVERNMENT SOURC	32,500	17,500	17,500	-	17,500	17,500	17,500
1 00 00 00 550	RETURN ON INVESTMENT-INTEREST	690,049	809,572	831,654	22,082 3%	816,240	847,046	840,622
1 00 00 00 510	PENALTIES & COSTS ON TAXES	716,924	1,030,755	350,000	(680,755) -195%	350,000	354,550	359,159
1 12 00 00 510	GEN ADMIN - PENALTY ACCT RECEIVABLE	453	2,539	500	(2,039) -408%	1,000	1,013	1,026
1 41 10 00 510	WATER-UTILITY PENALTY	4,908	3,464	5,000	1,536 31%	5,000	5,065	5,131
1 61 10 00 530	Development - Penalty	300	200	300	100 33%	200	300	300
	PENALTIES & COSTS ON TAXES	722,585	1,036,957	355,800	(681,157) -191%	356,200	360,928	365,616
1 32 10 00 520	ROADS - PERMIT FEES	25,987	18,339	10,000	(8,339) -83%	-	-	-
1 61 10 00 350	DEVELOPMENT - OTHER LOCAL GOVERNMENTS	1,470	720	3,000	2,280 76%	-	-	-
1 61 10 00 420	PLANNING - APPROVAL FEES	4,950	1,500	3,000	1,500 50%	1,100	1,100	1,100
1 61 10 00 520	PLANNING - LICENSES, PERMITS	600	300	1,000	700 70%	300	300	300
1 66 10 00 520	SUBDIVISION APPLICATION FEES	-	-	-	-	-	-	-
	LICENSES AND PERMITS	33,007	20,859	17,000	(3,859) -23%	1,400	1,400	1,400
1 00 00 00 560	RENTAL REVENUE	12,565	10,800	10,800	-	10,800	10,800	10,800
1 12 10 01 560	GEN ADMIN - STAFF HOUSE RENT	-	-	-	-	-	-	-
1 63 10 00 560	ASB-RENTAL EQUIPMENT REVENUE	36,015	33,700	23,500	(10,200) -43%	25,000	25,000	25,000
	RENTALS	48,580	44,500	34,300	(10,200) -30%	35,800	35,800	35,800
1 00 00 00 592	OIL WELL DRILLING	76,791	64,627	25,000	(39,627) -159%	15,000	15,195	15,393
1 00 00 00 596	MISC REVENUE	3,100	539	1,250	711 57%	750	760	770
1 12 00 00 596	GEN ADMIN - Misc. Other Revenue	5,070	5,967	1,000	(4,967) -497%	5,000	5,065	5,131
1 12 00 00 598	GEN ADMIN - Cash Over/Short	(100)	(66)	-	66	-	-	-
1 23 00 00 596	FIRE - Other Revenue	17,844	16,691	23,245	6,554 28%	24,406	24,650	24,650
1 32 02 02 215	PUBLIC WORKS - Miscellaneous Revenue	-	-	-	-	-	-	-
1 32 00 00 596	PUBLIC WORKS - Miscellaneous Revenue	27,000	124,225	5,000	(119,225) -2385%	5,000	5,065	5,131
1 63 00 00 596	Contribution from other Municipalities	6,825	721	3,000	2,279 76%	500	3,000	3,000
	OTHER	136,529	212,704	58,495	(154,209) -264%	35,666	38,540	38,881
1 00 00 00 990	GAIN/LOSS ON DISPOSAL OF CAPITAL ASSETS	(403,997)	28,641	(40,807)	(68,449) 170%	(28,398)	(26,741)	(27,089)
	TOTAL REVENUE	18,711,055	18,689,554	15,305,571	(3,383,983) -22%	14,885,209	17,242,481	17,517,887

Clear Hills County
2020 Draft Operating Expense Budget
As at: December 31, 2019
And: December 31, 2018

	2018		2019			2020	2021	2022
	Actual	Actual	Budget	Remaining		Budget	Budget	Budget
FUNCTION	12/31/18	12/31/19		\$	%			
Salaries, Wages, and Benefits	271,928	299,355	313,000	13,645	4%	312,500	320,413	320,878
Contracted & General Services	139,379	130,884	164,452	33,568	20%	164,504	172,819	168,716
Purchases From Other Governments	-	-	-	-		-	-	-
Materials, Goods & Utilities	16,454	13,641	15,750	2,109	13%	16,750	17,068	17,188
Transfer Payments	500	-	500	500	100%	500	507	513
Financial Services & Other Charges	-	-	-	-		-	-	-
Council	428,262	443,880	493,202	49,322	10%	493,754	510,299	506,583
Salaries, Wages, and Benefits	651,657	760,829	822,000	61,171	7%	879,500	925,314	973,545
Contracted & General Services	496,091	415,610	592,196	176,586	30%	560,964	560,275	568,065
Purchases From Other Governments	-	-	-	-		-	-	-
Materials, Goods & Utilities	6,626	3,008	9,000	5,992	67%	9,000	9,117	9,236
Transfer Payments	32,941	64,626	34,608	(30,018)	-87%	34,218	34,663	35,113
Financial Services & Other Charges	3,187	6,418	5,000	(1,418)	-28%	8,500	8,611	8,722
Other Transactions	1,518,149	1,978,453	-	-		-	-	-
Administration	2,708,651	3,228,943	1,462,804	212,313	15%	1,492,182	1,537,978	1,594,681
Policing	-	-	-	-		89,005	133,603	178,009
Fire Fighting	326,556	349,029	423,282	74,254	18%	473,499	481,937	492,682
Disaster Services & Emergency Measures	9,225	9,120	8,702	(418)	-5%	11,000	11,563	12,156
Ambulance & Medical Support	127,909	128,439	130,914	2,475	2%	130,914	131,360	131,814
Protective Services	463,690	486,588	562,898	76,310	14%	704,418	758,463	814,660
Buildings	-	374,000	0	(374,000)	#####	0	(0)	(0)
Equipment	(966)	-	0	0	100%	(0)	0	0
Rental Equipment	-	-	-	(0)		-	(1)	0
Vehicles	-	-	0	0	100%	0	(0)	(0)
Mapping	-	-	-	-		-	-	(0)
Communications	-	-	-	-		-	0	0
Common Services	(966)	374,000	1	(373,999)	#####	0	(1)	0
Administration	526,002	4,365,191	637,438	(3,727,754)	-585%	631,247	652,764	677,029
Road Maintenance - General	2,120,340	1,932,758	2,316,000	383,242	17%	2,316,000	2,346,108	2,376,607
Bridges - Annual Maintenance	623,766	451,173	558,200	107,027	19%	598,451	606,231	614,112
Roads - Hamlets	117,685	105,263	157,181	51,919	33%	158,105	160,545	163,037
Roads - Approach Construction	101,298	79,886	141,944	62,059	44%	142,028	145,255	148,596
Roads - Brushing	35,652	26,252	23,268	(2,984)	-13%	30,495	30,904	31,319
Roads - Dust Control	29,545	26,797	78,000	51,203	66%	78,000	79,134	80,289
Roads - Hard Surfaces	383,941	379,882	400,000	20,118	5%	415,500	420,902	426,373
Roads - Mowing	214,084	195,339	276,296	80,956	29%	291,972	290,530	309,451
Roads - Gravel	1,093,185	1,214,541	1,250,352	35,811	3%	1,437,371	1,457,483	1,477,932
Roads - Signage	51,174	44,819	42,364	(2,454)	-6%	43,133	44,209	45,326
Roads - Road Repairs	496,938	448,600	581,500	132,900	23%	591,155	606,626	622,711
Roads - New Roads	2,782,693	2,804,026	2,334,991	(469,035)	-20%	2,788,086	2,824,331	2,861,048
Roads - Regrade	-	-	-	-		-	-	-

Clear Hills County
2020 Draft Operating Expense Budget
As at: December 31, 2019
And: December 31, 2018

