

**AGENDA  
CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
TUESDAY, JULY 13, 2021**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, July 13, 2021, at 9:30 a.m. in the Council Chambers, County Office, 313 Alberta Avenue Worsley, Alberta.

---

<b>1. CALL TO ORDER</b>	
<b>2. AGENDA</b>	
<b>3. MINUTES:</b>	
Previous: Regular Council Meeting Minutes, June 22, 2021.....	2
<b>4. DELEGATION(S)</b>	
1.Carter's Camp Recreational Society – 10:00 a.m.....	5
<b>5. PUBLIC HEARING</b>	
<b>6. TENDER OPENING 9:35 a.m.</b>	
<b>7. NEW BUSINESS</b>	
<b>a. COUNCIL</b>	
1. Management Team Activity Report.....	17
2. Councillor Reports .....	22
3. Management and Operations of Open Air/Farmers Markets-Draft RFP..	23
4. Municipal Election .....	30
5. Resident Request for No Grading Sign .....	32
<b>b. CORPORATE SERVICES</b>	
1. Accounts Payable (June 23, 2021, to July 13, 2021) .....	41
<b>c. COMMUNITY SERVICES</b>	
1. Hamlet & Roadside Cleanup.....	53
<b>d. PUBLIC WORKS</b>	
1. Tender 2021-04 ½ Ton Crew Cab Truck .....	55
2. Cleardale Hamlet Snow Removal .....	56
<b>8. WRITTEN REPORTS: COUNCIL, COMMITTEE &amp; MANAGERS</b>	
1. Chief Administrative Officer's Report.....	57
2. Community Development Manager Report .....	58
3. Corporate Services Manager's Report.....	
4. Public Works Manager's Report.....	62
<b>9. COUNCIL INFORMATION (including Correspondence) .....</b>	<b>64</b>
<b>10. CALENDARS .....</b>	<b>90</b>
<b>11. CLOSED MEETING ITEMS</b>	
<b>12. ADJOURNMENT</b>	

**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, JUNE 22, 2021**

<b>PRESENT</b>	Miron Croy Abe Giesbrecht Peter Frixel David Janzen Jason Ruecker Raymond Wetmore	Deputy Reeve Councillor Councillor Councillor Councillor Councillor
<b>ABSENT</b>	Amber Bean	Reeve
<b>ATTENDING</b>	Allan Rowe Audrey Bjorklund Bonnie Morgan	Chief Administrative Officer (CAO) Community Development Manager (CDM) Executive Assistant (EA)
<b>CALL TO ORDER</b>	Deputy Reeve Croy called the meeting to order at 9:30 a.m.	
<b><u>ACCEPTANCE OF AGENDA</u></b> <b>C269-21(06-22-21)</b>	<b>RESOLUTION by Councillor Janzen to adopt the agenda governing the June 22, 2021 Regular Council Meeting. CARRIED.</b>	
<b><u>APPROVAL OF MINUTES</u></b> Previous Meeting Minutes		
<b>C270-21(06-22-21)</b>	<b>RESOLUTION by Councillor Giesbrecht to adopt the minutes of the June 8, 2021 Regular Council Meeting, as presented. CARRIED.</b>	
<b><u>NEW BUSINESS: COUNCIL</u></b> Management Team Activity Report	Management activity report was reviewed.	
<b>C271-21(06-22-21)</b>	<b>RESOLUTION by Councillor Frixel that the management activity report for June 8, 2021, be accepted, as presented. CARRIED.</b>	
Councillor Reports	Council submits the meetings attended in the previous month and a report, if applicable.	
<b>C272-21(06-22-21)</b>	<b>RESOLUTION by Councillor Giesbrecht to receive the written and or verbal Councillor reports for information, as presented. CARRIED.</b>	
Request for Proposal Management and Operations of Open Air/Farmers Markets- Draft	Council is presented with a draft Request for Proposal for the Management and Operations of Open Air/Farmers Markets.	

Page 2 of 3  
REGULAR COUNCIL MEETING  
TUESDAY, JUNE 22, 2021

**C273-21(06-22-21)** **RESOLUTION by Deputy Reeve Croy to table the draft Request for Proposal for the Management and Operations of Open Air/Farmers Markets until the next regular Council Meeting.**  
**CARRIED.**

Business Directory  
Update

Council is presented with an update on the Clear Hills County Business Directory.

**C274-21(06-22-21)** **RESOLUTION by Councillor Janzen to receive the update on the Clear Hills County Business Directory for information, as presented.**  
**CARRIED.**

CORPORATE  
SERVICES

Accounts Payable  
June 9, 2021-  
June 22, 2021

A list of expenditures for Clear Hills County for the period of June 9, 2021 to June 22, 2021 is provided for Council's review.

**C275-21(06-22-21)** **RESOLUTION by Councillor Frixel that Council receives for information the Accounts Payable report for Clear Hills County for the period of June 9, 2021, to June 22, 2021, for a total of \$270,378.05.**  
**CARRIED.**

COMMUNITY  
DEVELOPMENT:

Cleardale Industrial  
Lots

Council requested that the topic of developing industrial and commercial lots in Cleardale be brought to today's meeting.

**C276-21(06-22-21)** **RESOLUTION by Councillor Janzen to receive the discussion regarding developing industrial and commercial lots in Cleardale for information, as presented.**  
**CARRIED.**

Deputy Reeve Croy recessed the meeting at 10:36 a.m.  
Deputy Reeve Croy reconvened the meeting at 10:46 a.m.

Cleardale Residential  
Lots

Council requested that the topic of servicing additional residential lots and an RV Sani dump be brought to today meeting.

**C277-21(06-22-21)** **RESOLUTION by Councillor Janzen to proceed to tender for the engineering quote to loop the waterline and provide sewer to north residential lots in the Cleardale subdivision for future sales of the 9 usable lots.**  
**CARRIED.**

Fairview Victim  
Services Financial  
Request

Fairview & Area Victim Assistance Association is requesting financial support to assist with operating costs and the cost of emergency expenses for victims of crime and tragedy.

Page 3 of 3  
REGULAR COUNCIL MEETING  
TUESDAY, JUNE 22, 2021

**C278-21(06-22-21)**

**RESOLUTION by Councillor Janzen to approve a general grant of \$5,000.00 to the Fairview & Area Victim Assistance Association to assist with operating costs, and the cost of emergency expenses for victims of crime and tragedy and allocate the funds from the General Grant budget. CARRIED.**

WRITTEN REPORTS  
MANAGERS

Chief Administrative  
Officer's Report

Chief Administrative Officer's report was reviewed.

**C279-21(06-22-21)**

**RESOLUTION by Deputy Reeve Croy to receive the Chief Administrative Officer's report for information. CARRIED.**

Community  
Development  
Manager's Report

nothing to report.

Corporate Services  
Manager's Report

nothing to report.

Public Works  
Manager's Report

Public Works Manager's report was reviewed.

**C280-21(06-22-21)**

**RESOLUTION by Councillor Ruecker to receive the Public Works Manager's report for information. CARRIED.**

COUNCIL  
INFORMATION

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

Nothing to report

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.

**C281-21(06-22-21)**

**RESOLUTION by Councillor Giesbrecht to receive for information the June, July and August 2021 calendars.**

Date	Meeting	Councillor
July 7	NPHF	Wetmore
		<b>CARRIED.</b>

ADJOURNMENT

Deputy Reeve Croy adjourned the June 22, 2021 Regular Council Meeting at 11:22 a.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	<b>DELEGATION – Carter's Camp Recreational Society – 10:00 a.m.</b>
File:	71-10-02

### DESCRIPTION:

Delegates from the Carter's Camp Recreational Society will be in attendance at 10:00 a.m. to present their proposal for improvements to the Carter Camp Recreation Lease REC 870003.

### BACKGROUND:

REC 870003 is held by the County and Carter's Camp Recreational Society operates the recreation area on the County's behalf.

Any changes to the Recreation Lease (ie additional campsites, new structures, or other significant improvements) require approval from the Alberta Environment and Parks.

### ATTACHMENTS:

- Improvements proposal

### OPTIONS:

1. Support the improvements and apply to Alberta Environment and Parks for approval to proceed with .....
2. Request additional information before applying to the Province.
3. Other?

### RECOMMENDED ACTION:

**RESOLUTION by.....**

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

## **Carter Camp Recreation Society Hines Creek Alberta**

July 5, 2021

Clear Hills County

The following letter and documents are to support our request for funding.

### **History:**

Carters Camp is located west of Hines Creek at the point where the Montagneuse River and Peace River connect. It is named after a family of pioneers that had a saw mill at this location. Other pioneers utilized the road engineered by Art Carter to gain access to homesteads on the north side of the Montagneuse River. For generations local people have used this road for commerce and recreation.

### **Today:**

With nothing more than a monument left to let people know about the sawmill, the area is now used for recreation. There is 9 camping sites on the north side of the Montagneuse River which also includes a boat launch into the Peace River. There is another 11 sites on the south side of the Montagneuse River.

The community has come together for the last 3 decades or more to preserve and develop this site for future generations. It is not uncommon to meet people from out of this area that have come to stay and enjoy our campground.

### **Our needs:**

#### **Gravel**

Gravel for road repair. This is number one on our list. Gravel and repairs to the road and Montagneuse River crossing need to come first before we can continue on the rest of the upgrades and repairs.

Gravel needed to level areas in the campsite and parking areas.

#### **Playground equipment and structures**

Boat launch area needs 2 new playground structures to replace existing ones. The existing ones need to be replaced as they do not meet safety codes. A base of pea gravel or sand will have to be added to the area of the playground equipment.

Main Campground area needs a new playground structure to replace the existing one. This is the main one that sees a lot of use. As of right now it no longer meets safety standards.

<b>Boat launch main playground</b>	<b>\$35000.00</b>
<b>Boat launch small playground</b>	<b>\$15000.00</b>
<b>Main campground playground</b>	<b>\$55000.00</b>

Here is a list per campsite for what is needed per site.

## **BOAT LAUNCH SIDE**

Repair to existing boat launch - gravel and road repair is needed for easier access and use for boaters.

Site #1 Gravel for levelling

Site #2 Gravel for levelling, fire pit, picnic table

Site #3 Gravel for levelling, picnic table

Camp Kitchen - gravel, picnic table

Site #4 Gravel for levelling

Site #5 Gravel for levelling

Site #6 Gravel for levelling

Site #7 Gravel for levelling, widened to be more user friendly

Site #8 Gravel for levelling, widened, picnic table - Would like to designate this small site that is located next to the playground to be a day use area for families that want to come down to enjoy the playground area. It is directly next to the playground. Away from the river, safe for families to enjoy with small children. Will have signs for day use only posted once repairs/upgrades are complete.

Site#9 Gravel for levelling, widened, fire pit

Wanting to upgrade the existing parking area so it better accommodates trucks and boat trailers. Gravel and some levelling will be needed to complete this upgraded, more clearly marked signs for parking will be added once upgrades are complete. Also an area that is clearly marked off for the playground needs to be redone, for safety reasons. Would like to add a bench/ seating area within the playground boundary.

## **MAIN CAMPGROUND SIDE (North of Montagneuse River)**

Many of the sites that are on the main campground side do not need gravel. The grass base is nice to accommodate people who want to set up a tent.

Site #1 — fire pit, picnic table

Horseshoe Pit area-add picnic tables, repair horseshoe pits.

Day use area- New benches, or repair of old ones, picnic tables, fire pit. In total there will be 3 day use areas around the camp kitchen building.

Playground - New play structure, repair teeter totter, and existing swings. With the addition of new playground equipment a new base will have to be added - pea gravel or sand. Will have to check with the health service to see which option will be up to code.

Site #2 - Large, main group area. Picnic tables - 2-3

Site #3 - Gravel for levelling

Site #4 - Gravel for levelling, picnic table, fire pit

Site #5 - Nothing needed

Site #6 - Nothing needed

Site #7 - Picnic table ( grass site )

Site #8 - Picnic table

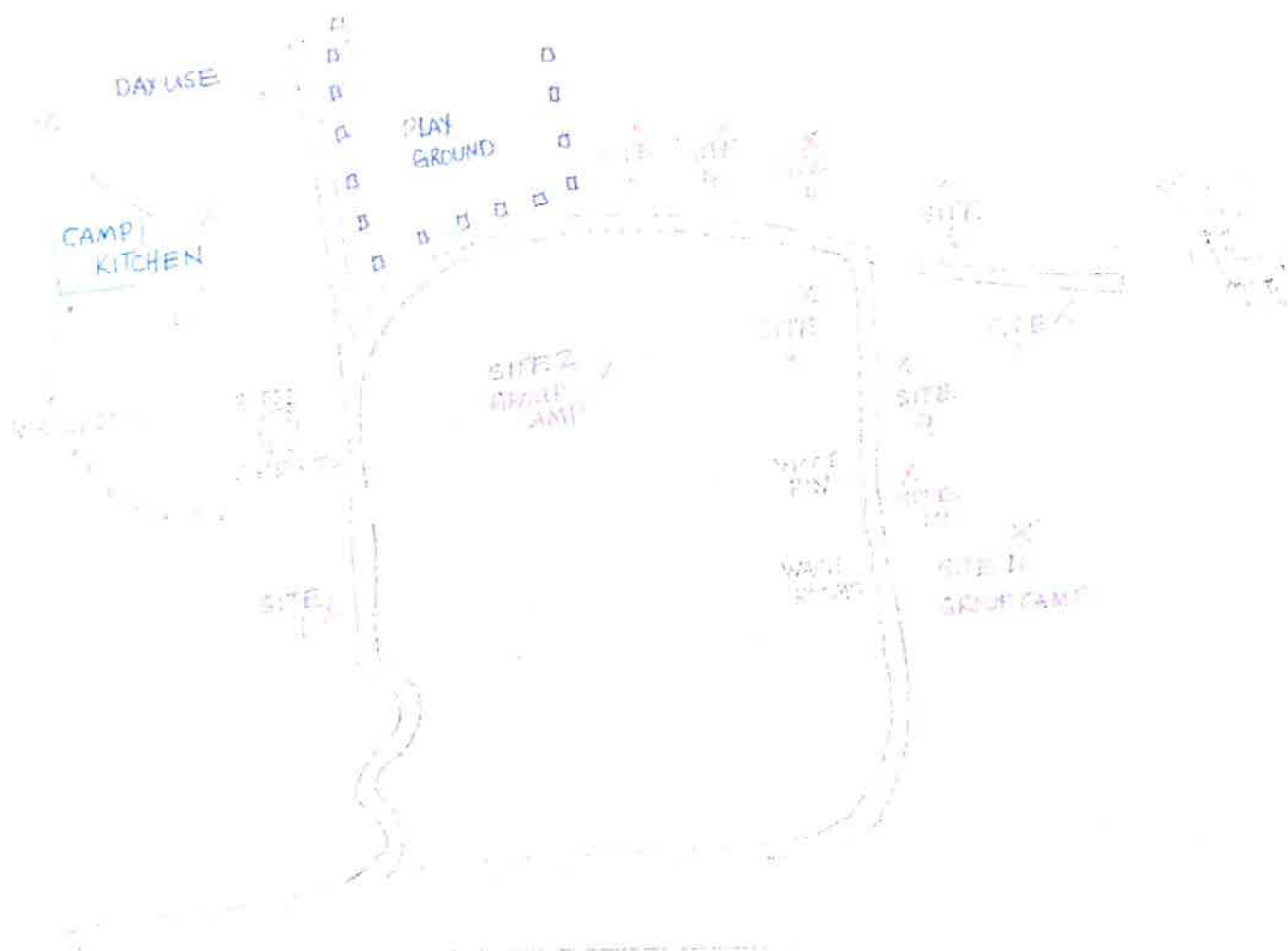
Site #9 - #11 grass sites, Nothing needed.

