

**AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, FEBRUARY 28, 2023**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, February 28, 2023, at 9:30 a.m. in the Council Chambers, County Office, 313 Alberta Avenue Worsley, Alberta.

1. CALL TO ORDER	
2. AGENDA	
3. MINUTES:	
Previous: Policy & Priority Meeting Minutes, February 13, 2023	2
Previous: Regular Council Meeting Minutes, February 14, 2023	5
4. DELEGATION(S)	
a. End of Steel Heritage Museum Society 10:15 a.m.	10
5. PUBLIC HEARING	
6. TENDER OPENING 9:35 a.m.	
7. NEW BUSINESS	
a. COUNCIL	
1. Management Team Activity Report.....	11
2. Councillor Reports	22
3. Town of Fairview Funding Request	23
4. Cleardale Fire Garage	26
5. VSI Policy 6311 Amendments	56
b. CORPORATE SERVICES	
1. Accounts Payable	59
2. Policy 1107 - Honorarium Payments to Council	66
3. Policy 1126 - Per Diem Payments to Council.....	73
c. COMMUNITY SERVICES	
d. PUBLIC WORKS	
1. Approach Policy 3203	82
2. Proceed to Tender- Hamlet of Cleardale Pavement Overlay	88
3. Proceed to Tender- Range Road 124	90
4. Proceed to Tender- Range Road 25	99
8. WRITTEN REPORTS:	
1. Chief Administrative Officer's Report.....	107
2. Public Works Manager's Report.....	142
9. COUNCIL INFORMATION (<i>including Correspondence</i>).....	
10. CALENDARS	144
11. CLOSED MEETING ITEMS	
a. Legal	
12. ADJOURNMENT	

**MINUTES OF CLEAR HILLS COUNTY
POLICY & PRIORITY MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
MONDAY, FEBRUARY 13, 2023**

PRESENT	<div>Amber Bean</div> <div>David Janzen</div> <div>Abe Giesbrecht</div> <div>Danae Walmsley</div> <div>Jason Ruecker</div> <div>Nathan Stevenson</div> <div>Susan Hansen</div>	<div>Reeve</div> <div>Deputy Reeve</div> <div>Councillor</div> <div>Councillor</div> <div>Councillor</div> <div>Councillor</div> <div>Councillor</div>
ABSENT		
ATTENDING	<div>Allan Rowe</div> <div>Terry Shewchuk</div> <div>Audrey Bjorklund</div>	<div>Chief Administrative Officer (CAO)</div> <div>Public Works Manager (PWM)</div> <div>Community Development Manager (CDM)</div>
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> P65-23(02-13-23)	RESOLUTION by Councillor Hansen to adopt the agenda governing the February 13, 2023 Policy & Priority Meeting, as presented. <p style="text-align: right;">CARRIED.</p>	
<u>NEW BUSINESS: COUNCIL</u> Town of Fairview Request – Fairview Aquatic Centre	Council is presented with a letter to reconsider that December 2022 request for funding for Clear Hills County to contribute 20% annually towards the Operating expenses for the Fairview Regional Aquatic Centre.	
P66-23(02-13-23)	RESOLUTION by Reeve Bean to recommend that Council denies the request from the Town of Fairview to contribute 20% annually towards the Operating expenses for the Fairview Regional Aquatic Centre. <p style="text-align: right;">CARRIED.</p>	
Clear Hills County – We want your Input Survey Results	Council is presented with the results of the Clear Hills County – We want your Input Survey.	
P67-23(02-13-23)	RESOLUTION by Deputy Reeve Janzen to receive the information from the Clear Hills County – We want your Input Survey results for information, as presented. <p style="text-align: right;">CARRIED.</p>	
Policy 1126-Per Diem Payments and 1107	Council is presented with Policy 1126 Per Diem and Policy 1107 for review and discussion.	
	Reeve Bean recessed the meeting at 10:12 a.m. Reeve Bean reconvened the meeting at 10:18 a.m.	

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POLICY & PRIORITY MEETING
MONDAY, FEBRUARY 13, 2023

P68-23(02-13-23) **RESOLUTION by Deputy Reeve Janzen to bring back draft policies 1126 Per Diem and 1107 Honorarium Payment to a future Regular Council meeting. CARRIED.**

Reeve Bean recessed the meeting at 11:33 a.m.
Reeve Bean reconvened the meeting at 11:39 a.m.

Wolf Management
Incentive Policy 6307

Council requested a discussion regarding the Wolf Management Incentive Policy 6307.

P69-23(02-13-23) **RESOLUTION by Deputy Reeve Janzen to table the discussion regarding the Wolf Management to a future Regular Council Meeting. CARRIED.**

Approach Policy 3203

Council is presented with the approach construction and maintenance policy as requested by the Municipal Planning Commission.

P70-23(02-13-23) **RESOLUTION by Councillor Walmsley to bring back a draft approach policy 3203 with the following amendment: the County, upon request, agrees to supply every quarter section with one approach per ½ mile of road for field access and two qualifying residences/dwellings with approaches for new development on an existing County Road for residential access. CARRIED.**

Reeve Bean recessed the meeting at 11:53 a.m.
Reeve Bean reconvened the meeting at 12:36 p.m.

Range Road 25 and
Range Road 124 –
Wetland Analysis

Council is presented with the Wetland Analysis for Range Road 25 and Range Road 124 Wetland Analysis that were completed recently.

P71-23(02-13-23) **RESOLUTION by Councillor Ruecker to bring the discussion on wetlands to a future Policy and Priority meeting. CARRIED.**

Continuing Education
Scholarship Policy
6801

Council is presented with Policy 6801 Continuing Education Scholarship

P72-23(02-13-23) **RESOLUTION by Councillor Ruecker to bring back Policy 6801 Continuing Education Scholarship with changes to 4.1 Be a resident of Clear Hills County or the Village of Hines Creek when applying for the first year. 4.3.1 applicants completing a second consecutive Trade year in the same program within the qualifying year may apply for retroactive during that same qualifying year. 4.17 – All requirements for past scholarships must be fulfilled before applying for a new Continuing Education Scholarship. 50% of the allotted budget will be allocated to each application deadline. CARRIED.**

Reeve Bean recessed the meeting at 2:11 p.m.

Page 3 of 3
POLICY & PRIORITY MEETING
MONDAY, FEBRUARY 13, 2023
Reeve Bean reconvened the meeting at 2:16 p.m.

Draft Grader Beat
Contract & Tender

Council is presented with a draft grader beat tender and contract as per requested.

P73-23(02-13-23)

RESOLUTION by Councillor Ruecker to table the discussion regarding grader beat tenders/contracts and road use agreements to a future Policy & Priority meeting. CARRIED.

CAO Evaluation
Survey

Council requested a discussion regarding a CAO Survey.

P74-23(02-13-23)

RESOLUTION by Councillor Hansen to receive the discussion on drafting a CAO survey for information. CARRIED.

Procedural Bylaw

Council requested a review of the current Procedural Bylaw. No. 233-18.

P75-23(02-13-23)

RESOLUTION by Reeve Bean to bring back the Procedural Bylaw. No. 233-18 to a future Policy & Priority Meeting. CARRIED.

ADJOURNMENT

Reeve Bean adjourned the February 13, 2023 Policy & Priority Meeting at 2:41p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, FEBRUARY 14, 2023**

PRESENT	Amber Bean Abe Giesbrecht David Janzen Danae Walmsley Jason Ruecker Susan Hansen	Reeve Councillor Deputy Reeve Councillor Councillor Councillor
ATTENDING	Allan Rowe Audrey Bjorklund Terry Shewchuk	Chief Administrative Officer (CAO) Community Development Manager (CDM) Public Works Manager (PWM)
ABSENT	Nathan Stevenson	Councillor
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> C76-23(02-14-23)	RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the February 14, 2023 Regular Council Meeting, as presented. CARRIED.	
<u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes C77-23(02-14-23)	RESOLUTION by Councillor Walmsley to adopt the minutes of the January 24, 2023, Regular Council Meeting, as presented. CARRIED.	
<u>NEW BUSINESS: COUNCIL</u> Management Team Activity Report	Management activity report was reviewed. Councillor Ruecker entered the meeting at 9:33 a.m.	
C78-23(02-14-23)	RESOLUTION by Councillor Giesbrecht that the management activity report for January 24, 2023, be accepted, as presented. CARRIED.	
Councillor Reports	Council submits the meetings attended in the previous month and a report, if applicable.	
C79-23(02-14-23)	RESOLUTION by Councillor Hansen to receive the Council reports for information, as presented. CARRIED.	
Policy 6801 Continuing Education Scholarship	Council is presented with Policy 6801 Continuing Education Scholarship	

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REGULAR COUNCIL MEETING
TUESDAY, FEBRUARY 14, 2023

C80-23(02-14-23)	<p>RESOLUTION by Councillor Walmsley to accept for information the dispersal of a \$3,000.00 scholarship for each of the 4 (four) February 1, 2023, Continuing Education Scholarship Intake applications, that met the program criteria, listed below:</p> <table> <tr> <td>Darian Sidor</td><td>Plumbing/Sheet Metal</td></tr> <tr> <td>Daylon Wilson</td><td>Heavy Duty Mechanics</td></tr> <tr> <td>Thomas Driedger</td><td>Heavy Duty Mechanics</td></tr> <tr> <td>Bryce Richardson</td><td>Power Engineering Program.</td></tr> </table> <p>CARRIED.</p> <p>Reeve Bean recessed the meeting at 10:13 a.m. Reeve Bean reconvened the meeting at 10:18 a.m.</p>	Darian Sidor	Plumbing/Sheet Metal	Daylon Wilson	Heavy Duty Mechanics	Thomas Driedger	Heavy Duty Mechanics	Bryce Richardson	Power Engineering Program.
Darian Sidor	Plumbing/Sheet Metal								
Daylon Wilson	Heavy Duty Mechanics								
Thomas Driedger	Heavy Duty Mechanics								
Bryce Richardson	Power Engineering Program.								
<p><u>DELEGATION:</u> Cleardale Agricultural Society</p>	<p>Cleardale Agricultural Society – Firehall Committee will be in attendance at 10:15 a.m. to discuss the proposed Fire Truck storage building in Cleardale.</p>								
C81-23(02-14-23)	<p>RESOLUTION by Reeve Bean to bring back the discussion regarding a potential Fire Truck storage building in Cleardale to a future Policy and Priority Meeting.</p> <p>CARRIED.</p>								
C82-23(02-14-23)	<p>RESOLUTION by Deputy Reeve Janzen to receive the delegation from the Cleardale Agricultural Society – Firehall Committee for information.</p> <p>CARRIED.</p>								
RMA Convention	<p>Council is presented with the list of Ministers that they could request to have meetings with at the March 20-22, 2023, RMA Convention in Edmonton, Alberta.</p>								
C83-23(02-14-23)	<p>RESOLUTION by Deputy Reeve Janzen to approve the list of meetings to request during the March RMA Convention.</p> <p>CARRIED.</p> <p>Reeve Bean recessed the meeting at 11:42 a.m. Reeve Bean reconvened the meeting at 12:15 p.m.</p>								
FCM Conference	<p>Council is presented with information on the FCM Annual Conference and Trade Show May 25-28, 2023, in Toronto, Ontario.</p>								
C84-23(02-14-23)	<p>RESOLUTION by Councillor Giesbrecht to receive the information regarding FCM for information, as presented.</p> <p>CARRIED.</p>								
25% Tax incentive for Clear Hills County	<p>Councillor Ruecker requested a discussion regarding a 25% Tax incentive for Clear Hills County taxpayers.</p>								

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REGULAR COUNCIL MEETING
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C85-23(02-14-23)

RESOLUTION by Councillor Ruecker to approve a 25% Economic Growth incentive refund on municipal taxes for Clear Hills County residential assessment classes and Commercial assessment codes for the 2023 tax year and send the information letter out with the 2023 tax notices. This motion was put forward because of the grant for the 25% tax incentive that was approved for the Village of Hines Creek. Councillor Ruecker requested a recorded vote:

For	Against
Janzen	Walmsley
Ruecker	Bean
Giesbrecht	Hansen
	DEFEATED.

Agricultural Service
Board 2022
Resolutions

Council requested reviewing the Agricultural Service Board 2022 Resolutions.

C86-23(02-14-23)

RESOLUTION by Deputy Reeve Janzen to receive the Agricultural Service Board 2022 Report Card on the Resolutions for information, as presented. CARRIED.

**CORPORATE
SERVICES**

Accounts Payable
January 25, 2023, to
January 14, 2023

A list of expenditures for Clear Hills County for the period of January 25, 2023 to February 14, 2023 is provided for Council's review.

C87-23(02-14-23)

RESOLUTION by Reeve Bean that Council receives for information the Accounts Payable report for Clear Hills County for the period of January 25, 2023, to February 14, 2023, for a total of \$737,241.95. CARRIED.

PUBLIC WORKS

Cleardale Sewer
Upgrade/Options

Council requested to bring back information on the Cleardale sewer upgrade options.

C88-23(02-14-23)

RESOLUTION by Deputy Reeve Janzen to receive the information on Cleardale Sewer for information, as presented. CARRIED.

Proceed to Tender
Crack Sealing

Council is presented with a request for decision to proceed to tender for pavement crack sealing.

C89-23(02-14-23)

RESOLUTION by Councillor Giesbrecht to proceed to tender for 2023 pavement crack sealing. CARRIED.

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TUESDAY, FEBRUARY 14, 2023

Proceed to Tender
Line Painting

Council is presented with a request for decision to proceed to tender for Line Painting.

C90-23(02-14-23)

RESOLUTION by Deputy Reeve Janzen to proceed to tender for 2023 Line Painting. CARRIED.

Dust Control
Locations

Council is presented with information for dust control application at specific locations within Clear Hills County.

C91-23(02-14-23)

RESOLUTION by Councillor Hansen to approve the 2023 dust control product application at specific locations within Clear Hills County, as presented. CARRIED.

Disposal of Assets –
Two Pick Up Trucks

Council is presented with information regarding disposing of the following in a future local Auction:
Unit 42- 2010 Chev 1 ton with deck
Unit 57- 2019 Chev crew cab

C92-23(02-14-23)

RESOLUTION by Councillor Walmsley to approve the disposal of Unit 42- 2010 Chev 1 ton with deck and Unit 57- 2019 Chev crew cab, at a future local auction. CARRIED.

WRITTEN REPORTS

Councillor Ruecker left the meeting at 1:12 p.m.

Public Works
Manager's Report

Public Works Manager's Report

C93-23(02-14-23)

RESOLUTION by Deputy Reeve Janzen to receive the Public Works Manager's report for information, as presented. CARRIED.

Chief Administrative
Officer's Report

Chief Administrative Officer's report.

C94-23(02-14-23)

RESOLUTION by Reeve Bean to receive the Chief Administrative Officer's report for information, as presented. CARRIED.

Reeve Bean recessed the meeting at 1:36
Reeve Bean reconvened the meeting at 1:41 p.m.

C95-23(02-14-23)

RESOLUTION by Reeve Bean to approve the online attendance of Council to attend the online Municipal Corporate Planning and Finance course. CARRIED.

COUNCIL
INFORMATION

Nothing to report

Page 5 of 5
REGULAR COUNCIL MEETING
TUESDAY, FEBRUARY 14, 2023

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.

C96-23(02-14-23)

RESOLUTION by Councillor Giesbrecht to receive for information the February, March and April 2023 calendars.

Date	Meeting	Councillor
April 5	Woman of the North	Bean, Walmsley
May 1-3	CPAA	Bean
March 16	Policy & Priority	All
Feb 8	GGAMAC	Walmsley
April 3	LUB	All
April 4	Policy & Priority	All
April 13	MMSA	Bean
April 22	PLS	Bean
		CARRIED.

C97-23(02-14-23)

RESOLUTION by Councillor Hansen to approve the attendance of Reeve Bean to attend the Community Planning Association of Alberta Conference (CPAA) May 1-3, 2023. CARRIED.

CLOSED MEETING
Legal

One Legal item was discussed.

C98-23(02-14-23)

RESOLUTION by Reeve Bean that Council close the meeting to the public as per Section 27, of FOIP at 1:56 p.m. CARRIED.

C99-23(02-14-23)

RESOLUTION by Councillor Giesbrecht that Council opens the meeting to the public as per Section 27, of FOIP at 2:13 p.m. CARRIED.

ADJOURNMENT

Reeve Bean adjourned the, February 14, 2023 Regular Council Meeting at 2:14 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION-The End of Steel Heritage Museum Society 10:15 a.m.
File:	11-02-02

DESCRIPTION:

The End of Steel Heritage Museum Society will be in attendance at 10:15 a.m.

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Management Team Activity Report
File:	11-02-02

DESCRIPTION:

Management activity report for February 14, 2023

ATTACHMENTS:

- Management Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for February 14, 2023, be accepted, as presented.

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

Activity Report for February 14, 2023

LEGEND:

Budget Items:
 Completed Items:
 Items in Waiting:

CAO = Chief Administrative Officer CSM = Corporate Services Manager
 PWM = Public Works Manager EA = Executive Assistant
 COM = Community

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		June 14, 2022		
C306-22	06-14-22	RESOLUTION by Deputy Reeve Janzen to table the discussion regarding ditch clearing and land drainage concerns until after meeting with Alberta Environmental. CARRIED.	EA	February 21
		July 12, 2022		
C364-22	07/12/22	RESOLUTION by Councillor Walmsley to hire off the 2022 Annual Equipment Registry to complete the Tender 2022-11 Campground Rejuvenation Project, as no tenders were received. CARRIED.	PWM	In works
		September 13, 2022		
C426-22	09/13/22	RESOLUTION by Deputy Reeve Janzen to include the access road south off of secondary highway 685 for approximately 800m to access SW-20-83-1 W6M budget \$400,000.00 in the 2024 Multi Year Capital Plan with funds to be allocated from the Road Reserve and proceed with a wetland assessment. CARRIED.	PWM	Waiting on wetlands RR 15
		October 18, 2022		
C512-22	10/18/22	RESOLUTION by Councillor Hansen to award Tender 2022-16 Fire Fighter Turnout Gear to Associated Fire Safety Equipment for \$ 22,753.92 plus GST, as per the submitted tender. CARRIED.	CSC	In works
		December 13, 2022		
C636-22	12/13/22	RESOLUTION by Councillor Walmsley that Clear Hills County Council join the Community Rail Advocacy Alliance and approve a financial contribution to a maximum of \$2,000.00 upon invoice submission, funds to be allocated from the Rate Stabilization Reserve. CARRIED.	EA	In waiting
C644-22	12/13/22	RESOLUTION by Reeve Bean to authorize the attendance of Council to a joint meeting with the MD of Peace and the MD of Fairview regarding drainage issues. CARRIED.	EA	In Works
C651-22	12/13/22	RESOLUTION by Councillor Walmsley to add the topic of gravel Secondary Highways to the	EA	Sent



Management Team

Activity Report for February 14, 2023

LEGEND:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		upcoming Joint Municipality meeting agenda. CARRIED.		
		January 3, 2023 P&P		
P07-23	01/03/23	RESOLUTION by Councillor Walmsley to bring back a draft policy implementing Clear Hills County Regional Landfill Waste Disposal Access Cards, to a future Regular Council Meeting. CARRIED.	PWM	Future P&P
P09-23	01/03/23	RESOLUTION by Deputy Reeve Janzen to invite Alberta Fish and Wildlife to attend a future Agricultural Service Board Meeting to discuss Wildlife Counts, compensation programs and Wolf Management information. CARRIED.	ASB	May
		January 10, 2023		
C18-23	01/10/23	RESOLUTION by Councillor Walmsley to table the review of Procedural Bylaw No. 233-18 to the February 13, 2023, Policy & Priority Committee Meeting. CARRIED.	EA	Feb 13
C24-23	01/10/23	RESOLUTION by Councillor Stevenson to approve the attendance of all Council at the meeting with Alberta Environment on February 21, 2023, at 10:30 a.m. in the Clear Hills County Council Chambers. CARRIED.	EA	
C29-23	01/10/23	RESOLUTION by Councillor Walmsley advertise a second round Family and Community Support Services (FCSS) Grant with the application deadline of March 31, 2023, due to the remaining funds in the 2023 FCSS grant program. CARRIED.	COM	In the works
C31-23	01/10/23	RESOLUTION by Councillor Janzen to change the date of the Farmers' Appreciation Banquet to March 4, 2023. CARRIED.	COM	Mar 4
C33-23	01/10/23	RESOLUTION by Deputy Reeve Janzen to bring the information regarding the sewer on the north side of Highway 64, north of the Hamlet of Cleardale to the February 13, 2023 Policy & Priority Committee Meeting. CARRIED.	EA	Feb 14
C34-23	01/10/23	RESOLUTION by Councillor Hansen to award Tender 2022-19 Two New ½ Ton Pickup Trucks to Courtesy Chrysler at \$57,869.00 (fifty seven thousand eight hundred sixty nine dollars) per unit	PWM	Ordered



Management Team

Activity Report for February 14, 2023

LEGEND:

Budget Items: Completed Items: Items in Waiting:
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MOTION	DATE	DESCRIPTION	DEPT	STATUS														
		for a total of \$115,738.00 (one hundred fifteen thousand seven hundred thirty eight dollars) plus GST with the funds to be allocated from the Common Services Vehicles & Equipment Reserve in the multiyear capital plan. CARRIED.																
		January 24, 2023																
C43-23	01/24/23	<div>RESOLUTION by Reeve Bean to approve a one-time conditional operating grant to the Village of Hines Creek to a maximum of \$135,000.00, to be used as a 2023 25% tax rebate incentive. Funds to be allocated from the Rate Stabilization Reserve. Reeve Bean requested a recorded vote.</div> <table><tr><td>For</td><td>Against</td></tr><tr><td>Walmsley</td><td>Janzen</td></tr><tr><td>Bean</td><td>Ruecker</td></tr><tr><td>Hansen</td><td>Stevenson</td></tr><tr><td>Giesbrecht</td><td>CARRIED.</td></tr></table>	For	Against	Walmsley	Janzen	Bean	Ruecker	Hansen	Stevenson	Giesbrecht	CARRIED.	CSM					
For	Against																	
Walmsley	Janzen																	
Bean	Ruecker																	
Hansen	Stevenson																	
Giesbrecht	CARRIED.																	
C44-23	01/24/23	RESOLUTION by Councillor Walmsley to approve a Beyond Borders Grant to the MD of Fairview in the amount of \$16,641,89 to assist with the replacement cost for the Automated Weather Observation System (AWOS) at the Fairview Airport. CARRIED.	CSM	Waiting for Invoice														
C46-23	01/24/23	RESOLUTION by Councillor Ruecker to approve the attendance of a Councillor to attend the Spring Water North Coalition Meeting and bring back information to a future Regular Council Meeting. CARRIED.	EA															
C59-23	01/24/23	<div>RESOLUTION by Deputy Reeve Janzen that Council approve the 2023 Recreation Board Operating Grants as follows:</div> <table><tr><td>Burnt River Recreation Board:</td><td>\$ 29,201</td></tr><tr><td>Hines Creek & District Recreation Board</td><td>\$129,175</td></tr><tr><td>Worsley Recreation Board</td><td>\$127,690</td></tr><tr><td>Cleardale Recreation Board</td><td>\$ 69,391</td></tr><tr><td>Cherry Canyon Recreation Board</td><td>\$ 44,543</td></tr><tr><td></td><td>\$400,001</td></tr><tr><td></td><td>CARRIED.</td></tr></table>	Burnt River Recreation Board:	\$ 29,201	Hines Creek & District Recreation Board	\$129,175	Worsley Recreation Board	\$127,690	Cleardale Recreation Board	\$ 69,391	Cherry Canyon Recreation Board	\$ 44,543		\$400,001		CARRIED.	CSM	
Burnt River Recreation Board:	\$ 29,201																	
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Cherry Canyon Recreation Board	\$ 44,543																	
	\$400,001																	
	CARRIED.																	