FUNCTION	2018	Actual 12/31/19	2019	Remaining \$	%	2020	2021	2022
	Actual 12/31/18		Budget			Budget	Budget	Budget
Roads - Gravel Pits	20,916	9,923	19,600	9,677	49%	18,000	18,234	18,471
Roads - Licensed Drainage Ditches	-	-	25,000	25,000	100%	15,000	15,195	15,393
Transportation (Roads, streets, walks, lighting)	8,597,218	12,084,450	8,842,135	(3,242,316)	-37%	9,554,544	9,698,451	9,867,895
Water	770,675	1,167,220	924,883	(238,758)	-26%	966,697	983,583	1,001,184
Sewer	40,063	62,208	49,216	(12,992)	-26%	53,216	53,908	54,609
Waste Management	538,156	518,507	469,957	(48,550)	-10%	541,057	558,150	562,509
Utilities	1,348,894	1,747,935	1,444,056	(300,300)	-21%	1,560,970	1,595,641	1,618,302
Cemeteries	9,000	11,000	11,500	500	4%	13,500	13,500	13,500
Social Services	131,368	136,060	130,710	(5,350)	-4%	132,942	134,495	136,068
Municipal Planning & Development	217,704	838,533	316,138	(522,395)	-165%	230,136	235,674	241,686
Community - General	588,327	714,943	599,060	(115,883)	-19%	646,495	22,450	22,582
Community - Seniors - General	-	-	-	-	-	-	-	-
Community - Seniors	36,875	13,011	26,727	13,716	51%	13,430	13,605	13,781
Community - Community	2,080,010	594,315	-	(594,315)	-	1,562	1,532	1,552
Community Services	2,705,212	1,322,268	625,787	(696,481)	-111%	661,487	37,586	37,915
Ag Svc - General	270,291	295,483	397,067	101,584	26%	308,617	319,901	332,946
Ag Svc - Improvement	267,056	302,727	299,572	(3,154)	-1%	220,449	300,515	308,068
Ag Svc - A.E.S.A.	112,500	112,500	112,500	-	0%	112,500	113,963	115,444
Ag Svc - Control	106,752	121,478	217,334	95,856	44%	156,186	159,292	162,153
Agricultural Services	756,599	832,188	1,026,474	194,286	19%	797,753	893,670	918,611
Economic Development	188,614	198,791	167,037	(31,754)	-19%	168,829	171,334	173,888
Development Services	406,319	1,037,324	483,175	(554,148)	-115%	398,965	407,008	415,574
Recreation	373,035	515,868	332,550	(183,318)	-55%	388,509	335,120	335,139
Culture	51,723	50,667	55,000	4,333	8%	55,289	55,748	56,212
Recreation & Culture	424,758	566,535	387,550	(178,985)	-46%	443,798	390,867	391,352
Subtotal	17,970,003	22,260,172	15,458,791	(4,819,349)	-31%	16,240,813	15,964,458	16,301,440

Clear Hills County

Request For Decision (RFD)

Meeting:	SPECIAL COUNCIL MEETING
Meeting Date:	April 21, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Bylaw No. 249-20
File:	12-05-10

DESCRIPTION:

Bylaw No. 249-20 authorizes the rates of taxation to be levied against assessable property within Clear Hills County for the 2020 taxation year.

BACKGROUND / PROPOSAL:

Bylaw No. 249-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation has been prepared for first, second and third reading.

ATTACHMENTS

- Bylaw No. 249-20
- 2020 Mill Rate Working Papers

RECOMMENDED ACTION:

RESOLUTION by ... that first reading be given to Bylaw No. 249-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2020 taxation year.

AND

RESOLUTION by ... that second reading be given to Bylaw No. 249-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2020 taxation year.

AND

RESOLUTION by ... to proceed to third and final reading of Bylaw No. 249-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2020 taxation year.

Unanimous consent is required to proceed

AND

RESOLUTION by ... that third reading be given to Bylaw No. 249-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2020 taxation year.

Initials show support - Reviewed by:

Manager:



CAO:



BYLAW NO. 249-20

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AUTHORIZING THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN CLEAR HILLS COUNTY FOR THE 2020 TAXATION YEAR.

WHEREAS, Clear Hills County (hereinafter referred to as "the County") has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on April 21, 2020; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for Clear Hills County for 2020 total \$22,855,090; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$9,956,076; and

WHEREAS, the estimated requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential & Farmland Properties	\$ 471,318
Non-Residential Properties	2,703,881
Grande Prairie Catholic School District No. 28	
Residential & Farmland Properties	<u>1070</u>
Total School Requisitions	\$ 3,176,269
North Peace Housing Foundation	\$ 491,307
Designated Industrial (DI)	\$69,018; and

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

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

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

Residential	\$ 151,163,330
Non-residential	697,806,770
Farmland	40,657,310
Machinery & Equipment	<u>234,683,580</u>
	<u>\$1,124,310,990</u>

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

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

	Tax Levy	Assessment	Mill Rate
General Municipal			
Residential	\$ 196,846	\$ 151,163,330	1.30221
Non-residential	10,220,008	697,806,770	14.64590
Farmland	283,404	40,657,310	6.97055
Machinery & Equipment	<u>3,437,152</u>	<u>234,683,580</u>	14.64590
	<u>14,137,411</u>	<u>1,124,310,990</u>	
Alberta School Foundation Fund (ASFF)			
Residential	372,504	\$ 150,518,810	2.4748
Non-residential	2,703,901	697,474,930	3.8767
Farmland	<u>98,793</u>	<u>39,919,530</u>	2.4748
	<u>3,175,198</u>	<u>887,913,270</u>	
Grande Prairie Catholic School District No. 28			
Residential	1,056	426,750	2.4748
Farmland	<u>44</u>	<u>17,970</u>	2.4748
	<u>1,101</u>	<u>444,720</u>	
North Peace Housing Foundation			
Residential	66,035	\$ 150,945,560	0.43748
Non-residential	305,130	697,474,930	0.43748
Farmland	17,472	39,937,500	0.43748
Machinery & Equipment	<u>102,669</u>	<u>234,683,580</u>	0.43748
	<u>491,307</u>	<u>1,123,041,570</u>	
Designated Industrial (DI)			
Non-residential	51,319	680,457,390	0.07542
Machinery & Equipment	<u>17,699</u>	<u>234,683,580</u>	0.07542
	<u>69,018</u>	<u>915,140,970</u>	
	<u>\$17,874,034</u>		

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

READ a first time this _____ day of _____ A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a second time this _____ day of _____ A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a third time this _____ day of _____ A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

2019 Assessment Breakdown

Code	Land	Buildings	Total	Class	Notes:
CN	1,338,490	12,026,020	13,364,510	NON01	
E	719,810	0	719,810	FARM	Not included in requisitions
EM	719,810	0	719,810		E Summary (When reconciling need to ignore).
F	37,736,330	0	37,736,330	FARM	
FD	2,034,860	0	2,034,860	FARM	
FH	21,897,260	73,064,690	94,961,950	RES01	
FM	166,310	0	166,310	FARM	
FMM	2,034,860	0	2,034,860		FD Summary (When reconciling need to ignore).
G	3,754,310	0	3,754,310	NON01	
HS	17,120	171,610	188,730	RES01	Tax Exempt
IE	0	0	0	M&E01	Not included in School requisition
II	145,550	1,691,950	1,837,500	NON01	
IN	152,290	586,650	738,940	NON01	
PE	435,144,830	0	435,144,830	NON01	
PL	15,002,960	0	15,002,960	NON01	
QA	6,770	325,070	331,840	NON01	Not included in requisitions
QR	38,370	179,400	217,770	RES01	Not included in requisitions
QX	30,270	94,540	124,810		QR Exempt (When reconciling need to ignore).
RN	10,763,930	43,927,180	54,691,110	RES01	
RP	0	19,673,580	19,673,580	FARM	Tax Exempt
VC	332,980	0	332,980	NON01	
VI	743,610	0	743,610	NON01	
VN	1,292,500	0	1,292,500	RES01	
WL	176,354,450	0	176,354,450	NON01	
M&E DIP	0	234,683,580	234,683,580	M&E01	Not included in School requisition
B&S DIP	0	49,257,760	49,257,760	NON01	
NR DIP	943,080	0	943,080	NON01	
WX	0	0	0	NON01	Tax Exempt
X	2,094,790	2,115,610	4,210,400	FARM	Tax Exempt
XA	18,590	657,270	675,860	NON01	Tax Exempt
XC	216,360	0	216,360	FARM	Tax Exempt
XF	0	3,484,030	3,484,030	FARM	Tax Exempt
XH	604,290	4,192,460	4,796,750	NON01	Tax Exempt
XP	347,540	726,430	1,073,970	FARM	Tax Exempt
XR	268,420	2,957,280	3,225,700	NON01	Tax Exempt
XS	177,260	30,579,790	30,757,050	NON01	Tax Exempt
Total Assessment (per Trial Balance):			1,195,492,900		
Total Linear (Not on Randy's Summary):			630,256,550		
Total DIP (Not on Randy's Summary):			284,884,420		
Master Codes (amounts already included in E, FD & QR)			2,879,480		
Total Assessment (Randy's)			277,472,450		
Difference:			0		