The road way for access to sites #5-7 needs to be gravelled.

ATV/ Large group site - Nothing needed.







### Carters Camp Constructions Proposal

1. Construct New Crossing across to existing campsites
2. Boat Launch Repair along with the new parking area & stall upgrades
3. Road access from top of hill to boat launch and campsites

## Project Breakdown Descriptions

### 1. Existing Campsite Crossing

- 150m +/- of new road access to crossing will require some tree removal & topsoil removal. Small grade established to crossing, grade banks on creek for new crossing, haul and place rip rap on banks & road crossing to ensure no erosion in spring.
- Equipment required: Dozer, excavator, packer and grader
- Estimated 8-10 days to complete

### 2. Boat Launch

- Widen & slope banks of existing launch. Mulch, grade new area for truck and trailer parking area. Mulch underbrush in camp stall's, grade and gravel launch & campsite access.
- Equipment required: D6, Hoe, skid steer with mulcher head & grader
- Supplies: 17-20 loads of gravel (1" and ¾")
- Estimated 4-6 days to complete

### 3. Road Access from Top

- Work road access with grader from top to bottom
- Equipment required: Grader
- Supplies: 17-20 loads of ¾ "gravel
- Estimated 4-6 days

### Equipment Rates

Machine	Rate	Per Diem
D6 6-Way Blade	\$160	Hour
330 Excavator	\$180	Hour
160H	\$145	Hour
Skidsteer w/head	\$125	Hour
Saw Hand	\$50	Hour
Tridam Trailer	\$170	Hour
Packer	\$100	Hour
Labourer	\$50	Hour
Gravel Truck	BLF1.08 TK.167 / Ld	
Service Truck	\$150	Day

county rate

### Supply Rates

Item	Rate	Per Load
3/4"	\$13	30 Tonnes
1"	\$10	30 Tonnes

Campsite crossing

Machine	Rate	Total
D6	\$160	\$16,000
Hoe	\$180	\$18,000
Grader	\$145	\$14,000
Skidsteer w/head	\$125	\$0
Saw Hand	\$50	\$0
Tridam Trailer	\$170	\$2,720
Packer	\$100	\$11,000
Labourer	\$50	\$0
Gravel Truck	\$350/lb	\$3,500
Service Truck	\$150	\$1,500
Supplies(Gravel)	\$360/lb	\$3,600
		\$70,320



Boat Launch and Camp Stalls					
Machine	Rate	Total			
D6	\$160	\$9,600			
Hoe	\$180	\$10,800			
Grader	\$145	\$8,700			
Skidsteer w/head	\$125	\$7,500			
Saw Hand	\$50	\$0			
Tridam Trailer	\$170	\$0			
Packer	\$100	\$0			
Labourer	\$50	\$0			
Gravel Truck	\$350/lb	\$5,250			
Service Truck	\$150	\$900			
Supplies(Gravel)	\$360/lb	\$5,400			
		\$48,150			

Total Projected Costs For Carter Camp Construction					
Machine	Rate	Total			
D6	\$160	\$25,600			
Hoe	\$180	\$28,800			
Grader	\$145	\$31,400			
Skidsteer w/head	\$125	\$7,500			
Saw Hand	\$50	\$0			
Tridam Trailer	\$170	\$2,720			
Packer	\$100	\$11,000			
Labourer	\$50	\$0			
Gravel Truck	\$350/lb	\$14,000			
Service Truck	\$150	\$3,300			
Supplies(Gravel)	\$360/lb	\$14,400			
		<b>\$138,720</b>			



# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Management Team Activity Report</b>
File:	11-02-02

### DESCRIPTION:

Management activity report for June 22, 2021

### ATTACHMENTS:

- Management Activity Report

### RECOMMENDED ACTION:

**RESOLUTION by ....** that the management activity report for June 22, 2021, be accepted, as presented.

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



## Management Team

### Activity Report for June 22, 2021

#### LEGEND:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		<b>September 8, 2020</b>		
C403-20	09/08/20	RESOLUTION by Councillor Janzen to award 2019 Bridge Maintenance Contract (2020 Bridge Maintenance, Tender No. 201-1246-00 to Griffin Contracting Ltd. \$415,550.00, as per the submitted tender. <b>CARRIED.</b>	PWM	In works
		<b>September 22, 2020</b>		
C332-20	09/22/20	RESOLUTION by Councillor Giesbrecht to award Tender 2020-13 Construction of New Road Build NW 15-83-12-W6M to Cal R Contracting in the amount of \$163,200.00. <b>CARRIED.</b>	PWM	completed
		<b>February 24, 2021</b>		
C781-21	02/24/21	RESOLUTION by Councillor Janzen to award Tender 2021-04 ½ Ton Crew Cab Truck to Adventure Automotive, for \$39,980.00 (Thirty-nine thousand nine hundred and eighty dollars) plus GST, as per the submitted Tender. <b>CARRIED.</b>	PWM	In Waiting
		<b>April 13, 2021</b>		
C149-21	04/13/21	RESOLUTION by Councillor Janzen to have a wetlands assessment done on the 1.25 miles of a new local road from south of Township 860 to Township 854 on Range Road 84 and bring back to a Regular Council Meeting when completed. <b>CARRIED.</b>	EA	In works
C166-21	04/13/21	RESOLUTION by Councillor Frixel to award Tender 2021-09 Pavement Line Painting to AAA Striping & Seal Coating in the amount of \$709.95 per km and \$400.00 per cross walk plus GST. <b>CARRIED.</b>	PWM	In works
		<b>June 8, 2021</b>		
C261-21	06/08/21	RESOLUTION by Councillor Janzen to receive the discussion regarding the Cleardale Fire Garage for information and bring back to a future regular Council meeting. <b>CARRIED.</b>		Councillor Janzen to follow-up
C262-21	06/08/21	RESOLUTION by Reeve Bean to separate the 4-H beef into freezer packs and use as volunteer recognition gifts to the 41 volunteer fire fighters. <b>CARRIED.</b>	CDM	In works



## Management Team

### Activity Report for June 22, 2021

#### 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
C263-21	06/08/21	RESOLUTION by Councillor Ruecker to award Tender 2021-16 Reconstruction Range Road 54 & 60, to SOKs Enterprises Inc. for the amount of \$459,431.00 funds are budgeted in the multi-year capital plan. CARRIED.	PWM	In works
		<b>June 22, 2021</b>		
C273-21	06/22/21	RESOLUTION by Deputy Reeve Croy to table the draft Request for Proposal for the Management and Operations of Open Air/Farmers Markets until the next regular Council Meeting. CARRIED.	EA	July 13
C277-21	06/22/21	RESOLUTION by Councillor Janzen to proceed to tender for the engineering quote to loop the waterline and provide sewer to north residential lots in the Cleardale subdivision for future sales of the 9 usable lots. CARRIED.	EA	In works
C278-21	06/22/21	RESOLUTION by Councillor Janzen to approve a general grant of \$5,000.00 to the Fairview & Area Victim Assistance Association to assist with operating costs, and the cost of emergency expenses for victims of crime and tragedy and allocate the funds from the General Grant budget. CARRIED.	CDM	
		<b>August 20, 2019</b>		
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
		<b>November 27, 2019</b>		
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	CDM	2020✓ 2021✓ 2022





## Management Team

### Activity Report for June 22, 2021

#### 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
		Lake aeration operation; and approve entering into an agreement with the Alberta Conservation 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. <b>CARRIED.</b>		2023 2024
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. <b>CARRIED.</b>	CSM/CDM	2019 ✓ 2020 ✓ 2021
		<b>January 7, 2020</b>		
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. <b>CARRIED.</b>	CDM	2020 ✓ 2021 ✓ 2022 2023 2024
		<b>December 3, 2020</b>		
C627-20	11/24/20	RESOLUTION by Councillor Ruecker to receive the virtual delegation from Glenda Farnden with STARS for information and approve a 3-year funding commitment of \$100,000.00 (one-hundred thousand dollars) per year for 2021, 2022 and 2023. <b>CARRIED.</b>	CSM	2021 2022 2023
		<b>April 27, 2021</b>		
C150-21	04/13/21	RESOLUTION by Reeve Bean that Council approves the draft business directory form and Business directory layout and send a bulk mailout informing local businesses of the opportunity for free advertising in the County business directories and the opportunity to get 500 free business cards and allocate \$5000.00 from the Economic Development Reserve for this initiative. <b>CARRIED.</b>	EA	In works
		<b>May 11, 2021</b>		
C210-21	05/11/21	RESOLUTION by Councillor Frixel to approve a general grant for the Village of Hines Creek in the	EA/CSM	



## Management Team

### Activity Report for June 22, 2021

LEGEND:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		<b>amount of 425,000.00. funds to be allocated from the rate Stabilization reserve. Councillor Ruecker called for a recorded vote:</b>		
		<b>For</b>		
		Croy		
		Bean		
		Wetmore		
		Frixel		
		<b>Against</b>		
		Janzen		
		Ruecker		
		Giesbrecht		
		CARRIED.		

**ITEMS IN WAITING**

		<b>February 18, 2021</b>		
C52-21	02/09/21	RESOLUTION by Councillor Janzen that this council authorizes the destruction of 2018 monthly reconciliation reports, 2013 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2014.CARRIED.	CDM	
		<b>June 15, 2021</b>		
C55-21	02/09/21	RESOLUTION by Councillor Wetmore proceed with the Recreation Signage Project; apply to SignUp Alberta for the identified signage along provincial highways and order and install the identified signage on County roads. CARRIED.	CDM	In the Works/ Applied
C164-21	04/13/21	RESOLUTION by Councillor Giesbrecht list the lot & mobile home on Plan 1124612 Lot 3 Block 9, 501 Paradise Street for sale. CARRIED.	CDM	In works

# Clear Hills County

## Request For Decision (RFD)

<b>Regular Council Meeting</b>	
Meeting Date:	July 13, 2021
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>COUNCIL REPORTS ON MEETINGS</b>
File:	11-02-02

### DESCRIPTION:

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

### BACKGROUND / PROPOSAL:

Council members attend meetings they have been appointed to.

### ATTACHMENTS

### RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:

CAO:



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Request for Proposal Management and Operations of Open Air/Farmers Markets-Draft
File:	11-02-02

### DESCRIPTION:

Council is presented with a draft Request for Proposal for the Management and Operations of Open Air/Farmers Markets.

**C273-21(06-22-21) RESOLUTION by Deputy Reeve Croy to table the draft Request for Proposal for the Management and Operations of Open Air/Farmers Markets until the next regular Council Meeting. CARRIED.**

**C253-21(06-8-21) RESOLUTION by Councillor Frixel to develop a draft proposal for the operating and planning of an Open Air/Farmers Market and bring back for review to the next regular Council meeting. CARRIED.**

### ATTACHMENTS:

Draft-Request for Proposal Management and Operations of Open Air/Farmers Markets

### RECOMMENDED ACTION:

**RESOLUTION by.....**

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**







## **CLEAR HILLS COUNTY**

---

313 Alberta Avenue  
Box 240  
Worsley, AB  
T0H 3W0

### **Request for Proposal**

Management and Operations of Open Air/Farmers Markets

Request for Proposal Closing Time:

**DRAFT**

4:00 p.m. Local time





## CLEAR HILLS COUNTY

---

### Invitation to Submit Proposals.

The County is seeking proposals for a local non-profit group or individual to manage and organize all aspects of a series of Open Air/Farmers markets in compliance with the Alberta Farmers Market guidelines in Clear Hills County on behalf of the County.

**The overall scope of the agreement includes planning and facilitating Open Air/Farmers Markets within the boundaries of Clear Hills County.**

1. The County's expectation is that the successful proponent will successfully facilitate and organize no less than 5 (five) Open Air/Farmers Markets from May – October of each year.