Management Team

Activity Report for February 14, 2023

LEGEND:

Budget Items: ████████ Completed Items: ████████ Items in Waiting: ████████
 CAO = Chief Administrative Officer CSM = Corporate Services Manager
 PWM = Public Works Manager EA = Executive Assistant
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		February 13, 2023		
P66-23	02/13/23	RESOLUTION by Reeve Bean to recommend that Council denies the request from the Town of Fairview to contribute 20% annually towards the Operating expenses for the Fairview Regional Aquatic Centre. CARRIED.	EA	Feb 28
P68-23	02/13/23	RESOLUTION by Deputy Reeve Janzen to bring back draft policies 1126 Per Diem and 1107 Honorarium Payment to a future Regular Council meeting. CARRIED.	CSM	
P69-23	02/13/23	RESOLUTION by Deputy Reeve Janzen to table the discussion regarding the Wolf Management to a future Regular Council Meeting. CARRIED.	EA	March 14
P70-23	02/13/23	RESOLUTION by Councillor Walmsley to bring back a draft approach policy 3203 with the following amendment: the County, upon request, agrees to supply every quarter section with one approach per ½ mile of road for field access and two qualifying residences/dwellings with approaches for new development on an existing County Road for residential access. CARRIED.	PWM	Feb 28
P71-23	02/13/23	RESOLUTION by Councillor Ruecker to bring the discussion on wetlands to a future Policy and Priority meeting. CARRIED	EA	
P72-23	02/13/23	RESOLUTION by Councillor Ruecker to bring back Policy 6801 Continuing Education Scholarship with changes to 4.1 Be a resident of Clear Hills County or the Village of Hines Creek when applying for the first year. 4.3.1 applicants completing a second consecutive Trade year in the same program within the qualifying year may apply for retroactive during that same qualifying year. 4.17 – All requirements for past scholarships must be fulfilled before applying for a new Continuing Education Scholarship. 50% of the allotted budget will be allocated to each application deadline. CARRIED.	EA	March 14
P73-23	02/13/23	RESOLUTION by Councillor Ruecker to table the discussion regarding grader beat tenders/contracts and road use agreements to a future Policy & Priority meeting. CARRIED.	EA	



Management Team

Activity Report for February 14, 2023

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P75-23	02/13/23	RESOLUTION by Reeve Bean to bring back the Procedural Bylaw. No. 233-18 to a future Policy & Priority Meeting. CARRIED	EA													
		February 14, 2023														
C80-23	02/14/23	RESOLUTION by Councillor Walmsley to accept for information the dispersal of a \$3,000.00 scholarship for each of the 4 (four) February 1, 2023, Continuing Education Scholarship Intake applications, that met the program criteria, listed below: <table><tr><td>Darian Sidor</td><td>Plumbing/Sheet Metal</td></tr><tr><td>Daylon Wilson</td><td>Heavy Duty Mechanics</td></tr><tr><td>Thomas Driedger</td><td>Heavy Duty Mechanics</td></tr><tr><td>Bryce Richardson</td><td>Power Engineering Program</td></tr></table> CARRIED.	Darian Sidor	Plumbing/Sheet Metal	Daylon Wilson	Heavy Duty Mechanics	Thomas Driedger	Heavy Duty Mechanics	Bryce Richardson	Power Engineering Program	EA	Letters sent				
Darian Sidor	Plumbing/Sheet Metal															
Daylon Wilson	Heavy Duty Mechanics															
Thomas Driedger	Heavy Duty Mechanics															
Bryce Richardson	Power Engineering Program															
C81-23	02/14/23	RESOLUTION by Reeve Bean to bring back the discussion regarding a potential Fire Truck storage building in Cleardale to a future Policy and Priority Meeting. CARRIED.	EA	Feb 28												
C85-23	02/14/23	RESOLUTION by Deputy Reeve Janzen to approve the list of meetings to request during the March RMA Convention. CARRIED. <table><tr><td>Minister of Health.</td><td>Worsley Health Centre – Prescriptions & EMS</td><td>Hansen, Bean, MD of Fairview</td></tr><tr><td>Minister of Transportation and Economic Corridors</td><td>Class 1 – MELT Shortage of drivers Secondary Highway maintenance</td><td>Janzen Ruecker Giesbrecht</td></tr><tr><td>Minister of Education.</td><td>Youth Enhancement Funding</td><td>Walmsley Ruecker Bean</td></tr><tr><td>Minister of</td><td>Environment &</td><td>Bean</td></tr></table>	Minister of Health.	Worsley Health Centre – Prescriptions & EMS	Hansen, Bean, MD of Fairview	Minister of Transportation and Economic Corridors	Class 1 – MELT Shortage of drivers Secondary Highway maintenance	Janzen Ruecker Giesbrecht	Minister of Education.	Youth Enhancement Funding	Walmsley Ruecker Bean	Minister of	Environment &	Bean	EA	
Minister of Health.	Worsley Health Centre – Prescriptions & EMS	Hansen, Bean, MD of Fairview														
Minister of Transportation and Economic Corridors	Class 1 – MELT Shortage of drivers Secondary Highway maintenance	Janzen Ruecker Giesbrecht														
Minister of Education.	Youth Enhancement Funding	Walmsley Ruecker Bean														
Minister of	Environment &	Bean														



Management Team

Activity Report for February 14, 2023

LEGEND:

Budget Items: Completed Items: Items in Waiting:

CAO = Chief Administrative Officer CSM = Corporate Services Manager
 PWM = Public Works Manager EA = Executive Assistant
 COM = Community

MOTION	DATE	DESCRIPTION			DEPT	STATUS
		Environment and Protected Areas	Protection Areas – Revenue stream/Land Use			
		Minister of Forestry, Parks and Tourism	Licenses	All		
		Minister of Mental Health and Addiction	Lack of Mental Health in person appointments in the Rural Peace Area	Ruecker Hansen		
		Minister of Affordability and Utilities	Rural Distribution & Energy costs	Bean Janzen		
C89-23	02/14/23	RESOLUTION by Councillor Giesbrecht to proceed to tender for 2023 pavement crack sealing. CARRIED.			PWM	Out for Tender
C90-23	02/14/23	RESOLUTION by Deputy Reeve Janzen to proceed to tender for 2023 Line Painting. CARRIED.			PWM	Out for Tender
C91-23	02/14/23	RESOLUTION by Councillor Hansen to approve the 2023 dust control product application at specific locations within Clear Hills County, as presented. CARRIED.			PWM	
C92-23	02/14/23	RESOLUTION by Councillor Walmsley to approve the disposal of Unit 42- 2010 Chev 1 ton with deck and Unit 57- 2019 Chev crew cab, at a future local auction. CARRIED.			PWM	
C95-23	02/14/23	RESOLUTION by Reeve Bean to approve the online attendance of Council to attend the online Municipal Corporate Planning and Finance course. CARRIED			EA	
C97-23	02/14/23	RESOLUTION by Councillor Hansen to approve the attendance of Reeve Bean to attend the Community Planning Association of Alberta Conference (CPAA) May 1-3, 2023. CARRIED.			EA	
		August 20, 2019				
C335-19	06/25/	RESOLUTION by Councillor Bean to approve a			CDM	In the



Management Team

Activity Report for February 14, 2023

LEGEND:

Budget Items:
 Completed Items:
 Items in Waiting:

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 COM = Community

MOTION	DATE	DESCRIPTION	DEPT	STATUS
	19	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.		works
		November 27, 2019		
C587-19	11/26/19	RESOLUTION by Councillor Frixel to receive the delegation from Paul Hvenegaard, Regional Manager with Alberta Conservation Associations presentation for funding support for the Sulphur Lake aeration operation; and approve entering into an agreement with the Alberta Conservation Association to provide \$5,000 per year for 5 years (2020-2024) for the Sulphur Lake aeration operation with the funds to be included in the General Grants budget of the 2020 through 2024 annual Operating Budgets. CARRIED.	CDM	2020✓ 2021✓ 2022✓ 2023✓ 2024
		January 7, 2020		
C620-19	12/10/19	RESOLUTION by Councillor Fletcher that Council approves assisting Northern Lights County by contributing \$10,000 (ten thousand dollars) a year for 5 years, for operation of the Manning Airport, and include the funds in the annual operating budget. CARRIED.	CDM	2020✓ 2021✓ 2022✓ 2023✓ 2024
		December 3, 2020		
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.	CSM	2021✓ 2022✓ 2023✓
		November 17, 2021		
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	
C114-22	03/08/22	RESOLUTION by Deputy Reeve Janzen to approve an unconditional grant of \$450,000.00 for 2022, and a 3-year commitment of \$300,000.00 for 2023, 2024	CDM	2022✓ 2023✓ 2024



Management Team

Activity Report for February 14, 2023

LEGEND:

Budget Items: Completed Items: Items in Waiting:
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 COM = Community

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		and 2025, to the Village of Hines Creek to assist with operating expenses. CARRIED.		2025
C124-22	03/08/22	RESOLUTION by Reeve Bean to approve a conditional grant of up to \$500.00 at \$3.50 per student to the Farm Safety Centre for providing the Farm Safety Smarts Program to students within Clear Hills County's boundaries in 2022. CARRIED.	CDM	
C311-22	06-14-22	RESOLUTION by Councillor Stevenson approve a multi year (2022-2024) commitment of \$5000.00 Fairview & District Victim Services with funds to be included in the annual Operating Budgets and the 2022 funds to be allocated from Rate Stabilization reserve.CARRIED.	CDM	2022✓ 2023✓ 2024
C314-22	06-14-22	RESOLUTION by Councillor Giesbrecht to award the Request for Proposal 2021-P18 Open Air Farmer Market to the Cleardale, Eureka River, Hines Creek Agricultural Societies Joint Partnership; allocate \$9,200.00 for the 2022 Markets from the Rate Stabilization Reserve and include \$7,200.00 in future Operating Budgets. CARRIED.	CDM	In works
C353-22	07/12/22	RESOLUTION by Reeve Bean to remove from the budget the \$9,345.00 including GST for Seekers media summer video marketing campaign motion C150-22 03/22/22. CARRIED.	CSM	
C358-22	07/12/22	RESOLUTION by Councillor Hansen to approve the request for a general grant from the Montagneuse Valley Cemetery Committee to accurately map the existing and future plots in the Montagneuse Valley #1 and #2 cemeteries in the amount of \$4,000.00 and allocate the funds from the Rate Stabilization Reserve. CARRIED.	CDM	Fund released August 2022 Project complete
C365-22	07/12/22	RESOLUTION by Councillor Stevenson to include the construction of an access road approximately 1000 meters on Range Road 124 north to NW-9-84-12 W6M in the 2023 Multi Year Capital Plan and proceed with a wetland assessment. CARRIED.	CSM	Feb 13 P&P
C383-22	08/16/	RESOLUTION by Councillor Hansen to receive the	EA	Letter



Management Team

Activity Report for February 14, 2023

LEGEND:

Budget Items: Completed Items: Items in Waiting:
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
	22	delegation from Peace River School Division, Superintendent Adam Murray and Secretary-Treasurer Rhonda Freeman with regards to the Trades Training funding for information and approve funding for the Trades Training program for the 2022/2023 school year in the amount of \$80,000.00 with the funds to be allocated from the Rate Stabilization Reserve. CARRIED.		Sent
C648-22	12/13/22	RESOLUTION by Councillor Ruecker to approve a Beyond Borders Grant for the Town of Fairview for replacement of the waterslide stairs for the Fairview Regional Aquatic Centre for 20% of the project cost up to a maximum of \$40,000.00 funds to be allocated from the Rate Stabilization Reserve. CARRIED.	CSM	Letter sent

ITEMS IN WAITING

		February 18, 2021		
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	
C408-22	08/16/22	RESOLUTION by Councillor Hansen to approve the following amendment to the current 2020-P05 Gravel proposal to Edco Aggregates Ltd.: 30,000 tonnes of 4:40 crushed at \$9.50 per ton stockpiled at the Worsley pit, 75% paid upon confirmation of measurement and volume the remainder 25% to be paid after completion of loading. 150,000 tonnes of 4:20 crushed and stockpiled at \$8.00 per ton and 25,000 tonnes of 4:40 crushed at a price of \$9.50 per ton at the Bear Canyon pit, 75% paid upon confirmation of measurement and volume the remainder 25% to be paid after completion of loading. All previous terms and conditions of contract 2020-P05 Gravel proposal to Edco Aggregates Ltd. will stay in effect.	PWM	In progress
C446-22	09/13/22	RESOLUTION by Councillor Walmsley direct administration to apply for funding from the	CDM	Province put funding



Page 10 of 10

Management Team

Activity Report for February 14, 2023

LEGEND:

Budget Items: ████████

Completed Items: ████████

Items in Waiting: ████████

CAO = Chief Administrative Officer

CSM = Corporate Services Manager

PWM = Public Works Manager

EA = Executive Assistant

COM = Community

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		Provincial Government for the projects discussed for the three Provincial Parks the County now operates.CARRIED		program on hold

Clear Hills County

Request For Decision (RFD)

Regular Council Meeting	
Meeting Date:	February 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	COUNCIL REPORTS ON MEETINGS
File:	11-02-02

DESCRIPTION:

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

BACKGROUND / PROPOSAL:

Council members attend meetings they have been appointed to.

ATTACHMENTS

RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Town of Fairview Request – Fairview Regional Aquatic Centre
File:	11-02-02

DESCRIPTION:

Council discussed the letter at the February 13th Policy & Priority Meeting to reconsider the Town of Fairview's request for funding for Clear Hills County to contribute 20% annually towards the Operating expenses for the Fairview Regional Aquatic Centre.

P66-23 (02/13/23) RESOLUTION by Reeve Bean to recommend that Council denies the request from the Town of Fairview to contribute 20% annually towards the Operating expenses for the Fairview Regional Aquatic Centre. CARRIED.

ATTACHMENTS:

February 13 RFD

RECOMMENDED ACTION:

RESOLUTION by..... to deny the request from the Town of Fairview to contribute 20% annually towards the Operating expenses for the Fairview Regional Aquatic Centre.

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

Request For Decision (RFD)

Policy and Priority Meeting

Meeting Date: **February 13, 2023**
Originated By: Allan Rowe, Chief Administrative Officer
Title: Town of Fairview Request – Fairview Regional Aquatic Centre
File: 11-02-03

DESCRIPTION:

Council is presented with a letter to reconsider that December 2022 request for funding for Clear Hills County to contribute 20% annually towards the Operating expenses for the Fairview Regional Aquatic Centre.

BACKGROUND:

- C648-22(12-13-22)** RESOLUTION by Councillor Ruecker to approve a Beyond Borders Grant for the Town of Fairview for replacement of the waterslide stairs for the Fairview Regional Aquatic Centre for 20% of the project cost up to a maximum of \$40,000.00 funds to be allocated from the Rate Stabilization Reserve. **CARRIED.**
- C649-22(12-13-22)** RESOLUTION by Deputy Reeve Janzen to deny the Town of Fairview request for annual funding contributions for the Fairview Regional Aquatic Centre and the Fairview Arena. **CARRIED.**

ATTACHMENTS:

January 19, 2023 – Town of Fairview

RECOMMENDED ACTION:

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



January 19, 2023

Clear Hills County
P.O. Box 240
Worsley, AB
T0H 3W0



Re: Operational funding for the Fairview Regional Aquatic Centre

Dear Reeve Bean and Council

The Town of Fairview and Clear Hills County have benefited from several regional relationships. We feel that the Town of Fairview is an integral part of providing a variety of recreational opportunities for the region that the citizens of several municipalities benefit, and recreational options are an important aspect in elevating quality of life. We have observed increased usage of the Fairview Regional Aquatic Centre by Clear Hills County residents. At our recent presentation we showed that the Clear Hills County citizen usage is now approximately 20% of program usage.

We thank Clear Hills County council for their past and current support for capital upgrades to the Fairview Regional Aquatic Centre.

The Town of Fairview council would like to request that Clear Hills County reconsider their direction and financially support the operations of the Fairview Regional Aquatic Centre. As a regional stakeholder, with a substantial user base, we feel this is a fair request. Clear Hills County support will ensure that Clear Hills County users will continue to get cost effective access to the Fairview Regional Aquatic Centre's programs.

In return for your operational support, we will promote Clear Hills County as being a partner in providing quality recreation in the region. This can be done through signage in the Community Centre as well as on our recreation promotional materials.

We would like the opportunity to further discuss options in developing a working relationship with Clear Hills County as a regional partner in providing quality services at the Regional Aquatic Centre.

Sincerely,



Gordon MacLeod
Mayor, Town of Fairview

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Cleardale Fire Garage
File:	11-02-02

DESCRIPTION:

Council requested further discussion regarding the potential Cleardale Fire Garage.

BUDGET:

\$200,000.00 Multi Year Capital Plan

ATTACHMENTS:

Cleardale Fire Garage Background

RECOMMENDED ACTION:

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



Cleardale Fire Garage

Background

- F003-18(11/01/18)** MOTION by Member Zavisha that the Clear Creek Fire Committee Operating Committee recommends Clear Hills County Council authorize investigating options for a permanent building to house the grassfire unit in Cleardale due to the high cost for the rental bay that is currently used. **CARRIED**
- C570-18(11-13-18)** RESOLUTION by Councillor Janzen to direct administration to bring back cost estimates and options for a permanent building to house the grassfire unit that is stored in Cleardale for the 2020 budget cycle multi-year capital plan discussion. **CARRIED.**
- C502-19(10-08-19)** RESOLUTION by Councillor Janzen to bring back cost estimates on permanent building to house the grassfire unit that is stored in Cleardale. **CARRIED.**
- C553-19(10-22-19)** RESOLUTION by Councillor Janzen to Include funds of \$100,000.00 in the 2020 Multi-Year Capital Plan for a single bay garage to fit a pumper or water truck for a firefighting unit in Cleardale, including water and sewer installation. **CARRIED.**
- C78-20(01-28-20)** RESOLUTION by Councillor Janzen to authorize administration to use location option 3, Hamlet of Cleardale, Plan 0726595 Block 1 Lots 83 and 84 and have engineered drawings and lot grading design prepared for a single bay garage with 16 foot walls, 24 feet wide by 50 feet long with a gravel parking apron. The garage is to include a cement floor, bathroom, one overhead door with windows in the center panel, and one-man door designed to fit a pumper or water truck size firefighting unit; and bring the drawings to a future meeting approval. **CARRIED.**
- C93-20(02-11-20)** RESOLUTION by Councillor Janzen to select option 2 moving it north 20' towards the center for placement of the Cleardale fire garage on Plan 0726595 Block 1 Lot 84 the access on to Range Road 102. **CARRIED.**
- C143-20(03-10-20)** RESOLUTION by Councillor Janzen to award the Fire Truck Garage Professional Engineering & Design Services proposal to Scheunhage Popek & Associates Ltd in the amount of \$28,800, plus GST and extra incidentals that may be incurred during the project as outlined in the proposal document. **CARRIED.**
- C253-20(05-26-20)** RESOLUTION by Councillor Janzen to approve the drawings for the Cleardale Fire Truck garage and direct administration to proceed to tender. **CARRIED.**

Cleardale Fire Garage

Background

C299-20(07-14-20) **RESOLUTION by Councillor Janzen to open tenders at 9:45 a.m. for Tender 2020-10, Cleardale Fire Hall, analyze results and bring back a recommendation to the next Regular Council Meeting.**

CARRIED.

Company	Amount
Scott Builders Inc.	\$864,700.00
Southwest Design & Const Ltd.	\$644,014.00
JMS Construction	\$819,900.00
Genron Ent. 2007 Ltd.	\$777,765.00
Lavergne Construction (1998) Ltd.	\$637,846.00

C368-20(08-11-20) **RESOLUTION by Councillor Wetmore to reject all tenders for Tender 2020-10 Cleardale Fire Hall as all tenders received were over budget.**
CARRIED.

P456-20(10-06-20) **RESOLUTION by Councillor Giesbrecht to receive the discussion on the Cleardale Fire Garage for information.** **CARRIED.**

C261-21(06-8-21) **RESOLUTION by Councillor Janzen to receive the discussion regarding the Cleardale Fire Garage for information and bring back to a future regular Council meeting.** **CARRIED.**

Community Development Manager

From: Murray Lewis <murray@6lewis.com>
Sent: November 16, 2022 9:07 AM
To: Community Development Manager
Cc: Allan Rowe; simonzacharias@live.ca
Subject: Re: Cleardale Fire Equipment Storage Garage

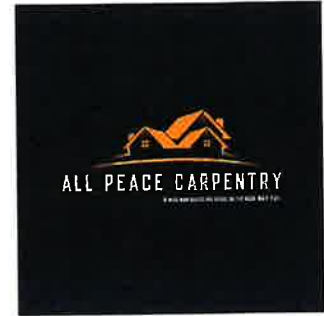
Thanks.

Sent from my iPhone

> On Nov 16, 2022, at 10:55 AM, Community Development Manager <cdm@clearhillscounty.ab.ca> wrote:
>
> Good Morning Murray:
>
> Clear Hills County Council has included \$200,000 in the Multi Year Capital plan for an upgraded storage garage in the Cleardale area for the fire truck that is currently housed in the Ag. Society's garage.
>
> The intent is that the funds will be issued as a conditional grant to the Cleardale Agricultural Society to assist with the cost of construction of a building suitable for this purpose.
>
> The condition on the potential grant is that the County owned fire truck would be stored in a secure section of that building (with power, heat, minimum of one overhead door and one mandoor) rent free.
>
> The motion is included for your reference:
> C509-21(11-30-21) RESOLUTION by Councillor Ruecker to include \$200,000.00 in the 2022 Multi Year Capital Plan for an upgraded Fire storage garage in Cleardale. CARRIED.
>
> I hope this information is helpful in preparing your proposal.
>
> Regards,
> Audrey Bjorklund, CLGM
> Community Development Manager
>
> -----Original Message-----
> From: Murray Lewis <murray@6lewis.com>
> Sent: November 15, 2022 7:35 PM
> To: Allan Rowe <Allan@clearhillscounty.ab.ca>; Community Development Manager <cdm@clearhillscounty.ab.ca>
> Cc: simonzacharias@live.ca
> Subject: Cleardale Fire Equipment Storage Garage
>
> Hi Allan and Audrey,
> I am writing on behalf of the building committee for the Cleardale Agricultural Society and Recreation Board. We are looking for further information relating to the proposed Fire Equipment Storage Garage to be situated in Cleardale. A few months ago the Ag Society was given to understand that Council had proposed some funding on some sort of terms to facilitate construction of some sort of building in conjunction with the Ag Society in Cleardale. The Ag Society formed a sub-committee to investigate some ideas but soon realized it needed greater clarity on what Council proposed. As far as the Committee is aware, no formal correspondence relating to the project has been received by the Society. Are there any resolutions, minutes or background information that you can forward to us?

Estimate

Brought to
March 8/22
Council Mtg.



All Peace Carpentry, Po Box 199, Cleardale AB T0H3Y0, Canada

FOR

Cleardale Ag Society
AB
Canada

Estimate No.: 004
Issue date: 2022-03-07
Valid until: 2022-03-14

Estimate No.	Issue date	Valid until	Total due (CAD)
004	2022-03-07	2022-03-14	\$157,349.11

Description	Quantity	Unit price (\$)	Amount (\$)
Cement pad Material	1	5,054.94	5,054.94
Rebar, poly, pad perimeter insulation			
Wall Material	1	12,945.34	12,945.34
Studs, strapping, inside bathroom framing material			
Roof Material	1	7,669.70	7,669.70
Strapping, rafter package			
Roof Metal	1	3,613.23	3,613.23
Wall metal exterior	1	4,963.37	4,963.37
Wall metal interior	1	7,736.46	7,736.46
Insulation	1	3,329.30	3,329.30
Windows/doors	1	9,871.94	9,871.94
2 man doors, (4) 4x4 windows, 20'x14' overhead door with electric opener			
Plumbing	1	23,625.00	23,625.00
Sump, shower, toilet, sink, abs pipe, pex, floor heat lines, dual unit boiler system			
Labour	1	45,854.90	45,854.90
Cement	1	11,000.00	11,000.00
Cement pad prep/finish	1	11,025.00	11,025.00
Electrical	1	5,250.00	5,250.00
Wire, light fixtures, plug in boxes, lights switches, breaker box, breakers			
Gravel	1	4,000.00	4,000.00
Soffit/Fascia	1	940.21	940.21

Simon Zacharias

(780) 834-7311

allpeacecarpentry@outlook.com

All Peace Carpentry BN/NE : 727294928
Po Box 199
Cleardale AB T0H3Y0
Canada

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	June 8, 2021
Originated By:	Councillor Ruecker
Title:	Cleardale Fire Garage
File:	31-61-11

DESCRIPTION:

Councillor Ruecker requested that the Cleardale Fire Garage be brought to today's Council meeting for consideration of alternative options to get a larger structure to store that fire department quad cab pickup, Unit 1806, that is currently being parked in the Cleardale Agricultural Society's heated garage.

BACKGROUND:

P456-20(10-06-20) RESOLUTION by Councillor Giesbrecht to receive the discussion on the Cleardale Fire Garage for information. CARRIED.

C368-20(08-11-20) RESOLUTION by Councillor Wetmore to reject all tenders for Tender 2020-10 Cleardale Fire Hall as all tenders received were over budget. CARRIED.

C299-20(07-14-20) RESOLUTION by Councillor Janzen to open tenders at 9:45 a.m. for Tender 2020-10, Cleardale Fire Hall, analyze results and bring back a recommendation to the next Regular Council Meeting.

CARRIED.

<u>Company</u>	<u>Amount</u>
Scott Builders Inc.	\$864,700.00
Southwest Design & Const Ltd.	\$644,014.00
JMS Construction	\$819,900.00
Genron Ent. 2007 Ltd.	\$777,765.00
Lavergne Construction (1998) Ltd.	\$637,846.00

BUDGET:

OPTIONS:

RECOMMENDED ACTION:

RESOLUTION by.....

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

Request For Decision (RFD)

Meeting:	Policies & Priorities Committee Meeting
Meeting Date:	October 6, 2020
Originated By:	Audrey Bjorklund, Community Development Manager, CLGM
Title:	2021 Preliminary Budget Items
File:	63-02-02/23-02-02

DESCRIPTION:

As preparation of the draft 2021 Budget approaches the Committee is requested to consider a number of items.

BACKGROUND:

ASB is recommending to plan for Tradeshow include it in the budget and review in Dec/January to determine if the pandemic situation indicates that it should be cancelled. (\$34,000 revenue, \$90,000 expenses = \$56,000 total cost)

BBQ – include in budget or cancel due to continuing pandemic situation. (\$9,500)

Cleardale Fire Garage:

- return to original concept of heated single bay garage, no water no sewer, include \$_____ in 2021 capital budget and retender in 2021.
- Retain design, set up a Reserve for the project and allocate \$_____ annually with a target budget of \$_____ and goal for construction in _____ of the Multi-Year Capital Plan.
- Other ?

RECOMMENDED ACTION:

RESOLUTION by.....to recommend Council....

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

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	August 11, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	TENDER AWARD – 2020-10 CLEARDALE FIRE HALL
File:	61-02-02

DESCRIPTION:

Council is presented with the tender analysis for Tender 2020-10 Cleardale Fire Hall.

BACKGROUND:

Tenders were opened on July 14, 2020 and forwarded to S.P.A. Engineering for analysis and a recommendation. Council reviewed the analysis at the August 4, 2020 Special Council meeting and passed the following resolution:

C340-20(08-04-20) RESOLUTION by Reeve Croy to accept for information the analysis of Tender 2020-10 Cleardale Fire Hall garage and bring back a recommendation, to deny the Tender due to the tenders coming in over budget to the August 11, 2020 Regular Council Meeting. CARRIED.

BUDGET:

\$100,000

Tenders ranged from \$644,140 to \$864,700.

RECOMMENDED ACTIONS:

RESOLUTION by to reject all tenders for Tender 2020-10 Cleardale Fire Hall as all tenders received were over budget.

Reviewed by:	Manager:	CAO:
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Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	July 14, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	TENDER OPENING – 2020-10 CLEARDALE FIRE HALL 9:45 A.M.
File:	61-02-02

DESCRIPTION:

Council is presented with tenders to open for Tender 2020-10 Cleardale Fire Hall.

BACKGROUND:

Tenders closed July 13 at 4:00 p.m.
Tenders will be forwarded to S.P.A. Engineering for analysis and a recommendation will be presented at the August 11, 2020 Council meeting.