Municipal Assessment:

RES01	Residential	151,163,330
NON01	Non Residential	697,806,770
FARM	Farmland (Agriculture)	40,657,310
M&E01	Machinery & Equipment	234,683,580
		1,124,310,990

ASFF Assessment:

RES01	Residential	150,945,560	} 190,883,060 Remember to split out the GP Catholic portion
NON01	Non Residential	697,474,930	
FARM	Farmland (Agriculture)	39,937,500	
M&E01	Machinery & Equipment	234,683,580	
		888,357,990	

NPHF Assessment:

RES01	Residential	150,945,560
NON01	Non Residential	697,474,930
FARM	Farmland (Agriculture)	39,937,500
M&E01	Machinery & Equipment	234,683,580
		1,123,041,570

Designated Industrial (DI):

NON01	Non Residential	680,457,390
M&E01	Machinery & Equipment	234,683,580
		915,140,970

2020 Mill Rate Bylaw Calculations

General Municipal		Tax Levy	Assessment	Mill Rate
RES01	Residential	196,846	151,163,330	1.30221
NON01	Non Residential	10,220,008	697,806,770	14.64590
FARM	Farmland (Agriculture)	283,404	40,657,310	6.97055
M&E01	Machinery & Equipment	3,437,152	234,683,580	14.64590
		14,137,411	1,124,310,990	
Alberta School Foundation Fund(ASFF)				
RES01	Residential	372,504	150,518,810	2.4748
NON01	Non Residential	2,703,901	697,474,930	3.8767
FARM	Farmland (Agriculture)	98,793	39,919,530	2.4748
		3,175,198	887,913,270	
Grande Prairie Catholic School District No. 28				
RES01	Residential	1,056	426,750	2.4748
FARM	Farmland (Agriculture)	44	17,970	2.4748
		1,101	444,720	
North Peace Housing Foundation				
RES01	Residential	66,035	150,945,560	0.43748
NON01	Non Residential	305,130	697,474,930	0.43748
FARM	Farmland (Agriculture)	17,472	39,937,500	0.43748
M&E01	Machinery & Equipment	102,669	234,683,580	0.43748
		491,307	1,123,041,570	
Designated Industrial (DI)				
NON01	Non Residential	51,319	680,457,390	0.07542
M&E01	Machinery & Equipment	17,699	234,683,580	0.07542
		69,018	915,140,970	
		17,874,034		

Clear Hills County

Request For Decision (RFD)

Meeting:	SPECIAL COUNCIL MEETING
Meeting Date:	April 21, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Bylaw No. 250-20
File:	12-05-10

DESCRIPTION:

Bylaw No. 250-20 authorizes the rates of penalties to be levied against unpaid taxes as well as the dates they are applied.

BACKGROUND / PROPOSAL:

Bylaw No. 250-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of imposing penalties on unpaid taxes, has been prepared for first, second and third reading.

ATTACHMENTS

- Bylaw No. 250-20 showing changes
- Bylaw No. 250-20 final copy

RECOMMENDED ACTION:

RESOLUTION by ... that first reading be given to Bylaw No. 250-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of imposing penalties on unpaid taxes.

AND

RESOLUTION by ... that second reading be given to Bylaw No. 250-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of imposing penalties on unpaid taxes.

AND

RESOLUTION by ... to proceed to third and final reading of Bylaw No. 250-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of imposing penalties on unpaid taxes.

Unanimous consent is required to proceed

AND

RESOLUTION by ... that third reading be given to Bylaw No. 250-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of imposing penalties on unpaid taxes.

Initials show support - Reviewed by:

Manager:



CAO:



BYLAW NO. ~~87-06~~250-20

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF IMPOSING PENALTIES ON UNPAID PROPERTY TAXES.

WHEREAS, Section 344 (1) of the Municipal Government Act, 2000, allows for the imposing of penalties in the year in which a tax is imposed, if the tax remains unpaid after the date shown on the tax notice; and

WHEREAS, Section 345 (1) of the Municipal Government Act, 2000, allows for the imposing of penalties in any year following the year in which a tax is imposed, if the tax remains unpaid after the December 31 of the year in which it is imposed; and

WHEREAS, the Council of Clear Hills County, in the Province of Alberta, desires to impose a penalty on unpaid taxes.

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

1. THAT, all property taxes of Clear Hills County shall be due and payable in full on or before July 15 of each and every year. If July 15 lands on a non-business day, the property taxes shall be due and payable the next business day after July 15.
2. THAT, a penalty rate of SIX PERCENT (6%) shall be imposed on July 16 or the next business day after the July due date in each year on property taxes remaining unpaid after July 15 in the current year and on any property taxes remaining unpaid from previous years.
- ~~2.3.~~ THAT, the July 2020 penalty be waived due to Covid 19 and to follow the Non-Residential Property Tax Guidelines set out by Alberta Municipal Affairs.
- ~~3.4.~~ THAT, in the event of any taxes remaining unpaid after December 31 of the year for which they are levied, there shall be added thereto by way of a penalty, an amount equal to SIX PERCENT (6%) on January 1 the second business day of January of the the succeeding year, and in each succeeding year thereafter, so long as the taxes remaining unpaid.
- ~~4.5.~~ THAT, any penalty so added shall be added to and shall form part of the unpaid taxes.
- ~~5.6.~~ THAT, this bylaw shall come into force and effect on the date of final reading hereof.
7. THAT, ~~By-law~~Bylaw No. 22 is hereby repealed.
8. THAT, Bylaw 87-06 is hereby repealed.
- ~~6.9.~~ THAT, this bylaw shall come into force and effect on the date of the final reading hereof.

READ for a FIRST time this 25th day of April A.D., 2006.

BYLAW NO. 87-06250-20
Imposing Penalties on Unpaid Property Taxes

~~READ for a SECOND time this 25th day of April A.D., 2006.~~

~~READ for a THIRD time this 25th day of April A.D., 2006.~~

READ a first time this day of A.D., 2020.

Mae Allen Miron Croy, Reeve

William Kosti Allan Rowe, Chief

Administrative Officer

READ a second time this day of A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a third time this day of A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

BYLAW NO. 250-20

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF IMPOSING PENALTIES ON UNPAID PROPERTY TAXES.

WHEREAS, Section 344 (1) of the Municipal Government Act, 2000, allows for the imposing of penalties in the year in which a tax is imposed, if the tax remains unpaid after the date shown on the tax notice; and

WHEREAS, Section 345 (1) of the Municipal Government Act, 2000, allows for the imposing of penalties in any year following the year in which a tax is imposed, if the tax remains unpaid after the December 31 of the year in which it is imposed; and

WHEREAS, the Council of Clear Hills County, in the Province of Alberta, desires to impose a penalty on unpaid taxes.