### Inquiries

Refer all inquiries to Bonnie Morgan, Executive Assistant

Phone: 780-685-3925

Fax: 780-685-3960

Email: [bonnie@clearhillscounty.ab.ca](mailto:bonnie@clearhillscounty.ab.ca)

### 1.1. Proposal Return

Requests for Proposals will be received at Clear Hills County office no later than 4:00 p.m. local time on???. Proposals must be sealed and enclosed in enveloped **clearly marked with name, address, and proposal (RFP) number** and addressed to:

Clear Hills County  
313 Alberta Avenue  
PO Box 240  
Worsley, Alberta  
T0H 3W0

Faxed or electronic Proposals will not be accepted. Clear Hills County does not recommend sending Proposals by Courier due to limited Courier Services. Each Proposal must be addressed to Clear Hills County in a sealed envelope clearly marked with the Vendor's name, address, and Proposal number.



## CLEAR HILLS COUNTY

---

- **Instruction to Bidders**

### **2.1 Information**

- 2.1.1. Compete all required forms and information outlined in this Request for Proposal.
- 2.1.2. Comply with the Worker's Compensation Act, and submit to the County promptly upon request a certificate from the Worker's Compensation Board showing that the Contractor is registered and is in good standing,
- 2.1.3. Any further information can be obtained from the Executive Assistant, Bonnie Morgan. The information can be obtained in person, by phone, fax, or email.

**Phone: 780-685-3925 Fax: 780-685-3960 Email: [bonnie@clearhillscounty.ab.ca](mailto:bonnie@clearhillscounty.ab.ca)**

The bidder is responsible to gather all necessary information for a full comprehension of the project.

### **2.3 Evaluation of Proposals**

The Proposals will be awarded based on the following order of preference:  
(Up to 20 points)

1. Not-for-profit groups (local)
2. For profit businesses or individuals (local)
3. Not-for-profit groups (non-local)
4. For profit businesses or individuals (non-local)

Definition of "local":

- a. "local" is considered Clear Hills County, Village of Hines Creek, the Hamlets of Worsley & Cleardale, Town of Fairview and MD of Fairview.

AND the following criteria:

- References/experience (up to 20 points)
- Plan for operating Open Air/Farmers Markets (up to 25 points)
- Proposed cost for operating (up to 35 points)

### **2.4 Rejection of a Proposal**

A Proposal may be rejected if:

- The document is not received before the set date and time.
- The document is incomplete.
- The document is not signed by the authorized individual.

### **2.5 Acceptance of a Proposal**

The County does not bind itself to accept any of the Proposals and this without any compensation to the bidders.



## CLEAR HILLS COUNTY

### REQUEST FOR PROPOSAL

#### **Management and Operations of Open Air/Farmers Markets:**

Name of Organization or Individual: \_\_\_\_\_

Is the Organization a registered not for profit? Circle one: YES NO  
If yes, include a copy of the certificate of Incorporation.

Contact (if different than above): \_\_\_\_\_

Contact's primary phone/cell number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

#### **Experience:**

Does the bidder have experience in Similar Event Planning? Circle one: YES NO

If yes, describe planning/operation experience: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### **References - Name(s) and contact information**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## CLEAR HILLS COUNTY

### Plan for Management and Operations of Open Air/Farmers Markets: Summer (May 1 – October 15):

1. Describe your plan for facilitating and organizing no less than 5 (five) Open Air/Farmers Markets from May – October of each year, including but not limited to: **(attach to end of RFP when submitting)**

#### Minimum requirements:

- a. Secure an Alberta Farmers Market Association membership for the County.
  - b. Comply at all times with the Alberta approved farmers' Market guidelines.
  - c. Select Dates markets will be held (there must be a minimum of 5 full day markets)
  - d. Securing Venues/locations
  - e. Indoor/outdoor
  - f. Venders
    - i. 80% homemade/20% other venders
    - ii. Insurance (ensure each vender has required insurance)
    - iii. Minimum of 5 venders per market
    - iv. Registration
    - v. Fees (if any)
    - vi. Questions and assistance
  - g. Supplies (tables, tents etc.)
  - h. Advertising
  - i. Extras if any etc. music, food booths, attractions
  - j. Annual Detailed report: revenue/expense per location, attendance, number of venues, overall report
2. Describe any additional suggestions improvements you would provide in addition to the minimum requirements described above. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Number of staff if applicable  
\_\_\_\_\_

#### ESTIMATED EXPENSES

\$ \_\_\_\_\_ Wages

\$ \_\_\_\_\_ Contracted services

\$ \_\_\_\_\_ Venues



## CLEAR HILLS COUNTY

\$ \_\_\_\_\_ Equipment

Are there any additional services that would be billed separately and in addition to the estimated costs above?

If yes, describe and include estimate for each: \_\_\_\_\_

\_\_\_\_\_

**REMUNERATION PROPOSAL:** This amount is inclusive of all costs for the Management and Operations of Open Air/Farmers Markets within Clear Hills County, except for any additional approved services to be billed separately if needed.

\$ \_\_\_\_\_ Monthly Contracted rate for providing services.

### DECLARATION

I declare that:

- I am an authorized representative for the above organization, business or individual,
- I understand the conditions of this proposal,
- I have read the memorandum of agreement and understand the scope of the agreement, including but not limited to my/our obligations, compensation structure and reporting requirements.

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	2021 Municipal Election
File:	11-02-02

### DESCRIPTION:

Council is presented with draft Bylaw 264-21 to have the option for future polling station hours to be open prior to 10:00 a.m. on election day.

### BACKGROUND

- The next municipal general election will be held on October 18, 2021.
- Nominations for the general election will be open between January 1, 2021, and noon on September 20, 2021.
- 1 Polling station will be set up in each ward as needed.

Ward 1	David Thompson
Ward 2	Hines Creek
Ward 3	Eureka River Hall
Ward 4	Worsley Seniors Hall
Ward 5 & 6	Clardale
Ward 7	Bear Canyon
- Polling times will be from 10:00 a.m. to 8:00 pm. Monday, October 18, 2021.

### ATTACHMENTS:

Draft Bylaw 264-21 Municipal Election Polling Stations

### RECOMMENDED ACTION:

**RESOLUTION by..... to that first reading be given to Bylaw 264-21 a bylaw of the clear hills county, in the province of Alberta, for the purpose to allow municipal election polling stations to open 2 (two) hours prior to 10:00 a.m., as per 46(2), 46(2.1) of the local authority's election act.**

**RESOLUTION by..... to that second reading be given to Bylaw 264-21 a bylaw of the clear hills county, in the province of Alberta, for the purpose to allow municipal election polling stations to open 2 (two) hours prior to 10:00 a.m., as per 46(2), 46(2.1) of the local authority's election act.**

**RESOLUTION by..... to proceed to third and final reading of Bylaw 264-21 a bylaw of the clear hills county, in the province of Alberta, for the purpose to allow municipal election polling stations to open 2 (two) hours prior to 10:00 a.m., as per 46(2), 46(2.1) of the local authority's election act.**

**RESOLUTION by..... to that third and final reading be given to Bylaw 264-21 a bylaw of the clear hills county, in the province of Alberta, for the purpose to allow municipal election polling stations to open 2 (two) hours prior to 10:00 a.m., as per 46(2), 46(2.1) of the local authority's election act.**

Initials show support - Reviewed by:

Manager:

CAO:



## **BYLAW NO. 264-21**

**A BYLAW OF THE CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE TO ALLOW MUNICIPAL ELECTION POLLING STATIONS TO OPEN 2 (TWO) HOURS PRIOR TO 10:00 A.M., AS PER 46(2), 46(2.1) OF THE LOCAL AUTHORITIES ELECTION ACT.**

**WHEREAS**, the Council of the Clear Hills County may section 46(2), 46(2.1) of the Local Authorities Election Act, an Elected Authority may by a bylaw provide that a voting station is to be open before 10 AM;

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

### **Title, Purpose, Application, and Definitions**

1. This bylaw may be cited as the Election Bylaw.
2. The purpose of this bylaw is to establish rules for conducting Clear Hills County elections held in accordance with the Local Authorities Election Act.
3. This bylaw applies to elections conducted by Clear Hills County under the Local Authorities Election Act.
4. This bylaw shall come into force and effect on 12:01:00 a.m. July 13, 2021.

READ a first time this 13<sup>th</sup> day of July, 2021.

READ a second time this 13<sup>th</sup> day of July, 2021.

READ a third time this 13<sup>th</sup> day of July, 2021.

---

Amber Bean, Reeve

---

Allan Rowe, Chief Administrative Officer

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Resident Request for "No grading sign policy"
File:	11-02-02

### DESCRIPTION:

Council is presented with a request to have a policy put in place to allow no grading signs to be available, for residents who wish to have no grading done in front of their residents in the summer months, similar to the Roadside Vegetation Control Policy 6304 sections 4.4 & 4.5.

### ATTACHMENTS:

Request from resident.  
Roadside Vegetation Control Policy 6304

### RECOMMENDED ACTION:

**RESOLUTION by.....**

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



## Bonnie Morgan

---

**To:** Allan Rowe  
**Subject:** RE: Grading

**From:** Sandy  
**Sent:** Wednesday, June 30, 2021 3:23 PM  
**To:** [allen@clearhillscounty.ab.ca](mailto:allen@clearhillscounty.ab.ca)  
**Subject:** Grading

Hi Allen  
I water the road in front of my house because the dust is terrible.  
I would like to put signs up so the grader knows not to grade there.  
I know my neighbours would very much like that as well.  
Our road is very smooth and does not need to be graded as often as they do!  
Thanks

Regards,



***Sandy Bjornson***

Sales, Foster's Agri-World LP

Email: [sandy.bjornson@fosterseed.com](mailto:sandy.bjornson@fosterseed.com)

Ph :780-835-5515 | Cell : 780-835-8036

814076 HWY 2, MD of Fairview AB, T0H 1L0

[www.fosterscanada.com](http://www.fosterscanada.com) [www.kubotacountry.ca](http://www.kubotacountry.ca)



# Clear Hills County

Effective Date: August 17, 2016	Policy Number 6304
Title: ROADSIDE VEGETATION CONTROL	

## 1. Policy Statement

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

## 2. Definitions

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

## 3. Purpose

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

## 4. Responsibilities

### 4.1. Brushing

### 4.2. Public Works Manager will:

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

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

- 4.3.1. The landowner agrees to allow the municipality to enter their land to brush outwards into the road ditches.
- 4.3.2. When landowners are requesting private land brushing or have brushed approximately 5 meters beyond the right of way and the brushing extends onto private land adjacent to road ditches, the vegetation will be controlled by spraying or mowing to control regrowth of brush and included as part of the agreement.
- 4.3.3. The County will be responsible for all surveying costs and staking of the work area which extends approximately 5 meters beyond the right of way.

#### 4.4. Do Not Brush Backslope program

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

#### 4.5. Spraying

- 4.5.1. The program will focus on brush control to prevent regrowth and vegetation as listed in the Weed Control Act of Alberta and/or plants designated by County by-law and are the same as the Agricultural Service Board expects the public to control.
- 4.5.2. Spraying will not occur adjacent to yard sites or known herbicide sensitive vegetation such as gardens or shelterbelts or within the legislated setback from water bodies and water sources.
- 4.5.3. Agricultural Services staff will:
- 4.5.4. Contract for and or apply herbicide to kill brush regrowth in the year following the brushing program.
- 4.5.5. Contractor for and or apply herbicide to Noxious & Prohibited Noxious weeds to prevent weed spread & weed seed propagation;
  - 4.5.5.1. Select herbicide based on the following criteria:
  - 4.5.5.2. Registered for use in Alberta
  - 4.5.5.3. Registered for control of the target vegetation
  - 4.5.5.4. Cost effectiveness

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

#### 4.6. Do Not Spray Program:

- 4.6.1. The Do Not Spray program is available for persons who do not want the roadside adjacent to their property sprayed.
- 4.6.2. Landowners must complete and sign a Roadside Spraying form stating that they do not wish to have the road allowance adjacent to specific land locations sprayed,
- 4.6.3. Landowners accept full responsibility for weed and brush control within the stated road allowance.
- 4.6.4. Failure to control the weeds and brush in the current growing season will result in the County controlling the weeds and brush in accordance with this policy.

#### 4.7. Mowing

##### 4.7.1. Public Works Manager will:

- 4.7.1.1 Provide council with an annual project plan to mow County owned roadside ditches.
- 4.7.1.2 Contract and/or operate equipment to mow County owned roadside ditches.

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

##### 4.7.3. Administration will prioritize the mowing of roads as follows:

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

#### **4.8. Mowing for Community Organizations**

4.8.1. Clear Hills County offers to mow outfields and large grassed-in areas that are beyond the reasonable scope of riding and push lawn mowers for community not-for-profit organizations within the County, once annually in conjunction with the roadside mowing program.

4.8.1.1. Organizations requesting this service are required to sign a waiver annually protecting Clear Hills County, see attachment Schedule A.

4.8.1.2. Mowing of outfields and large grassed in areas that are beyond the reasonable scope of riding and push lawn mowers shall be completed subject to the conditions set out in Schedule A. In the event that the Public Works Manager or his representative determines that the area requested is too hazardous or difficult to mow the Organization will be notified that the area cannot be mowed.