BUDGET:
\$100,000

RECOMMENDED ACTIONS:

RESOLUTION by to open tenders at 9:45 a.m. for Tender 2020-10, Cleardale Fire Hall, analyze results and bring back a recommendation to the next Regular Council Meeting.

Reviewed by:	Manager:	CAO:
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Clear Hills County

Request For Decision (RFD)

Meeting:	Special Council Meeting
Meeting Date:	May 26, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	FIRE TRUCK GARAGE - CLEARDALE
File:	23-02-02

DESCRIPTION:

Council is presented with the fire truck garage drawings and site plan for review.

BACKGROUND:

C553-19(10-22-19) RESOLUTION by Councillor Janzen to Include funds of \$100,000.00 in the 2020 Multi-Year Capital Plan for a single bay garage to fit a pumper or water truck for a firefighting unit in Cleardale, including water and sewer installation. CARRIED.

C143-20(03-10-20) RESOLUTION by Councillor Janzen to award the Fire Truck Garage Professional Engineering & Design Services proposal to Scheunhage Popek & Associates Ltd in the amount of \$28,800, plus GST and extra incidentals that may be incurred during the project as outlined in the proposal document. CARRIED.

Development Permit W05-20 has been issued for the construction of the garage.

ATTACHMENTS:

- Fire Truck Garage engineered drawings

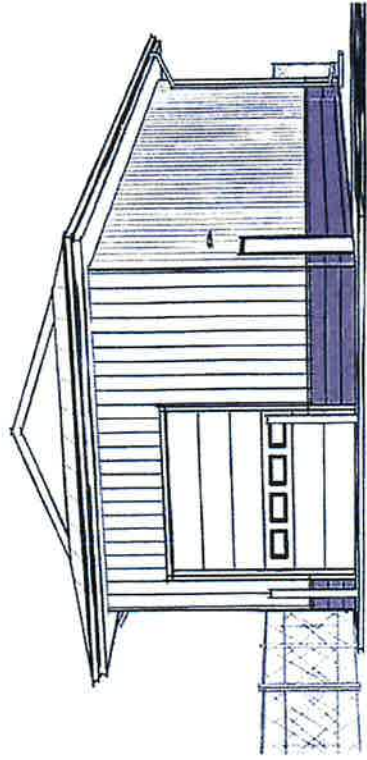
OPTIONS:

- Approve the drawings and proceed to tender
- Direct the following changes...

RECOMMENDED ACTION:

RESOLUTION by to

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

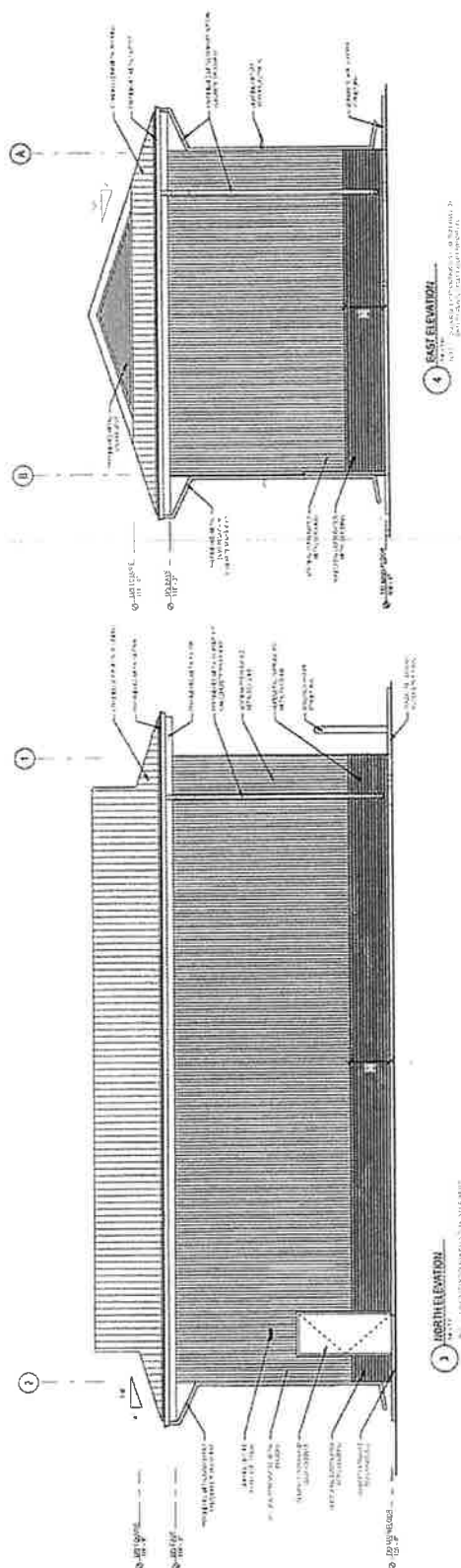
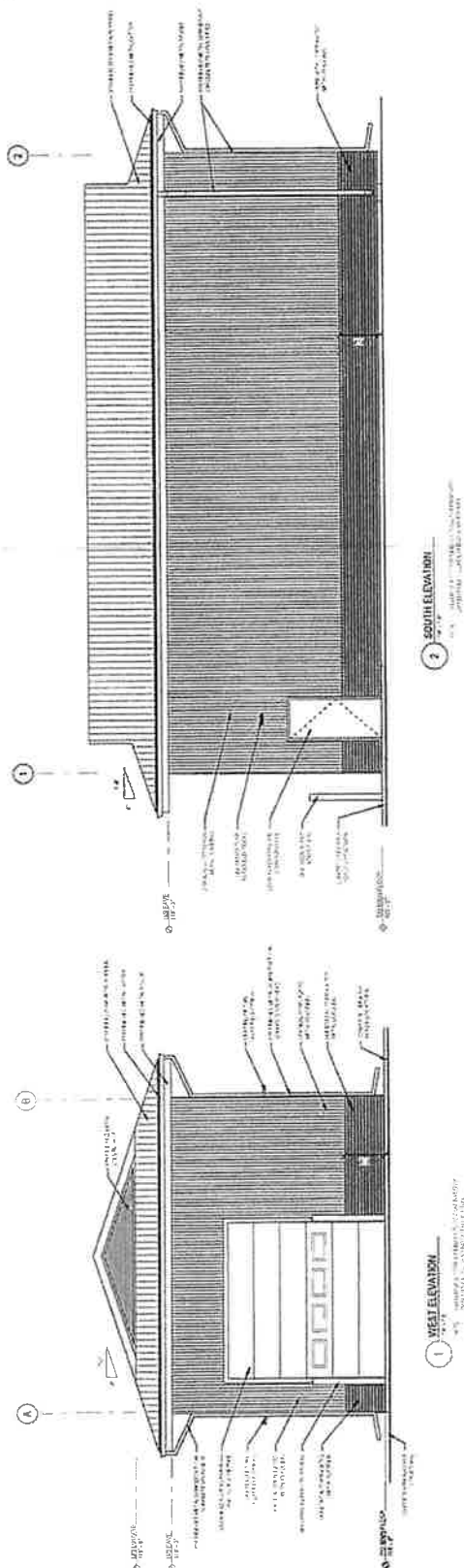
LOT 84.05 BLOCK 1, PLAN 023856 CLEARHILLS COUNTY AB

ARCHITECTURAL	
A01	SPECIFICATIONS
A02	SITE PLAN
A03	SITE DETAILS
A04	FOUNDATION PLAN
A05	FLOOR PLANS
A06	REFLECTED CEILING PLAN
A07	ROOF PLAN
A08	ELEVATIONS
A09	SECTION ELEVATIONS
A10	WALL SECTIONS
A11	DETAILS
A12	INTERIOR ELEVATIONS
A13	SCHEDULES

STRUCTURAL	
S01	SPECIFICATIONS
S02	TYPICAL DETAILS
S03	FOUNDATION DETAILS
S04	FLOORING DETAILS
S05	FRAMING DETAILS
S06	FRAMING SECTIONS

MECHANICAL	
M01	Mechanical Specifications
M02	MECHANICAL PLAN
M03	MECHANICAL PLUMBING PLAN
M04	MECHANICAL PLUMBING
M05	MECHANICAL DETAILS
M06	MECHANICAL SCHEDULES

ELECTRICAL	
E01	SPECIFICATIONS
E02	ELECTRICAL PLAN
E03	DETAILS

[illegible]

DATE	NO. OF	COLLECTED
10/10/2000	3	10/10/2000
11/10/2000	1	11/10/2000
12/10/2000	4	12/10/2000

CLIFARHILLS COUNTY

CLEARHILLS FIREHALL

THE UNIVERSITY OF CHICAGO
LIBRARY

UTAH
ELEVATIONS

DATE	TIME	NAME
10/10/10	10:10	101010

WALL SCHEDULE

1. ALL WALLS TO BE CONCRETE UNLESS NOTED OTHERWISE.

2. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON BOTH SIDES.

3. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON ONE SIDE AND 1/4" GYPSUM BOARD ON THE OTHER SIDE.

4. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON ONE SIDE AND 1/4" GYPSUM BOARD ON THE OTHER SIDE.

5. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON ONE SIDE AND 1/4" GYPSUM BOARD ON THE OTHER SIDE.

6. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON ONE SIDE AND 1/4" GYPSUM BOARD ON THE OTHER SIDE.

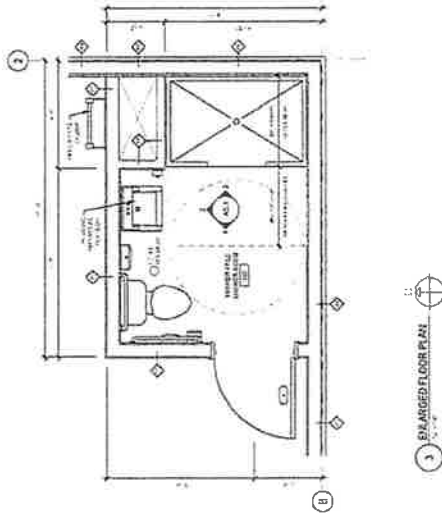
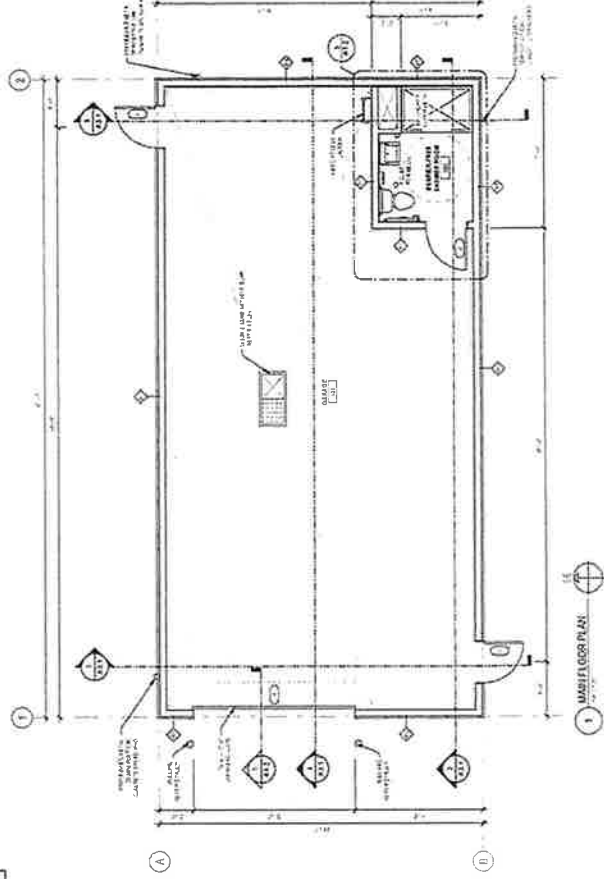
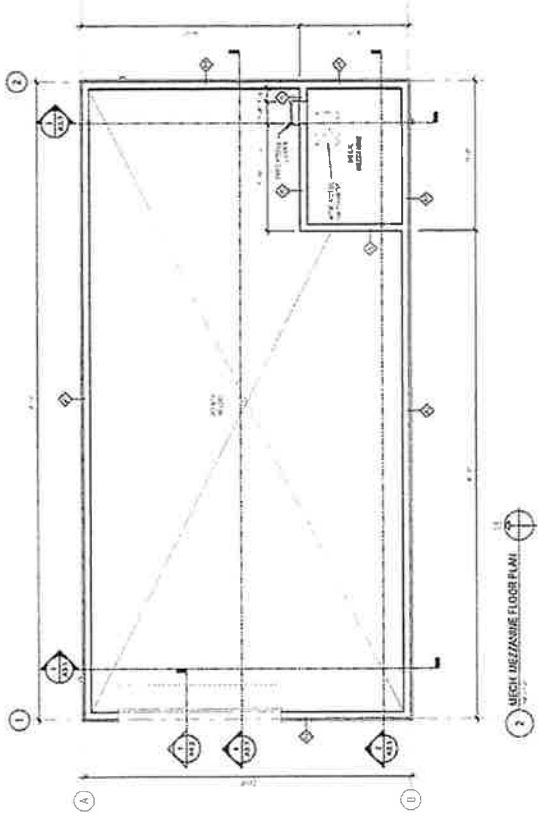
7. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON ONE SIDE AND 1/4" GYPSUM BOARD ON THE OTHER SIDE.

8. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON ONE SIDE AND 1/4" GYPSUM BOARD ON THE OTHER SIDE.

9. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON ONE SIDE AND 1/4" GYPSUM BOARD ON THE OTHER SIDE.

10. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON ONE SIDE AND 1/4" GYPSUM BOARD ON THE OTHER SIDE.

WALL SCHEDULE	WALL TYPE	WALL THICKNESS	WALL FINISH	WALL NOTES
1	CONCRETE	12"	1/2" GYPSUM BOARD ON BOTH SIDES	ALL WALLS TO BE CONCRETE UNLESS NOTED OTHERWISE.
2	CONCRETE	12"	1/2" GYPSUM BOARD ON BOTH SIDES	ALL WALLS TO BE CONCRETE UNLESS NOTED OTHERWISE.
3	CONCRETE	12"	1/2" GYPSUM BOARD ON BOTH SIDES	ALL WALLS TO BE CONCRETE UNLESS NOTED OTHERWISE.
4	CONCRETE	12"	1/2" GYPSUM BOARD ON BOTH SIDES	ALL WALLS TO BE CONCRETE UNLESS NOTED OTHERWISE.
5	CONCRETE	12"	1/2" GYPSUM BOARD ON BOTH SIDES	ALL WALLS TO BE CONCRETE UNLESS NOTED OTHERWISE.



1. ALL WALLS TO BE CONCRETE UNLESS NOTED OTHERWISE.

2. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON BOTH SIDES.

3. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON ONE SIDE AND 1/4" GYPSUM BOARD ON THE OTHER SIDE.

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10. ALL WALLS TO BE FINISHED WITH 1/2" GYPSUM BOARD ON ONE SIDE AND 1/4" GYPSUM BOARD ON THE OTHER SIDE.

PROJECT INFORMATION

PROJECT: CLEARHILLS COUNTY
CLEARHILLS FIREHALL

DATE: 10/10/2020
DRAWN BY: [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]

REVISIONS

1. [Description]
2. [Description]
3. [Description]

SCALE

1" = 10'-0"

PROJECT LOCATION

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT NO.

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT NAME

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT ADDRESS

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT CITY

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT STATE

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT ZIP

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT PHONE

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT FAX

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT EMAIL

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT WEBSITE

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT CONTACT

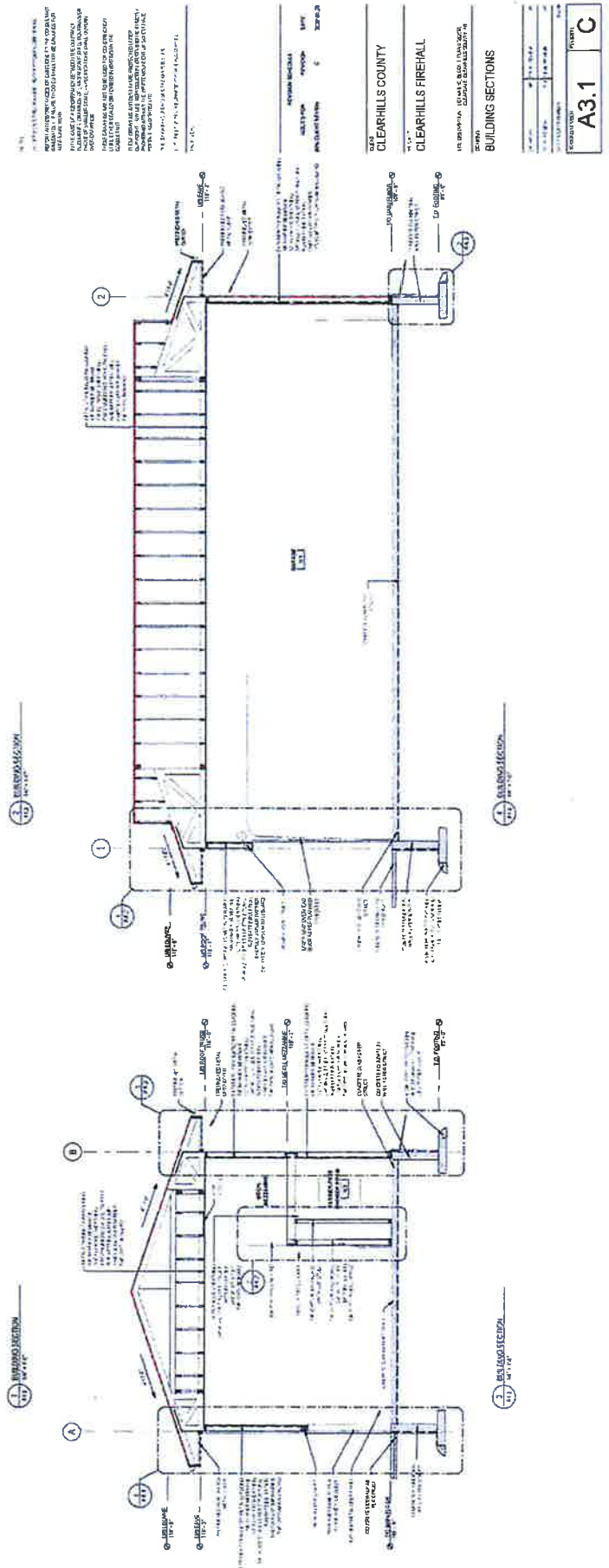
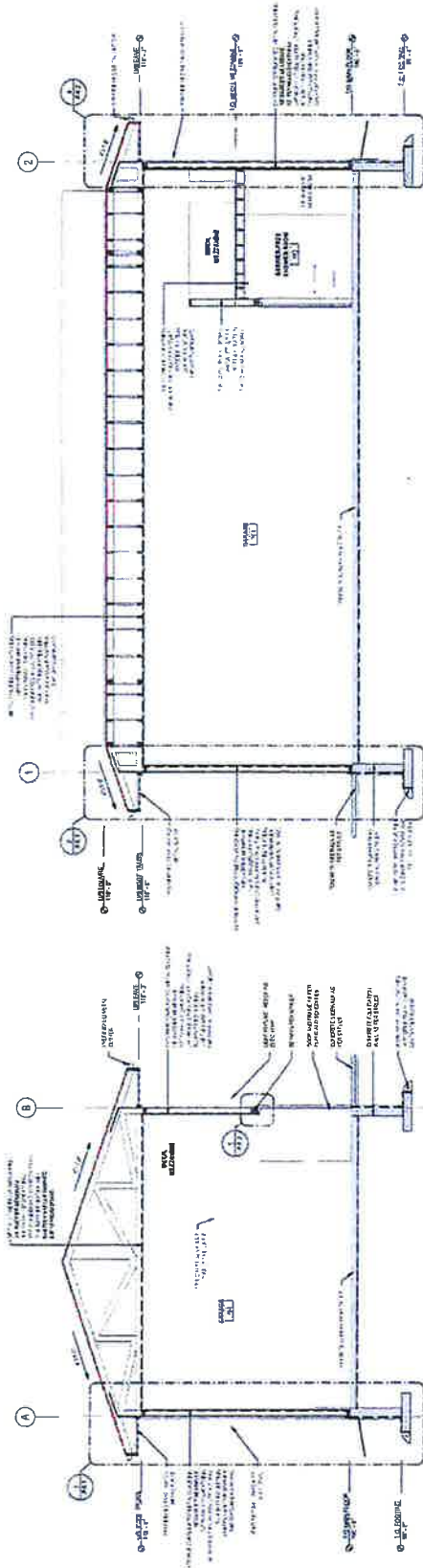
10000 100TH AVE, CLEARHILLS, ALA 35041

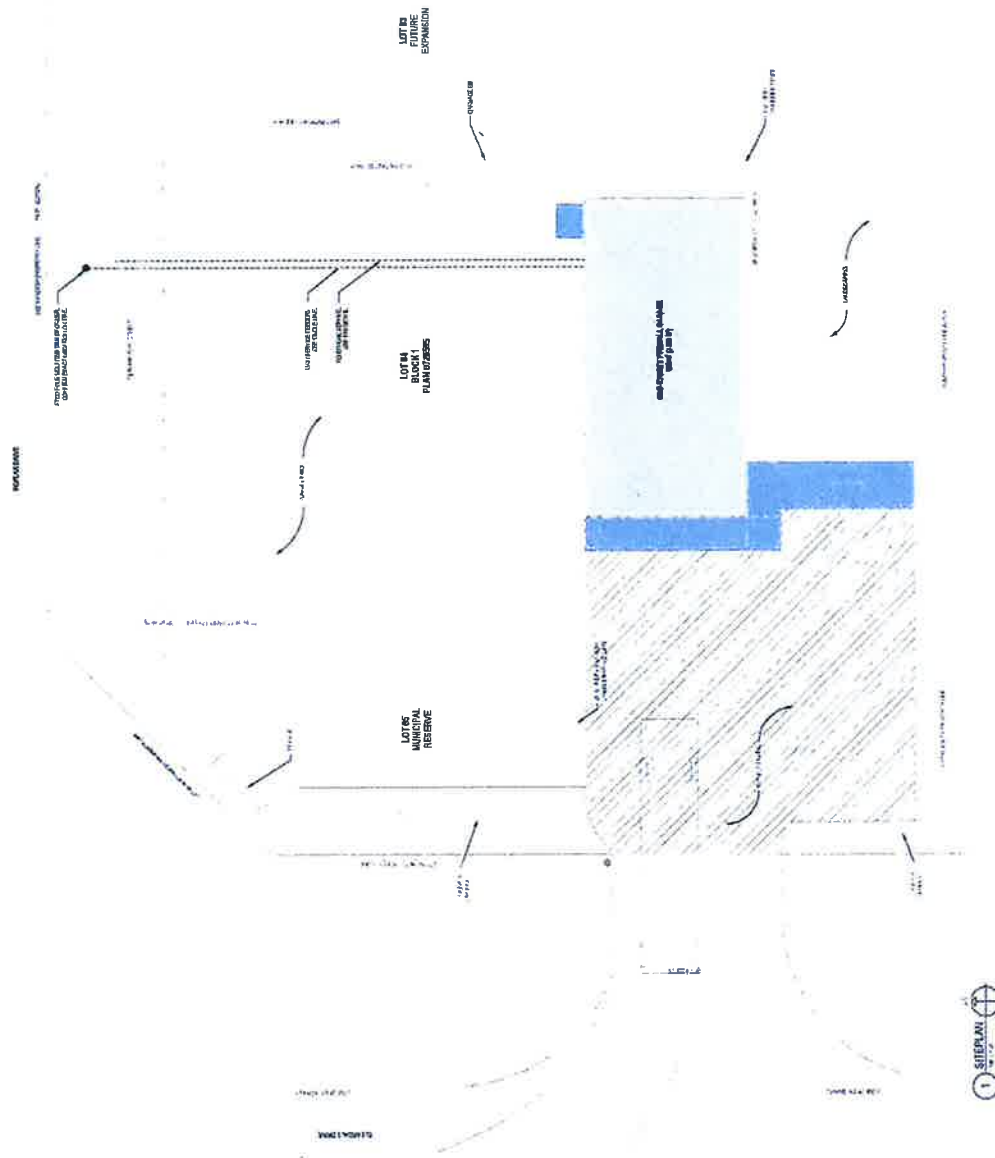
PROJECT DESCRIPTION

10000 100TH AVE, CLEARHILLS, ALA 35041

PROJECT NOTES

10000 100TH AVE, CLEARHILLS, ALA 35041



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CLEARHILLS COUNTY

REPORT
CLEARHILLS FIREHALL

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STEELE AND

[illegible]

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 10, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	Fire Truck Garage - Cleardale
File:	23-02-02

DESCRIPTION:

Council is requested to provide direction on awarding the Fire Truck Garage professional engineering & design proposal.

BACKGROUND:

C553-19(10-22-19) RESOLUTION by Councillor Janzen to Include funds of \$100,000.00 in the 2020 Multi-Year Capital Plan for a single bay garage to fit a pumper or water truck size firefighting unit in Cleardale, including water and sewer installation. CARRIED.

Administration contacted several companies that provide engineered drawing services, four expressed interest and in the end two of the interested parties backed out due to how busy they already were and two provided proposals.

The two proposals received were:

Scheunhage Popke & Associates Ltd. \$28,800 + GST + extra incidentals

Beirsto & Associates Engineering Ltd. \$38,250 + GST +extra incidentals

BUDGET/COSTS

\$100,000 has been included in year 2020 of the Multi-Year Capital Plan for the drawings, site work and construction of a single bay garage to fit a pumper or water truck size firefighting unit in Cleardale, including water and sewer installation.

OPTIONS

- Award the proposal and proceed with preparing tender documents.
- Postpone the project to a future year (potentially benefit from less building projects, more interest, lower costs).
- Increase the budget.

RECOMMENDED ACTION:

RESOLUTION by to award the Fire Truck Garage Professional Engineering & Design Services proposal to Scheunhage Popek & Associates Ltd in the amount of \$28,800, plus GST and extra incidentals that may be incurred during the project as outlined in the proposal document.

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 11, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	Cleardale Fire Garage Placement
File:	61-02-02

DESCRIPTION:

Council is requested to provide direction on placement of the fire garage on the site to assist with site design and proceeding with the development permit application process.