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

1. THAT, all property taxes of Clear Hills County shall be due and payable in full on or before July 15 of each and every year. If July 15 lands on a non-business day, the property taxes shall be due and payable the next business day after July 15.
2. THAT, a penalty rate of SIX PERCENT (6%) shall be imposed on July 16 or the next business day after the July due date in each year on property taxes remaining unpaid after July 15 in the current year and on any property taxes remaining unpaid from previous years.
3. THAT, the July 2020 penalty be waived due to Covid 19 and to follow the Non-Residential Property Tax Guidelines set out by Alberta Municipal Affairs.
4. THAT, in the event of any taxes remaining unpaid after December 31 of the year for which they are levied, there shall be added thereto by way of a penalty, an amount equal to SIX PERCENT (6%) on the second business day of January of the the succeeding year, and in each succeeding year thereafter, so long as the taxes remaining unpaid.
5. THAT, any penalty so added shall be added to and shall form part of the unpaid taxes.
6. THAT, this bylaw shall come into force and effect on the date of final reading hereof.
7. THAT, Bylaw No. 22 is hereby repealed.
8. THAT, Bylaw 87-06 is hereby repealed.
9. THAT, this bylaw shall come into force and effect on the date of the final reading hereof.

BYLAW NO. 250-20
Imposing Penalties on Unpaid Property Taxes

READ a first time this ____ day of _____ A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a second time this ____ day of _____ A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a third time this ____ day of _____ A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

Non-Residential Property Tax Deferral Guidelines

Spring 2020



Non-Residential Property Tax Deferral Guidelines
Municipal Affairs
Spring 2020
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Non-Residential Property Tax Deferral

Program Purpose

In order to alleviate acute liquidity concerns anticipated as a result of COVID-19, government has asked municipalities to provide a six month deferral of non-residential education property tax or a combined municipal and education property tax deferral that is effectively equivalent to a six month deferral of education property tax. Creating liquidity for non-residential property owners will help keep more businesses viable, able to meet payroll obligations, and to continue to employ as many Albertans as possible.

Municipalities are encouraged to consider similar programs to defer the municipal portion of business property taxes to further support local businesses. The combined effort would mean businesses are able to retain the cash normally used to pay property taxes to assist in maintaining liquidity in these difficult economic times.

How will it work?

There are two acceptable approaches to implementing the property tax deferral:

Approach 1: Defer six-months' worth of education property tax.

The required payment of the education portion of non-residential property tax is deferred for six-month period, from April 1 to September 30. Municipalities are not obligated to defer any municipal property tax.

Approach 2: Implement a combined municipal and education property tax deferral that is effectively equivalent to deferring six months' worth of property tax.

The required payment of the total non-residential property tax, both the education and municipal portion, is deferred beyond the tax penalty date to provide an immediate deferral of all property taxes in lieu of a full six month deferral of only the education portion.

Education Property Tax - Collection

Municipalities are strongly encouraged to implement flexible payment plans for non-residential property owners unable to pay fully in 2020. At the same time, those businesses in a strong financial position that are capable of paying their taxes in full are strongly encouraged to do so to minimize the cash flow challenges facing municipalities.

Acknowledging that the challenging economy means that some municipalities may not be able to collect education property tax from all non-residential property taxpayers by the end of the year, the province will consider whether a broader education tax deferral or forgiveness program, similar to the Provincial Education Requisition Credit program, is required.

Education Property Tax – Invoicing

The province will maintain the non-residential education tax requisition amount for each municipality, but will defer invoicing of the non-residential portion to the December 2020 invoice. No amount will be included for the non-residential education property tax requisition on the June and September 2020 invoices. Therefore, the December 2020 invoice will be comprised of the June, September, and December non-residential invoice amount. Municipalities who believe they may be unable to remit the full amount on the December 2020 invoice should contact Municipal Affairs to discuss.

Municipal Tax Deferral

Municipal councils are responsible for determining the parameters of any tax deferral programs respecting municipal property taxes including what classes of assessment are included, what portion of the tax levy is deferred and the timelines for the deferral. Municipalities have existing authority under the *MGA* to defer the collection of property taxes.

Municipal tax due dates are determined by setting the day on which penalties are imposed for non-payment of property taxes. Therefore, municipalities implement tax deferrals by delaying imposing penalties on property taxes. In this way, those that can afford to pay the outstanding taxes can do so any time after the tax notice is received, but have the flexibility of not incurring additional costs due to penalties for non-payment over an extended period of time.

Tax deferral decisions may also impact the collection of seniors' housing requisitions and the designated industrial property requisition. The seniors' housing requisition is due to be paid to the housing management body 90 days after the invoice from the housing management body is mailed, and the designated industrial property requisition is due to be paid to the province 30 days after the municipal tax due date.

Municipal Bylaws

Property tax penalty dates are generally approved by council in one of two ways, through a specific penalties bylaw, or directly in the annual property tax bylaw. To implement tax deferrals, those municipalities with penalties outlined in the annual tax rate bylaw will set the penalty dates in the bylaw in line with the tax deferral program approved by council and one of the options outlined in this document.

For those municipalities with specific tax penalty bylaws, it is recommended that an amending bylaw to the tax penalty bylaw be drafted and approved by council. The amending bylaw would stipulate the deferred tax penalty dates for the 2020 tax year only, again in line with the tax deferral program approved by council and one of the options outlined in this document.

Communications

Municipalities are required to include government messaging as an insert to their tax notice, to inform property taxpayers of their approach to education property tax deferral. This communication will help to assure taxpayers the municipal approach is consistent with the government direction to property tax deferral.

This messaging is available at <https://www.alberta.ca/education-property-tax.aspx>

Municipal Implementation Actions

Municipal Action 1: Amend the relevant municipal bylaw, which imposes penalties on unpaid tax amounts in accordance with council direction, in line with one of the options listed in this document.

Municipal Action 2: Communicate the changes to ratepayers.

Municipal Action 3: Include the provided messaging from the provincial government as an insert or addendum to the property tax notice.

Municipal Action 4: Consider the development of flexible payment plans for non-residential property taxes for those ratepayers unable to make full payment in 2020.

Examples

The following examples would be an acceptable implementation of the program.

The individual taxpayer in these examples is a commercial property owner, holding a property with an assessed value of \$1,200,000. The municipal non-residential property tax rate is \$7.50 per \$1,000 of assessment, and the education non-residential property tax rate is \$3.75 per \$1,000 of assessment. The taxpayer's annual bill is \$13,500, comprised of \$9,000 in municipal taxes and \$4,500 in education taxes.

This taxpayer recognized the current economic situation and cancelled their monthly payment plan, and plans to pay annually.

The municipality's due date deadline is usually set at June 30.

Approach 1: Education Property Tax Deferral Only

- Provides education property tax deferral to September 30.
- Continues to require municipal non-residential property tax to be paid by June 30.
- Provides flexible payment plans for education property taxes not paid by September 30.
- Cumulative deferral is \$4,500 x 3 months = \$13,500.

Sample Taxpayer Implications

Month	April	May	June	July	August	September
Municipal	\$0	\$0	\$9,000	\$0	\$0	\$0
Education	\$0	\$0	\$0	\$0	\$0	\$4,500
Total	\$0	\$0	\$9,000	\$0	\$0	\$4,500

Approach 2: Equivalent Education Property Tax Deferral

- Provides municipal and education property tax deferral to July 30 – a deferral period of 1 month.
- Provides flexible payment plans for education property taxes not paid by July 30.
- Cumulative deferral is \$13,500 x 1 month = \$13,500.
- Because the \$13,500 cumulative deferral of both municipal and education property tax for an additional month past the due date effectively is the same as the deferral of only education property tax for 3 months in Approach 1, Approach 2 is considered equivalent.

Sample Taxpayer Implications

Month	April	May	June	July	August	September
Municipal	\$0	\$0	\$0	\$9,000	\$0	\$0
Education	\$0	\$0	\$0	\$4,500	\$0	\$0
Total	\$0	\$0	\$0	\$13,500	\$0	\$0

Key Contacts

For further information, please contact a Municipal Affairs program advisor toll-free by dialling 310-0000, then 780-422-7125, or by email at taxprogramdelivery@gov.ab.ca.

Clear Hills County

Request For Decision (RFD)

Meeting:	SPECIAL COUNCIL MEETING
Meeting Date:	April 21, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Bylaw No. 248-20
File:	12-05-10

DESCRIPTION:

Bylaw No. 248-20 governs the usage of water and waste water in Worsley, Cleardale and Bear Canyon.