#### **4.9. Alternative Weed Control Methods**

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

#### **5. Fencing**

5.1. Replacement fences will be constructed to the standard currently in place as per Fencing Policy 3206.

#### **6. Reference to Legislation**

6.1. Weed Control Act

#### **7. Related Policies**

7.1 Property Line Spraying Policy 6309

7.2 Policy 3206 Fencing

7.3 Current Bylaw - Schedule of Fees - Purchase of goods and services

**8. End of Policy**

**ADOPTED:** Resolution C262 (03/29/11)

**AMENDED:** Resolution C408 (05/10/11)

**AMENDED:** Resolution C262 (03/29/11)

**AMENDED:** Resolution C445 (07/23/13)

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

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

**AMENDED:** Resolution C466-16 (08/17/16)

## **Mowing for Community Not-for-Profit Organizations Waiver Agreement**

**BETWEEN:** Clear Hills County, a Municipal Corporation  
(hereinafter referred to as the "County")  
OF THE FIRST PART  
-and-

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

(hereinafter referred to as the "Organization")  
OF THE SECOND PART

WHEREAS, the "Organization is the owner, or lessee of the following lands:

LAND LOCATION: \_\_\_\_\_

WHEREAS, the Organization desires the County to mow outlying fields and large grassed-in areas that are beyond the reasonable scope of riding and push lawn mowers.

NOW, THEREFORE, the County and the Organization agree as follows:

1. The County agrees to mow outlying fields and large grassed-in areas that are beyond the reasonable scope of riding and push lawn mowers; however it shall be understood that such mowing shall only be undertaken at the discretion of the County and only as part of the annual roadside mowing program when the Tractors and Mowers are operating in that area.
2. Either party may terminate this waiver by serving Notice of Intent to terminate. Five (5) days notice will be required.
3. The Organization hereby covenants and agrees that he will at all times indemnify and save harmless the County, his servants, contractors, and employees from and against all loss, damage or injury however caused, which may at any time during the continuance of this Waiver occur to any person or the property of any person including the Organization members.
4. The Organization shall not assign or transfer his interest under this Waiver.
5. The County shall have the right to refuse to mow any area that in the opinion of the operator or County representative too hazardous or difficult to mow.

IN WITNESS WHEREOF, this Waiver has been duly executed by the parties hereto on:

\_\_\_\_\_ A.D., 20\_\_\_\_.

SIGNED in the presence of:

\_\_\_\_\_  
ORGANIZATION REPRESENTATIVE: Print name \_\_\_\_\_

CLEAR HILLS COUNTY

\_\_\_\_\_  
COUNTY REPRESENTATIVE

# ROADSIDE SPRAYING

**Attention  
Clear Hills County  
Residents/Ratepayers**

The Agricultural Service Board of Clear Hills County will be carrying out a roadside spraying program for weed & brush control during the months of May through September. The spraying will be conducted by Agricultural Service Board staff and/or by private contractor hired by the Agricultural Service Board.

Spraying will not occur adjacent to yard sites, or known herbicide sensitive vegetation (i.e. gardens, shelterbelts) or within the legislated setbacks from water bodies and water sources.

Persons who do not want their roadside sprayed adjacent to their property must complete and sign the attached form below, and return it to the County Office in Worsley **by June 20, 2020**. No telephone requests will be accepted.

Upon requesting no spraying, the landowner shall be responsible for weed and brush control within the road allowance adjacent to his or her property for the year as signed. In addition, upon the completed form being received by the office, signs will be mailed and those persons will be responsible for posting them where roadside spraying is not wanted.

*This request is for one year duration only.*

[illegible]

To: Clear Hills County  
Box 240  
WORSLEY, Alberta  
T0H 3W0

- ✓ I do not wish the road allowance adjacent to my property(ies), as described below, sprayed during the 2020 season,
- ✓ I accept the full responsibility of weed and brush control within the road allowance for the 2020 season, and all costs associated with the control, if control is warranted by Clear Hills County.

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Land Location(s): Qtr. \_\_\_\_\_ Sec. \_\_\_\_\_ TWP \_\_\_\_\_ Range \_\_\_\_\_ W6M \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Landowner/Renter) \_\_\_\_\_ Signature: \_\_\_\_\_

Witness \_\_\_\_\_ Signature: \_\_\_\_\_



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 13, 2021
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Finance – Accounts Payable
File:	12-03-02

### DESCRIPTION:

A list of expenditures for Clear Hills County for the period of June 23, 2021 to July 13, 2021 is provided for Council's review.


### BACKGROUND / PROPOSAL:

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

### COSTS / SOURCE OF FUNDING (if applicable):

### RECOMMENDED ACTION:

**RESOLUTION** by... that Council receives for information the Accounts Payable report for Clear Hills County for the period of June 23, 2021 to July 13, 2021 for a total of \$173,721.58.

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

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	6/23/21 7/13/21
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
025056	ADVENTURE01	ADVENTURE AUTOMOTIVE LTD	7/13/21	ATB	PMCHQ00001176	\$46.64
025057	ALSE01	ALS CANADA LTD	7/13/21	ATB	PMCHQ00001176	\$411.60
025058	AMSC05	AMSC INSURANCE SERVICES LTD	7/13/21	ATB	PMCHQ00001176	\$9,753.93
025059	B&EHOME01	B & E HOME HARDWARE	7/13/21	ATB	PMCHQ00001176	\$516.63
025060	BOSCHWICK01	BOSCHWICK CONTRACTING	7/13/21	ATB	PMCHQ00001176	\$16,523.36
025061	BOUCHARD	Bouchard Vac	7/13/21	ATB	PMCHQ00001176	\$672.00
025062	CALR01	CAL-R CONTRACTING LTD.	7/13/21	ATB	PMCHQ00001176	\$15,198.22
025063	CASH01	KELSEY LUND	7/13/21	ATB	PMCHQ00001176	\$122.35
025064	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	7/13/21	ATB	PMCHQ00001176	\$9,957.02
025065	CLEARDALEAG01	CLEARDALE AGRICULTURAL SOCIETY	7/13/21	ATB	PMCHQ00001176	\$192.50
025066	CLEARDALE01	CLEARDALE TRANSPORT	7/13/21	ATB	PMCHQ00001176	\$14,679.00
025067	CLEARTECH01	CLEARTECH INDUSTRIES INC.	7/13/21	ATB	PMCHQ00001176	\$2,918.74
025068	COXGERALD01	GERALD COX	7/13/21	ATB	PMCHQ00001176	\$5,775.00
025069	CRAGER01	Cragar's Autobody & Towing	7/13/21	ATB	PMCHQ00001176	\$243.39
025070	D&M01	D & M CONTRACTING	7/13/21	ATB	PMCHQ00001176	\$630.00
025071	DHL01	LOOMIS EXPRESS	7/13/21	ATB	PMCHQ00001176	\$208.81
025072	DIAMOND01	CENTRALSQUARE CANADA SOFTWARE	7/13/21	ATB	PMCHQ00001176	\$118.13
025073	ELLIS01	BARBARA ELLIS	7/13/21	ATB	PMCHQ00001176	\$50.00
025074	ENDMECH	End of Steel Mechanical Ltd.	7/13/21	ATB	PMCHQ00001176	\$530.50
025075	FLETT	Mike & Amanda Flett	7/13/21	ATB	PMCHQ00001176	\$2,400.00
025076	FLOWPOINT01	FLOWPOINT ENVIRONMENTAL SYSTEM	7/13/21	ATB	PMCHQ00001176	\$2,094.75
025077	FOSTERS	FOSTER'S AGRI-WORLD	7/13/21	ATB	PMCHQ00001176	\$2,207.14
025078	GFI01	GLOBAL FLEET INFORMATION SYSTE	7/13/21	ATB	PMCHQ00001176	\$582.75
025079	GOVERNMENT02	GOVERNMENT OF ALBERTA	7/13/21	ATB	PMCHQ00001176	\$35.00
025080	H&GMASON01	H & G MASON HOLDINGS	7/13/21	ATB	PMCHQ00001176	\$4,536.00
025081	HITECH01	HITECH BUSINESS SYSTEMS LTD.	7/13/21	ATB	PMCHQ00001176	\$1,637.38
025082	JLD	JLD ENTERPRISE	7/13/21	ATB	PMCHQ00001176	\$14,616.00
025083	LERO06	RONALD LEMOINE	7/13/21	ATB	PMCHQ00001176	\$50.00
025084	MACKENZIE01	MACKENZIE MUNICIPAL	7/13/21	ATB	PMCHQ00001176	\$1,367.50
025085	MADDOG01	MAD DOG CRESTING	7/13/21	ATB	PMCHQ00001176	\$324.24
025086	NORTECH	NORTECH MECHANICAL	7/13/21	ATB	PMCHQ00001176	\$1,845.38
025087	NPGAS01	NORTH PEACE GAS COOP LTD.	7/13/21	ATB	PMCHQ00001176	\$469.09
025088	PEACELIBR01	PEACE LIBRARY SYSTEM	7/13/21	ATB	PMCHQ00001176	\$14,940.27
025089	SUNMEDIA	POSTMEDIA NETWORK INC.	7/13/21	ATB	PMCHQ00001176	\$105.76
025090	R&R01	R&R ROAD LTD.	7/13/21	ATB	PMCHQ00001176	\$3,969.00
025091	RELIANCE	RELIANCE ASSESSMENT	7/13/21	ATB	PMCHQ00001176	\$6,835.50
025092	REYNOLDS01	REYNOLDS' PLUMBING & HEATING	7/13/21	ATB	PMCHQ00001176	\$175.33
025093	RMAFUEL	RMA FUEL LTD.	7/13/21	ATB	PMCHQ00001176	\$7,488.33
025094	ROAMING	ROAMING TRANSPORT	7/13/21	ATB	PMCHQ00001176	\$12,122.78
025095	SCANALTA01	SCANALTA POWER SALES LTD.	7/13/21	ATB	PMCHQ00001176	\$877.43
025096	SIGNS02	SIGNS BY LORI	7/13/21	ATB	PMCHQ00001176	\$26.25
025097	TRINUS01	TRINUS TECHNOLOGIES INC.	7/13/21	ATB	PMCHQ00001176	\$5,139.08
025098	UFA01	UNITED FARMERS OF ALBERTA	7/13/21	ATB	PMCHQ00001176	\$120.74
025099	WILDELECT01	WILD ELECTRIC LTD.	7/13/21	ATB	PMCHQ00001176	\$555.87
025100	WGATEWAY	WORSLEY GATEWAY INN	7/13/21	ATB	PMCHQ00001176	\$1,675.85
025101	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	7/13/21	ATB	PMCHQ00001176	\$8,976.34