BACKGROUND:

ATTACHMENTS:

- Aerial Photo
- Proposed placement options

OPTIONS:

Select placement option 1, 2 or an alternate option

RECOMMENDED ACTION:

RESOLUTION by.....to select option ____ for placement of the Cleardale fire garage on Plan 0726595 Block 1 Lot 84.

Initials show support - Reviewed by:	Manager: 	CAO: 
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Cleardale - Fire Garage Options



Proposed Options for placement of Cleardale Fire Garage on lot 84

Considerations:

Keep lot 83 (east side) as it currently is and retain ownership of this lot for future expansion of fire services

Aesthetics considerations - space for tree & shrub buffer to block structures from residential view

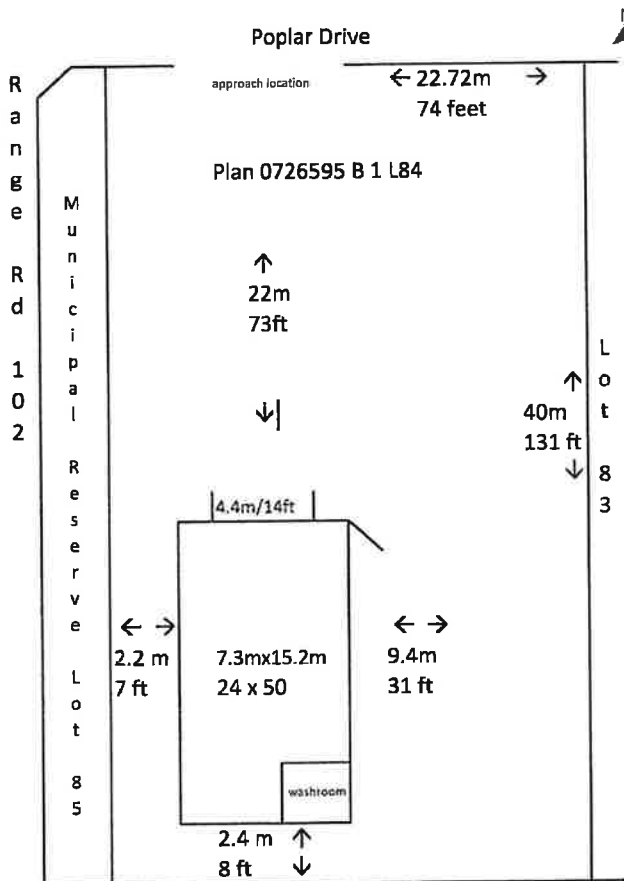
Room for future expansion (addition, other structures, compound fence)

Access considerations - Option 2 - approach is onto Range Road instead of residential street.

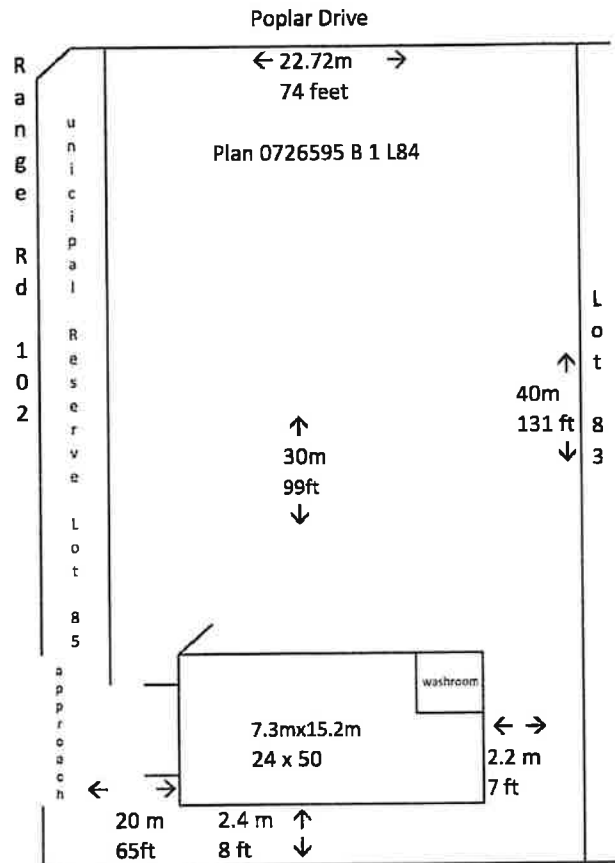
Both options allow for future placement of additional approach(es)

* Drawings are close to scale.

OPTION 1



OPTION 2



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	January 28, 2020
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	Fire Truck Garage - Cleardale
File:	23-02-02

DESCRIPTION:

Council is requested to provide direction on location, lot and building design so the tender documents can be prepared for the fire truck garage to house the grassfire unit that the County is currently paying rent to store in the Hamlet of Cleardale.

BACKGROUND:

C553-19(10-22-19) RESOLUTION by Councillor Janzen to Include funds of \$100,000.00 in the 2020 Multi-Year Capital Plan for a single bay garage to fit a pumper or water truck size firefighting unit in Cleardale, including water and sewer installation. CARRIED.

A. Location options and site conditions (refer to attached map)

OPTION 1:

- Lot access – street design is along the south side of the property
 - Anticipate design would be to have the building situated with the South side being the main entrance.
- Tree removal required.
- Lot grading and drainage design for curb and gutter.
- 1 meter drop, so lot will require considerable fill.
- Extend water and sewer west from current end of lines.
- Most expensive option due to location of sewer tie-in and the anticipated need for a sewer lift station due to the 1 meter elevation drop from east to west.
- Zoning – Hamlet Recreational and Hamlet Commercial – Public use (fire garage) is a discretionary use.

OPTION 2:

- Tree removal required.
- Water and sewer to property line.
- May require some fill towards back(east side) of lot.
- Suggesting two lots be amalgamated.
- Zoning – Hamlet Residential District 2 – Public use (fire garage) is a discretionary use

Initials show support - Reviewed by:	Manager:	CAO:
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OPTION 3:

- Minimal tree removal.
- Water and sewer to property line.
- Will require fill on south side of lot due to low wet area.
- Suggesting two lots be amalgamated.
- Zoning – Hamlet Residential District 2 – Public use (fire garage) is a discretionary use

B. Building Design:

- a. Public use, so must be engineered drawings
- b. Man door with window
- c. Windows in overhead bay door(s)
- d. Overhead radiant heat in garage bay
- e. Electric heat in washroom.
- f. Cement floor with drain
- g. Include overhead plumbing to fill water tank on firefighting unit.
- h. Washroom with toilet, sink and shower stall.
- i. Size - suggest 36 ft x 36 ft for a single bay facility to provide adequate work space around a full size water truck, 16 x 16 Overhead door dimensions, door offset to accommodate an 8 x 8 washroom on one side of building. (ie- 6 ft side wall, 16 foot door, 14 ft sidewall)
- j. Building location on lot, in addition to meeting setbacks from street and adjacent properties recommend including adequate parking apron so a fire truck parked outside the doors is on the garage property.

C. Access design & number of overhead doors:

Doors:

OPTION 1: Drive through style – 2 bay doors

1. plan a driving lane along one side of the building (future building expansion consideration if driving lane will be paved)
2. plan a driving lane on both sides of the building to access lot approach when using north door.

OPTION 2: 1 bay doors

1. Unit will be backed out (or in)

Access:

1. **OPTION 1:** Paved parking apron and driving lane(s)
2. **OPTION 2:** Gravel parking apron and driving lane(s)

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

1. Map showing Location options, and water & sewer tie-in locations for Option1.
2. Zoning map

BUDGET/COSTS

\$100,000 has been included in year 2020 of the Multi-Year Capital Plan for the required site work and construction of a single bay garage to fit a pumper or water truck for a firefighting unit in Cleardale, including water and sewer installation.

NEXT STEPS:

1. Provide direction on:
 - a. Location, and
 - b. Building design,
 - c. Overhead doors
 - d. Access & driving lanes
2. Resolution authorizing administration have engineered drawing prepared.
3. Once design approved proceed to tender

RECOMMENDED ACTION:

RESOLUTION by _____ to authorize administration to have engineered drawings prepared for a ____x ____ single bay garage with bathroom, and ____ overhead doors designed to fit a pumper or water truck size firefighting unit, and bring the drawings to a future meeting for approval.

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 8, 2019 22
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	GRASSFIRE TRUCK STORAGE
File:	23-02-02

DESCRIPTION:

Council requested cost estimates for a permanent building to house the grassfire unit that is stored in Cleardale.

BACKGROUND:

C502-19(10-08-19) RESOLUTION by Councillor Janzen to bring back cost estimates on permanent building to house the grassfire unit that is stored in Cleardale.
CARRIED.

Specs:

1. Basic heated public/institutional quality garage package with cement floor to house grassfire unit
Cost Estimate: \$20-\$30,000
2. Larger single bay garage with capacity to fit a pumper or water truck, cement floor, heated:
Cost Estimate: \$70,000 and up
3. Post frame insulated structure (ie Goodon Industries)
2 bays large enough to house a fire pumper:
Cost Estimate: \$300,000

Note: A firehall is considered a public/institutional building and must be built to commercial standards, and require a structural engineer print. May require firewall depending on proximity to property line adjacent buildings.

Location:

- West of church/ kitty corner to Senior's lot in Cleardale
- Water and sewer installation cost estimate \$20,000.

OPTIONS:

- Include funds for _____ e in 2020 or a future year of the Multi-Year Capital Plan
- Accept for information the discussion around costs for a permanent structure to house the grassfire unit at Cleardale.

RECOMMENDED ACTION:

RESOLUTION by _____ to _____

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	October 8, 2019
Originated By:	Audrey Bjorklund, CLGM, Community Development Manager
Title:	GRASSFIRE TRUCK STORAGE
File:	23-02-02

DESCRIPTION:

Council is presented with options for a permanent building to house the grassfire unit that is stored in Cleardale.

BACKGROUND:

C570-18(11-13-18) RESOLUTION by Councillor Janzen to direct administration to bring back cost estimates and options for a permanent building to house the grassfire unit that is stored in Cleardale for the 2020 budget cycle multi-year capital plan discussion. CARRIED.

Current Situation:

Paying \$6,000 annually to store the Grassfire truck in the Cleardale Ag. Society's garage. This structure is just large enough to accommodate the truck as the mirrors must be folded in each time it is driven into the garage, and there has been damage to one truck door already due to the tight access/egress.

Request for a larger storage building led to the November 13, 2018 discussion to bring back cost estimates on a facility large enough to house this unit and potential expansion for additional units or a future firehall.

Specs:

1. Basic heated garage package with cement floor just to house grassfire unit \$20-\$30,000
2. Post frame insulated structure (ie Goodon Industries)
4 bay overhead doors, 2 manddoors, windows in Overhead doors.
Cement Floor, water & sewer, Overhead radiant heat in main building, electric heat in washroom.
A firehall is considered a public/institutional building and must be built to commercial standards, and require a structural engineer print. May require firewall depending on proximity to property line adjacent buildings.
Cost Estimate: \$300,000

Location:

Proposing the undeveloped area south of the new subdivision in Cleardale.

- The two County lots west of the lagoon were suggested, however there are concerns with vehicle entering the roadway there due to the curve in the road, and the ongoing sliding of the river valley that is very close to this site.

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

Hamlet of Cleardale map

Aerial of hamlet of Cleardale

OPTIONS:

- Include funds for a basic garage package in 2020 or a future year of the Multi-Year Capital Plan
- Include funds for a post frame insulated shop in 2020 or a future year of the Multi-Year Capital Plan
- Accept for information the discussion around costs and options for a permanent structure to house the grassfire unit at Cleardale.

RECOMMENDED ACTION:

RESOLUTION by _____ to _____

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 13, 2018
Originated By:	Clear Creek Fire Committee
Title:	CCFC Recommendations
File:	23-20-02

DESCRIPTION:

Council is presented with budget related recommendations from the November 1, 2018 Clear Creek Fire Committee meeting.

BACKGROUND:

F003-18(11/01/18) MOTION by Member Zavisha that the Clear Creek Fire Committee Operating Committee recommends Clear Hills County Council authorize investigating options for a permanent building to house the grassfire unit in Cleardale due to the high cost for the rental bay that is currently used.

CARRIED

- The Committee recommended the 2019 budget be adopted with the monthly rental allotment and the intent of this motion would be for construction in 2020 or 2021. Discussion was around a simple insulated garage style building.

F004-18(11/01/18) MOTION by Member Bjornson that the Clear Creek Fire Committee Operating Committee recommends Clear Hills County Council include \$25,000 in the 2019 Capital Budget for replacement of the Worsley Fire Department side by side with a heavier duty unit, and that the current unit be sold with the proceeds from the sale going towards the \$25,000 budget for the replacement unit with the balance of the funding to be allocated from the Fire Equipment Reserve.

CARRIED

RECOMMENDED ACTION:

RESOLUTION by.....to direct administration to bring back cost estimates for a permanent building to house the grassfire unit that is stored in Cleardale for the 2020 budget cycle multi-year capital plan discussion.

RESOLUTION by.....to include \$25,000 in the 2019 Capital Budget for replacement of the Worsley Fire Department side by side with a heavier duty unit, and that the current unit be sold with the proceeds from the sale going towards the \$25,000 budget for the replacement unit with the balance of the funding to be allocated from the Fire Equipment Reserve.

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

Ranges: From: 2020-12-31 To: 2020-12-31
Date: 2020-01-01
Account: 2-31-61-11-111 2-31-61-11-762

Subtotal By:	No Subtotals
Sorted By:	Transaction

Include: Posting

Account: 2-31-61-11-111			Description: COMM SERV - BUILDINGS - UNIT 6111 - Permanent		Beginning Balance:		\$0.00
Trx Date	Jrnl No.	Orig. Audit Trail	Distribution Reference	Orig. Master Number	Orig. Master Name	Debit	Credit
2020-05-29	186,392	CPY052920RE	AB01 BJORKLUND, AUDREY	12292	BJORKLUND, AUDREY	\$134.36	
2020-06-12	186,591	CPY061220RE	AB01 BJORKLUND, AUDREY	12312	BJORKLUND, AUDREY	\$134.36	
2020-06-26	186,806	CPY062620RE	AB01 BJORKLUND, AUDREY	12337	BJORKLUND, AUDREY	\$167.95	
2020-07-10	187,057	CPY071020RE	AB01 BJORKLUND, AUDREY	12355	BJORKLUND, AUDREY	\$134.36	
2020-07-24	187,238	CPY072420RE	AB01 BJORKLUND, AUDREY	12392	BJORKLUND, AUDREY	\$134.36	
2020-08-21	187,809	CPY082120RE	AB01 BJORKLUND, AUDREY	12436	BJORKLUND, AUDREY	\$67.18	
Net Change						Ending Balance	
Totals:						\$772.57	\$772.57
Account: 2-31-61-11-111						\$772.57	\$0.00

Account:	2-31-61-11-131			Description:	COMM SERV - BUILDINGS - UNIT 6111 - Pension		Beginning Balance:	\$0.00
Trx Date	Jrnl No.	Orig. Audit Trail	Distribution Reference	Orig. Master Number	Orig. Master Name	Debit	Credit	
2020-05-29	186,392	CPY052920RE	AB01 BJORKLUND, AUDREY	12292	BJORKLUND, AUDREY	\$30.82		
2020-06-12	186,591	CPY061220RE	AB01 BJORKLUND, AUDREY	12312	BJORKLUND, AUDREY	\$30.82		
2020-06-26	186,806	CPY062620RE	AB01 BJORKLUND, AUDREY	12337	BJORKLUND, AUDREY	\$38.54		
2020-07-10	187,057	CPY071020RE	AB01 BJORKLUND, AUDREY	12355	BJORKLUND, AUDREY	\$30.82		
2020-07-24	187,238	CPY072420RE	AB01 BJORKLUND, AUDREY	12392	BJORKLUND, AUDREY	\$30.82		
2020-08-21	187,809	CPY082120RE	AB01 BJORKLUND, AUDREY	12436	BJORKLUND, AUDREY	\$15.41		
Totals:					Net Change	Ending Balance		
Account: 2-31-61-11-131					\$177.23	\$177.23	\$0.00	

Account: 2-31-61-11-137			Description: COMM SERV - BUILDINGS - UNIT 11 - Life Insurance		Beginning Balance:		\$0.00
Trx Date	Jrnl No.	Orig. Audit Trail	Distribution Reference	Orig. Master Number	Orig. Master Name	Debit	Credit
2020-06-12	186,591	CPY061220RE	AB01 BJORKLUND, AUDREY	12312	BJORKLUND, AUDREY	\$5.12	
2020-06-26	186,806	CPY062620RE	AB01 BJORKLUND, AUDREY	12337	BJORKLUND, AUDREY	\$6.16	
2020-07-10	187,067	CPY071020RE	AB01 BJORKLUND, AUDREY	12355	BJORKLUND, AUDREY	\$5.06	
2020-07-24	187,238	CPY072420RE	AB01 BJORKLUND, AUDREY	12392	BJORKLUND, AUDREY	\$5.12	
2020-08-21	187,809	CPY082120RE	AB01 BJORKLUND, AUDREY	12436	BJORKLUND, AUDREY	\$2.53	
				Net Change		Ending Balance	
Account: 2-31-61-11-137				Totals:	\$23.99	\$23.99	\$0.00

Account: 2-31-61-11-242		Description: COMM SERV - BUILDINGS - UNIT 6111 - Chargebacks		Beginning Balance:		\$0.00	
Trx Date	Jrnl No.	Orig. Audit Trail	Distribution Reference	Orig. Master Number	Orig. Master Name	Debit	Credit
2020-05-31	187,519	GLTRX00025986					\$165.11
2020-06-30	187,526	GLTRX00025988					\$382.91
2020-07-31	188,429	GLTRX00026137					\$340.51
2020-08-31	189,100	GLTRX00026229					\$85.11
Net Change						Ending Balance	
Totals:						-\$973.79	\$973.71
Account: 2-31-61-11-242							

Account: 2-31-61-11-762		Description: COMMSERV-BUILDINGS-FIRETRCKGARAGE CLDL-Capit		Beginning Balance:	\$0.00		
Trx Date	Jrnl No.	Orig. Audit Trail	Distribution Reference	Orig. Master Number	Orig. Master Name	Debit	Credit
2020-05-08	186,457	PMTRXX00003014	Purchases	200481	SPA ENGINEERING	\$7,114.80	
2020-06-08	186,961	PMTRXX00003025	Purchases	200482	SPA ENGINEERING	\$20,280.00	
2020-06-08	186,961	PMTRXX00003025	Purchases	200482	SPA ENGINEERING	\$1,064.70	
2020-06-20	188,137	PMTRXX00003041	Purchases	200483	SPA ENGINEERING	\$1,658.74	

HISTORICAL DETAILED TRIAL BALANCE FOR 2020
Clear Hills County

		Net Change		Ending Balance			
		Totals:	\$30,118.34	\$30,118.34	\$30,118.34		\$0.00
Account: 2-31-61-11-762							
	<u>Accounts</u>	<u>Beginning Balance</u>	<u>Net Change</u>	<u>Ending Balance</u>	<u>Debit</u>	<u>Credit</u>	
Grand Totals:	5	\$0.00	\$30,118.34	\$30,118.34	\$31,092.13	\$973.79	

HISTORICAL DETAILED TRIAL BALANCE FOR 2020

Clear Hills County
General Ledger

Ranges: From: 2020-01-01 To: 2020-12-31
Date: 2020-01-01
Account: 2-31-61-11-111 2-31-61-11-762

Subtotal By: No Subtotals
Sorted By: Transaction Include: Posting

Account: 2-31-61-11-111				Description: COMM SERV - BUILDINGS - UNIT 6111 - Permanent				Beginning Balance:		\$0.00	
Trx Date	Jrnl No.	Orig. Audit Trail	Distribution Reference	Orig. Master Number	Orig. Master Name	Debit	Credit				
2020-05-29	186,392	CPY052920RE	AB01 BJORKLUND, AUDREY	12292	BJORKLUND, AUDREY	\$134.36					
2020-06-12	186,591	CPY061220RE	AB01 BJORKLUND, AUDREY	12312	BJORKLUND, AUDREY	\$134.36					
2020-06-26	186,806	CPY062620RE	AB01 BJORKLUND, AUDREY	12337	BJORKLUND, AUDREY	\$167.95					
2020-07-10	187,057	CPY071020RE	AB01 BJORKLUND, AUDREY	12355	BJORKLUND, AUDREY	\$134.36					
2020-07-24	187,238	CPY072420RE	AB01 BJORKLUND, AUDREY	12392	BJORKLUND, AUDREY	\$134.36					
2020-08-21	187,809	CPY082120RE	AB01 BJORKLUND, AUDREY	12436	BJORKLUND, AUDREY	\$67.18					
Totals:						\$772.57		Ending Balance		\$772.57	\$0.00
Account: 2-31-61-11-131				Description: COMM SERV - BUILDINGS - UNIT 6111 - Pension				Beginning Balance:		\$0.00	
Trx Date	Jrnl No.	Orig. Audit Trail	Distribution Reference	Orig. Master Number	Orig. Master Name	Debit	Credit				
2020-05-29	186,392	CPY052920RE	AB01 BJORKLUND, AUDREY	12292	BJORKLUND, AUDREY	\$30.82					
2020-06-12	186,591	CPY061220RE	AB01 BJORKLUND, AUDREY	12312	BJORKLUND, AUDREY	\$30.82					
2020-06-26	186,806	CPY062620RE	AB01 BJORKLUND, AUDREY	12337	BJORKLUND, AUDREY	\$38.54					
2020-07-10	187,057	CPY071020RE	AB01 BJORKLUND, AUDREY	12355	BJORKLUND, AUDREY	\$30.82					
2020-07-24	187,238	CPY072420RE	AB01 BJORKLUND, AUDREY	12392	BJORKLUND, AUDREY	\$30.82					
2020-08-21	187,809	CPY082120RE	AB01 BJORKLUND, AUDREY	12436	BJORKLUND, AUDREY	\$15.41					
Totals:						\$177.23		Ending Balance		\$177.23	\$0.00
Account: 2-31-61-11-137				Description: COMM SERV - BUILDINGS - UNIT 11 - Life Insurance				Beginning Balance:		\$0.00	
Trx Date	Jrnl No.	Orig. Audit Trail	Distribution Reference	Orig. Master Number	Orig. Master Name	Debit	Credit				
2020-06-12	186,591	CPY061220RE	AB01 BJORKLUND, AUDREY	12312	BJORKLUND, AUDREY	\$5.12					
2020-06-26	186,806	CPY062620RE	AB01 BJORKLUND, AUDREY	12337	BJORKLUND, AUDREY	\$6.16					
2020-07-10	187,057	CPY071020RE	AB01 BJORKLUND, AUDREY	12355	BJORKLUND, AUDREY	\$5.06					
2020-07-24	187,238	CPY072420RE	AB01 BJORKLUND, AUDREY	12392	BJORKLUND, AUDREY	\$5.12					
2020-08-21	187,809	CPY082120RE	AB01 BJORKLUND, AUDREY	12436	BJORKLUND, AUDREY	\$2.53					
Totals:						\$23.99		Ending Balance		\$23.99	\$0.00
Account: 2-31-61-11-242				Description: COMM SERV - BUILDINGS - UNIT 6111 - Chargebacks				Beginning Balance:		\$0.00	
Trx Date	Jrnl No.	Orig. Audit Trail	Distribution Reference	Orig. Master Number	Orig. Master Name	Debit	Credit				
2020-05-31	187,519	GLTRX00025986					\$165.18				
2020-06-30	187,526	GLTRX00025988					\$382.95				
2020-07-31	188,429	GLTRX00026137					\$340.54				
2020-08-31	189,100	GLTRX00026229					\$85.12				
Totals:						-\$973.79		Ending Balance		-\$973.79	\$973.79
Net Change											
Account: 2-31-61-11-242				Description: COMM SERV - BUILDINGS - UNIT 6111 - Chargebacks				Beginning Balance:		\$0.00	
Trx Date	Jrnl No.	Orig. Audit Trail	Distribution Reference	Orig. Master Number	Orig. Master Name	Debit	Credit				
2020-05-31	187,519	GLTRX00025986					\$165.18				
2020-06-30	187,526	GLTRX00025988					\$382.95				
2020-07-31	188,429	GLTRX00026137					\$340.54				
2020-08-31	189,100	GLTRX00026229					\$85.12				
Totals:						-\$973.79		Ending Balance		-\$973.79	\$973.79
Net Change											

HISTORICAL DETAILED TRIAL BALANCE FOR 2020

Clear Hills County

[illegible]

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Agricultural Service Board
Title:	VSI POLICY 6311 AMENDMENTS
File:	63-02-02

DESCRIPTION:

Council is presented with a draft of the VSI policy 6311 with proposed amendments as recommended by the Agricultural Service Board.

BACKGROUND:

AG18-23(02/16/23) RESOLUTION by Member Jensen that this Agricultural Service Board recommend Council adopt the proposed changes to VSI Policy 6311.

CARRIED.

ATTACHMENTS:

- VSI policy 6311 draft

RECOMMENDED ACTION:

RESOLUTION by _____ that Council adopts the recommended changes to VSI Policy 6311 as presented.

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



AgFieldman:





Clear Hills County

Effective Date: January 12, 2021	Policy Number 6311
Title: Veterinary Service Incorporated (1980) Ltd. Program (VSI)	

1. Policy Statement:

- 1.1. Clear Hills County recognizes the value of aiding in the development of livestock expansion with a long term goal of livestock producer and veterinarian service sustainability.

2. Purpose:

- 2.1. To provide assistance to County livestock producers with veterinarian costs.
- 2.2. To retain local large animal veterinarians through the Veterinary Services Incorporated (VSI) program.
- 2.3. To establish guidelines for Clear Hills County's involvement in the VSI program.