BACKGROUND / PROPOSAL:

Bylaw No. 248-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of governing the usage of water and waste water in Worsley, Cleardale and Bear Canyon and repealing Bylaw No. 239-19, has been prepared for first, second and third reading.

Bylaw No. 248-20 has been amended to show the following:

- ~~Under General, section 7 has been added and states that "a person who has their service deactivated for non-payment three times will no longer be permitted to have a utility account in their name with Clear Hills County".~~
- The addition of a service reactivation fee due to non-payment of \$200.00

ATTACHMENTS

- Bylaw No. 248-20 showing changes
- Bylaw No. 248-20 final copy

RECOMMENDED ACTION:

Resolution by ... that first reading be given to Bylaw No. 248-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of governing the usage of water and waste water in Worsley, Cleardale and Bear Canyon.

AND

Resolution by ... that second reading be given to Bylaw No. 248-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of governing the usage of water and waste water in Worsley, Cleardale and Bear Canyon.

AND

Resolution by ... to proceed to third and final reading of Bylaw No. 248-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of governing the usage of water and waste water in Worsley, Cleardale and Bear Canyon.

Unanimous consent is required to proceed

Initials show support - Reviewed by:

Manager:



CAO:



AND

Resolution by ... that third reading be given to Bylaw No. 248-20, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of governing the usage of water and waste water in Worsley, Cleardale and Bear Canyon.

Initials show support - Reviewed by:

Manager:

CAO:

BYLAW NO. ~~239-19248-20~~

A BYLAW OF CLEAR HILLS COUNTY IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF GOVERNING THE USAGE OF THE WATER WORKS DISTRIBUTION SYSTEMS AND WASTE WATER COLLECTION SYSTEMS IN THE HAMLETS OF WORSLEY, CLEARDALE AND IN THE COMMUNITY OF BEAR CANYON AND REPEALING BYLAW ~~221-17239-19~~.

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

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

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

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

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

DEFINITIONS:

The following definitions will apply to this bylaw:

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

WATER

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

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

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

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

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

WASTE WATER (Sewer)

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

GENERAL

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

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

WATER AND WASTEWATER SERVICE CHARGES**(a) Water & Wastewater Rates – Monthly**

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

(b) Penalties – Past Due Accounts

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

(c) Non-refundable fees

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

(vii) (viii)	Monthly service charge on card lock accounts	Monthly	\$5.00
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~~(viii)~~(ix) Non-Refundable Regional Water Line Tie-In Application Fee - This fee is due at time of application and will be applied to the installation costs for the Water Line tie-in connection and curb stop valve.

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

Non-Refundable Application Fee	\$2,000.00
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(d) Refundable fees

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

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

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

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

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

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

8. Bylaw No. 214-17 is hereby rescinded.

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

~~9-10.~~ Bylaw No. 239-19 is hereby rescinded.

~~10-11.~~ 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~~2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a second time this _____ day of _____ A.D., ~~2019~~2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a third time this _____ day of _____ A.D., ~~2019~~2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

BYLAW NO. 248-20

A BYLAW OF CLEAR HILLS COUNTY IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF GOVERNING THE USAGE OF THE WATER WORKS DISTRIBUTION SYSTEMS AND WASTE WATER COLLECTION SYSTEMS IN THE HAMLETS OF WORSLEY, CLEARDALE AND IN THE COMMUNITY OF BEAR CANYON AND REPEALING BYLAW 239-19.

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

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

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

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

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

DEFINITIONS:

The following definitions will apply to this bylaw:

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

WATER

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

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

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

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

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

WASTE WATER (Sewer)

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

GENERAL

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

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

WATER AND WASTEWATER SERVICE CHARGES

(a) Water & Wastewater Rates – Monthly

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

(b) Penalties – Past Due Accounts

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

(c) Non-refundable fees

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

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

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

(d) Refundable fees

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

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

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

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

1. Bylaw No. 117-08 is hereby rescinded.
2. Bylaw No. 129-10 is hereby rescinded.
3. Bylaw No. 133-10 is hereby rescinded.
4. Bylaw No. 161-12 is hereby rescinded.
5. Bylaw No. 171-13 is hereby rescinded.
6. Bylaw No. 181-14 is hereby rescinded.
7. Bylaw No. 196-15 is hereby rescinded.
8. Bylaw No. 214-17 is hereby rescinded.
9. Bylaw No. 221-17 is hereby rescinded.
10. Bylaw No. 239-19 is hereby rescinded.

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

READ a first time this _____ day of _____ A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a second time this _____ day of _____ A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

READ a third time this _____ day of _____ A.D., 2020.

Miron Croy, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Funding For 2019 Additional Capital Expenditures
File Code:	12-02-02

DESCRIPTION:

In 2019, there were two capital projects that came in over budget.

BACKGROUND / PROPOSAL:

Policy 1204 – Reserves Section 3 3.1 requires Administration to get approval for any transfers to or from a reserve, with the exception of interest earned. Although Administration strived to adhere to the 2019 capital budget, actual costs for two projects came in over budget and a resolution for funding is required.

The following are the projects along with a brief explanation of the additional costs:

- During the Server replacement there was additional hardware and software that had to be purchased to accommodate the transition of the Flowpoint server.
- There were additional software upgrades required for the upgrading of the computers i.e. Adobe etc.

ATTACHMENTS:

- Summary of 2019 TCA Additions
- Policy 1204 - Reserves

RECOMMENDED ACTION:

RESOLUTION by... that Council approve the additional funding of \$630 for the replacement of two servers with funds coming from the Administration Reserve.

RESOLUTION by... that Council approve the additional funding of \$954 for the replacement of 17 computers with funds coming from the Administration Reserve.

Initials show support - Reviewed by:

Manager:



CAO:



CLEAR HILLS COUNTY TCA ADDITIONS December 31, 2019											
Asset Description	Historical Cost	Budget	Variance	Status	Council Motion	Taxes	Grants	Trade In	Reserve	Insurance	2019
Roof Replacement at Admin Building	25,131.80	30,000.00	4,868.20	Complete	C584-19(11-26-19)				25,131.80		25,131.80
Compound Gate Replacement	26,907.25	20,000.00	(6,907.25)	Complete	C362-19(07-16-19)	1,000.00			25,907.25		26,907.25
Servers x 2	35,630.00	35,000.00	(630.00)	Complete	C500-19(10-08-19)				35,630.00		35,630.00
Computer Replacement	55,354.00	54,400.00	(954.00)	Complete	C499-19(10-08-19)				55,354.00		55,354.00
Mower	31,300.00	37,500.00	6,200.00	Complete	C584-19(11-26-19)			15,000.00	16,300.00		31,300.00
Truck	40,201.25	45,000.00	4,798.75	Complete	C584-19(11-26-19)				40,201.25		40,201.25
Truck	38,526.25	45,000.00	6,473.75	Complete	C584-19(11-26-19)				38,526.25		38,526.25
Side x Side (WFD)	18,748.23	25,000.00	6,251.77	Complete	C119-19(03-12-19)				18,748.23		18,748.23
NW 24-85-7-W6M (Fehr Access)	3,258.00	138,865.00	135,607.00	WIP	C588-18(11-27-18)				3,258.00		3,258.00
Range Road 54 Upgrades	2,598.00	300,000.00	297,402.00	WIP	C584-19(11-26-19)				2,598.00		2,598.00
Range Road 60 Upgrades	4,856.00	350,000.00	345,144.00	WIP	C584-19(11-26-19)				4,856.00		4,856.00
TWP 870 & 862 Overlay	15,109.87	4,278,100.00	4,262,990.13	WIP	C584-19(11-26-19)				15,109.87		15,109.87
SE 32-86-8-W6M Access Road (Perner)	2,705.00	100,000.00	97,295.00	WIP	C584-19(11-26-19)				2,705.00		2,705.00
	300,325.65	5,458,865.00	5,158,539.35			1,000.00		15,000.00	284,325.65		300,325.65



Clear Hills County

Effective Date: **June 12, 2012**

Policy Number: **1204**

Title: **RESERVES**

1. Policy Statement

- 1.1. Clear Hills County shall provide guidelines for the establishment and transfer of reserves that will enhance Clear Hills County's financial strength, flexibility and cash flow management.
- 1.2. The purpose of this policy is to establish consistent standards and guidelines for the management of existing reserves and the establishment of new reserves.
- 1.3. A Reserve Policy is required to establish, maintain and manage reserve funds that maintain and improve working capital requirements, provide for future operating and capital requirements, provide for unanticipated fluctuations in operating and capital activities and address the overall current and future initiatives of Clear Hills County.
- 1.4. Accounting policies adopted in respect of reserves will be in accordance with Canadian generally accepted accounting principles.