Total Cheques: 46

Total Amount of Cheques: \$173,721.58

System: 7/07/21 11:05:39 AM  
 User Date: 7/07/21

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Page: 1  
 User ID: Dawn

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	6/23/21	7/13/21		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ADVENTURE AUTOMOTIVE LTD	025056	7/13/21	\$46.64
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
R&M Unit 65-56	58369	\$46.64	
<hr/>			
ALS CANADA LTD	025057	7/13/21	\$411.60
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Cldl Water Samples	3311141396	\$205.80	
Worsley Water Samples	3311141397	\$205.80	
<hr/>			
AMSC INSURANCE SERVICES LTD	025058	7/13/21	\$9,753.93
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
July Benefits	0418-44,398	\$9,753.93	
<hr/>			
B & E HOME HARDWARE	025059	7/13/21	\$516.63
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Shop/Mowing Supplies	102-34395	\$63.00	
Janitorial Supplies	102-33114	\$7.33	
Janitorial Supplies	101-76834	\$367.69	
Janit Supp/Quad Spray Parts	101-77805	\$48.28	
Bolts for Signs	102-33678	\$8.30	
Parts-Cleardale Water Plant	101-79153	\$22.03	
<hr/>			
BOSCHWICK CONTRACTING	025060	7/13/21	\$16,523.36
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Worsley GB01	422	\$8,353.81	
Bear Canyon GB09	423	\$8,169.55	
<hr/>			
Bouchard Vac	025061	7/13/21	\$672.00
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Vac Outhouse Vaults-Sulphur Lk	2915	\$672.00	
<hr/>			
CAL-R CONTRACTING LTD.	025062	7/13/21	\$15,198.22
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Rd Repair/Beaver Dam Maint	12294	\$989.62	
Road Repairs	12295	\$262.50	
Road Repairs	12293	\$525.00	
Rd Rep-Sulfur Lake Campground	12292	\$420.00	
Trucking	11968	\$399.00	
Rd Repairs/Trucking	11971	\$913.50	
Rd Rep - Sulphur Lk Campground	12290	\$1,050.00	43
Rd Repairs/Trucking	12287	\$1,606.50	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Road Repairs	12283		\$945.00
Road Repairs	12282		\$1,050.00
Rd/Fire Hall Parking Lot Rep.	12284		\$1,582.35
Rd/Fire Hall Lot Rep & Truckin	12285		\$1,449.00
Rd/Fire Hall Lot Repairs	12286		\$1,596.00
Road Repairs	12289		\$945.00
Rd Rep - Sulphur Lk Campground	12291		\$945.00
Rd Repair/Water Truck	11969		\$519.75
CASH PETTY	025063	7/13/21	\$122.35
Invoice Description	Invoice Number	Invoice Amount	
Replenish Petty Cash	063021	\$122.35	
CLEAR HILLS WASTE MANAGEMENT	025064	7/13/21	\$9,957.02
Invoice Description	Invoice Number	Invoice Amount	
Transfer Stations Contract	094	\$9,747.02	
Worsley Hamlet Garbage Haul	095	\$210.00	
CLEARDALE AGRICULTURAL SOCIETY	025065	7/13/21	\$192.50
Invoice Description	Invoice Number	Invoice Amount	
May Green Area Maintenance	10010	\$192.50	
CLEARDALE TRANSPORT	025066	7/13/21	\$14,679.00
Invoice Description	Invoice Number	Invoice Amount	
Cldl GB07 - Spare Grader	6109555	\$1,575.00	
Cleardale GB07	6109556	\$13,104.00	
CLEARTECH INDUSTRIES INC.	025067	7/13/21	\$2,918.74
Invoice Description	Invoice Number	Invoice Amount	
Chemical & Freight	877169	\$2,918.74	
COX, GERALD	025068	7/13/21	\$5,775.00
Invoice Description	Invoice Number	Invoice Amount	
WTP Operator	0114233	\$5,775.00	
Cragar's Autobody Ltd.	025069	7/13/21	\$243.39
Invoice Description	Invoice Number	Invoice Amount	
New Door Window - Unit 65-49	5537	\$243.39	
D & M CONTRACTING	025070	7/13/21	\$630.00
Invoice Description	Invoice Number	Invoice Amount	
Empty Sewer at WWTP	5461	\$630.00	
DHL	025071	7/13/21	\$208.81
Invoice Description	Invoice Number	Invoice Amount	
Water Sample Shipping	9530860	\$208.81	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
DIAMOND SOFTWARE SOLUTIONS INC	025072	7/13/21	\$118.13
Invoice Description	Invoice Number	Invoice Amount	
E-Send Progress Payment	322160	\$118.13	
ELLIS BARBARA	025073	7/13/21	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	72385-062821	\$50.00	
End of Steel Mechanical Ltd.	025074	7/13/21	\$530.50
Invoice Description	Invoice Number	Invoice Amount	
R&M/Parts Unit 63-04	000001270	\$530.50	
Flett, Mike & Amanda	025075	7/13/21	\$2,400.00
Invoice Description	Invoice Number	Invoice Amount	
Sulphur Lake Caretaker	3	\$2,400.00	
FLOWPOINT ENVIRONMENTAL SYSTEM	025076	7/13/21	\$2,094.75
Invoice Description	Invoice Number	Invoice Amount	
Software Maintenance Agreement	AUG219	\$2,094.75	
FOSTER'S AGRI-WORLD	025077	7/13/21	\$2,207.14
Invoice Description	Invoice Number	Invoice Amount	
Mower Blades Unit 63-14	6849F	\$679.56	
Mower Blades Unit 63-14	6873F	\$1,527.58	
GLOBAL FLEET INFORMATION	025078	7/13/21	\$582.75
Invoice Description	Invoice Number	Invoice Amount	
Monthly Fees	103643	\$582.75	
GOVERNMENT OF ALBERTA	025079	7/13/21	\$35.00
Invoice Description	Invoice Number	Invoice Amount	
TODS Application - David Thomp	061521-DT	\$35.00	
H & G MASON HOLDINGS	025080	7/13/21	\$4,536.00
Invoice Description	Invoice Number	Invoice Amount	
Rd Repairs - Haul & Load	5363	\$687.75	
Rd Repairs - Haul & Load	5362	\$1,506.75	
Rd Repairs - Haul & Load	5361	\$1,653.75	
Rd Repairs - Haul & Load	5402	\$687.75	
HITECH BUSINESS SYSTEMS LTD.	025081	7/13/21	\$1,637.38
Invoice Description	Invoice Number	Invoice Amount	
Copier Agreement	1620479	\$252.69	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Copier Repairs	1621254		\$1,384.69
JLD ENTERPRISE	025082	7/13/21	\$14,616.00
Invoice Description	Invoice Number	Invoice Amount	
Eureka GB13	121		\$14,616.00
LEMOINE RONALD	025083	7/13/21	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	73026-061421		\$50.00
MACKENZIE MUNICIPAL SERVICES A	025084	7/13/21	\$1,367.50
Invoice Description	Invoice Number	Invoice Amount	
Printing Maps & Map Books	2803		\$1,367.50
MAD DOG CRESTING	025085	7/13/21	\$324.24
Invoice Description	Invoice Number	Invoice Amount	
Firefighter Yrs of Serv Plaque	5996		\$324.24
NORTECH MECHANICAL	025086	7/13/21	\$1,845.38
Invoice Description	Invoice Number	Invoice Amount	
Windshield Unit 63-03	10341		\$330.75
CVIP Unit 63-29	10354		\$567.00
CVIP Unit 63-07	10353		\$610.58
Windshield Unit 65-35	10337		\$337.05
NORTH PEACE GAS COOP LTD.	025087	7/13/21	\$469.09
Invoice Description	Invoice Number	Invoice Amount	
Cldl Reg Water Pumpouse Heat	789691		\$99.88
CWTP Heat	789498		\$121.65
BCWP Heat	788097		\$56.18
WWTP Heat	788064		\$191.38
PEACE LIBRARY SYSTEM	025088	7/13/21	\$14,940.27
Invoice Description	Invoice Number	Invoice Amount	
Libraries Requisition Agmt 81	2021179		\$14,940.27
POSTMEDIA	025089	7/13/21	\$105.76
Invoice Description	Invoice Number	Invoice Amount	
Assessment Inspection Ad	530930		\$105.76
R&R ROAD LTD.	025090	7/13/21	\$3,969.00
Invoice Description	Invoice Number	Invoice Amount	
SL/SC GB16	4551		\$1,176.00
SL/SC GB16	4525		\$1,617.00
Sulphur Lk Camground Grading	4524	46	\$1,176.00

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
RELIANCE ASSESSMENT CONSULTANT	025091	7/13/21	\$6,835.50
Invoice Description	Invoice Number	Invoice Amount	
July Assessment Services	72	\$6,835.50	
REYNOLDS' PLUMBING & HEATING	025092	7/13/21	\$175.33
Invoice Description	Invoice Number	Invoice Amount	
Service Furnaces - Office	10216-1	\$175.33	
RMA FUEL LTD.	025093	7/13/21	\$7,488.33
Invoice Description	Invoice Number	Invoice Amount	
May Fuel Charges	PF-9358-91985	\$7,228.30	
Oil/DEF Units 63-65 & 63-66	PF-9415-92440	\$234.03	
Gear Oil Unit 63-19	PF-9440-92570	\$26.00	
ROAMING TRANSPORT	025094	7/13/21	\$12,122.78
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14	0274	\$12,122.78	
SCANALTA POWER SALES LTD.	025095	7/13/21	\$877.43
Invoice Description	Invoice Number	Invoice Amount	
New Weedeater	U007090	\$565.92	
Trimmers R&M	I0083817	\$311.51	
SIGNS BY LORI	025096	7/13/21	\$26.25
Invoice Description	Invoice Number	Invoice Amount	
BCWP Signage	12349	\$26.25	
TRINUS TECHNOLOGIES INC.	025097	7/13/21	\$5,139.08
Invoice Description	Invoice Number	Invoice Amount	
July Service Agmt #57	R64873-31841	\$4,855.58	
Manage Email Hosting Agmt #57	R64872-31840	\$283.50	
UNITED FARMERS OF ALBERTA	025098	7/13/21	\$120.74
Invoice Description	Invoice Number	Invoice Amount	
Bug Wash Unit 65-57	SOINV2013597	\$3.56	
DEF Units 63-65 & 63-66	SOINV2063172	\$117.18	
WILD ELECTRIC LTD.	025099	7/13/21	\$555.87
Invoice Description	Invoice Number	Invoice Amount	
BCWP Maintenance	32307	\$555.87	
WORSLEY GATEWAY INN	025100	7/13/21	\$1,675.85
Invoice Description	Invoice Number	Invoice Amount	

System: 7/07/21 11:05:39 AM  
User Date: 7/07/21

Clear Hills County  
CHEQUE DISTRIBUTION REPORT  
Payables Management

Page: 6  
User ID: Dawn

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Meeting Lunches	784		\$1,552.63
WFD 1st Aid Course Meal	785		\$123.22
WORSLEY GRAVEL SUPPLY LTD.	025101	7/13/21	\$8,976.34

Invoice Description	Invoice Number	Invoice Amount
Fill Dirt/Trucking/Loading	6685	\$1,974.37
Trucking/Loading	6716	\$1,078.88
Gravel & Trucking	6653	\$2,715.34
Trucking & Loading	6717	\$446.25
Trucking & Loading	6719	\$2,761.50
Report Total		\$173,721.58



	<b>ATB MASTER CARD DETAILS</b>	
<b>DATE OF PURCHASE</b>	<b>PLACE OF PURCHASE</b>	<b>DESCRIPTION</b>
6/02/21	Canada Post	June Newsletter Mailout - CDM
5/10/21	Canada Post	Business Card Promo Mailout - EA
5/12/21	Zoom	Zoom Phone Subscription - EA
5/18/21	Vistaprint	Corp Business Card Promo Account - EA
5/20/21	Vistaprint	Corp Business Card Promo Account - EA
5/23/21	GoToMeeting	Video Conferencing Account - EA
5/28/21	Vistaprint	Corp Business Card Promo Account - EA
5/31/21	Vistaprint	Corp Business Card Promo Account - EA

**ATB****MONTHLY STATEMENT**  
**MAY 07 to JUN 04, 2021****RECEIVED****JUN 15 2021****CLEAR HILLS COUNTY****CLEAR HILLS COUNTY \***  
Account Number:  
Alberta BusinessCard

We'd like to help you:

**atb.com** **1-800-332-8383****YOUR ACCOUNT SUMMARY**

Statement date: June 04, 2021

**PREVIOUS CHARGES AND PAYMENTS**

<b>Your previous balance</b>	<b>\$882.79</b>
Payments made from May 07 to Jun 04 - Thank you	-\$882.79
Credits	\$0.00
<b>Total payments and credits</b>	<b>-\$882.79</b>

**NEW CHARGES**

Purchases and returns	\$536.21
Cash advances and Mastercard cheques	\$0.00
Fees and adjustments	\$0.00
Interest charges	\$0.00
<b>Total new charges</b>	<b>\$536.21</b>
<b>Your new balance</b>	<b>\$536.21</b>

**MINIMUM PAYMENT AND CREDIT LIMIT****Minimum payment due****\$17.00**

Your credit limit

**\$60,000.00****Payment due date****June 25, 2021**

Available credit on Jun 04

**\$59,463.79**

Page 1 of 4

**ATB Financial****Payment Slip**

If you're paying by mail, please send this remittance slip with your cheque to:

☒ **ATB Financial Mastercard**  
P.O. Box 21063  
Calgary, AB T2P 4H5

Account number:

Your new balance : **\$536.21**Minimum payment due: **\$17.00**Payment due date: **June 25, 2021**

Amount enclosed: \$


PFDATFXH

**001702****CLEAR HILLS COUNTY \***  
PO BOX 240  
WORSLEY AB T0H 3W0

## PAYMENTS AND CREDITS

Any payments you made that we received after June 04, 2021 will appear on your next statement.

Date Posted	Description	Amount (\$)
May 27	AUTOMATIC PAYMENT-THANKS	-882.79
<b>Total payments and credits</b>		<b>-\$882.79</b>

 **\$536.21 will be debited from your account and credited as your automatic payment on Jun 25, 2021.**

## PURCHASES AND RETURNS

Date Charged	Date Posted	Description	Amount (\$)
Jun 02	Jun 02	CPC / SCP 577944 WORSLEY AB	204.42
<b>Total for</b>			<b>\$204.42</b>

Date Charged	Date Posted	Description	Amount (\$)
May 10	May 10	CPC / SCP 577944 WORSLEY AB	204.42
May 12	May 12	ZOOM.US 888-799-9666 SAN JOSE CA	13.97
May 18	May 18	VISTAPRINT CORPORA LEXINGTON MA	19.95
May 20	May 20	VISTAPRINT CORPORA LEXINGTON MA	22.05
May 23	May 23	LOGMEIN*GOTOMEETING LOGMEIN.COM QC	27.30
May 28	May 28	VISTAPRINT CORPORA LEXINGTON MA	22.05
May 31	May 31	VISTAPRINT CORPORA LEXINGTON MA	22.05
<b>Total for</b>			<b>\$331.79</b>

**Total purchases and returns** **\$536.21**

## INTEREST CHARGES

Balance Type	Interest Charged (\$)	Annual Interest Rate (%)
Purchases	0.00	4.45 (v)


(continued on next page)

Page 2 of 4

### Making payments

You can make your payment by:

- Autopay (pre-authorized debit)
- **ABM**
- **Telephone** banking
- **Internet** banking
- **Mail**, to the address alongside
- at any **ATB branch**.

 Please allow enough time for your payment to reach us by the due date.

Mail your payments and enquiries to:

ATB Financial Mastercard  
P.O. Box 21063  
Calgary, AB T2P 4H5



ATB

**MONTHLY STATEMENT**  
**MAY 07 to JUN 04, 2021**CLEAR HILLS COUNTY \*  
Account Number: :  
Alberta BusinessCard

## INTEREST CHARGES (continued)

Balance Type	Interest Charged (\$)	Annual Interest Rate (%)
Cash advances and Mastercard cheques	0.00	4.45 (v)
<b>Total interest charges</b>	<b>\$0.00</b>	
(v) - Variable (f) - Fixed		

FOR YOUR BUDGETING - HOW YOU USED YOUR  
CREDIT CARD(S)

Category	Spent This Period (\$)
Dining and entertainment	0.00
Grocery	0.00
Professional services	0.00
Retail stores	27.30
Utilities	13.97
Home improvement and maintenance	0.00
Travel and lodging	0.00
Vehicle expenses (fuel, repair)	0.00
Business services	494.94
Miscellaneous	0.00
Sub-total (purchases and returns)	\$536.21
Cash advances and Mastercard cheques	\$0.00
<b>Grand total</b>	<b>\$536.21</b>

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>HAMLETS &amp; ROADSIDE LITTER CLEANUPS</b>
File:	61-02-02

### DESCRIPTION:

Administration is bringing the hamlet and roadside litter cleanup program to Council for consideration.

### BACKGROUND:

The hamlet and roadside litter cleanups there were done by the schools and other local youth groups were not done in 2020 or 2021 due to Covid 19 gathering restrictions.

In 2019 there was discussion about adding more roads to the litter cleanup list and changing the program so groups/individuals could apply to do different areas, similar to other communities. Sponsorship that had previously covered 50% of the cost of the litter cleanup had been discontinued because of companies being sold, and new owners not continuing the funding.