3. Responsibilities

- 3.1. Council will allocate an annual VSI budget in accordance with the VSI agreement.
- 3.2. The Agricultural Service Board will recommend to Council amendments to the VSI program and level of service as necessary.
- 3.3. The Agricultural Service Board will recommend to Council the membership fee for participation in the program and this fee may from time to time be reviewed and amended.
 - 3.3.1. The membership fee will be included in the County Schedule of Fees Bylaw.
 - 3.3.2. Memberships will be valid for five years from the time of membership renewal or entry into the program.
- 3.4. Eligible participants must be a resident **that owns livestock** in Clear Hills County for three consecutive months or a landowner in Clear Hills County with livestock.
- 3.5. Participants in the VSI program will:

3.5.1. be limited to one membership per farm unit;

- 3.5.2. sign and complete an application form and enter into a Clear Hills County Veterinarian Services Incorporated (1980) Letter of Understanding and Agreement. Attached as Schedule A.

3.6. VSI Services will:

- 3.6.1. Provide a schedule of fees for eligible veterinarian services on an annual basis;

- 3.6.2. Provide quarterly summaries of program users and claims.

3.7. Service Limitations:

- 3.7.1. Effective January 12, 2021 there will be an annual cap on the county's 50% portion of service costs at \$1,500.00 (One thousand five hundred dollars) per membership.

- 3.7.2. Administration will invoice any users who exceed any service limitations in the amount of the County's contribution to the service that has been exceeded.

4. End of Policy

ADOPTED:

Resolution C438 (05/24/11)

Date: May 24, 2011

AMENDED:

Resolution C28-16 (10/12/16)

Date: January 12, 2016

Resolution C404-17 (08/22/17)

Date: August 22, 2017

Resolution C14-21 (01/12/27)

Date: January 12, 2021

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
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 February 15, 2023 to February 28, 2023 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 February 15, 2023 to February 28, 2023 for a total of \$548,044.39, with funds to be transferred from Long Term Investments.

Initials show support - Reviewed by:

Manager:



CAO:

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2/15/23	2/28/23		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
1359773 AB LTD	027328	2/28/23	\$597.98
Invoice Description	Invoice Number	Invoice Amount	
Wor Walk Path Snow Removal	231310	\$597.98	
BIGAM SHILO	027329	2/28/23	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	78166-021423	\$50.00	
BJORNSON, WAYNE	027330	2/28/23	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive Program	020623	\$200.00	
BOSCHWICK CONTRACTING	027331	2/28/23	\$29,299.77
Invoice Description	Invoice Number	Invoice Amount	
Bear Canyon GB09	577	\$14,127.77	
Worsley GB01	578	\$15,172.00	
BROWNLEE LLP	027332	2/28/23	\$2,575.13
Invoice Description	Invoice Number	Invoice Amount	
Legal Opinion	543814	\$2,575.13	
CANADIAN FOREST PRODUCTS	027333	2/28/23	\$4,052.74
Invoice Description	Invoice Number	Invoice Amount	
2022 Share of Operating Exp	W-638	\$4,052.74	
CLEAR HILLS WASTE MANAGEMENT	027334	2/28/23	\$10,340.62
Invoice Description	Invoice Number	Invoice Amount	
Transfer Stations Contract	155	\$10,340.62	
COMMUNITY FUTURES PEACE COUNTR	027335	2/28/23	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
2023 WIN Conference Sponsoship	WIN2302	\$300.00	
COMPASS MUNICIPAL SERVICES INC	027336	2/28/23	\$8,518.67
Invoice Description	Invoice Number	Invoice Amount	
Camalot Software & Support	INV4320174	\$8,518.67	

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Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CONRAD OILFIELD SERVICES	027337	2/28/23	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
BCWP/Rec Bin Snow Removal	INV5905	\$315.00	
COX, GERALD	027338	2/28/23	\$6,155.00
Invoice Description	Invoice Number	Invoice Amount	
WTP Operator Contract	169	\$5,775.00	
Haul Water to BCWP	156-020623	\$380.00	
DHL	027339	2/28/23	\$511.87
Invoice Description	Invoice Number	Invoice Amount	
Wat Samp/Newsletter Shipping	10308350	\$511.87	
FAIRVIEW & AREA SENIORS CHECK	027340	2/28/23	\$5,900.00
Invoice Description	Invoice Number	Invoice Amount	
2023 FCSS Grant-F&ASCILS	021523	\$5,900.00	
FEHR TIRECRAFT LTD.	027341	2/28/23	\$169.05
Invoice Description	Invoice Number	Invoice Amount	
R&M Unit 65-56	48509	\$169.05	
GOVERNMENT FINANCE OFFICERS AS	027342	2/28/23	\$125.74
Invoice Description	Invoice Number	Invoice Amount	
2023 GFOA Membership	020923	\$125.74	
GRADE PRO CONTRACTING LTD.	027343	2/28/23	\$34,048.88
Invoice Description	Invoice Number	Invoice Amount	
Cleardale GB07	1151	\$17,577.00	
Whitelaw GB15	1152	\$16,471.88	
H.K.P. TRUCKING	027344	2/28/23	\$3,568.61
Invoice Description	Invoice Number	Invoice Amount	
CVIP/R&M/Tires Unit 63-13	53518312	\$2,145.80	
CVIP/R&M Unit 63-40	53518357	\$1,074.18	
R&M Worsley Sr's Bus	53518540	\$348.63	
HACH SALES & SERVICE CANADA LP	027345	2/28/23	\$1,465.38
Invoice Description	Invoice Number	Invoice Amount	
Reagent & Freight	314184	\$1,465.38	
HITECH BUSINESS SYSTEMS LTD.	027346	2/28/23	\$300.16
Invoice Description	Invoice Number	Invoice Amount	

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Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Copier Agreement	1693814		\$300.16
INNOVATION, SCIENCE & ECONOMIC 027347		2/28/23	\$2,047.32
Invoice Description	Invoice Number	Invoice Amount	
Radio License Renewal	20230016989	\$1,706.10	
Radio License Renewal	20230003614	\$341.22	
J L VENTURES	027348	2/28/23	\$697.25
Invoice Description	Invoice Number	Invoice Amount	
Worsley Hamlet Snow Removal	360	\$697.25	
LAPRAIRIE WORKS	027349	2/28/23	\$48,721.93
Invoice Description	Invoice Number	Invoice Amount	
Pavement Maintenance	4490-0011 JAN2	\$48,721.93	
MAIN-WAY ELECTRICAL & INSTRUME 027350		2/28/23	\$2,843.69
Invoice Description	Invoice Number	Invoice Amount	
WWTP Parts/R&M	3121	\$2,843.69	
MONTAGNEUSE 4-H MULTI CLUB	027351	2/28/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
Public Meeting Catering	083961	\$500.00	
NEUDORF, KEVIN	027352	2/28/23	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive Program	021023	\$200.00	
NORTH PEACE APPLIED RESEARCH A 027353		2/28/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Peace Ag Update Sponsor	2231	\$500.00	
NORTH PEACE GAS COOP LTD.	027354	2/28/23	\$3,747.18
Invoice Description	Invoice Number	Invoice Amount	
WWTP Heat	863454	\$1,002.86	
BCWP Heat	862658	\$1,101.41	
CWP Heat	863464	\$541.95	
Cldl Reg Water Pumphouse Heat	865646	\$1,100.96	
NORTH PEACE HOUSING FOUNDATION 027355		2/28/23	\$151,553.43
Invoice Description	Invoice Number	Invoice Amount	
2023 NPHF Requisition	020123	\$606,213.73	

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Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
NORTH PEACE REGIONAL LANDFILL	027356	2/28/23	\$80,306.03
Invoice Description	Invoice Number	Invoice Amount	
2023 Requisition	REC23-012623	\$160,612.05	
OUTSMARTIN TECHNOLOGY LTD.	027357	2/28/23	\$567.00
Invoice Description	Invoice Number	Invoice Amount	
IT Support Jan 25 - Feb 3	657	\$567.00	
OVERHEAD DOOR CO. OF GRAND PRA	027358	2/28/23	\$2,977.80
Invoice Description	Invoice Number	Invoice Amount	
OH Door Maintenance - Shop	3335700	\$893.55	
OH Door Maintenance - Firehall	3335800	\$893.55	
Repair OH Door Switches - FH	3351200	\$1,190.70	
POSTMEDIA	027359	2/28/23	\$876.75
Invoice Description	Invoice Number	Invoice Amount	
Feb. Newsletter Printing	780838	\$876.75	
PROGRADE SERVICES LTD.	027360	2/28/23	\$18,905.25
Invoice Description	Invoice Number	Invoice Amount	
Mont GB03	4199	\$18,905.25	
QUINTEL COMMUNICATIONS	027361	2/28/23	\$232.02
Invoice Description	Invoice Number	Invoice Amount	
Install Radio Unit 54	682745	\$190.02	
Gravel Haul Radio Programming	682694	\$42.00	
ROAMING TRANSPORT	027362	2/28/23	\$37,404.68
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14	0396	\$21,802.73	
Hines Creek GB14	0398	\$15,601.95	
SHINE SERVICES	027363	2/28/23	\$677.25
Invoice Description	Invoice Number	Invoice Amount	
Furnace Duct Cleaning	3311	\$677.25	
SKERRATT, CLAYTON AND ANN	027364	2/28/23	\$1,950.00
Invoice Description	Invoice Number	Invoice Amount	
January Janitorial Services	223256	\$1,950.00	
SPIRIT RIVER FLOORING LTD.	027365	2/28/23	\$61,598.25
Invoice Description	Invoice Number	Invoice Amount	

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Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Replace Flooring - Office	053987		\$61,598.25
TOWN OF FAIRVIEW	027366	2/28/23	\$7,018.00
Invoice Description	Invoice Number	Invoice Amount	
2023 FCSS Grant-Town of Fair	18,939	\$7,018.00	
VASSEUR, LAURENT	027367	2/28/23	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive Program	020623	\$200.00	
VILLAGE OF HINES CREEK	027368	2/28/23	\$3,311.50
Invoice Description	Invoice Number	Invoice Amount	
HCFD Fitness Centre Membership	20230023	\$320.00	
2022 HCFD Expenses - Agmt 173	20230029	\$2,991.50	
WILD ELECTRIC LTD.	027369	2/28/23	\$442.58
Invoice Description	Invoice Number	Invoice Amount	
Take Down Christmas Lights	34817	\$442.58	
WYCLIFFE ENTERPRISES LTD.	027370	2/28/23	\$12,271.88
Invoice Description	Invoice Number	Invoice Amount	
Eureka River GB13	595	\$12,271.88	
Report Total			\$ 548,044.39

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	2/15/23 2/28/23
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
027328	1359773	1359773 AB LTD	2/28/23	ATB	PMCHQ00001223	\$597.98
027329	BIGAM03	SHILO BIGAM	2/28/23	ATB	PMCHQ00001223	\$50.00
027330	BJORNSON05	WAYNE BJORNSON	2/28/23	ATB	PMCHQ00001223	\$200.00
027331	BOSCHWICK01	BOSCHWICK CONTRACTING	2/28/23	ATB	PMCHQ00001223	\$29,299.77
027332	BROWNLEE01	BROWNLEE LLP	2/28/23	ATB	PMCHQ00001223	\$2,575.13
027333	CANFOREST01	CANADIAN FOREST PRODUCTS LTD.	2/28/23	ATB	PMCHQ00001223	\$4,052.74
027334	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	2/28/23	ATB	PMCHQ00001223	\$10,340.62
027335	COMMUNITY04	COMMUNITY FUTURES PEACE COUNTR	2/28/23	ATB	PMCHQ00001223	\$300.00
027336	COMPASS01	MUNISIGHT LTD.	2/28/23	ATB	PMCHQ00001223	\$8,518.67
027337	COOI06	CONRAD OILFIELD SERVICES	2/28/23	ATB	PMCHQ00001223	\$315.00
027338	COXGERALD01	GERALD COX	2/28/23	ATB	PMCHQ00001223	\$6,155.00
027339	DHL01	LOOMIS EXPRESS	2/28/23	ATB	PMCHQ00001223	\$511.87
027340	FAIRVIEWSRS	FAIRVIEW & AREA SENIORS CHECK	2/28/23	ATB	PMCHQ00001223	\$5,900.00
027341	FEHR14	FEHR TIRECRAFT LTD.	2/28/23	ATB	PMCHQ00001223	\$169.05
027342	GFOA01	GFOA ALBERTA	2/28/23	ATB	PMCHQ00001223	\$125.74
027343	GRADEPRO	GRADE PRO CONTRACTING LTD.	2/28/23	ATB	PMCHQ00001223	\$34,048.88
027344	HKPTRUCK01	H.K.P. TRUCKING	2/28/23	ATB	PMCHQ00001223	\$3,568.61
027345	HACH01	HACH SALES & SERVICE CANADA LP	2/28/23	ATB	PMCHQ00001223	\$1,465.38
027346	HITECH01	HITECH BUSINESS SYSTEMS LTD.	2/28/23	ATB	PMCHQ00001223	\$300.16
027347	INCA01	RECEIVER GENERAL FOR CANADA	2/28/23	ATB	PMCHQ00001223	\$2,047.32
027348	JLVENTURE01	J L VENTURES	2/28/23	ATB	PMCHQ00001223	\$697.25
027349	LAPRAIWORKS01	LAPRAIRIE WORKS	2/28/23	ATB	PMCHQ00001223	\$48,721.93
027350	MAINWAY	MAIN-WAY ELECTRICAL &	2/28/23	ATB	PMCHQ00001223	\$2,843.69
027351	MONTAGNEUSE4	MONTAGNEUSE 4-H MULTI CLUB	2/28/23	ATB	PMCHQ00001223	\$500.00
027352	NEUDORFK	KEVIN NEUDORF	2/28/23	ATB	PMCHQ00001223	\$200.00
027353	NPARA01	NORTH PEACE APPLIED RESEARCH A	2/28/23	ATB	PMCHQ00001223	\$500.00
027354	NPGAS01	NORTH PEACE GAS COOP LTD.	2/28/23	ATB	PMCHQ00001223	\$3,747.18
027355	NPHOUSE01	NORTH PEACE HOUSING FOUNDATION	2/28/23	ATB	PMCHQ00001223	\$151,553.43
027356	NORTHPEACE01	NORTH PEACE REGIONAL	2/28/23	ATB	PMCHQ00001223	\$80,306.03
027357	OUTSMARTIN	OUTSMARTIN TECHNOLOGY LTD.	2/28/23	ATB	PMCHQ00001223	\$567.00
027358	OVERHEAD01	OVERHEAD DOOR CO. OF GRAND PRA	2/28/23	ATB	PMCHQ00001223	\$2,977.80
027359	SUNMEDIA	POSTMEDIA NETWORK INC.	2/28/23	ATB	PMCHQ00001223	\$876.75
027360	PROGRADE01	PROGRADE SERVICES LTD.	2/28/23	ATB	PMCHQ00001223	\$18,905.25
027361	QUINTEL01	QUINTEL COMMUNICATIONS LTD.	2/28/23	ATB	PMCHQ00001223	\$232.02
027362	ROAMING	ROAMING TRANSPORT	2/28/23	ATB	PMCHQ00001223	\$37,404.68
027363	SHINE	SHINE SERVICES	2/28/23	ATB	PMCHQ00001223	\$677.25
027364	SKERRATT	CLAYTON AND ANN SKERRATT	2/28/23	ATB	PMCHQ00001223	\$1,950.00
027365	SPIRIT01	SPIRIT RIVER FLOORING LTD.	2/28/23	ATB	PMCHQ00001223	\$61,598.25
027366	TOWNFAIR01	TOWN OF FAIRVIEW	2/28/23	ATB	PMCHQ00001223	\$7,018.00
027367	VASSEUR04	LAURENT VASSEUR	2/28/23	ATB	PMCHQ00001223	\$200.00
027368	VILLAGE01	VILLAGE OF HINES CREEK	2/28/23	ATB	PMCHQ00001223	\$3,311.50
027369	WILDELECT01	WILD ELECTRIC LTD.	2/28/23	ATB	PMCHQ00001223	\$442.58
027370	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	2/28/23	ATB	PMCHQ00001223	\$12,271.88

Total Cheques: 43

Total Amount of Cheques: \$548,044.39

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Policy 1107 – Honorarium Payments to Council
File Code:	12-02-02

DESCRIPTION:

Policy 1107 – Honorarium Payments to Council provides for a monthly honorarium payment to Council Members for the performance of their duties as elected officials.

BACKGROUND / PROPOSAL:

At the February 13, 2023 Policies & Priorities meeting the following motion was made:

P68-23(02-13-23) RESOLUTION by Deputy Reeve Janzen to bring back draft policies 1126 Per Diem and 1107 Honorarium Payment to a future Regular Council meeting. CARRIED.

ATTACHMENTS

- Policy 1107 – Honorarium Payments to Council showing changes
- Policy 1107 – Honorarium Payments to Council final

RECOMMENDED ACTION:

RESOLUTION by ... that Council...

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

Effective Date: **January 1, 2019**

Policy Number: **1107**

Title: **HONORARIUM PAYMENT TO COUNCIL MEMBERS**

1. Policy Statement

- 1.1 Clear Hills County will provide a monthly honorarium to Council Members for performance of their duties as elected officials.

2. Definitions

- 2.1 Basic Honorarium is the monthly amount paid to a Councillor for meeting preparation, expense and time required to travel and attend to meetings listed in Section 3.1 of this policy.

3. Honorariums

Basic Honorariums are paid to Members of Council as their remuneration for the performance of their duties as elected officials. Changes to the rates for honorarium shall be approved by a 2/3 majority vote of Council.

- 3.1 Basic Monthly Honorariums will be paid monthly upon approval by the Chief Administrative Officer or designate.

- 3.1.1 Basic monthly honorariums include the following:

- 3.1.1.1 Informal meetings with the Chief Administrative Officer (CAO) and staff to discuss County business.

~~3.1.1.2 Meetings and events where Members of Council are attending as a dignitary representing the County or presenting something on behalf of the County, such as but not limited to, County Bar-B-Q, Tradeshow, Pioneer Days, Golf Tournaments, Graduation ceremony, Christmas party, Remembrance Day service, grand openings within the County, STARS, etc. County representation requires prior approval of Council.~~

~~3.1.1.3~~ 3.1.1.2 Liaison work within the Councilor's division or another division in the County, with residents and businesses.

~~3.1.1.4~~ 3.1.1.3 Preparation for Regular Council meetings and Policy and Priorities committee meetings.

~~3.1.1.5~~ 3.1.1.4 Road tours taken by an individual Councillor.

- 3.2 Basic Monthly Honorariums, effective January 1, 2009:

3.2.1 The Reeve shall receive payment up to \$2,070 per month

3.2.2 The Deputy Reeve shall receive payment up to \$1,863 per month

3.2.3 Councilors shall each receive payment up to \$1,552.50 per month

- 3.3 Annual cost of living adjustments will be applied to the Basic Monthly Honorarium rates.

4. End of Policy

<u>ADOPTED: Resolution C186-03</u>	<u>Mar 25/03</u>
<u>AMENDED: Resolution C376-03</u>	<u>May 27/03</u>
<u>AMENDED: Resolution C876-03</u>	<u>Nov 25/03</u>
<u>AMENDED: Resolution C074-05</u>	<u>Jan 25/05</u>
<u>AMENDED: Resolution C137-05</u>	<u>Feb 8/05</u>
<u>AMENDED: Resolution C634-05</u>	<u>Jul 26/05</u>
<u>AMENDED: Resolutions C566-05 & 579-05</u>	<u>Oct 25/05</u>
<u>AMENDED: Resolution C036-08</u>	<u>Jan 22/08</u>
<u>AMENDED: Resolution C085-08</u>	<u>Feb.12/08</u>
<u>AMENDED: Resolution C477(08/12/08)</u>	<u>Aug 12/08</u>
<u>AMENDED: Resolution C729(11/04/08)</u>	<u>Nov 4/08</u>
<u>AMENDED: Resolution C419(05/26/09)</u>	<u>May 26/09</u>
<u>AMENDED: Resolution C060(01/26/10)</u>	<u>Jan 26/10</u>
<u>AMENDED: Resolution C565(07/27/10)</u>	<u>Jul 27/10</u>
<u>AMENDED: Resolution C011-14(01/14/14)</u>	<u>Jan 14/14</u>
<u>AMENDED: Resolution C212-17(04/25/17)</u>	<u>April 25/17</u>
<u>AMENDED: Resolution C567-18(11/13/18)</u>	<u>Nov 13/18</u>
<u>AMENDED: Resolution C###-23(02/28/23)</u>	<u>Feb 28/23</u>

Schedule A to Policy 1107 – Honorarium Payment to Council Members

	2009- 2017	2018	2019	2020	2021	2022	2023
		1.1% Cola	3.1% Cola	1.3% Cola	No change	4.7% Cola	6% Cola
Reeve	\$2,070.00	\$2,092.77	\$2,408.78*	\$2,440.09	\$2,440.09	\$2,554.77	\$2,708.06
Deputy Reeve	\$1,863.00	\$1,883.49	\$2,167.90*	\$2,196.08	\$2,196.08	\$2,299.30	\$2,437.26
Councilor	\$1552.50	\$1,569.58	\$1,806.59*	\$1,830.08	\$1,830.08	\$1,916.09	\$2,031.06

28 *12% increase per Council motion C567-18(11-13-18) RESOLUTION by Reeve Croy that Council increase the honorarium payment to Council Members by 12% effective January 1, 2019 to alleviate the loss incurred by Council Members from the changes to the income tax treatment of Council remuneration. CARRIED.



Clear Hills County

Effective Date: January 1, 2019	Policy Number: 1107
Title: HONORARIUM PAYMENT TO COUNCIL MEMBERS	

1. Policy Statement

- 1.1 Clear Hills County will provide a monthly honorarium to Council Members for performance of their duties as elected officials.

2. Definitions

- 2.1 Basic Honorarium is the monthly amount paid to a Councillor for meeting preparation, expense and time required to travel and attend to meetings listed in Section 3.1 of this policy.

3. Honorariums

Basic Honorariums are paid to Members of Council as their remuneration for the performance of their duties as elected officials. Changes to the rates for honorarium shall be approved by a 2/3 majority vote of Council.

- 3.1 Basic Monthly Honorariums will be paid monthly upon approval by the Chief Administrative Officer or designate.

- 3.1.1 Basic monthly honorariums include the following:

- 3.1.1.1 Informal meetings with the Chief Administrative Officer (CAO) and staff to discuss County business.
- 3.1.1.2 Liaison work within the Councillor's division or another division in the County, with residents and businesses.
- 3.1.1.3 Preparation for Regular Council meetings and Policy and Priorities committee meetings.
- 3.1.1.4 Road tours taken by an individual Councillor.

- 3.2 Basic Monthly Honorariums, effective January 1, 2009:

- 3.2.1 The Reeve shall receive payment up to \$2,070 per month
- 3.2.2 The Deputy Reeve shall receive payment up to \$1,863 per month
- 3.2.3 Councilors shall each receive payment up to \$1,552.50 per month

- 3.3 Annual cost of living adjustments will be applied to the Basic Monthly Honorarium rates.

4. End of Policy

ADOPTED: Resolution C186-03 **Mar 25/03**

AMENDED: Resolution C376-03 **May 27/03**

<u>AMENDED: Resolution C876-03</u>	<u>Nov 25/03</u>
<u>AMENDED: Resolution C074-05</u>	<u>Jan 25/05</u>
<u>AMENDED: Resolution C137-05</u>	<u>Feb 8/05</u>
<u>AMENDED: Resolution C634-05</u>	<u>Jul 26/05</u>
<u>AMENDED: Resolutions C566-05 & 579-05</u>	<u>Oct 25/05</u>
<u>AMENDED: Resolution C036-08</u>	<u>Jan 22/08</u>
<u>AMENDED: Resolution C085-08</u>	<u>Feb.12/08</u>
<u>AMENDED: Resolution C477(08/12/08)</u>	<u>Aug 12/08</u>
<u>AMENDED: Resolution C729(11/04/08)</u>	<u>Nov 4/08</u>
<u>AMENDED: Resolution C419(05/26/09)</u>	<u>May 26/09</u>
<u>AMENDED: Resolution C060(01/26/10)</u>	<u>Jan 26/10</u>
<u>AMENDED: Resolution C565(07/27/10)</u>	<u>Jul 27/10</u>
<u>AMENDED: Resolution C011-14(01/14/14)</u>	<u>Jan 14/14</u>
<u>AMENDED: Resolution C212-17(04/25/17)</u>	<u>April 25/17</u>
<u>AMENDED: Resolution C567-18(11/13/18)</u>	<u>Nov 13/18</u>
<u>AMENDED: Resolution C###-23(02/28/23)</u>	<u>Feb 28/23</u>

Schedule A to Policy 1107 – Honorarium Payment to Council Members

	2009- 2017	2018	2019	2020	2021	2022	2023
		1.1% Cola	3.1% Cola	1.3% Cola	No change	4.7% Cola	6% Cola
Reeve	\$2,070.00	\$2,092.77	\$2,408.78*	\$2,440.09	\$2,440.09	\$2,554.77	\$2,708.06
Deputy Reeve	\$1,863.00	\$1,883.49	\$2,167.90*	\$2,196.08	\$2,196.08	\$2,299.30	\$2,437.26
Councilor	\$1,552.50	\$1,569.58	\$1,806.59*	\$1,830.08	\$1,830.08	\$1,916.09	\$2,031.06

*12% increase per Council motion C567-18(11-13-18) RESOLUTION by Reeve Croy that Council increase the honorarium payment to Council Members by 12% effective January 1, 2019 to alleviate the loss incurred by Council Members from the changes to the income tax treatment of Council remuneration. CARRIED.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Policy 1126 – Per Diem Payments to Council
File Code:	12-02-02

DESCRIPTION:

Policy 1126 – Per Diem Payments establishes the per diem rates to reimburse Council Members and Members at Large for attending board and committee meetings.

BACKGROUND / PROPOSAL:

At the February 13, 2023 Policies & Priorities meeting the following motion was made:

P68-23(02-13-23) RESOLUTION by Deputy Reeve Janzen to bring back draft policies 1126 Per Diem and 1107 Honorarium Payment to a future Regular Council meeting. CARRIED.

ATTACHMENTS

- Policy 1126 – Per Diem Payments showing changes
- Policy 1126 – Per Diem Payments final

RECOMMENDED ACTION:

RESOLUTION by ... that Council...