2. Definitions

- 2.1 Schedule "A" outlines the purpose of each reserve fund held by Clear Hills County.

3. Approvals

- 3.1. Establishment and re-designation of reserves will be approved by a resolution of Council, on an individual basis stating the purpose.
- 3.2. A Council resolution is required to transfer amounts from surplus to reserves.
- 3.3. Transfers to or from a reserve, with the exception of interest earned, will be authorized through the capital and/or operating budget or by a resolution of Council.
- 3.4. Council will approve reserve activity annually in the year-end financial statements.

- 3.5. Council will not approve any expenditure(s) that will cause the reserves balance to fall below the minimum allowable balance of \$10,000,000.

4. Accounting

- 4.1. Reserves will earn interest equal to the actual interest earned on investments. This interest should be determined and allocated to the reserve based on the Reserve balances on a monthly basis.
- 4.2. Funds allocated in the capital and/or operating budget for specific projects that were not expended in that year may be transferred to reserves in anticipation of project completion.
- 4.3. Transfers in, transfers out and interest earned on reserves should be calculated and reported to Council on a regular basis.
- 4.4. The minimum allowable Reserves balance is \$10,000,000.

5. End of Policy

ADOPTED

Resolution #C194-03

Date: March 25, 2003

AMENDED

Resolution #C876-03

Date: November 25, 2003

AMENDED

Resolution #C213(04/10/07)

Date: April 10, 2007

AMENDED

Resolution #C693(09/28/10)

Date: September 28, 2010

AMENDED

Resolution #C559(06/12/12)

Date: June 12, 2012

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	CONTINUING EDUCATION SCHOLARSHIP POLICY 6801
File:	68-02-02

DESCRIPTION:

Council is presented with an amended Continuing Education Scholarship Policy 6801 as directed.

BACKGROUND:

C180-20(03-24-20) RESOLUTION by Deputy Reeve Bean to direct administration to make amendments to Section 3.5 of the Continuing Education Scholarship Policy 6801 clarifying that in the case of multi-year programs the scholarship can be applied for prior to each academic year. **CARRIED.**

P157-20(03-11-20) RESOLUTION by Councillor Fletcher to recommend Council amends the Continuing Education Scholarship Policy 6801, increasing the annual budget to \$50,000.00, each applicant must apply annually with a maximum annual scholarship payment of \$3,000.00, and an application deadline of September 1st each year. **CARRIED.**

ATTACHMENTS:

- Revised Policy 6801

OPTIONS:

- Adopt Policy 6801 as presented or amended
- Not make any amendments to Policy 6801

RECOMMENDED ACTION:

RESOLUTION by to adopt the Continuing Education Scholarship Policy 6801 as presented that includes the following amendments: increasing the annual budget to \$50,000.00; each applicant must apply annually; a maximum annual scholarship payment of \$3,000.00; September 1 application deadline annually; and clarification to Section 3.5 that in the case of multi-year programs applicants must apply prior to each academic year.

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Effective Date: April __, 2020	Policy Number 6801
Title: CONTINUING EDUCATION SCHOLARSHIPS POLICY	

1. POLICY STATEMENT

Clear Hills County recognizes the value of continued education and trades training among its citizens and will develop a policy to provide scholarships to Clear Hills County residents to assist with the costs to obtain additional education and training. These scholarships will be known as the Clear Hills County Continuing Education Scholarships.

2. BUDGET IMPLICATIONS:

2.1. An annual budget of ~~\$40,000.00~~ **\$50,000.00** will be set for continuing education scholarships, to be distributed on the basis of approved scholarship applications, until the budget is depleted.

2.2. Each Scholarship will be to cover tuition costs to a maximum of \$3,000.00.

3. GENERAL

3.1. To be eligible for a scholarship applicant must

- Be a Canadian citizen or landed immigrant, and resident of Alberta;
- Be a resident of Clear Hills County or the Village of Hines Creek for no less than one year prior to submitting an application.
- Be pursuing (in their first year) or continuing (in their second or future year of) a recognized apprenticeship, trades program, post-secondary education degree at a business school, college or university; or
- Be attending a series of computer or book keeping courses.
- Be physically attending a trade school, college or university, or taking the educational curriculum by internet driven distance learning and not physically attending a trade school, college or university
- Include a short essay as part of the application package, describing what they are doing or have done to make the County or Village of Hines Creek a better place to live, work or relax.

3.2. **The annual application deadline will be September 1.** ~~There will be two applications~~

deadlines annually, May 1 and August 30.

3.3. There will be a limit of one scholarship per successful applicant per year. Individuals may apply for a scholarship each year they will be attending a eligible program as set out in Section 3.6 of this policy.

3.4. Administration will review all applications and distribute the Scholarship funds to qualifying applicants in accordance with Section 2 of this policy.

3.4.1. A report will be made to Council after the distribution of the Scholarships each year.

3.4.2. In the event that qualifying applications exceed the annual budget administration will present Council with the financial details for their direction prior to distribution of the Scholarship funds.

3.5. Applicants enrolled in multi-year education programs may submit a scholarship application annually, prior to the current academic year. Scholarships will not be approved for the academic year of post-secondary, apprenticeship, trades training or computer and book keeping courses that are in progress or previous academic years that have completed at the time of application.

3.6. Eligibility:

- Eligible Programs: Post-Secondary, Apprenticeship, Trades Training, Computer and Book keeping courses.
- Ineligible Programs: No potential employment opportunity within the County.

3.6 Scholarship Payment: will be processed upon the Recipient providing proof that tuition or registration fee has been paid in the form of a receipt with the tuition or registration fee clearly identified, and completion of any necessary documentation or agreements. A debit or credit card slip is not considered proof of payment.

3.7 Proof of Completion: Recipients will provide a certificate or verification letter provided by the educating body confirming successful completion of the education the scholarship was received for. Failure to provide proof of completion will require the Recipient to repay the Scholarship in full.

3.8 Repayment Recipient will repay the scholarship if they do not complete the apprenticeship, trades, post-secondary program or computer/book keeping courses the scholarship was received for or fail to provide proof of completion within 8 weeks of completing the program or course.

4. FORMS AND PROCEDURES

4.1. Administration will develop an application form for the Scholarship.

4.2. Administration will develop procedures as needed to address advertising, distribution and evaluation of applications.

5. END OF POLICY

ADOPTED

Resolution C236-14(04/08/14)

Date: April 8, 2014

AMENDED

Resolution C774-14(11/12/14)

Date: November 12, 2014

Resolution C860(12/09/14)

Date: December 9, 2014

Resolution C486-16(09/13/16)

Date: September 13, 2016

Resolution C389-18(08-14-18)

Date: August 14, 2018

Resolution C14-19(01-08-19)

Date: January 8, 2019

Resolution C398-19(08/13/19)

Date: August 13, 2019

Resolution

Date:

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Audrey Bjorklund, CLGM Community Development Manager
Title:	RECREATION BOARDS OPERATING GRANT
File:	71-10-02

DESCRIPTION:

Council is presented with the 2020 Recreation Boards Operating Grant disbursement information for consideration.

BACKGROUND:

BUDGET: \$300,000

ATTACHMENTS:

- Attached is the 2020 Recreation Board Point Distribution Summary
- 5 year Summary (2020-2016)
- Policy 7001 – Operational Grant for Recreation Boards.