Roadside litter cleanups are typically held in May after the snow melts and before the grass grows too high. The County provides the groups with safety vests, cleanup procedures, safety instructions and garbage bags.

### **Locations:**

#### **Annually:**

- Hamlet of Cleardale
- Hamlet of Worsley
- Clear Prairie Road from the Hamlet of Worsley to the end of the pavement = 29 km
- RR62 starting at Hwy 64 intersection, north to Twp Rd 862 east to RR54 intersection (end of 730) = 16 km
- RR132 (Esso Road) Hwy 64 intersection south to Hwy 717 Intersection = 9 km
- RR125 (Suncor Road) Hwy 64 intersection south to Hwy 717 intersection = 8.5 km

#### **Even years (2016, 2018, etc.)**

- From Worsley Ball diamond west on Twp Rd 870 then north on RR80 to the Worsley Transfer Station= 7.25 km

#### **Odd years (2017, 2019, etc.)**

- From Intersection of RR80 in Worsley east on Twp Rd 870 to at curve at Intersection of RR70 and Twp Rd 870 = 9.5 kms

**Historical annual costs:** \$8,000

**Initials show support - Reviewed by:**

**Manager:**

*ABj*

**CAO:**

*[Signature]*

#### CONSIDERATIONS:

**1. Identify any additional roads that should be added:**

- RR70 from Intersection of Twp Rd 870 south to Twp Rd 862 and east to Intersection of RR62 (this is the rest of the pavement east of Worsley)
- Others?

**2. How frequently should litter be picked in the ditches of roads identified?**

- Annually?
- every other year?
- every third year?

**3. Rates?**

- Hamlets – lumps sum of \$500 or different rate?
- Roads - \$150 per km or a different rate?
- Additional \$200 if the group can transport the waste they collect to the nearest transfer station?

**4. Application:**

- Suggest having an application deadline of late March with successful groups/individuals being notified the following week.
  - i. Include preference being given to youth/student groups and non-profits community groups?
  - ii. Allow applicants to list 3 zone choices (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>) and successful applicants will be assigned to clean One zone.

#### OPTIONS:

1. Direct Administration to bring a draft Roadside Cleanup Application and Procedures package and a draft 2022 budget for the program to a future Council meeting.
2. Make no changes to the current program.

#### RECOMMENDED ACTION:

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

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

# Clear Hills County

## Request For Decision (RFD)

<b>Meeting:</b>	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender 2021-04 ½ Ton Crew Cab Truck
File:	31-65-02

### DESCRIPTION:

Council is presented with information on Tender 2021-04 ½ Ton Crew Cab Truck that was awarded to Adventure Automotive on February 24, 2021.

Adventure Automotive has notified administration on the truck and it is no longer available, they have offered a different truck at an additional amount to be delivered in September/October.

### BACKGROUND:

**C81-21(02-24-21)**

**RESOLUTION by Councillor Janzen to award Tender 2021-04 ½ Ton Crew Cab Truck to Adventure Automotive, for \$39,980.00 (Thirty-nine thousand nine hundred and eighty dollars) plus GST, as per the submitted tender. CARRIED.**

### BUDGET:

\$45,000.00

### OPTIONS:

To not proceed with the purchase of the 2021-04 ½ Ton Crew Cab Truck to Adventure Automotive and proceed to tender in 2022 for a ½ Ton Crew Cab Truck.

Proceed with the purchase of the 2021-04 ½ Ton Crew Cab Truck to Adventure Automotive at the additional price.

### RECOMMENDED ACTION:

**RESOLUTION by.....**

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**



# Clear Hills County

## Request For Decision (RFD)

<b>Meeting:</b>	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Cleardale Hamlet Snow Removal
File:	32-02-02

### DESCRIPTION:

Council is presented with information on the Cleardale Hamlet Snow Removal

### BACKGROUND:

The current Contract for snow removal in the Cleardale Hamlet Expired in May1, 2021, with an option to extend for 2 years.

**C226-18(04-24-18) RESOLUTION by Reeve Ruecker to award Tender 2018-05 Cleardale Hamlet Snow Removal to Roaming Transport, as per the submitted tender, \$89.00 (eighty-nine dollars) per hour for all 3 years with the option to renew at the same rate for the additional 2 years. CARRIED.**

### BUDGET:

General Budget- Hamlet Snow Removal  
\$31,000.00

### OPTIONS:

To extend the current Cleardale Hamlet Snow Removal Contract 2018-05 as per section 6.3.1 of the contract for 2 years.

To proceed to tender for the Cleardale Hamlet Snow Removal.

### RECOMMENDED ACTION:

**RESOLUTION by.....**

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





# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	July 13, 2021
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Chief Administrative Officer Report</b>
File Code:	11-02-02

### CAO REPORT JULY 13, 2021

- COVID-19 government update.
- NPRL- June 24, 2021

#### RECOMMENDED ACTION:

**RESOLUTION** by ..... to accept the Chief Administrative Officer's report for July 13, 2021, as presented.

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



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	<b>CDM REPORT</b>
File:	62-02-02

### DESCRIPTION:

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

### BACKGROUND:

#### ***Disposal of Items at Team Auction June 24, 2021 Auction Sale:***

##### **Tree Spade**

Sold for: \$15,000

Background that led to sale of Rental Item:

Purchase Price	\$37,950	Purchased March 2011	Total Days Used	105
Total Cost	\$71,118			
Revenue	\$ 9,750			
Profit/Loss	<b>\$61,368 or \$584/day used.</b>			
TCA (Tangible Capital Asset) value at time of sale \$17,710				

##### **Rock Picker**

Sold for: \$24,500

Background that led to sale of Rental Item:

Purchase Price	\$24,890	Purchased May 2014	Total Days Used	23
Total Cost	\$37,992			
Revenue	\$ 7,050			
Profit/Loss	<b>\$30,942 or \$1317/day used.</b>			
TCA (Tangible Capital Asset) value at time of sale \$16,593.33				

##### **Rock Rake**

Sold for: \$21,000

Background that led to sale of Rental Item:

Purchase Price	\$18,810	Purchased June 2014	Total Days Used	22
Total Cost	\$27,835			
Revenue	\$6,750			
Profit/Loss	<b>\$21,085 or \$937/day used.</b>			
TCA (Tangible Capital Asset) value at time of sale \$12,540				

##### **Sickle Mower**

Sold for: \$3,150.00

Background that led to sale of Rental Item:

Purchase Price	\$11,180	Purchased January 2016	Total Days Used	1
Total Cost	\$13,851			
Revenue	\$ 50			
Profit/Loss	<b>\$13,801 or</b>			
TCA (Tangible Capital Asset) value at time of sale \$8,944				

Initials show support - Reviewed by:

Manager:

CAO:

*AB*

*1 of 4*

**Hotsy Pressure Washer for Parts** Sold for: \$460

### ***Mowing Program***

Is progressing well, and crew has completed the shoulder cut starting in division 4 and moving east to Division 3, part of Division 2 and Division 1. Starting in July the crew is doing a full cut of the ditches, commencing in Division 2 and moving west to Divisions 5, 6 and 7. The second cut will then be done on the areas that had been shoulder cut earlier in the season, weather permitting.

During the very hottest weather the mowers were shut down early for a few days due to heat related risk to the equipment and operators.

### ***Weed Inspection and Spray Program***

Progressing fairly well considering the heat and the impact this has had on plant growth.

With the heat spraying has been limited to early mornings.

Increase in herbicide/pesticide containers being brought to the landfills, so the spray crew has been collecting those and taking them to the Regional Landfill when they can't spray. 2 factors that are influencing the increase in containers is the grasshopper outbreak and a number of farmers that have moved away from organic farming and are now using herbicides.

### ***Pest & Predation Report January 1 to July 8, 2021***

\$3,400 (last wolf brought in was May 26, 2021)

13 Wolves      2 Trapline      11 Landowners

8 Individuals      2 Trappers      6 Landowners

### ***Development Report January 1, 2021- July 8, 2021***

Dev Permit	Land Location	Lot Block Plan	Development Description	District	Permitted or Discretionary
W1-21	SW 7-84-3-W6M		Dwelling, Single Family	AG1	P
W2-21	LSD 11&14 Section 32-82-13- W6M		Dwelling, Single family	AG1	P
W3-21	Worsley	Lot 18 Block 1 Plan 0726595	Accessory Building - 24x36 Garage	HR-2	P
W4-21	LSD 7 Section 5- 88-9-W6M		16 x 18 Addition to Ski Chalet	CLM	D
W5-21	Lot 7 & 6 Block 4 Plan 1444KS	Lot 7 & 6 Block 4 Plan 1444KS	Accessory Building - 12 x 18 Storage shed	HR-3	D
W6-21		Lot 1 Block 1 Plan 1623105	Agricultural Shop 36 x 52 x 16	AG1	P

Initials show support - Reviewed by:

Manager:

CAO:



W7-21	NE 7-85-11-W6M	Lot 1 Block 1 Plan 2120995	New Yardsite with Bunkhouse as Temporary Dwelling	AG1	P
W8-21	Cleardale	Lot 52 Block 1 Plan 0726595	Dwelling 16x76 Manufactured Home with 12x15 Addition	HR2	p
W9-21		Part of NW 16- 85-9-W6M	Replacement Dwelling 110x48 with 12x58 Covered Deck	AG1	P
W10-21		NE 23-86-8- W6M	Replacement Dwelling, Single Family	AG1	P
W11-21		NW 16-85-9- W6M	Second Dwelling – 16 x 70 manufacture home	AG1	D
W12-21		NE 36-85-9- W6M	42x62 Shop & residential yardsite	AG1	P
W13-21	Cleardale	Lot 54 Block 1 Plan 0726595	Dwelling, 14,x70 Manufactured Home	HR2	P
W14-21		NE 27-85-9- W6M	Replacement Dwelling, Manufactured Home	AG1	P
W15-21		NE 12-85-9- W6M	Dwelling, Bunkhouse with utilities	AG1	P

Reported cost of Developments Permits issued year to date: 2,275,400

#### **Subdivision Updates January 1 to May 17, 2021**

Approved: S01-21 SW 27-83-6-W6M Farmstead Separation 7.04 ha (17.4 ac)  
S02-21 N1/2 -16-87-10-W6M Country Residential 12.37 ha (30.56 ac)  
S03-21 SE 20-85-7-W6M Country Residential 8.10 ha (20 ac)  
S04-21 SW 10-83-1-W6M Farmstead Separation 7.55 ha (18.65 ac)  
S05-21 SE 22-85-8-W6M Farmstead Separation 5.80 ha (14.33 ac)

Not completed/cancelled

S12-17 NE 12-86-5-W6M Farmstead Separation 3.237 ha (7.99 ac)

#### **Recreation Updates**

##### **Provincial Recreation Areas (Running, Stoney, Sulphur)**

Will provide a verbal update on these sites at the meeting.

#### **Recreation Signage Inventory Update:**

1. All applications and requests have been submitted waiting to hear if applications have been approved or not, and the related permit and maintenance costs for approved signage.

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**

*BJ*

*3 of 4*

2. Additional Sulphur Lake signage that was requested on Provincial highway system was denied due to distance at sign. Sulphur Lake signage for County roads has been ordered.

RECOMMENDED ACTION:

RESOLUTION by \_\_\_\_\_ to accept the Community Development Manager's report to July 13 2021 for information as presented.

Initials show support - Reviewed by:

Manager:

CAO:



4 of 4

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Public Works Manager's Report</b>
File:	32-02-02

- Grading in problem areas. (Very dry and dusty conditions)
- Spot graveling where needed.
- Vanhorn coulee bypass road on Township Road 832.5 completed
- Replacing centerline culverts (cave-ins) ongoing – Attachment #1
- Bridge Maintenance contractor is working throughout the County.
- Cleaning of down trees caused by the windstorms.
- Cleaning plugged culverts from beavers is ongoing.

### RECOMMENDED ACTION:

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

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**



## 2020 Public Works

[illegible]

# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Council Information</b>
File:	11-02-02

### DESCRIPTION:

Council is presented with correspondence, for information.

### BACKGROUND / PROPOSAL:

### ATTACHMENTS:

Peace Library System 2020 Full Annual Report  
County of Northern Lights Letter regarding BC Hydro's Site C Dam

### RECOMMENDED ACTION:

**RESOLUTION** by.... that Council receives for information the Council Information presented at the July 13, 2021, Regular Council Meeting.

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



RECEIVED

JUN 03 2021

CLEAR HILLS COUNTY

74-02-027  
*Council Correspondence*

8301 - 110 Street  
Grande Prairie, AB  
T8W 6T2

(780) 538-4656  
FAX (780) 539-5285

May 31, 2021

Amber Bean, Reeve  
Clear Hills County  
P.O. Box 240  
WORSLEY AB T0H 3W0

Dear Reeve Bean:

Enclosed are copies of the Peace Library System's 2020 Annual Report for distribution to your Council members. Also included is a copy of Peace Library System's 2020 Audited Financial Statements for your files. Both were adopted by the System's Board of Directors at its May 29, 2021 meeting.

Since mid-March 2020, libraries have been alternately closed to the public or open with reduced capacity and school libraries are without students. However, PLS has continued to support libraries as much as possible. We continue to put resources into virtual services, increased purchases of eBooks and eAudiobooks, changed item due dates and patron renewal dates to coincide with the closures and openings, increased online training options for library staff and continue to offer free online memberships for new patrons to access eResources. PLS consultants have provided ongoing support to libraries that have staff in place. Ordering, cataloguing, receiving and delivery activities have carried on. Once all health restrictions are lifted completely, libraries will be an important element in creating a "new normal".