Initials show support - Reviewed by:

Manager:



CAO:



Clear Hills County

Effective Date: ~~November 22, 2022~~ **February 28, 2023**

Policy Number: **1126**

Title: **PER DIEM PAYMENT TO COUNCIL AND BOARD/COMMITTEE MEMBERS**

1. Policy Statement

1.1 Clear Hills County will establish a per diem rate to reimburse Council Members and Members at Large for attending board and committee meetings.

2. Definitions

2.1 Per Diem is the daily amount paid to a Councillor or Board Member for attending meetings of committees to which they are appointed, attending various other meetings that are specified in this policy's procedures, and attending special meetings that are duly authorized by Council.

3. Per Diems:

3.1 Per Diem will be paid to Councillors for:

- Conducting annual evaluations of the Chief Administrative Officer at a pre- approved meeting outside of a Regular or Special Council Meeting;
- Board/Committee workshops and conferences for appointed Board Members only when attendance is authorized/approved by the Board/Committee and approved by Council;
- County organized and authorized road tours or project inspections within Clear Hills County boundaries.
- Attendance at Conferences and Zone Meetings authorized by Council. Meetings with/or on behalf of residents and community groups to which attendance is authorized by Council resolution (this would include open houses and public meetings).
- Meetings and events where Members of Council are attending a County hosted function such as but not limited to County Bar-B-Q and Tradeshow.

3.2 Per diems shall be paid for items listed in Section 3.1 when travel of 50 kilometers one way is required, up to a maximum of two meetings per day.

3.3 Per diems may be changed by review of Council and supported by 2/3 majority vote.

3.4 Annual cost of living adjustments will be applied to the per diem rates.

3.5 Meeting Rates (per diems) shall be paid after the submission of a valid claim form and verified and authorized by the Chief Administrative Officer.

3.6 Councillors that are paid per diems by a Board/Committee listed in Section 3.6a shall be reimbursed the difference between the Board/Committee per diem and the per diem rate listed in Schedule A.

3.6a Board/Committee per diems that are eligible for payment referenced in Section 3.6 are as follows:

- North Peace Housing Foundation

~~3.6b Councillors will be required to provide proof of the Board/Committees per diem rate annually prior to being reimbursed for the payment referenced in Section 3.6.~~

~~3.67~~ Councillors will not be paid a per diem for attendance at:

- political party and constituency functions
- ~~• any other function usually considered to be a social or public function including but not limited to; barbeques, parties, grand openings, golf tournaments, ribbon cutting ceremonies, graduation invites, cheque presentations, trade shows.~~

~~3.78~~ All other Board and Committee Members shall receive a per diem at the rates listed in Schedule A of this policy.

~~3.89~~ Council recognizes that as part of carrying out Council business it is essential to participate in activities such as conferences. The following conferences are considered pre-approved for Council attendance and will be paid at the rate per 3.1:

a)	RMA Spring Conference	All Council
b)	RMA Fall Conference	All Council
c)	Spring & Fall RMA Zone Meetings	All Council
f)	Federation of Canadian Municipalities	All Council
g)	Growing the North	All Council

~~3.8.1. 3.9a~~ Administration will advise Councillors of the above conferences and upon receiving the completed registration form and instruction from Councillors, Administration will submit the registration form and make other travel and accommodation arrangements as deemed necessary.

~~3.9.10~~ ~~When a representative from~~
Council is sent by a Board or Committee to a conference or convention on behalf of that Board or Committee, the representative is then reimbursed by that Board or Committee.

~~3.9.1. 3.11~~ Councillors and Board Members shall obtain approval from their respective Board and Council prior to attending seminars, workshops, conferences and all other functions if Council is being requested to fund attendance. The Councillor or Board Member must submit a written request on the benefit that would accrue to the County.

~~3.9.2. 3.12~~ Council will not authorize any per diem payments after attendance when not in accordance with ~~3.9.13.11~~.

4.0.3.13 Any per diems that have not been claimed within 60 days of the month they were earned will become invalid and will not be reimbursed. i.e. A meeting attended on June 9th would need to be submitted no later than August 31st.

3.14 Councillors will be paid the chairing of meetings rate listed in Schedule A when chairing a meeting on behalf of Council or a Board/Committee.

3.14a Councillors will be required to provide proof of chairing a meeting prior to being paid a chairing of meetings rate.

4. Per Diem Claims

- 4.1 All Council and Board/Committee per diem claims must be reviewed by Administration to ensure compliance with policy and shall indicate approval with the Chief Administrative Officer or designate signature. The Reeve will sign the per diem claim to indicate that they have been received.
- 4.2 The Deputy Reeve shall sign per diem claims submitted by the Reeve, to indicate it has been received, and may in the absence of the Reeve sign all other per diem claims.

5. End of Policy

ADOPTED: Resolution C061(01/26/10) Jan 26/10

AMENDED: Resolution C566(07/27/10) Jul 27/10

AMENDED: Resolution C144(02/22/11) Feb 22/11

AMENDED: Resolution C010-13(01/08/13) Jan 08/13

AMENDED: Resolution C010-14(01/14/14) Jan 14/14

AMENDED: Resolution C240-17(05/09/17) May 09/17

AMENDED: Resolution C192-18(04/10/18) April 10/18

AMENDED: Resolution C568-18(11/13/18) Nov 13/18

AMENDED: Resolution C495-19(10/08/19) Oct 8/19

AMENDED: Resolution C465-20(10/13/20) Oct 13/20

AMENDED: Resolution C602-22(11-22-22) Nov 22/22

AMENDED: Resolution C###-23(02-28-23) Nov 22/22

Schedule A To Policy 1126 – Per Diem Payment To Council and Committee Members

Member	2017	2018	2019	2020	2021	2022	2023
Agricultural Service Board	\$185.00	1.1% Cola \$187.04	3.1% Cola \$192.84	1.3% Cola \$195.35	No change \$195.35	4.7% Cola \$204.53	6% Cola \$216.81
Subdivision and Development Appeal Board	\$185.00	\$187.04	\$192.84	\$195.35	\$195.35	\$204.53	\$216.81
Council Appointed Representatives on Committees/Boards	\$185.00	\$187.04	\$215.28 *	\$218.08	\$218.08	\$228.33	\$242.03
Chairing of Regular or Special Council Meetings	\$225.00	\$227.48	\$261.83 *	\$265.23	\$265.23	\$277.70	\$294.37

*12% increase per Council motion C568-18(11-13-18) RESOLUTION by Councillor Bean that Council increase the per diem payment to Council by 12% effective January 1, 2019 to alleviate the loss incurred by Council Members from the changes to the income tax treatment of Council remuneration. 2/3 majority vote required. CARRIED.



Clear Hills County

Effective Date: **February 28, 2023**

Policy Number: **1126**

Title: **PER DIEM PAYMENT TO COUNCIL AND BOARD/COMMITTEE MEMBERS**

1. Policy Statement

1.1 Clear Hills County will establish a per diem rate to reimburse Council Members and Members at Large for attending board and committee meetings.

2. Definitions

2.1 Per Diem is the daily amount paid to a Councillor or Board Member for attending meetings of committees to which they are appointed, attending various other meetings that are specified in this policy's procedures, and attending special meetings that are duly authorized by Council.

3. Per Diems:

3.1 Per Diem will be paid to Councillors for:

- Conducting annual evaluations of the Chief Administrative Officer at a pre- approved meeting outside of a Regular or Special Council Meeting;
- Board/Committee workshops and conferences for appointed Board Members only when attendance is authorized/approved by the Board/Committee and approved by Council;
- County organized and authorized road tours or project inspections within Clear Hills County boundaries.
- Attendance at Conferences and Zone Meetings authorized by Council. Meetings with/or on behalf of residents and community groups to which attendance is authorized by Council resolution (this would include open houses and public meetings).
- Meetings and events where Members of Council are attending a County hosted function such as but not limited to County Bar-B-Q and Tradeshow.

3.2 Per diems shall be paid for items listed in Section 3.1 when travel of 50 kilometers one way is required, up to a maximum of two meetings per day.

3.3 Per diems may be changed by review of Council and supported by 2/3 majority vote.

3.4 Annual cost of living adjustments will be applied to the per diem rates.

3.5 Meeting Rates (per diems) shall be paid after the submission of a valid claim form and verified and authorized by the Chief Administrative Officer.

3.6 Councillors that are paid per diems by a Board/Committee listed in Section 3.6a shall be reimbursed the difference between the Board/Committee per diem and the per diem rate listed in Schedule A.

3.6a Board/Committee per diems that are eligible for payment referenced in Section 3.6 are as follows:

- North Peace Housing Foundation

3.6b Councillors will be required to provide proof of the Board/Committees per diem rate annually prior to being reimbursed for the payment referenced in Section 3.6.

3.7 Councillors will not be paid a per diem for attendance at:

- political party and constituency functions

3.8 All other Board and Committee Members shall receive a per diem at the rates listed in Schedule A of this policy.

3.9 Council recognizes that as part of carrying out Council business it is essential to participate in activities such as conferences. The following conferences are considered pre-approved for Council attendance and will be paid at the rate per 3.1:

a)	RMA Spring Conference	All Council
b)	RMA Fall Conference	All Council
c)	Spring & Fall RMA Zone Meetings	All Council
f)	Federation of Canadian Municipalities	All Council
g)	Growing the North	All Council

3.9a Administration will advise Councillors of the above conferences and upon receiving the completed registration form and instruction from Councillors, Administration will submit the registration form and make other travel and accommodation arrangements as deemed necessary.

3.10 When a representative from Council is sent by a Board or Committee to a conference or convention on behalf of that Board or Committee, the representative is then reimbursed by that Board or Committee.

3.11 Councillors and Board Members shall obtain approval from their respective Board and Council prior to attending seminars, workshops, conferences and all other functions if Council is being requested to fund attendance. The Councillor or Board Member must submit a written request on the benefit that would accrue to the County.

3.12 Council will not authorize any per diem payments after attendance when not in accordance with 3.11.

3.13 Any per diems that have not been claimed within 60 days of the month they were earned will become invalid and will not be reimbursed. i.e. A meeting attended on June 9th would need to be submitted no later than August 31st.

3.14 Councillors will be paid the chairing of meetings rate listed in Schedule A when chairing a meeting on behalf of Council or a Board/Committee.

Policy No. 1126

Title: **PER DIEM PAYMENT TO COUNCIL AND BOARD/COMMITTEE MEMBERS**

Approved: **February 28, 2023**

Page 3

3.14a Councillors will be required to provide proof of chairing a meeting prior to being paid a chairing of meetings rate.

4. Per Diem Claims

- 4.1 All Council and Board/Committee per diem claims must be reviewed by Administration to ensure compliance with policy and shall indicate approval with the Chief Administrative Officer or designate signature. The Reeve will sign the per diem claim to indicate that they have been received.
- 4.2 The Deputy Reeve shall sign per diem claims submitted by the Reeve, to indicate it has been received, and may in the absence of the Reeve sign all other per diem claims.

5. End of Policy

<u>ADOPTED: Resolution C061(01/26/10)</u>	<u>Jan 26/10</u>
<u>AMENDED: Resolution C566(07/27/10)</u>	<u>Jul 27/10</u>
<u>AMENDED: Resolution C144(02/22/11)</u>	<u>Feb 22/11</u>
<u>AMENDED: Resolution C010-13(01/08/13)</u>	<u>Jan 08/13</u>
<u>AMENDED: Resolution C010-14(01/14/14)</u>	<u>Jan 14/14</u>
<u>AMENDED: Resolution C240-17(05/09/17)</u>	<u>May 09/17</u>
<u>AMENDED: Resolution C192-18(04/10/18)</u>	<u>April 10/18</u>
<u>AMENDED: Resolution C568-18(11/13/18)</u>	<u>Nov 13/18</u>
<u>AMENDED: Resolution C495-19(10/08/19)</u>	<u>Oct 8/19</u>
<u>AMENDED: Resolution C465-20(10/13/20)</u>	<u>Oct 13/20</u>
<u>AMENDED: Resolution C602-22(11-22-22)</u>	<u>Nov 22/22</u>
<u>AMENDED: Resolution C###-23(02-28-23)</u>	<u>Feb 28/23</u>

Schedule A To Policy 1126 – Per Diem Payment To Council and Committee Members

Member	2017	2018	2019	2020	2021	2022	2023
Agricultural Service Board	\$185.00	1.1% Cola \$187.04	3.1% Cola \$192.84	1.3% Cola \$195.35	No change \$195.35	4.7% Cola \$204.53	6% Cola \$216.81
Subdivision and Development Appeal Board	\$185.00	\$187.04	\$192.84	\$195.35	\$195.35	\$204.53	\$216.81
Council Appointed Representatives on Committees/Boards	\$185.00	\$187.04	\$215.28 *	\$218.08	\$218.08	\$228.33	\$242.03
Chairing of Meetings	\$225.00	\$227.48	\$261.83 *	\$265.23	\$265.23	\$277.70	\$294.37

*12% increase per Council motion C568-18(11-13-18) RESOLUTION by Councillor Bean that Council increase the per diem payment to Council by 12% effective January 1, 2019 to alleviate the loss incurred by Council Members from the changes to the income tax treatment of Council remuneration. 2/3 majority vote required. CARRIED.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Approach Policy 3203
File:	32-11-02

DESCRIPTION:

Council is presented with a draft of Approach Construction and Maintenance Policy 3203 as requested.

BACKGROUND:

P70-23(02-13-23) **RESOLUTION** by Councillor Walmsley to bring back a draft approach policy 3203 with the following amendment: the County, upon request, agrees to supply every quarter section with one approach per ½ mile of road for field access and two qualifying residences/dwellings with approaches for new development on an existing County Road for residential access. **CARRIED.**

ATTACHMENTS:

Approach Policy 3203 Working Draft
RFD Approach Policy 3203 February 13, 2023

RECOMMENDED ACTION:

RESOLUTION by....to approve Approach Construction and Maintenance Policy 3203 section 2.1 and 2.3 as amended.

Initials show support - Reviewed by:

Manager:



CAO:





Clear Hills County

Effective Date January 14, 2020	DRAFT	Policy Number: 3203
Title: APPROACH CONSTRUCTION AND MAINTENANCE		

1. Policy Statement

- 1.1. Clear Hills County will provide reasonable access from any developed County roadway to each existing adjacent property. With approval from the County, property owners are responsible for the development of additional accesses beyond those provided for by this policy, following County specifications and development standards.
- 1.2. Clear Hills County will maintain all County approaches.

2. Approaches to Existing County Roads

- 2.1 The County, upon request, agrees to supply every quarter section with one approach per ½ mile of road for field access and a maximum of two approaches for qualifying residences/dwellings on an existing County road for residential access per quarter section (refer to 2.3 and 2.3.1) Approach construction guidelines are as per Schedule "A". With the exception of 2.1.1. See below:
 - 2.1.1 The County will construct an approach on each portion of a quarter section that is separated by a local forced road that has a registered road plan.
- 2.2 Should the landowner require an approach with the finished driving surface exceeding 12 meters the additional cost shall be borne by the landowner.
- 2.3 The County agrees to supply one approach for qualifying subdivisions that are the first parcel being subdivided from a quarter section.
 - 2.3.1 The Developer will be responsible for the construction of any approach to Clear Hills County standards that may be required for access to a subdivision that is not both a farmstead separation and the first parcel being subdivided from the balance of the quarter section. This approach will be considered the access to any residence/ dwelling that may be constructed on that subdivision.
- 2.4 The County shall not supply approaches for industrial development and shall ensure that industrial approaches and access roads do not restrict landowner access in any way.
- 2.5 The County shall upgrade cement culverts in approaches within the County on a first come first served written request basis, within the budget requirements.
- 2.6 Upon receipt of written request, the County shall upgrade one approach per qualifying residence that is less than 12 meters, with priority given to approaches less than 10 meters, refer to 2.3 and 2.3.1.
- 2.7 Upon receipt of written request, the County shall upgrade one field access approach per ½ mile of road that is less than 12 meters, with priority given to approaches less than 10 meters.

- 2.8 Clear Hills County will maintain approaches that are built to County standards as required to provide a reasonable driving surface.

3. End of Policy

ADOPTED

Resolution #C190-03

Date: March 25, 2003

AMENDED

Resolution #C876-03

Date: November 25, 2003

Resolution #C454

Date: May 9, 2006

Resolution #C981

Date: October 24, 2006

Resolution #C079

Date: January 26, 2010

Resolution #C276

Date: March 29, 2011

Resolution #C400

Date: May 10, 2011

Resolution #C735

Date: August 23, 2011

Resolution #C777

Date: November 27, 2012

Resolution #C792-14

Date: November 12, 2014

Resolution # C352-16

Date: June 14, 2016

Resolution # C049-18

Date: January 23, 2018

Resolution # C041-20

Date: January 14, 2020



Clear Hills County

Effective Date January 14, 2020	Policy Number: 3203
Title: APPROACH CONSTRUCTION AND MAINTENANCE	

1. Policy Statement

- 1.1. Clear Hills County will provide reasonable access from any developed County roadway to each existing adjacent property. With approval from the County, property owners are responsible for the development of additional accesses beyond those provided for by this policy, following County specifications and development standards.
- 1.2. Clear Hills County will maintain all County approaches.

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- 2.1 The County, upon request, agrees to supply every quarter section with one approach per ½ mile of road for field access and qualifying residences/dwellings with one approach on an existing County road for residential access (refer to 2.3 and 2.3.1) Approach construction guidelines are as per Schedule "A". With the exception of 2.1.1. See below:
 - 2.1.1 The County will construct an approach on each portion of a quarter section that is separated by a local forced road that has a registered road plan.
- 2.2 Should the landowner require an approach with the finished driving surface exceeding 12 meters the additional cost shall be borne by the landowner.
- 2.3 The County agrees to supply one qualifying approach that ~~is~~ may be required as a condition of a development permit approval for a dwelling or for farmstead separation subdivisions that are the first parcel being subdivided from a quarter section.
 - 2.3.1 The Developer will be responsible for the construction of any approach to Clear Hills County standards that may be required for access to a subdivision that is not both a farmstead separation and the first parcel being subdivided from the balance of the quarter section. This approach will be considered the access to any residence/dwelling that may be constructed on that subdivision.
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- 2.5 The County shall upgrade cement culverts in approaches within the County on a first come first served written request basis, within the budget requirements.
- 2.6 Upon receipt of written request, the County shall upgrade one approach per qualifying residence that is less than 12 meters, with priority given to approaches less than 10 meters, refer to 2.3 and 2.3.1.
- 2.7 Upon receipt of written request, the County shall upgrade one field access approach per ½ mile of road that is less than 12 meters, with priority given to approaches less than 10 meters.

- 2.8 Clear Hills County will maintain approaches that are built to County standards as required to provide a reasonable driving surface.

3. End of Policy

ADOPTED

Resolution #C190-03

Date: March 25, 2003

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Resolution #C876-03

Date: November 25, 2003

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Date: August 23, 2011

Resolution #C777

Date: November 27, 2012

Resolution #C792-14

Date: November 12, 2014

Resolution # C352-16

Date: June 14, 2016

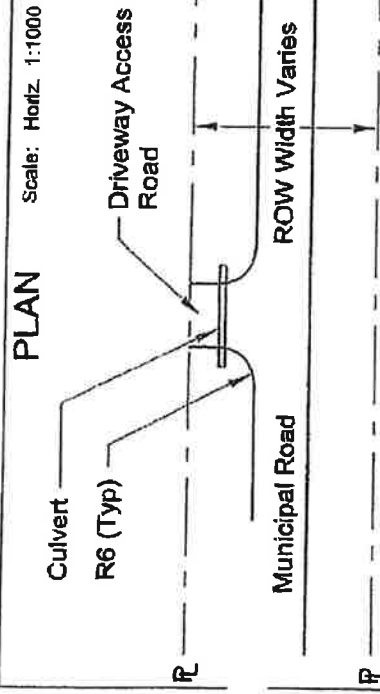
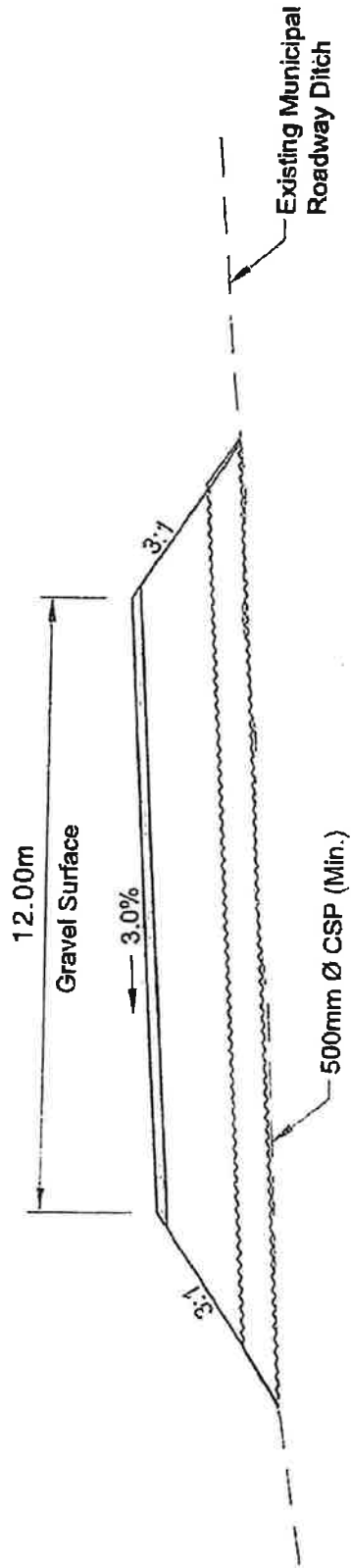
Resolution # C049-18

Date: January 23, 2018

Resolution # C041-20

Date: January 14, 2020

CROSS SECTION DRIVEWAY ACCESS Scale: Horiz. 1:100 Vert 1:50



CLEAR HILLS COUNTY

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Proceed to Tender – Hamlet of Cleardale Pavement Overlay
File:	31-02-02

DESCRIPTION:

Council is presented with a request to overlay the pavement on Poplar Drive in the Hamlet of Cleardale to repair the dips in the pavement.

BACKGROUND:

The pavement construction on Poplar Drive was completed by Knelsen in 2012. There has not been a pavement overlay done on Poplar Drive since construction.

BUDGET:

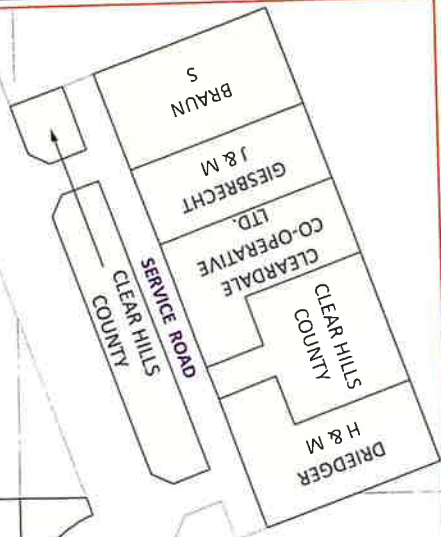
ATTACHMENTS:

Map

RECOMMENDED ACTION:

RESOLUTION by.....to proceed to tender for Pavement Overlay on Poplar Drive in the Hamlet of Cleardale.

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



HIGHWAY 64

CLEARDALE DR

CLEAR HILLS COUNTY

ARMFELT RD

CLEAR HILLS COUNTY

PEACE RIVER SCHOOL DIVISION NO. 10

CLEAR HILLS COUNTY

CLEAR HILLS COUNTY

CLEARDALE GOSPEL CHAPEL

CLEARDALE COMMUNITY ENHANCEMENT SOCIETY

CLEARDALE DR

CLEARDALE AGRICULTURAL SOCIETY

CLEARDALE CRES

CLEAR HILLS COUNTY

CRAIG C & R

CLEAR HILLS COUNTY



Clear Hills County Ownership Hamlet of Cleardale



1 cm = 67 metres



Municipal Services Agency
5109 - 51 St., Box 450, Burnaby, AB T0H 0E0
Phone: 780-388-3862 Fax: 780-388-3811
www.mmsa.ca | email: info@mmsa.ca

May 2021

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Road Request – Range Road 124 North of Township 840
File:	31-02-02

DESCRIPTION:

Council is presented with a road request to have an engineering firm design and tender the construction of approximately 1000 meters of a new local road on Range Road 124 North of Township 840.

BACKGROUND:

Wetland Replacement Fee

Replacement Ratio	Replacement Area	Replacement Rate \$/ha	Replacement cost Excluding GST
1	0.1134	\$18,500.00	\$2,097.90
Total			\$2,097.90

C365-22(07-12-22) RESOLUTION by Councillor Stevenson to include the construction of an access road approximately 1000 meters on Range Road 124 north to NW-9-84-12 W6M in the 2023 Multi Year Capital Plan and proceed with a wetland assessment. CARRIED.

BUDGET:

~~\$~~400,000.00

ATTACHMENTS:

Request
Location Map
Wetland Map
Policy 3201 Road Construction

RECOMMENDED ACTION:

RESOLUTION by..... to recommend Council proceed to design and tender using an Engineering firm for the construction of approximately 1000 meters of a new local road on Range Road 124 North of Township 840 and have them include a 50% material, 50% performance bond for the tendered project.