RECOMMENDED ACTION:

That Council approve the 2020 Recreation Board Operating Grants as follows:

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

Initials show support - Reviewed by:

Manager:

ABj

CAO:

AL

CLEAR HILLS COUNTY

2020

OPERATIONAL GRANT FOR RECREATION BOARDS

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

HINES CREEK AND DISTRICT RECREATION BOARD

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

WORSLEY RECREATION BOARD

Skating Rink (natural ice) (Worsley Ag Society Grounds)	2,500	\$ 9,271
Ball Diamond (6) (ER & School x3, Worsley & C.P.)	600	\$ 2,225
Playgrounds (5) (Wrsly 3, ER & Clr Pr)	500	\$ 1,854
Skateboard park considered part of Playground	-	\$ -
Gymnasium	1,000	\$ 3,708
Outdoor Basketball Court (2)	200	\$ 742
Community Hall (Seniors Club)	2,000	\$ 7,417
Community Room & Kitchen (School)	2,000	\$ 7,417
Camp Grounds	\$	\$ -
Many Islands (15+ stalls)	1,000	\$ 3,708
Running Lake (15+ stalls)	1,000	\$ 3,708
Worsley (1-4 stalls)	400	\$ 1,483
picnic grounds (Clear Prairie & Worsley)	200	\$ 742
Eureka River Community Hall	2,000	\$ 7,417
Eureka River Rodeo Grounds	1,500	\$ 5,563

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

CLEARDALE RECREATION BOARD

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

CHERRY CANYON REREATION BOARD

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

TOTAL POINTS	78,200	\$	300,000.00
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TOTAL BUDGET	\$	300,000.00
Less Cleardale \$10,000	\$	10,000.00
	\$	290,000.00

Funding per point	\$	3.708
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5 Year Summary of Recreation Board Operating Grants & Donations 2020-2016

updated for April 21, 2020 Special Council Meeting

Burnt River Recreation Board

2020			2019			2018			2017			2016		
Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations
5,500	\$ 20,396	\$ -	5,500	\$ 20,396	\$ -	5,600	\$ 20,955	\$ 247	5,600	\$ 21,064	\$ 575	5,600	\$ 17,231	

Hines Creek & District Recreation Board

2020			2019			2018			2017			2016		
Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations
26,100	\$ 96,790	\$ -	26,100	\$ 96,790	\$ -	27,000	\$ 101,032	\$ 1,856	26,900	\$ 101,180	\$ 4,299	26,900	\$ 82,769	

Worsey Recreation Board

2020			2019			2018			2017			2016		
Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations
25,700	\$ 95,307	\$ -	25,700	\$ 95,307	\$ -	24,600	\$ 92,052	\$ 1,691	24,300	\$ 91,401	\$ 3,883	24,300	\$ 74,769	

Cleardale Recreation Board

2020			2019			2018			2017			2016		
Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations
11,900	\$ 54,130	\$ -	11,900	\$ 54,130	\$ -	11,400	\$ 52,658	\$ 784	11,400	\$ 52,879	\$ 1,821	12,300	\$ 47,846	

Cherry Canyon Recreation Board

2020			2019			2018			2017			2016		
Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations	Points	Op Grant	Donations
9,000	\$ 33,376	\$ -	9,000	\$ 33,376	\$ -	8,900	\$ 33,303	\$ 612	8,900	\$ 33,476	\$ 1,423	8,900	\$ 27,385	

TOTALS 78,200 \$ 300,000 \$ - 78,200 \$ 300,000 \$ - 77,500 \$ 300,000 \$ 5,190 77,100 \$ 300,000 12,000 78,000 250,000

Donations Summary

Shell Canada Ltd	5190	Orphan Wells Associatio	9000
		Harvest Operations Corp	3000



Clear Hills County

Effective Date: **January 22, 2019**

Policy Number: **7001**

Title: **OPERATIONAL GRANT FOR RECREATION BOARDS**

1. Policy Statement

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

2. Responsibilities

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

3. Funding Based on:

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

4. Funding Point System

- 4.1. Recreation Boards must submit a₇ facilities list and a financial statement by

March 31st to Clear Hills County in order to receive grant funding.

4.2. Each Recreation Board shall have complete discretion as to how they wish to distribute the funds allocated to them.

4.3. Facilities must have been active in the past year, to qualify for points.

5. Funding Distribution Based on Points

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

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

Picnic Ground (No camp stalls)	100
Gymnasium	1,000
Cross Country Ski Trail	100
Camp Shelter (Not located in a campground)	100
Community Library	1,200
Community Fitness Centre	200

6. End of Policy

ADOPTED

Resolution #C193-02

Date: March 25, 2003

AMENDED

Resolution #C876-03

Date: November 25, 2003

AMENDED

Resolution #C241-04

Date: March 23, 2004

AMENDED

Resolution# C626-04

Date: September 23, 2008

AMENDED

Resolution #C707-11

Date: August 23, 2011

AMENDED

Resolution C326-12(05/22/12)

Date: May 22, 2012

AMENDED

Resolution C060-13(01/22/13)

Date: January 22, 2013

AMENDED

Resolution C091-14(02/11/14)

Date: February 11, 2014

AMENDED

Resolution C45-19(01/22/19)

Resolution C46-19(01/22/19)

Date: January 22, 2019

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	TENDER AWARD: 2020-05 MONTAGNEUSE GRADER BEAT
File:	32-06-26

DESCRIPTION:

Tenders were opened for Tender 2020-05 Montagneuse Grader Beat on Tuesday March 24, 2020 at 9:45 a.m. Council is presented with an analysis of the results:

BACKGROUND:

C170-20(03-24-20) RESOLUTION by Reeve Croy to open Tender 2020-05 Montagenuse Grader Beat at 9:45, analyze and bring back a recommendation to next Regular Council Meeting. **CARRIED.**

Company	Year 1	Year 2	Year 3	Year 4	Year 5
1001223 Alberta Ltd	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays	130/hr weekdays 180/hr weekends & Holidays
LaPrairie Works Inc	174.75/hr	180.00/hr	185.50/hr	191.00/hr	196.75/hr
Mainline Construction 2014	180.00/hr	180.00/hr	182.00/hr	183.60/hr	185.50/hr
Bertrum T Basnett	138.00/hr	138.00/hr	138.00/hr	138.00/hr	138.00/hr
Prograde Services Ltd.	130.00/hr	130.00/hr	130.00/hr	130.00/hr	130.00/hr

RECOMMENDED ACTION:

RESOLUTION by _____ to award Tender 2020-05 Montagneuse Grader Beat to Prograde Services at the rate of \$130.00 per hour for 5 years.

Initials show support - Reviewed by:

Manager:

RJ

CAO:

[Signature]

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	TENDER AWARD: 2020-06 BEAR CANYON GRADER BEAT
File:	32-06-20

DESCRIPTION:

Tenders were opened for Tender 2020-06 Bear Canyon Grader Beat on Tuesday March 24, 2020 at 9:45 a.m. Council is presented with an analysis of the results:

BACKGROUND:

C172-20(03-24-20) RESOLUTION by Councillor Ruecker to open Tender 2020-06 Bear Canyon Grader Beat at 9:45, analyze and bring back a recommendation to next Regular Council Meeting. **CARRIED.**

Company	Year 1	Year 2	Year 3	Year 4	Year 5
LaPrairie Works Inc	174.75/hr	180.00/hr	185.50/hr	191.00/hr	196.75/hr
Boschwick Contracting	117.00/hr	117.00/hr	117.00/hr	117.00/hr	117.00/hr
Mainline Construction 2014 Ltd.	180.00/hr	180.00/hr	182.00/hr	183.60/hr	185.50/hr
Wycliffe Enterprises Ltd	135.00/hr	138.00/hr	140.00/hr	142.00/hr	145.00/hr
Bertrum T Basnett	140.00/hr	142.00/hr	144.00/hr	144.00/hr	144.00/hr

RECOMMENDED ACTION:

RESOLUTION by _____ to award Tender 2020-06 Bear Canyon Grader Beat to Boschwick Contracting at the rate of \$117.00 per hour for 5 years.