Through the Indigenous Populations Grant, PLS continued to work with member libraries to extend programs and services to seven Indigenous communities near High Prairie, High Level, Grimshaw and Valleyview. While pandemic access restrictions meant that nearly all in-person programming was not possible, our Indigenous Services Coordinators worked hard to make sure that the communities were getting take and make kits, books to go and other craft and literacy projects they could take and do in the safety of their own homes. PLS worked with both Yellowhead Regional Library, Parkland Regional Library System and The Alberta Library to take the Rural Libraries Conference online and present the Stronger Together Conference for two days over Zoom.

We thank all municipalities and libraries that work together through Peace Library System to provide excellent library service in their communities and across the region. This partnership strengthens individual libraries and provides area residents with access to a wide range of resources. Should you have any questions about the enclosed documents, please contact me or Louisa Robison, CEO.

Sincerely,



Carolyn Kolebaba, Chair  
Peace Library Board

Enclosures

# Annual Report 2020

## Peace Library System

*Connecting libraries, people and resources through teamwork, technology and training*

46 public libraries & 50 schools | 806,263 items circulated to 29,446 patrons



### Physical Collection

22,041 items ordered  
25,559 items catalogued



### Digital Collection

97,559 digital items  
made available



### TRACpac

9,937,707 visits to  
virtual catalogue

## eResource Usage Highlights

Niche Academy tutorials up 228%  
cloudLibrary up 89%



RBDigital eMagazines up 28%  
OverDrive up 25%  
Lynda.com up 17%

### Delivery & ILL

141,365 outgoing ILLs

227,937 incoming ILLs

PLS courier vans traveled  
54,850 km, delivering  
281,900 items

### Training

62 training events &  
13 library manager  
meetings

Consultants offered 444  
remote support sessions

IT offered 1,131 remote  
support sessions

### Programs

38 programs sponsored  
at public libraries

1155 registered delegates  
at Stronger Together  
Virtual Conference with  
24 sessions and 4 keynote  
speakers

### Indigenous Services

950 craft & literacy kits made, 21 programs offered for outreach  
18 training sessions offered on anti-racism  
693 cardholders from Indigenous communities



# PLS Annual Report 2020

## Board Members

(as of December 2020)

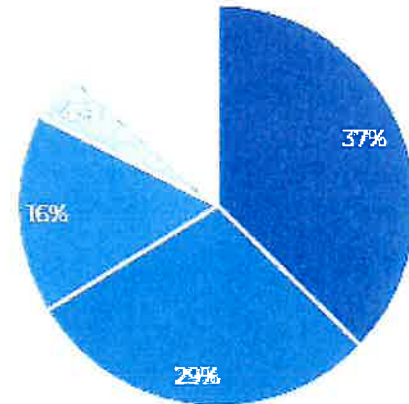
Town of Beaverlodge — Gena Jones  
 Village of Berwyn — Cindy Hockley  
*Big Lakes County — Lorrie Shelp\**  
 Birch Hills County — Denise Joudrey  
 Clear Hills County — Peter Frixel  
 Village of Donnelly — Vacant  
*MD of Fairview No. 136 — Ray Skrepnek\**  
*Town of Fairview — Stan Golob\**  
 Town of Falher — Lindsay Brown  
 Town of Fox Creek — Meesha Bainton  
 Village of Girouxville — Vacant  
*City of Grande Prairie — Chris Thiessen\**  
*County of Grande Prairie #1 — Linda Waddy\**  
*MD of Greenview No. 16 — Roxie Chapman*  
*Town of Grimshaw — Dennis Sukeroff\**  
 Town of High Level — Brent Anderson  
 Town of High Prairie — Brian Gilroy  
 Village of Hines Creek — Camille Zavisha  
 Village of Hythe — Sandra Miller  
 MD of Lesser Slave River No. 124 — Brad Pearson  
 Town of Manning — Sunni-Jeanne Walker  
 Town of McLennan — Philippa O'Mahony  
 Village of Nampa — Cheryl Novak  
*County of Northern Lights — Belinda Halabisky\**  
*Northern Sunrise County — Carolyn Kolebaba\**  
 MD of Opportunity No. 17 — Brendan Powell  
 Paddle Prairie Métis Settlement — Reta Nooskey  
 MD of Peace No. 135 — Sandra Eastman  
 Town of Peace River — Elaine Manzer  
 Town of Rainbow Lake — Michelle Farris  
 Village of Rycroft — Roxann Dreger  
 Saddle Hills County — John Moen  
 Town of Sexsmith — Clinton Froehlick  
 Town of Slave Lake — Joy McGregor  
*MD of Spirit River No. 133 — Elaine Garrow\**  
*MD of Smoky River No. 130 — Raoul Johnson\**  
 Town of Spirit River — Harry Ezio  
 Town of Valleyview — Tanya Boman  
 Town of Wembley — Anna Underwood

*Executive Committee members\**

## Financials

### Revenue

\$3,146,265

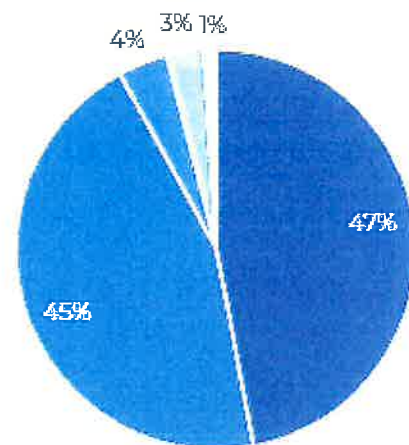


- Member Municipalities
- Province of Alberta
- Library Board Allotments
- School Contracts

Other

### Expenditures

\$3,023,829



- Staffing
- Services to Members
- Administration
- Building & Maintenance

Trustee Expenses

The 2020 audit was conducted by Fulcrum Group.  
 A copy of the complete audited statement is available on request.

## **Peace Library System**

Financial Statements  
**December 31, 2020**

**Peace Library System**  
**Table of Contents**

---

---

	<b>Page</b>
<b>Independent Auditor's Report</b>	
<b>Financial Statements</b>	
Statement of Financial Position	1
Statement of Changes in Net Assets	2 - 3
Statement of Operations	4
Schedule of Revenues	5
Schedule of Expenditures	6
Statement of Cash Flows	7
Notes to Financial Statements	8 - 14



**FULCRUM GROUP**  
CHARTERED PROFESSIONAL ACCOUNTANTS

Chris Bell, CPA, CA\*  
Karla Kimble, CPA, CA\*  
Jesse Lofstrom, CPA, CA\*  
Neil Rozema, CPA, CMA, CA\*  
Lindsey Wickberg, MPAcc, CPA, CA\*

## **Independent Auditor's Report**

To the Board of Directors of  
**Peace Library System**

### *Opinion*

We have audited the financial statements of Peace Library System, which comprise the Statement of Financial Position as at December 31, 2020, and the Statements of Changes in Net Assets, Operations and Cash Flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2020, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

## Independent Auditor's Report, continued

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- ♦ Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ♦ Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- ♦ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ♦ Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.

### **Independent Auditor's Report, continued**

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*Fulcrum Group*

Grande Prairie, Alberta  
March 11, 2021

**Fulcrum Group**  
Chartered Professional Accountants



**Peace Library System**  
**Statement of Financial Position**

<b>As at December 31</b>	<b>2020</b>	<b>2019</b>
<b>Assets</b>		
<b>Current assets</b>		
Cash (note 3)	\$ 585,219	\$ 496,743
Short term investments (note 4)	175,958	188,384
Accounts receivable (note 5)	33,046	29,273
Inventory	43,873	17,700
Prepaid expenses	106,144	128,858
	<b>944,240</b>	<b>860,958</b>
<b>Long-term investments (note 4)</b>	<b>382,036</b>	<b>462,366</b>
<b>Property and equipment (note 6)</b>	<b>848,741</b>	<b>692,470</b>
	<b>\$ 2,175,017</b>	<b>\$ 2,015,794</b>
<b>Liabilities</b>		
<b>Current liabilities</b>		
Accounts payable and accrued liabilities	\$ 117,970	\$ 122,071
Deferred contributions (note 7)	227,617	329,573
Unexpended book allotments (note 8)	384,208	227,904
Deposits	-	2,135
	<b>729,795</b>	<b>681,683</b>
<b>Restricted asset grant (note 9)</b>	<b>29,559</b>	<b>46,177</b>
	<b>759,354</b>	<b>727,860</b>
<b>Net assets</b>		
<b>Operating surplus</b>	<b>65,857</b>	<b>68,857</b>
<b>Equity in property and equipment</b>	<b>819,183</b>	<b>646,293</b>
<b>Reserves (note 10)</b>	<b>530,623</b>	<b>572,784</b>
	<b>1,415,663</b>	<b>1,287,934</b>
	<b>\$ 2,175,017</b>	<b>\$ 2,015,794</b>

See accompanying notes

Approved by the board

 Member

 Member

**Peace Library System**  
**Statement of Changes in Net Assets**

**Year ended December 31, 2020**

**2020**

	<b>Total</b>	<b>Operating surplus</b>	<b>Equity in property and equipment</b>	<b>Reserves</b>
<b>Balance, beginning of year</b>	<b>\$ 1,287,934</b>	<b>\$ 68,857</b>	<b>\$ 646,293</b>	<b>\$ 572,784</b>
Excess of revenues over expenditures	<b>127,729</b>	127,729	-	-
Purchases of property and equipment	-	-	182,039	(182,039)
Disposal of property and equipment	-	9,172	(9,172)	-
Transfer from reserves	-	8,920	-	(8,920)
Amortization	-	97,842	(97,842)	-
Restricted asset grant	-	(16,618)	16,618	-
Infrastructure grant funds used to purchase assets	-	(81,247)	81,247	-
Transfer to reserves	-	(148,798)	-	148,798
<b>Balance, end of year</b>	<b>\$ 1,415,663</b>	<b>\$ 65,857</b>	<b>\$ 819,183</b>	<b>\$ 530,623</b>

See accompanying notes

**Peace Library System**  
**Statement of Changes in Net Assets**

**Year ended December 31, 2020**

2019  
(unaudited)

	Total	Operating surplus	Equity in property and equipment	Reserves
<b>Balance, beginning of year</b>	\$ 1,202,583	\$ 68,857	\$ 679,474	\$ 454,252
Excess of revenues over expenditures	85,351	85,351	-	-
Purchases of property and equipment	-	(39,290)	120,345	(81,055)
Transfer from reserves	-	14,530	-	(14,530)
Amortization	-	116,246	(116,246)	-
Restricted asset grant	-	37,280	(37,280)	-
Transfer to reserves	-	(214,117)	-	214,117
<b>Balance, end of year</b>	<b>\$ 1,287,934</b>	<b>\$ 68,857</b>	<b>\$ 646,293</b>	<b>\$ 572,784</b>

See accompanying notes

**Peace Library System**  
**Statement of Operations**

<b>Year ended December 31</b>	<b>2020 Actual</b>	<b>2020 Budget (unaudited)</b>	<b>2019 Actual</b>
<b>Revenues, Schedule 1</b>	<b>\$ 3,146,265</b>	<b>\$ 3,062,025</b>	<b>\$ 2,941,978</b>
<b>Expenditures, Schedule 2</b>	<b>3,023,829</b>	<b>2,936,577</b>	<b>2,855,957</b>
<b>Excess of revenues over expenditures from operations</b>	<b>122,436</b>	<b>125,448</b>	<b>86,021</b>
<b>Other income (expense)</b>			
Gain on sale of property and equipment	7,728	-	-
Loss on foreign exchange	(2,435)	(2,000)	(670)
	5,293	(2,000)	(670)
<b>Excess of revenues over expenditures</b>	<b>\$ 127,729</b>	<b>\$ 123,448</b>	<b>\$ 85,351</b>

See accompanying notes

**Schedule 1**  
**Peace Library System**  
**Schedule of Revenues**

<b>Year ended December 31</b>	<b>2020 Actual</b>	<b>2020 Budget (unaudited)</b>	<b>2019 Actual</b>
Municipalities with library boards	\$ 1,038,864	\$ 1,038,864	\$ 1,034,877
Provincial grant - system operating	803,488	803,489	803,488
Library board allotment	448,489	448,489	446,768
Other grants	357,423	337,800	222,511
School jurisdictions	128,309	129,016	126,891
Additional funds from libraries	109,254	50,000	50,863
Municipalities without library boards	108,259	110,890	110,890
Provincial grant - libraries	66,334	66,334	66,334
Webhosting and licensing income	47,433	49,500	24,537
Interest income	23,894	15,000	26,674
Library board services	7,923	8,143	-
Charges for additional funds	6,595	3,000	1,705
Conference	-	-	18,297
Contract services	-	-	8,143
Miscellaneous income	-	1,500	-
	<b>\$ 3,146,265</b>	<b>\$ 3,062,025</b>	<b>\$ 2,941,978</b>

See accompanying notes

**Schedule 2**  
**Peace Library System**  
**Schedule of Expenditures**

<b>Year ended December 31</b>	<b>2020 Actual</b>	<b>2020 Budget (unaudited)</b>	<b>2019 Actual</b>
Amortization	\$ 97,842	\$ -	\$ 116,246
Building repairs and maintenance	50,439	132,100	78,922
Digital resource subscriptions	128,743	135,000	111,892
Freight	8,783	15,500	3,298
Grant fund transfer	65,238	68,180	68,180
Indigenous Populations Grant	227,100	150,000	158,909
Insurance	9,552	10,500	8,570
Interlibrary loan expense	19,385	18,034	57,295
Marketing	126	-	9,555
Meetings and workshops	1,653	11,965	14,203
Memberships and subscriptions	11,309	11,811	11,089
Office supplies and equipment	16,485	14,390	13,205
Postage	7,368	14,000	12,903
Printing and promotion	4,033	6,920	8,938
Professional fees	18,811	19,000	17,305
Programming events	8,365	13,800	35,274
Purchases - allotment	600,940	551,824	552,601
Purchases - headquarters	8,176	9,950	4,564
Regional computer network	126,920	137,904	114,928
Salaries and related benefits	1,387,197	1,381,831	1,230,090
Special projects	2,794	2,794	10,533
Staff development	8,217	9,700	9,886
Telephone	9,585	11,000	7,577
The Regional Automation Consortium (TRAC)	110,774	110,774	88,815
Travel	32,481	35,700	37,277
Trustee expenses and meetings	18,505	25,300	39,063
Utilities	43,008	38,600	34,839
	<b>\$ 3,023,829</b>	<b>\$ 2,936,577</b>	<b>\$ 2,855,957</b>