Initials show support - Reviewed by:

Manager:

CAO:





INVESTIGATIONS & REQUESTS

File No. 32-02-10

NAME: 1118913 AB CORP

PHONE NUMBER: _____

ADDRESS: _____

LAND LOCATION OF RESIDENCE: _____

REQUEST (Please Circle)

Approach

Culvert

Brushing

Drainage

Back Sloping

Road Construction

If request for road construction please complete the following:

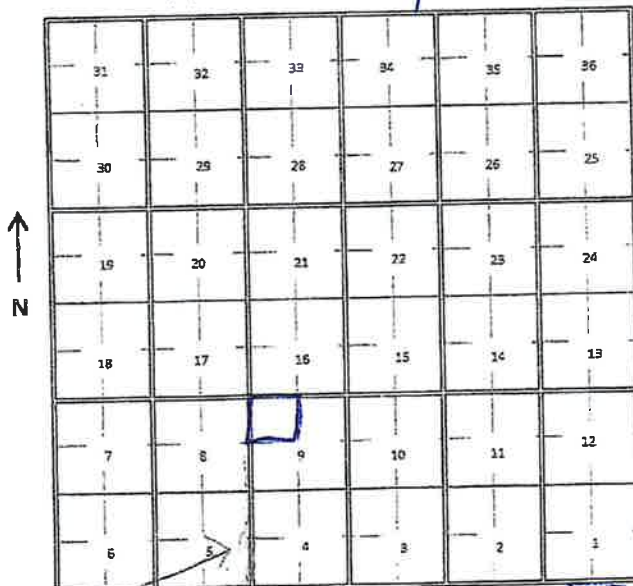
Required for farmland access or residential purpose: farmland access

Would proposed road form part of school bus route: No Number of school age children: N/A

Number of cultivated acres that would be served: 0 for now Date on which land was acquired: December 20, 20

Number of other persons who would benefit: 0 Name and locations of benefitting parties (attach list if more space is required)

Section: ~~10~~ NW 1/4 9 Township: ~~84~~ 84 Range: 12 West 6 Meridian



NOTES

land locked quarter

Farmland

Extend N/S RR (125?)
to access

Extend road to 125
SIGNATURE OF APPLICANT: _____

DATE: April 11, 2022

SIGNATURE OF COUNTY REPRESENTATIVE Audrey Boppre

DATE: June 14/22



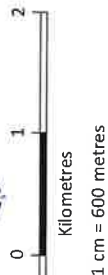
Clear Hills County Ownership

TWP 84 - RGE 12

- Titled Land
- Small Holding
- Crown Land
- Grazing Land
- Village
- First Nation Reserve
- Waterbody
- Electoral District
- Township Boundary
- Provincial Road
- Municipal Road (Paved)
- Municipal Road (Gravel)
- Residential Location
- Gravel Pit
- Waste Transfer Facility
- Municipal Water Facility



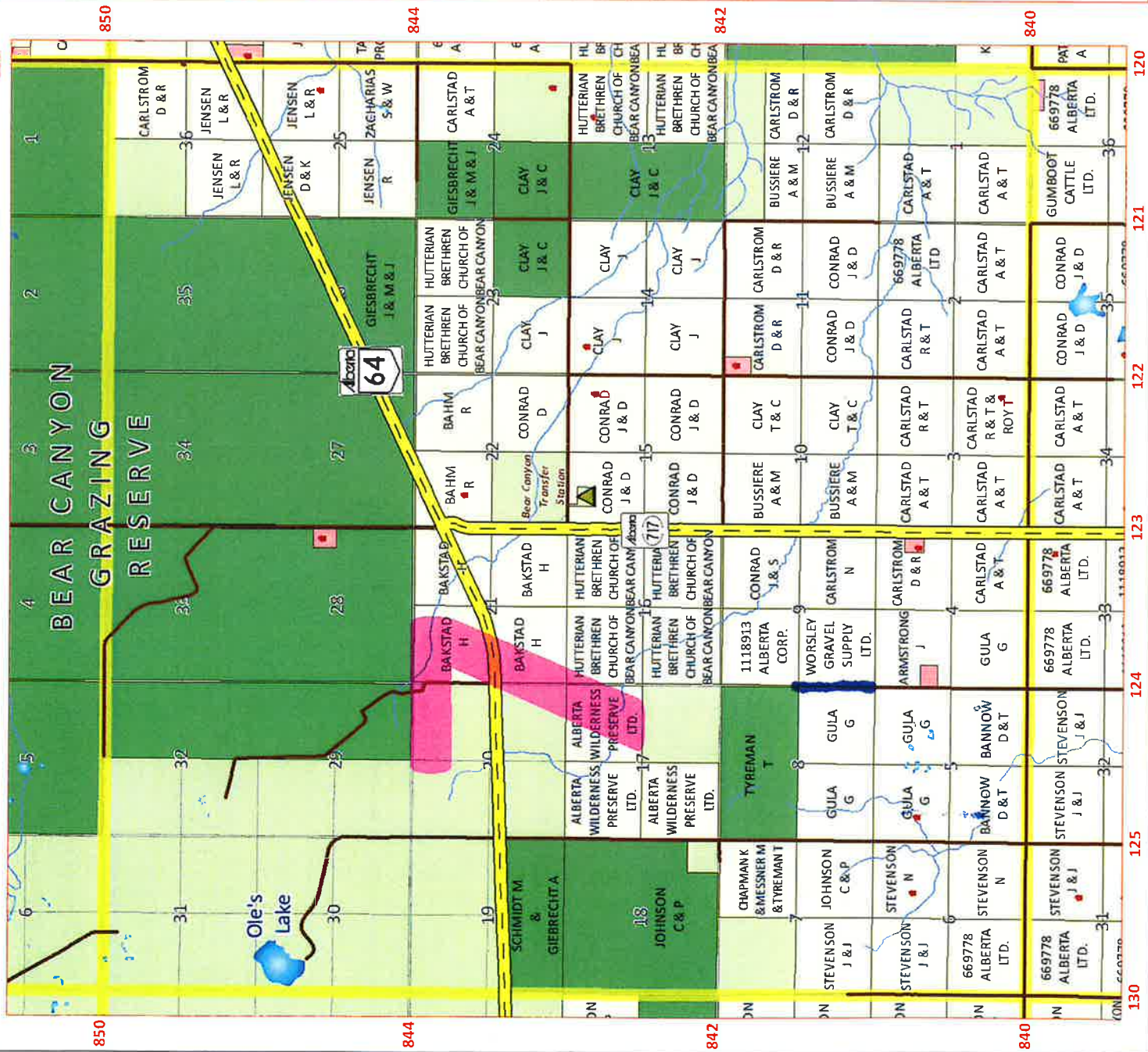
Range Road 124

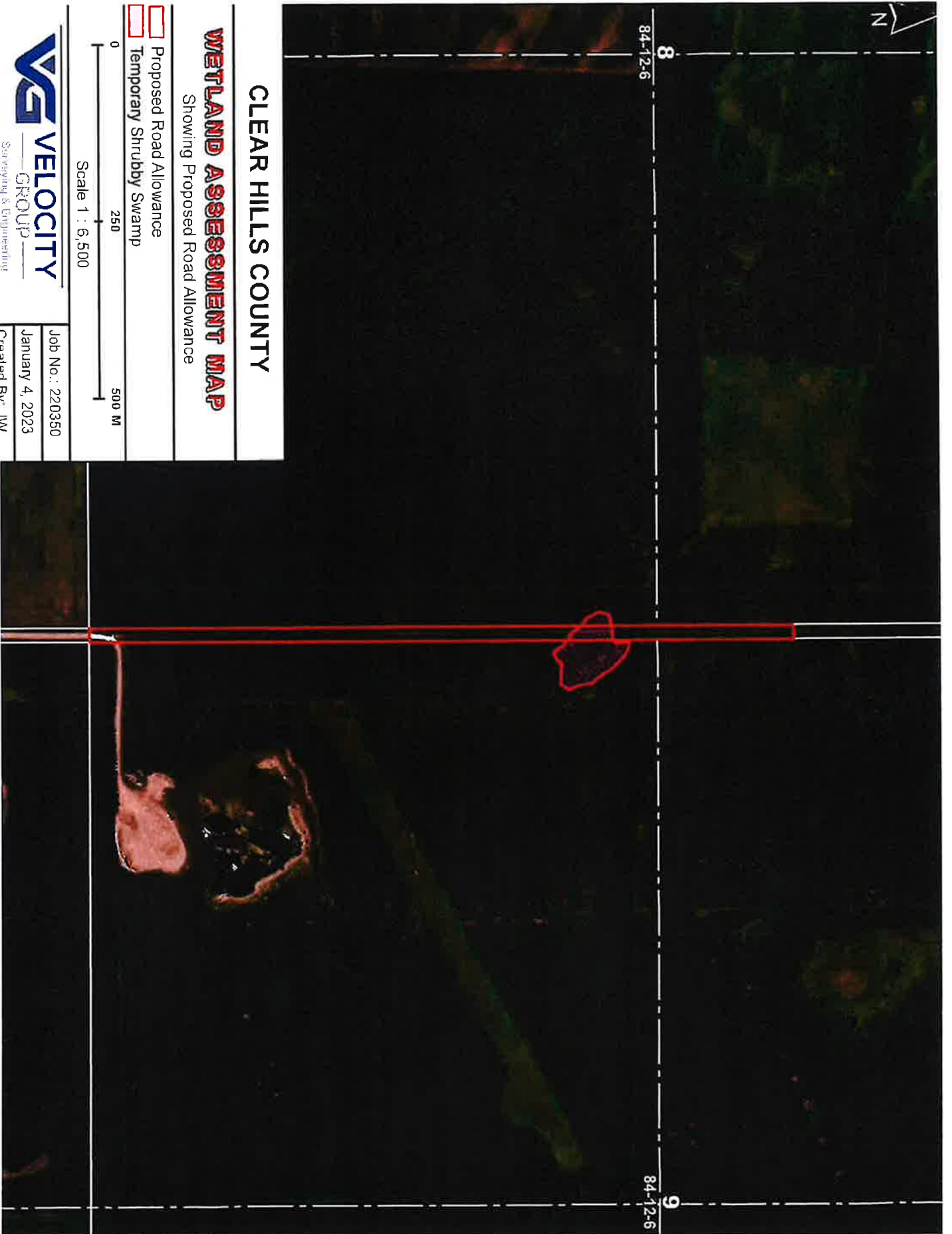


Mackenzie Municipal Services Agency
5100 - 51 St., Box 450, Calgary, AB T2C 0E0
Phone: 780-338-9862 Fax: 780-338-9811
www.mmsa.ca | email: info@mmsa.ca

October 2022

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Clear Hills County

Effective Date July 12, 2022	Policy Number: 3201
Title: ROAD CONSTRUCTION	

1. POLICY STATEMENT

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

2. ROAD CONSTRUCTION AND ROAD RECONSTRUCTION EVALUATION

2.1. Road Construction and reconstruction evaluation will be based on the following:

2.1.1. Ranking in the 3 to 5-year Road Construction Plan

2.1.2. Ranking in the Road Scoring Grid

2.1.3. Ongoing maintenance costs:

- gravel frequency;
- grading frequency; and
- upgrading via shoulder pulls.

2.1.4. Condition of substructure - culvert placement.

2.1.5. Council and staff Road Tours/Inspections

2.1.6. Road reconstruction requests

2.1.7. Traffic counts - summer and winter.

2.1.8. Projections for long term use of the roads.

2.1.9. Road destination-access to another community, province, major development, etc.

2.1.10. Road users - local traffic, commercial, industrial

3. ROAD REQUEST APPLICATION EVALUATION

3.1 Road Scoring Grid:

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

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

Notes:

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

3.2 ROAD SCORING GRID DEFINITIONS

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

3.3 ROAD RECONSTRUCTION REQUESTS

3.3.1 RECONSTRUCTION REQUESTS shall be evaluated based on Section 2 of this policy (Road Construction and Reconstruction Evaluation)

-Road Construction Requests will be accepted until June 1st for consideration by Council in the next years budget. Applications that come in after June 1st will not be considered for the following years construction period and will be delayed until the following year.

-Existing road that requires substantial repairs to be brought up to an acceptable standard.

-Existing road requiring upgrading to a higher standard of road

3.4 ROAD REQUEST APPLICATION RANKING

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

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

- d. Number of parcels of land served (information only)

4. ROAD CONSTRUCTION PRIORITIZATION

- 4.1. The CAO shall present to Council Road request applications for Councils review and approval as per the road construction evaluation and budgetary allocations, annually in June of each year to be considered for the following years construction program:
- Road Construction Evaluation;
 - Road Request Application Evaluation
- 4.2. The list will include estimated costs to construct the requests that are presented for prioritization.
- 4.3. The list shall contain the legal description(s) of the land adjacent to the road requests, the name of the person(s) requesting, the total number of kilometers requested built, and the estimated cost of the road - construction.

5. CONNECTOR ROAD REQUESTS

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

6. END OF POLICY

Related Policies:

- 3202 Road Construction Specifications
- 3203 Approach Construction
- 3205 Land Need and Acquisition

ADOPTED

Resolution #C190-03

Date: March 25, 2003

AMENDED

Resolution #C876-03

Date: November 25, 2003

AMENDED

Resolution #C153(03/13/07)

Date: March 13, 2007

AMENDED

Resolution #C180(02/23/10)

Date: February 23, 2010

AMENDED

Resolution #C393-12

Date: July 10, 2012

AMENDED

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

Date: July 24, 2012

AMENDED

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

Date: June 24, 2014

AMENDED

Resolution # C413-17 08/22/17

Date: August 22, 2017

AMENDED

Resolution #C463-20(10-13-20)

Date: October 13, 2020

AMENDED

Resolution #C357-22(07-12-22)

Date: July 12, 2022

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Road Request – Range Road 25 South of Township 832
File:	31-02-02

DESCRIPTION:

Council is presented with a road request to have an engineering firm design and tender the construction of approximately 1000 meters of a new local road on Range Road 25 South of Township 832.

BACKGROUND:

Wetland Replacement Fee

Replacement Ratio	Replacement Area	Replacement Rate \$/ha	Replacement cost
1	0.1659	\$10,300.00	\$1,708.77
4	5.7704	\$10,300.00	\$59,435.12
Total			\$61,143.89

C220-22(04-26-22) RESOLUTION by Councillor Walmsley to proceed to Request for Proposal on a wetland study, to be performed for approximately 1000 meters of access road from Range Road 25 south of Township Road 832 to access the north corner of SW-8-83-2-W6M CARRIED.

BUDGET:

\$400,000.00

ATTACHMENTS:

Request
Location Map
Wetland Map
Policy 3201 Road Construction

RECOMMENDED ACTION:

RESOLUTION by..... to recommend Council proceed to design and tender using an Engineering firm for the construction of approximately 1000 meters of a new local road on Range Road 25 South of Township 832 and have them include a 50% material, 50% performance bond for the tendered project.

Initials show support - Reviewed by:

Manager:

CAO:





INVESTIGATIONS & REQUESTS

File No. 32-02-10

NAME: William H. Gaugler PHONE NUMBER: 7808356933

ADDRESS: Box 2535 Fairview AB TDH ILO

LAND LOCATION OF RESIDENCE: NW-11-83-3wb

REQUEST (Please Circle) Approach Culvert Brushing Drainage Backsloping Road Construction

If request for road construction please complete the following:

Required for farmland access or residential purpose: Farm land access

Would proposed road form part of school bus route: _____ Number of school age children: _____

Number of cultivated acres that would be served: 320 Date on which land was acquired: Nov 10/2021

Number of other persons who would benefit: _____ Name and locations of benefitting parties (attach list if more space is required)

Section: 8 Township: 83 Range: 2 West 6 Meridian

WE / NW

Wanting Dec 10/22

31	32	33	34	35	36
30	29	28	27	26	25
19	20	21	22	23	24
18	17	16	15	14	13
7	5	9	10	11	12
6	5	4	3	2	1

↑
Road Existing
This
1/2 mile
of road

NOTES

-need to access south half of section 8-83-2wb
-for clearing land to be farm land.

Just Nov 10/2021 ~~Dec 10/22~~
De boy
Lake

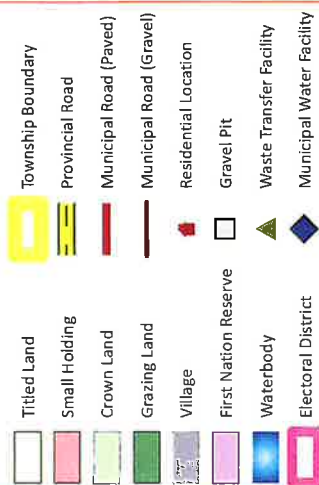
SIGNATURE OF APPLICANT: [Signature] DATE: Jan 25/2022

SIGNATURE OF COUNTY REPRESENTATIVE _____ DATE: _____

7th Volume Meeting



TWP 83 - RGE 02



Range Road 25



Kilometres

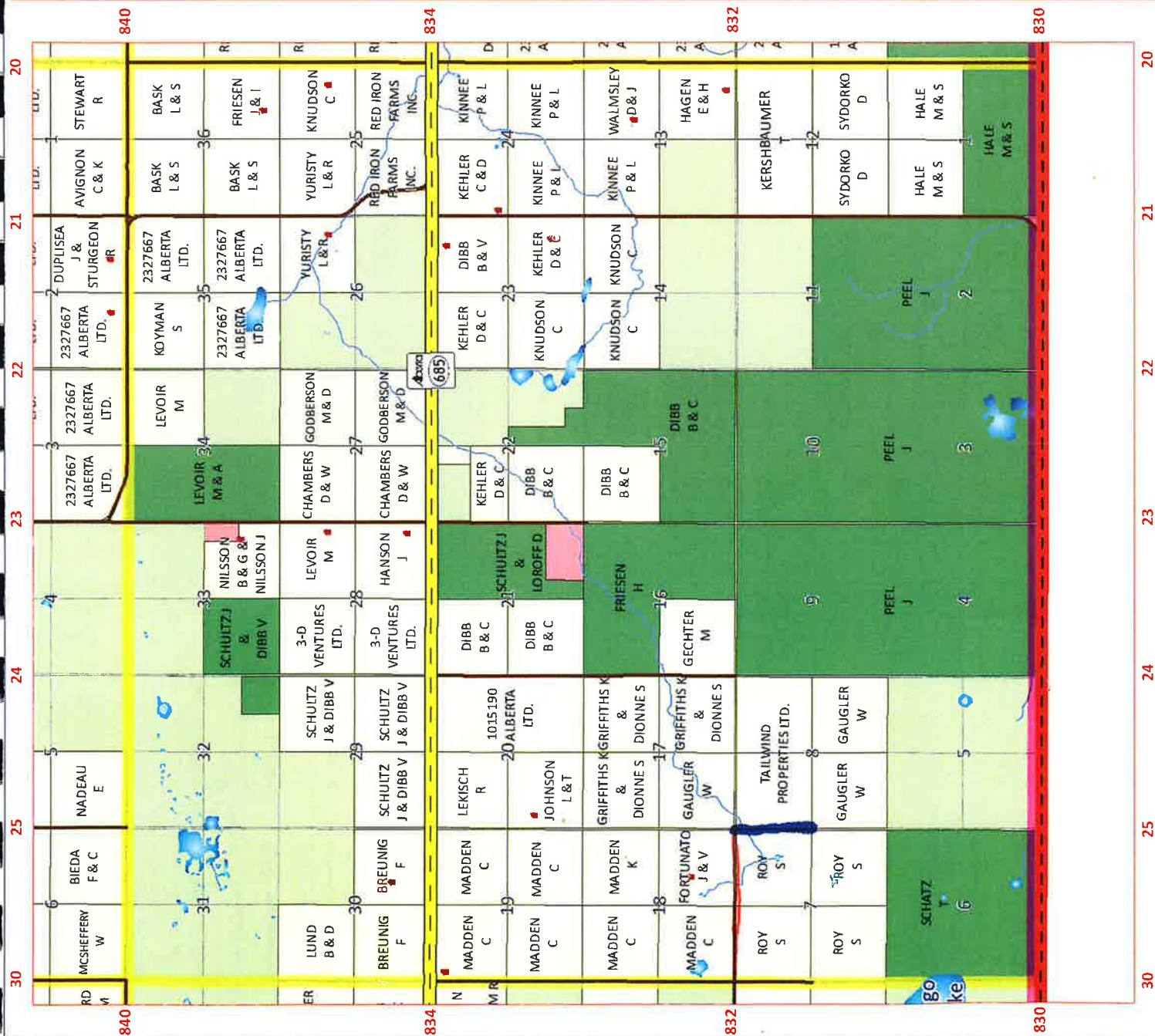
1 cm = 600 metres



Mackenzie Municipal Services Agency
5109 - 51 St., Box 450, Berwyn, AB T0H 0E0
Phone: 780-338-3862 Fax: 780-338-3811
www.mmsa.ca | email: info@mmsa.ca

October 2022

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Clear Hills County

Effective Date July 12, 2022	Policy Number: 3201
Title: ROAD CONSTRUCTION	

1. POLICY STATEMENT

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

2. ROAD CONSTRUCTION AND ROAD RECONSTRUCTION EVALUATION

- 2.1. Road Construction and reconstruction evaluation will be based on the following:

- 2.1.1. Ranking in the 3 to 5-year Road Construction Plan

- 2.1.2. Ranking in the Road Scoring Grid

- 2.1.3. Ongoing maintenance costs:

- gravel frequency;
- grading frequency; and
- upgrading via shoulder pulls.

- 2.1.4. Condition of substructure - culvert placement.

- 2.1.5. Council and staff Road Tours/Inspections

- 2.1.6. Road reconstruction requests

- 2.1.7. Traffic counts - summer and winter.

- 2.1.8. Projections for long term use of the roads.

- 2.1.9. Road destination-access to another community, province, major development, etc.

- 2.1.10. Road users - local traffic, commercial, industrial

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

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

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

Notes:

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

3.2 ROAD SCORING GRID DEFINITIONS

Effective Date July 12, 2022

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

3.3 ROAD RECONSTRUCTION REQUESTS

3.3.1 RECONSTRUCTION REQUESTS shall be evaluated based on Section 2 of this policy (Road Construction and Reconstruction Evaluation)

-Road Construction Requests will be accepted until June 1st for consideration by Council in the next years budget. Applications that come in after June 1st will not be considered for the following years construction period and will be delayed until the following year.

-Existing road that requires substantial repairs to be brought up to an acceptable standard.

-Existing road requiring upgrading to a higher standard of road

3.4 ROAD REQUEST APPLICATION RANKING

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

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

- d. Number of parcels of land served (information only)

4. ROAD CONSTRUCTION PRIORITIZATION

- 4.1. The CAO shall present to Council Road request applications for Councils review and approval as per the road construction evaluation and budgetary allocations, annually in June of each year to be considered for the following years construction program:
- Road Construction Evaluation;
 - Road Request Application Evaluation
- 4.2. The list will include estimated costs to construct the requests that are presented for prioritization.
- 4.3. The list shall contain the legal description(s) of the land adjacent to the road requests, the name of the person(s) requesting, the total number of kilometers requested built, and the estimated cost of the road - construction.

5. CONNECTOR ROAD REQUESTS

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

6. END OF POLICY

Related Policies:

- 3202 Road Construction Specifications
- 3203 Approach Construction
- 3205 Land Need and Acquisition

ADOPTED

Resolution #C190-03

Date: March 25, 2003

AMENDED

Resolution #C876-03

Date: November 25, 2003

AMENDED

Resolution #C153(03/13/07)

Date: March 13, 2007

AMENDED

Resolution #C180(02/23/10)

Date: February 23, 2010

AMENDED

Resolution #C393-12

Date: July 10, 2012

AMENDED

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

Date: July 24, 2012

AMENDED

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

Date: June 24, 2014

AMENDED

Resolution # C413-17 08/22/17

Date: August 22, 2017

AMENDED

Resolution #C463-20(10-13-20)

Date: October 13, 2020

AMENDED

Resolution #C357-22(07-12-22)

Date: July 12, 2022

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	February 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Chief Administrative Officer Report
File Code:	11-02-02

- February 21, 2023 - Environment Meeting **Attachments**
- Growing The North Conference – Tuesday, February 21-Thursday 23rd, 2023
- February 24th, 2023 – NAEL Meeting
- Donation of Used Digital Cameras **Attachment**

RECOMMENDED ACTION:

RESOLUTION by to accept the Chief Administrative Officer's report for February 28, 2023, as presented.

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



Water Act Authorizations

Gabriella Peter, EIT – Water Approvals Engineer
Regulatory Assurance Division, North Region, Boreal District

Updated: February 21, 2023



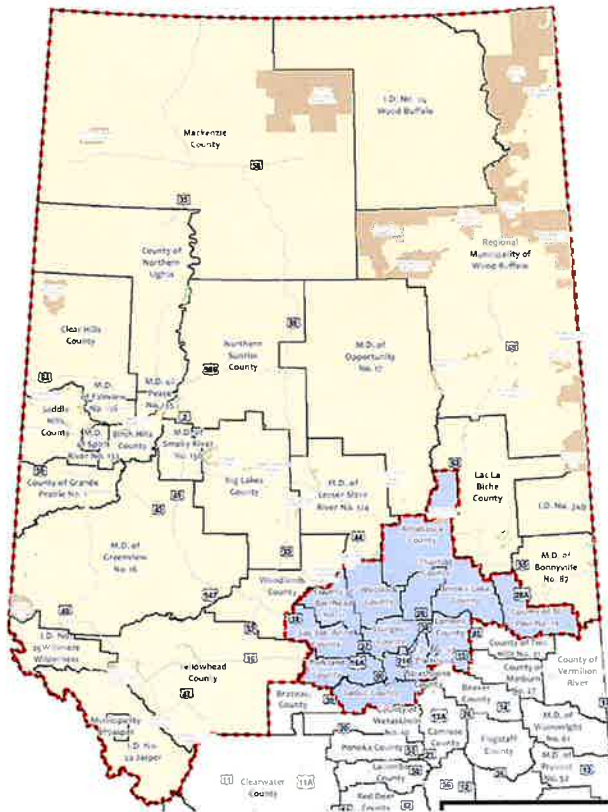
Alberta

Agenda

1. *Water Act* Legislation Overview & Definitions
2. *Water Act* Authorization Types
3. Digital Regulatory Assurance System (DRAS)
4. Application & Reporting Requirements
5. Common Approval & Licence Exemptions
6. Questions & Wrap Up

Boreal District (North Region)

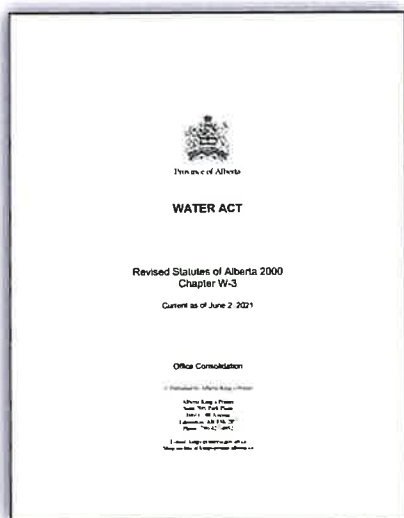
Ministry of Environment and
Protected Areas
(previously Environment and
Parks)



Alberta

3

Water Act

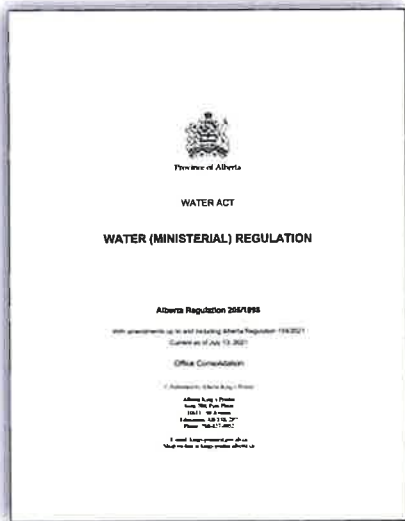


- Alberta's current water management legislation
 - enacted January 1, 1999
 - Previously the *Water Resources Act*
- Purpose of the Act is to support and promote the conservation and management of water, including the wise allocation and use of water in Alberta

Alberta

4

Water (Ministerial) Regulation



- Secondary statute that provides information pertaining to the administration of the *Water Act*
- Includes additional definitions, enacts the Codes of Practice, and lists exemptions
- Additional policies, directives, standards, and guidelines inform application requirements and processing

5

Alberta

Water Act Authorizations

Approvals

- Required for “activities” as defined in the Act
- “Activity”: alters flow of water, changes location of water, may cause siltation or erosion of a water body, effects to the aquatic environment, etc.
- “Water body”: any location where water flows or is present, whether or not the flow or the presence of water is continuous, intermittent or occurs only during a flood, and includes but is not limited to wetlands and aquifers
 - On both public and private land

6

Alberta

Water Act Authorizations

Licences

- Required for long term “diversion(s) of water”
- “Diversion of water”: impoundment, storage, consumption, taking or removal of water for any purpose, etc.