Initials show support - Reviewed by:

Manager:

RJ

CAO:

pc

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	TENDER AWARD: 2020-07 WORSLEY GRADER BEAT
File:	32-06-29

DESCRIPTION:

Tenders were opened for Tender 2020-07 Worsley Grader Beat on Tuesday March 24, 2020 at 9:45 a.m. Council is presented with an analysis of the results:

BACKGROUND:

C171-20(03-24-20) RESOLUTION by Councillor Wetmore to open Tender 2020-07 Worsley Grader Beat at 9:45, analyze and bring back a recommendation to next Regular Council Meeting. CARRIED.

Company	Year 1	Year 2	Year 3	Year 4	Year 5
Mainline Construction 2014 Ltd	180.00/hr	180.00/hr	182.00/hr	183.60/hr	185.50/hr
Bochwick Contracting	117.00/hr	117.00/hr	117.00/hr	117.00/hr	117.00/hr
Wycliffe Enterprises Ltd	135.00/hr	138.00/hr	140.00/hr	142.00/hr	145.00/hr
1001223 Alberta Ltd	120.00/hr weekdays 180/hr weekends & Holidays	120.00/hr weekdays	120.00/hr weekdays	120.00/hr weekdays	120.00/hr weekdays
LaPrairie Works Inc.	174.75/hr	180.00/hr	185.50/hr	191.00/hr	196.75/hr
Bertrum T Basnett	138.00/hr	138.00/hr	140.00/hr	140.00/hr	140.00/hr
Prograde Services Ltd.	130.00/hr	130.00/hr	130.00/hr	130.00/hr	130.00/hr

RECOMMENDED ACTION:

RESOLUTION by _____ to award Tender 2020-07 Worsley Grader Beat to Boschwick Contracting at the rate of \$117.00 per hour for 5 years.

Initials show support - Reviewed by:

Manager:

RJ

CAO:

ae

Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	TENDER AWARD: 2020-08 PAVEMENT CRACK SEALING
File:	32-15-02

DESCRIPTION:

Tenders were opened for Tender 2020-08 Pavement Crack Sealing on Tuesday April 21, 2020 at 9:45 a.m. Council is presented with an analysis of the results:

BACKGROUND:

BUDGET:
\$135,000

RECOMMENDED ACTION:

RESOLUTION by _____ to award Tender 2020-08 Pavement Crack Sealing to _____ in the amount of \$_____ plus GST.

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

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Ron Jensen, Public Works Manager
Title:	TENDER AWARD: 2020-09 PAVEMENT LINE PAINTING
File:	32-15-02

DESCRIPTION:

Tenders were opened for Tender 2020-09 Pavement Line Painting on Tuesday April 21, 2020 at 9:45 a.m. Council is presented with an analysis of the results:

BACKGROUND:

BUDGET:
\$135,000

RECOMMENDED ACTION:

RESOLUTION by _____ to award Tender 2020-09 Pavement Line Painting to _____ in the amount of \$_____ plus GST.

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

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	April 21, 2020
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Chief Administrative Officer Report
File Code:	11-02-04

CAO REPORT April 21, 2020

- RMA Virtual Resolution Session – April 24
- Weekly Tuesday & Friday Directors of Emergency Management (DEMs) conference calls
- Weekly Friday RMA's conference call
- Fire Ban

RECOMMENDED ACTION:

RESOLUTION by to accept the Chief Administrative Officer's report for April 21, 2020, as presented.

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

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	April 21, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	CDM REPORT
File:	62-02-02

DESCRIPTION:

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

BACKGROUND:

Fire Departments Callout Statistics 2016 to March 31, 2020

Hines Creek Fire Department

<i>Type of Response</i>	2016	2017	2018	2019	to March 31, 2020	5 year Average
Motor Vehicle Accidents	7	8	8	5	0	
Structural(Buildings)	5	7	0	3	0	
Call-offs/False Alarms	8	9	15	8	4	
Other Fires	2	6	6	10	0	
Other Aide	5	1	2	2	1	
Medical Assist (MCR)	26	43	26	23	4	
	<u>53</u>	<u>74</u>	<u>57</u>	<u>51</u>	<u>9</u>	49

Worsley Fire Department

<i>Type of Response</i>	2016	2017	2018	2019	to March 31, 2020	5 year Average
Motor Vehicle Accidents	5	7	7	2	2	
Structural(Buildings)	2	10	4	3	0	
Call-offs/False Alarms	10	9	4	7	2	
Other Fires	3	8	5	9	1	
Other Aide	1	1	3	0	0	
Medical Assist	6	3	2	6	1	
	<u>27</u>	<u>38</u>	<u>25</u>	<u>27</u>	<u>6</u>	25

Initials show support - Reviewed by:

Manager:

ABj

CAO:

pe

Development Report January 1 to March 31, 2020

Dev Permit	Land Location	Lot Block Plan	Development Description	District	Permitted or Discretionary
W1-20	SW 31-84-11-W6M	Lot 1 Block 1 Plan 8920256	Skid Mounted 10x60 Living Quarters	AG1	P
W2-20	NE 20-85-7-W6M		Dwelling (70x42 house on cement basement)	AG1	P
W3-20	NW 11-85-6-W6M		Replacement Dwelling (28x42 house on concrete basement)	AG1	P
W4-20	SE13-85-10-W6M		Used Car Dealership	AG1	D
W5-20	Cleardale	Lot 84 Block 1 Plan 0726595	24x50 Garage for Fire Fighting Unit	HR2	D
W6-20	SW 26-85-6-W6M		New Yardsite with 14x56 manufactured dwelling with 2 decks	AG1	P
W7-20	SE 15-85-8-W6M		Construction of 24x18 addition and deck to existing manufactured home	AG1	P

Subdivisions Approvals January 1 – March 31, 2020

S01-20 SW 14-85-8-W6M Cemetery
S02-20 NW 7-85-11-W6M Farmstead Separation

Pest & Predation Report January 1 to March 31, 2020

11 Wolves 3 – Trapline 8 - Landowners
8 Individuals 2 Trappers 7 landowners

RECOMMENDED ACTION:

RESOLUTION by _____ to accept the Community Development Manager's report to April 21, 2020, as presented.

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

Request For Decision (RFD)

Special Council Meeting	
Meeting Date:	April 21, 2020
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Calendars
File:	11-02-02

DESCRIPTION:

All public meetings and events have been cancelled for the foreseeable future due to COVID-19. Councillors will notify administration of any virtual committee meetings they participate in.

BACKGROUND:

ATTACHMENTS:

- April May and June Calendars

RECOMMENDED ACTION:

RESOLUTION by to accept for information April, May and June 2020 calendar updates of virtual 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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APRIL 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3 MMSA-PE	4
5	6	7	8	9	10 Good Friday	11
12	13 Easter Monday	14 Council	15 Interprovincial / Intermunicipal Meeting- ALL	16	17	18 CHG Agricultural Trade Show
19	20	21	22	23	24	25
26	27	28 Council	29	30 Trades Training HCC School- ALL	1	2

MAY 2020

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

JUNE 2020

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

Acronyms for Calendar

RMA	Rural Municipalities of Alberta
ASB	Agricultural Service Board
ASR	Alberta Surface Rights
CCES	Cleardale Community Enhancement Society
CH Conn - D	Clear Hills Joint Venture Ltd. - Directors
CH Conn - O	Clear Hills Joint Venture Ltd. - Operating
CCFC	Clear Creek Fire Committee
DAP	Development Appeal Board
MPRP	Mercer Peace River Pulp Ltd. Public Advisory Committee
HPEC	Health Professional Enhancement committee
EDC	Economic Development Committee
EMC	Emergency Management Committee
FCM	Federation of Canadian Municipalities
FV-Med	Fairview Medical Clinic Operating Society
FRAAC	Fairview Regional Airport Advisory Committee
FV-Seed	Fairview Seed Cleaning Co-Op Board
GGAMAC	Grimshaw Gravel Aquifer Management Advisory Committee
IIC	Interprovincial/Intermunicipal Committee
MMSA	Mackenzie Municipal Services Agency - Directors
MPTA	Mighty Peace Tourist Association
MPC	Municipal Planning Commission
NAEL	Northern Alberta Elected Leaders (Reeve & CAO - once a year)
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
TPPC	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