See accompanying notes

**Peace Library System**  
**Statement of Cash Flows**

<b>Year ended December 31</b>	<b>2020</b>	<b>2019</b>
<b>Operating activities</b>		
Cash receipts from customers	\$ 3,154,191	\$ 2,958,291
Cash paid to suppliers and employees	(2,935,979)	(2,893,693)
Interest income from operations	7,926	10,190
	<u>226,138</u>	<u>74,788</u>
<b>Investing activities</b>		
Purchase of investments	(82,229)	(200,000)
Proceeds from maturity of investments	190,953	213,052
Purchase of equipment	(263,286)	(120,345)
Proceeds on disposal of equipment	16,900	-
	<u>(137,662)</u>	<u>(107,293)</u>
<b>Increase (decrease) in cash</b>	<b>88,476</b>	<b>(32,505)</b>
<b>Cash, beginning of year</b>	<u><b>496,743</b></u>	<u><b>529,248</b></u>
<b>Cash, end of year</b>	<u><b>\$ 585,219</b></u>	<u><b>\$ 496,743</b></u>

See accompanying notes

**1. Nature of operations**

Peace Library System (the "organization") is a regional library system which connects public libraries and schools. The organization was incorporated in 1986 under the Libraries Act of Alberta as a not-for-profit organization without share capital. The organization is funded by local municipalities, library boards, and the province. The organization provides centralized ordering, purchasing and processing, e-resources, IT support, reciprocal borrowing, information and reference service, and professional library consultants. The organization is exempt from tax under section 149 of the Income Tax Act.

**2. Significant accounting policies**

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are detailed as follows:

**Accounting estimates**

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reported period. These estimates are reviewed periodically and are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

**Cash**

Cash consists of balances with financial institutions.

**Investments**

The organization follows the cost method of accounting for its investments, written down for any permanent impairment in value.

**Inventory**

Inventory is valued at the lower of cost and net realizable value. Cost is determined using the specific item method.

**Property and equipment**

Property and equipment are recorded at cost. The organization provides for amortization using the declining balance method at rates designed to amortize the cost of the property and equipment over their estimated useful lives. The annual amortization rates are as follows:



**2. Significant accounting policies, continued**

**Property and equipment, continued**

Buildings	4%
Vehicles	30%
Furniture and fixtures	20%
Computer equipment	30%
Website	100%

In the year of acquisition of property or equipment, additions are amortized at one-half the normal rate.

**Impairment of long-lived assets**

The organization tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected undiscounted future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent carrying value exceeds its fair value.

**Financial instruments**

**Measurement of financial instruments**

The organization initially measures its financial assets and liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument. Amounts due to and from related parties are measured at the exchange amount, being the amount agreed upon by the related party.

The organization subsequently measures all its financial assets and financial liabilities at cost or amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in excess of revenues over expenditures in the period incurred.

Financial assets measured at amortized cost include cash, accounts receivable, and investments.

Financial liabilities measured at amortized cost include accounts payable, deferred contributions, unexpended book allotments, and deposits.

**2. Significant accounting policies, continued**

**Financial instruments, continued**

**Impairment**

For financial assets measured at cost or amortized cost, the organization determines whether there are indications of possible impairment. When there is an indication of impairment, and the organization determines that a significant adverse change has occurred during the period in the expected timing or amount of future cash flows, a write-down is recognized in excess of revenues over expenditures. A previously recognized impairment loss may be reversed to the extent of the improvement. The carrying amount of the financial asset may not be greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in excess of revenues over expenditures.

**Foreign exchange**

Monetary assets and liabilities of the organization which are denominated in foreign currencies are translated at year end exchange rates. Other assets and liabilities are translated at rates in effect at the date the assets were acquired and liabilities incurred. Revenue and expenses are translated at the rates of exchange in effect at their transaction dates. The resulting gains or losses are included in operations.

**Revenue recognition**

The organization uses the deferral method for revenue recognition.

The organization recognizes operating grants and appropriations as revenue at the time they are received.

Allotment revenue is deferred and recognized in revenue as the corresponding expense is incurred.

Grants received for specific purposes for the use of the organization are deferred and recognized as the revenue amounts are used.

**3. Cash**

	<u>2020</u>	<u>2019</u>
General Operating	\$ 584,613	\$ 495,529
General USD account	406	520
Petty Cash	200	200
Infrastructure account	-	494
	<u>\$ 585,219</u>	<u>\$ 496,743</u>

**Peace Library System**  
**Notes to Financial Statements**

**4. Investments**

Investments consist of Guaranteed Investment Certificates with varying interest rates of 1.02% to 3.20% per annum. Maturing from September 2021 to October 2023. The certificates maturing within twelve months of the year end have been classified as current assets.

**5. Accounts receivable**

	<u>2020</u>	<u>2019</u>
Accounts receivable - contracts	\$ 2,852	\$ 282
Accounts receivable - sales	6,294	7,353
Goods and Services Tax	<u>23,900</u>	<u>21,638</u>
	<u>\$ 33,046</u>	<u>\$ 29,273</u>

**6. Property and equipment**

	2020			2019
	Cost	Accumulated amortization	Net	Net
Buildings	\$ 1,735,422	\$ 1,175,186	\$ 560,236	\$ 485,247
Vehicles	189,463	75,899	113,564	57,966
Furniture and fixtures	478,337	408,857	69,480	73,716
Computer equipment	181,436	75,975	105,461	75,541
Website	88,205	88,205	-	-
	\$ 2,672,863	\$ 1,824,122	\$ 848,741	\$ 692,470

**Peace Library System**  
**Notes to Financial Statements**

**7. Deferred contributions**

Deferred contributions relate to government grants and funds which were unearned at the end of the year.

	Other grants	Indigenous Populations Grant	Infrastructure Grant	Total
Balance, beginning of year	\$ 39,390	\$ 199,882	\$ 90,301	\$ 329,573
Grants received during the year	23,399	215,445	-	238,844
Revenue recognized	(23,399)	(227,100)	(90,306)	(340,805)
Income earned	-	-	5	5
	<u>\$ 39,390</u>	<u>\$ 188,227</u>	<u>\$ -</u>	<u>\$ 227,617</u>

**8. Unexpended book allotments**

A percentage of local appropriations revenue is allocated for book purchases for each school jurisdiction or municipality. The unused balance at the end of the year is carried forward to the following year.

	2020	2019
Balance, beginning of year	\$ 227,904	\$ 221,552
Local appropriation and school levies allocated to members	476,024	470,717
Additional allotments purchased in the year by members	109,861	51,489
Amounts expended during the year	<u>(429,581)</u>	<u>(515,854)</u>
	<u>\$ 384,208</u>	<u>\$ 227,904</u>

**9. Restricted asset grant**

	2020	2019
Balance, beginning of year	\$ 46,177	\$ 8,895
Amortized into revenue	(16,618)	(9,718)
Grant funds received	-	47,000
	<u>\$ 29,559</u>	<u>\$ 46,177</u>

These grants are restricted for the purchase of vehicles. It is recognized as revenue at the same amortization rate as the corresponding vehicles.

**Peace Library System**  
**Notes to Financial Statements**

**10. Reserves**

The Board of Directors have internally restricted certain net assets for the future purchase and replacement of capital assets. The objective of the reserves is to provide for the purchase of property and equipment.

At December 31, the balance in the reserve accounts were as follows:

	<u>2020</u>	<u>2019</u>
Technology	\$ 154,218	\$ 200,000
Vehicle	81,578	100,000
Furnishing and equipment	50,000	50,000
General building	<u>244,827</u>	<u>222,784</u>
	<u>\$ 530,623</u>	<u>\$ 572,784</u>

Transactions through the reserve account during the year were as follows:

	<u>Technology</u>	<u>Vehicle</u>	<u>Furnishing and equipment</u>	<u>General Building</u>	<u>Total</u>
Opening	\$ 200,000	\$ 100,000	\$ 50,000	\$ 222,784	\$ 572,784
Asset purchases	(61,862)	(93,422)	(11,675)	(15,080)	(182,039)
Transfers to operating	(8,920)	-	-	-	(8,920)
Transfer from operating	<u>25,000</u>	<u>75,000</u>	<u>11,675</u>	<u>37,123</u>	<u>148,798</u>
	<u>\$ 154,218</u>	<u>\$ 81,578</u>	<u>\$ 50,000</u>	<u>\$ 244,827</u>	<u>\$ 530,623</u>

**11. Related party transactions**

The organization is a member of The Regional Automation Consortium (TRAC). The organization paid \$110,774 (2019 - \$99,706) to TRAC for regional computer network services.

Board members were reimbursed for their expenses related to attendance of board meetings, committee meetings, and conferences they attended. Total amount of these transactions were \$9,335 (2019 - \$19,679).

These transactions are in the normal course of operations and have been valued in these financial statements at the exchange amount which is the amount of consideration established and agreed to by the related parties.

**12. Economic dependence**

The organization is economically dependent on grants from the Alberta Government and funding from members (2020 - 71%, 2019 - 72% of total revenue).

**13. Financial instruments**

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The required disclosures provide information that assists users of financial statements in assessing the extent of risk related to financial instruments.

**Currency risk**

Currency risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The organization has foreign currency transactions and therefore is exposed to currency risk.

**Interest rate risk**

Interest rate risk is the risk that fair values or future cash flows of a financial instrument will fluctuate because of changes in market rates. The organization is exposed to interest rate risk primarily on its investments. Interest on investments are fixed, which exposes the organization to a fair value risk.

**14. Comparative amounts**

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.

**15. COVID-19**

Events have occurred as a result of the COVID-19 (coronavirus) pandemic that have caused economic uncertainty. The duration and impact of the COVID-19 pandemic, as well as the effectiveness of government responses, remain unclear. Potential risks that the organization faces as a result of the pandemic are around funding provided by the provincial government and whether those amounts will change in subsequent years. The possibility of this cannot be determined at this time.



## COUNTY OF Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0  
Phone 780-836-3348 Fax 780-836-3663  
Toll Free 1-888-525-3481

June 23, 2021

65.10.17

David Conway  
Community Relations Manager  
Site C Project  
BC Hydro  
3333 – 22nd Avenue  
Prince George, BC, V2N 1B4

Dear Mr. Conway,

The Site C dam project was discussed once again by the Council for the County of Northern Lights at their regular meeting of June 22, 2021. At that time it was noted that while you had provided the information items requested at the June 8<sup>th</sup> council meeting, Council understood the full unredacted Milburn report, and the full unredacted France and Hoeg report would be provided.

The Milburn report that was made public was apparently a condensed version of the actual report that explored reasons for the multi billion dollar cost overruns and construction problems at the site. The report which you provided was a more complete version, however 12 complete sections and 296 section pages of the appendix were redacted – basically all of it.

The unredacted France and Hoeg technical report was not included in the link, and there were no Technical Advisory Reports for 2021 – and I believe you stated on June 8<sup>th</sup> that you were not certain of the availability of those reports. What you sent were minutes of the Technical Advisory Board without any attendees information. You also indicated there was no safety plan specific to Site C yet, however you were to provide the plan for the WAC Bennet dam.

Our Council is still very concerned with the secrecy surrounding this project, particularly the statement in the France and Hoeg report summary which states “The geotechnical investigations for the project did not include the portion of the earth fill dam foundation beneath the riverbed as it was not considered safe to use barge mounted equipment due to river currents.” It’s confirmed again further on: “geotechnical investigations were limited to areas outside of the riverbed”. So this tells us a multi billion dollar project was started without knowing what was being built upon, until roughly 6 billion was spent and the river was diverted because the process of gathering that information was “not considered safe”.

...2

David Conway  
June 23, 2021  
Page 2

As one of many municipalities located along the Peace river, we are extremely concerned with the safety of this project, and with the ongoing lack of communication, not only from BC Hydro, but from both the Alberta and BC government.

On behalf of the Council, I once again request the information promised previously, and for ongoing communications with respect to the construction and future safety plans for this project.

Thank you.

Yours truly,

A handwritten signature in black ink, appearing to read 'Terry Ungarian', with a stylized flourish at the end.

Terry Ungarian  
Reeve

Cc: Honourable Jason Nixon  
Minister of Environment and Parks

Carmen de la Chevrotière  
Environment and Parks

Chair of Northern Alberta Elected Leaders  
Jim Rennie

Mr. Dan Williams, MLA Peace River

RMA District 4 members



# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	July 13, 2021
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Calendars</b>
File:	11-02-02

### DESCRIPTION:

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

### BACKGROUND:

### ATTACHMENTS:

- Calendar of upcoming meetings and conferences

### RECOMMENDED ACTION:

**RESOLUTION by ....** to accept for information July, August and September 2021 calendar updates of Councillor Committee meetings, that assist Administration with record keeping and Council with reminders of upcoming meetings with the following changes:

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



# JULY 2021

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

# AUGUST 2021

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

# SEPTEMBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3 Notice of Nomination Day	4
5	6 Labour Day	7	8	9	10	11
12	13	14 Council	15	16	17	18
19	20 Nomination Day Closes 12:00 p.m.	21	22	23	24	25
26	27	28 Council	29	30	1	2

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