Temporary Diversion Licences (TDLs)

- For short term, consumptive use of water
- Issued for a maximum period of 1 year

7

Alberta 

Water Act Authorizations

Code of Practice (CoP) Notifications

- Specified activities under one of the 6 Codes of Practice
- Typically short term, low risk, routine activities
- Requirements of CoP must be satisfied
- Notice period must be elapsed before works can be commenced (typically either 14 or 7 days depending on the specific CoP)

Amendments

- Change to most recent version of active Approval, Licence, or TDL

8

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Water Act Authorizations

Licence Renewal

- Term of Licence is renewed for an additional term
- Licence must be in good standing

Licence Amalgamation

- Combination of 2+ Licences with same Licensee, source, and purpose
- Streamlines water use reporting requirements

Traditional Agricultural Registration

- Grandfathered right to divert water for agricultural purposes from transition of *Water Resources Act* to *Water Act*
- No longer issued

9

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Approval Types

Impacts to a water body including (but not limited to):

- Wetland disturbance
 - Temporary and/ or permanent impacts to wetland
 - Wetland replacement requirements (ie. fees) apply to permanent impacts
- Flood control
 - Erosion control, channel realignment, berms
- Drainage
 - Dewatering, stormwater management
- Excavation
 - Borrow pits, dugouts, sand and gravel pits
- Dam
 - Construction and maintenance of dams
- Other
 - Aquatic vegetation removal, boat launches, beaches, etc.

10

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Digital Regulatory Assurance System (DRAS)

- EPA is transforming the environmental regulatory system through innovation and modernization
- Key driver for this regulatory transformation is to provide effective and efficient service delivery to Albertans
- Digital Regulatory Assurance System (DRAS) was designed to ensure EPA's environmental regulatory system results in credible, independent and transparent decisions and meets the outcomes intended by the guiding legislation and policy
 - DRAS will be rolled out in stages until 2024, with all regulatory applications moved online.
 - The new digital system will provide clearer expectations for applicants and more efficient decisions.

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Digital Regulatory Assurance System (DRAS)

All *Water Act* applications and notifications are now submitted through DRAS (as of April 4, 2022)

- Accounts required:
 - My Alberta Digital ID (MADI) – for personal / individual accounts
 - My Allberta Digital ID for Business (MADI-B) – for companies
 - MADI (representative) must be linked to MADI-B (applicant)
- Track applications through life cycle:
 - Application submission
 - Correspondence and information requests (“ToDos”)
 - Public Notice Viewer
 - Submission of statements of concern (SOCs)
 - View and download authorization documents
 - Submit reporting requirements (ie. water use reporting)
 - Portal support

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Application Requirements

Licences (surface and groundwater):

- Point of Diversion (POD) and Point of Use (POU) Locations
- Source(s) of water
- Purpose of diversion
- Annual volume required
- Rationale for volume and proposed use
- Rate of diversion
- Using Works of Another
- Access
 - Land Title if applicant owns land(s)
 - Written consent, easement, agreement for lands other than applicants'
 - Authorization under *Public Lands Act* if access is on Crown land

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Application Requirements

Surface Water:

- “Surface Water Allocation Directive (Feb 2019)”
 - provides guidance to water allocations from rivers, lakes, and wetlands using a sustainable watershed approach
- Water availability
 - Watershed and waterbody analysis
- Existing licenses and allocations
- Ecosystem health
- Fish and wildlife populations
- Other reports may be required

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Application Requirements

Groundwater

- For drilled wells:
 - “Guide to Groundwater Authorizations”
 - Drillers Report
 - Hydrogeological assessment required if annual volume is 3650 m³ or more
- For shallow exposed aquifers (ie. dugouts, gravel pits, etc):
 - “Guide to Water Act Authorizations Required for Excavations”

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Application Requirements

Approvals

- “Water Act: Approvals Fact Sheet”
- Drawings showing scale, location, water and infrastructure features, construction schedule
- Construction specifications, operational plans, method of operation (depending on project complexity)
- Geotechnical information may be required for dykes and dams
- For wetland impacts, a Wetland Assessment and Impact Form or Report (WAIF or WAIR)

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Application Processing

Licences

- 30 day public notice period
 - Statements of concern can be submitted
 - Valid statement of concern filer can appeal decision after Licence issuance
 - Appeal at the Environmental Appeals Board
- Water use reporting mandatory
 - Rate of diversion, volume, returns, quality (GW)

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Licence Reporting

- For all new Licences issued in DRAS, reporting is required in DRAS
- Licence renewals or amendments submitted in DRAS will require reporting in DRAS
 - updated from Water Use Reporting System (WURS)
- Pre-DRAS Licences continue to report using WURS for foreseeable future

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Licence Exemptions

- Statutory household use
 - 1,250 m³ of water per year maximum per household
- Traditional agriculture use (subject to registration)
- Firefighting
- Wells equipped with hand pumps
- Alternate watering systems that use surface water for grazing livestock - some types of dugouts
 - See “*Water Act: Dugouts Fact Sheet*” for more details
- Other diversions and additional details identified in Schedule 3 of Water (Ministerial) Regulation

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Approval Exemptions

- Portable or seasonal piers, boat launches, and docks
- Fences in water bodies
- Portable pump installation (certain cases)
- Beaver dam removal (certain cases)
- Dugout construction and maintenance (certain cases)
 - see “*Water Act: Dugouts Fact Sheet*” for more details
- Groundwater exploration to support Licence application
- Watercourse crossing work (certain cases)
- Other activities and additional details identified in Schedule 1 of Water (Ministerial) Regulation

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Resources and Support

Water legislation and guidelines:

- <https://www.alberta.ca/water-legislation-and-guidelines.aspx>

DRAS information and support:

- <https://www.alberta.ca/digital-regulatory-assurance-system.aspx>
- Email: regulatoryassurance.support@gov.ab.ca
- Phone: 780-427-6311

MADI / MADI-B support:

- Email: myalbertaid@gov.ab.ca
- Phone: 1-844-643-2789

Questions?

Contact:

aep.waborealregion@gov.ab.ca



WETLAND ASSESSMENT MAP

- | | |
|---|--|
|  Wooded Bog |  Road Allowance |
|  Shrubby Fen |  Dispositions |

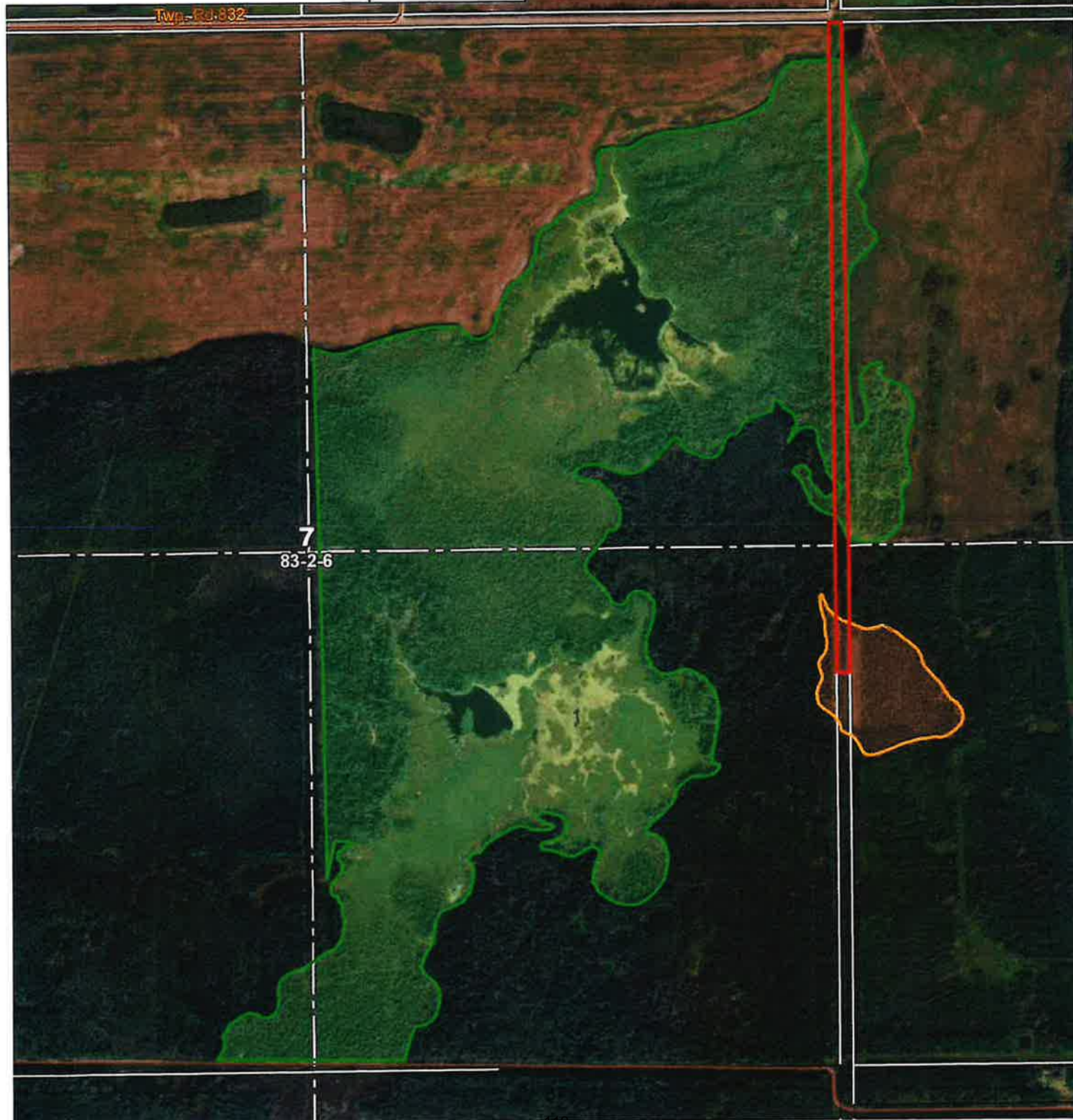
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Job No.: 220243

December 21, 2022

Created By: JW



Alberta Environment and Protected Areas

Alberta Wetland Policy

Wanda Watts, B.Sc., P.Biol.
Environmental Protection Officer – Wetlands Specialist
February 2023



Agenda

1. Wetlands Overview
2. Alberta Wetland Policy
3. Wetland Policy Implementation



Wetlands Overview

Wetlands Defined
Alberta Wetland Classification System







Wetlands - Defined

Wetland Definition:

- Wetlands are land saturated with water long enough to promote formation of water altered soils, growth of water tolerant vegetation, and various kinds of biological activity that are adapted to the wet environment.



Despite the wealth of available, existing classification systems and inventories, no current system consistently characterizes wetlands based on a similar suite of criteria that includes Alberta's provincial flora and ranges of environmental, geological and climatic characteristics found in Alberta. To reconcile these differences, the Alberta Wetland Classification System (AWCS) has been developed for use and application across the province



Table 1. Wetland classes, forms and types in the Alberta Wetland Classification System. Wetland classification codes for mapping uses are in brackets.

CLASS	FORM	Types		
		Salinity	Water permanence ¹	Acidity-alkalinity
Bog [b]	Wooded, coniferous [Wc] Shrubby [S] Graminoid [G]	Freshwater [f]	—	Acidic [a]
Fen [F]	Wooded, coniferous [Wc] Shrubby [S] Graminoid [G]	Freshwater [f]	—	Poor [p]
		Freshwater [f]	—	Moderate-rich [mr]
		Freshwater [f] to slightly brackish [sb]	—	Extreme-rich [er]
Marsh [M]	Graminoid [G]	Freshwater [f] to slightly brackish [sb]	Temporary [ti]	—
		Freshwater [f] to moderately brackish [mb]	Seasonal [st]	—
		Freshwater [f] to brackish [b]	Semi-permanent [iv]	—
Shallow Open Water [W]	Submersed and/or floating aquatic vegetation [A] or bare [B]	Freshwater [f] to moderately brackish [mb]	Seasonal [st]	—
		Freshwater [f] to sub-saline [ss]	Semi-permanent [iv]	—
		Slightly brackish [sb] to sub-saline [ss]	Permanent [v]	—
		Saline [s]	Intermittent [vi]	—
Swamp [S]	Wooded, coniferous [Wc] Wooded, deciduous [Wd] Shrubby [S]	Freshwater [f] to slightly brackish [sb] ²	Temporary [ti] ²	—
		Freshwater [f] to slightly brackish [sb] ²	Seasonal [st] ²	—
		moderately brackish [mb] to sub-saline [ss] ²	Seasonal [st] ²	—
		—	—	—

¹ Runoff materials are equivalent to wetland classes by Stewart and Kazand (1971)

² Swamp types are not applicable to wooded swamps due to a lack of available information

Wetland Identification - Soils

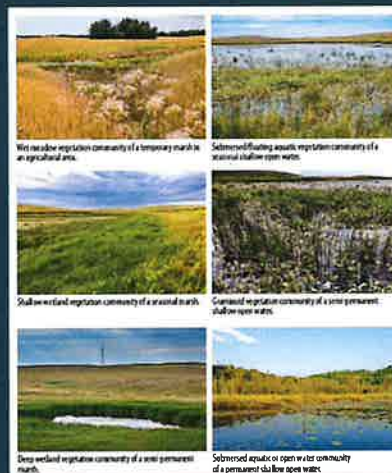


Wetland Identification - Vegetation



Wetland Classification – Wetland Type

Ephemeral
Temporary
Seasonal
Semi-Permanent
Permanent



Alberta Wetland Classification System



Alberta Wetland Policy

Legislation

Historical Perspectives

Alberta Wetland Policy

17

Alberta

Relevant Legislation

Water Act

activities include taking water from wetlands, constructing within a wetlands area, and draining or filling any wetland

Public Lands Act

ownership of the bed and shore of all permanent and naturally occurring wetlands

Environmental Protection and Enhancement Act

activities relevant to wetlands, including environmental assessment, reclamation, conservation easements, wastewater and storm drainage, and substance release

Alberta

Water Act and Wetlands

- Activities within a water body require an authorization.
- Definition of a “water body”:
 - Any location where water flows or is present, whether or not the flow or presence of water is continuous, intermittent or occurs only during a flood and includes but not limited to wetlands and aquifers.

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Historical Perspectives of Wetlands

Early European settlement – late 20th century saw wetlands as wasteland

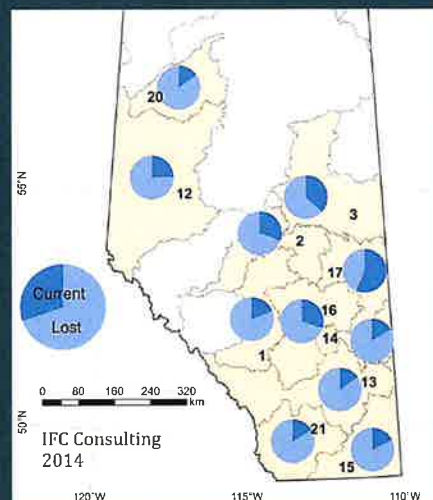
- subject to loss and degradation due to human development activities on the landscape
- It is estimated that Alberta has lost two thirds of its wetlands in the White Area of the province



Canadian Wetland Inventory

Historical Perspectives of Wetlands

Study completed in 2014 showed an estimated 40-90% wetland loss had occurred in Alberta and confirmed initial estimates of significant wetland loss



Canadian Wetland Inventory

Wetland Management

Interim 1993 Wetland Policy

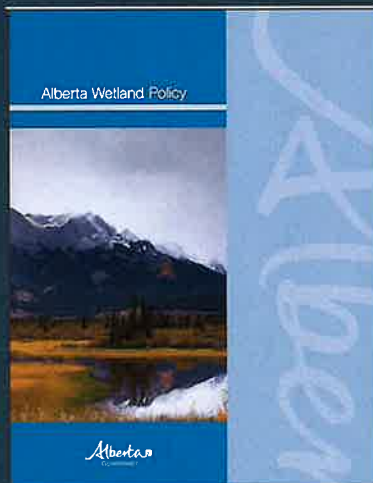
- marsh wetlands in the White Area
- 3:1 compensation ratio for wetland losses authorized
- ongoing losses (non-compliance) and unmitigated loss

Wetland Management in the Settled Area of Alberta *An Interim Policy*



Alberta
WATER RESOURCES
COMMISSION
© Crown in Right of Alberta

Alberta Wetland Policy



Released in 2013

In effect July 2015, White Area

July 2016, province-wide,
including Alberta's Green Area

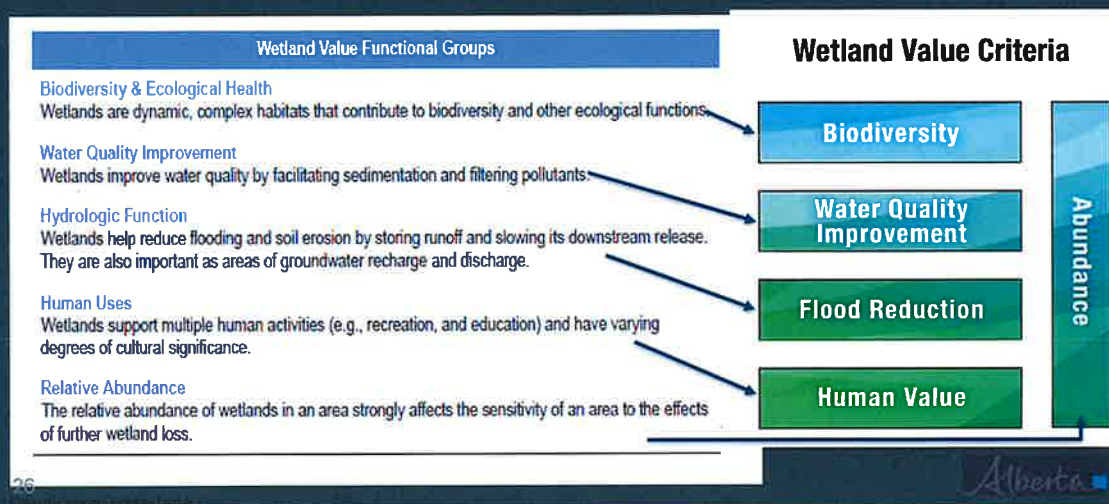
Alberta Wetland Policy

To conserve, restore, protect, and manage Alberta's wetlands to sustain the benefits they provide to the environment, society, and the economy.

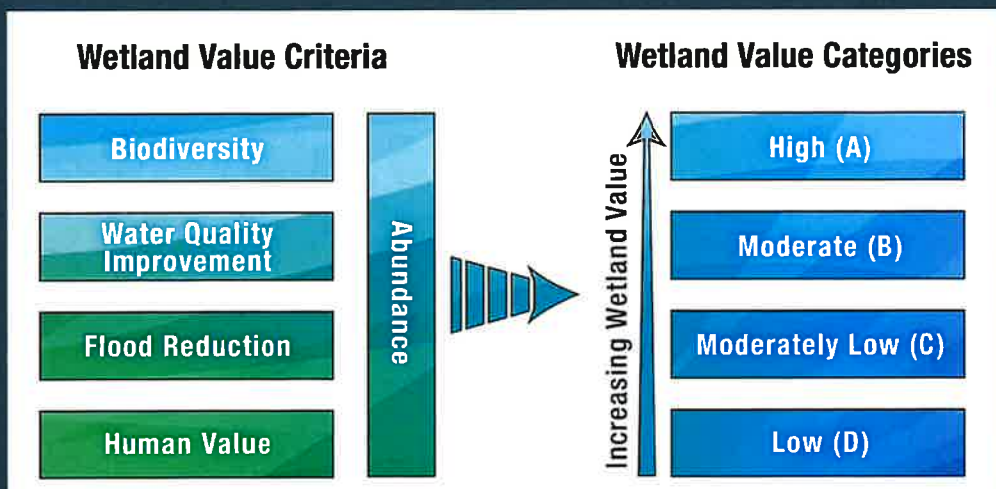
Alberta Wetland Policy

1. Wetlands of the highest value are protected for the long-term benefit of all Albertans.
2. Wetlands and their benefits are conserved and restored in areas where losses have been high.
3. Wetlands are managed by avoiding and minimizing negative impacts, and, where necessary, replacing lost wetland value.
4. Wetland management considers regional context.

Alberta Wetland Policy



Alberta Wetland Policy



Alberta Wetland Policy



Avoidance
Preferred response

Minimize
When avoidance is not possible, proponents will be expected to minimize impacts on wetlands

Replacement
Last resort, where avoidance or minimization are not feasible or ineffective

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Alberta Wetland Policy



Guiding Principles of the Wetland Avoidance System

1. Avoidance should always be the primary considerations for any activity that could have adverse effects, regardless of wetland value.
2. In cases where avoidance is deemed impracticable and a negative wetland impact is likely to occur, wetlands of higher relative value should require stronger evidence of effort to avoid than lower value wetlands.
3. In cases where avoidance is deemed not practicable, it is the responsibility of the proponent to adequately demonstrate that alternative projects, project designs, and/or project sites have been thoroughly considered and ruled out for justifiable reasons.
4. The process for evaluating feasible project alternatives must be fair, efficient, and consistent, and should take into account environmental, social, and economic considerations.

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Alberta Wetland Policy



Guiding Principles of the Wetland Minimization System

1. Minimization of adverse effects to a wetland refers to both direct and indirect effects on the physical area of the wetland, the relative value of the wetland, or a combination of both.
2. Minimization procedures and techniques should be based on sound ecological principles and best available science and technology.
3. Minimization is usually accomplished through the use of proven measures and approaches for specific activities (e.g., best management practices, codes of practice, operating standards).
4. Where minimization is to be accomplished through new and experimental approaches, activities should be carried out on a pilot basis and monitored to assess effectiveness. Proponents should not be penalized if a new or experimental approach does not achieve intended outcomes.
5. Minimization procedures should be based on continuous improvement, using an iterative or adaptive approach to advance the state of knowledge and science over time.
6. Minimization measures should remain functional as long as the project has reasonable potential for adverse effects on the wetland.
7. Monitoring may be required to evaluate the outcome of minimization activities. The cost of monitoring should be factored into any minimization process and is the responsibility of the proponent.
8. Efforts to minimize adverse effects to wetlands do not relieve the proponent of wetland replacement requirements; in the event of permanent wetland loss, despite minimization efforts, wetland replacement will be required.

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Alberta Wetland Policy

Applicants can fulfill their replacement obligations through:



1. Make a payment to the in-lieu fee program (Wetland Replacement Program) OR
2. Undertake permittee-responsible replacement
 - Applicant restores, enhances or constructs a wetland



Alberta Wetland Policy

The Wetland Replacement Matrix

		Value of Replacement Wetland			
Value of Lost Wetland		D	C	B	A
	A	8:1	4:1	2:1	1:1
	B	4:1	2:1	1:1	0.5:1
	C	2:1	1:1	0.5:1	0.25:1
	D	1:1	0.5:1	0.25:1	0.125:1

*Ratios are expressed as hectares of wetland

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Wetland Policy Implementation

Directives, Guides and Tools

33



Wetland Policy Implementation



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Authenticating Wetland Professionals

- 10 Professional Organizations (PRO-10)
- Common practice standard
- Responsibilities and requirements
- Transparent
- Assurance for Landowner and the department

MAY 3, 2017

Professional Responsibilities in Completion and Assurance of Wetland Science, Design and Engineering Work in Alberta

Prepared by the Professional 10:

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Wetland Policy Implementation



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Wetland Policy Implementation

- How to identify and delineate wetlands
- Standardized process
- Authenticating Wetland Professional
- Field and Desktop methods



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Wetland Policy Implementation



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Wetland Policy Implementation

- **Bog**
 - peat-covered, acidic, low in nutrients
- **Fen**
 - peat-covered, basic, influenced by groundwater
- **Swamp**
 - dominated by shrubs/trees, flooded seasonally/long periods of time, nutrient rich and productive
- **Marsh**
 - periodically/permanently covered by standing/slowly moving water, water remains within the root zone for most of the growing season.
- **Shallow Open Water**
 - relatively small bodies of standing/flowing water, less than 2 m deep



Wetland Policy Implementation



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Wetland Policy Implementation

- Alberta Wetland Rapid Evaluation Tool - Actual
- Based on the WET model used in the U.S.
- Scores a wetland's functions and assigns a value category (A, B, C, or D)
- Consistent and transparent, reduces bias in assessments
- Consistently applied across the province
- R – Rapid – meant to be a rapid assessment
- Assessment is a “moment in time”

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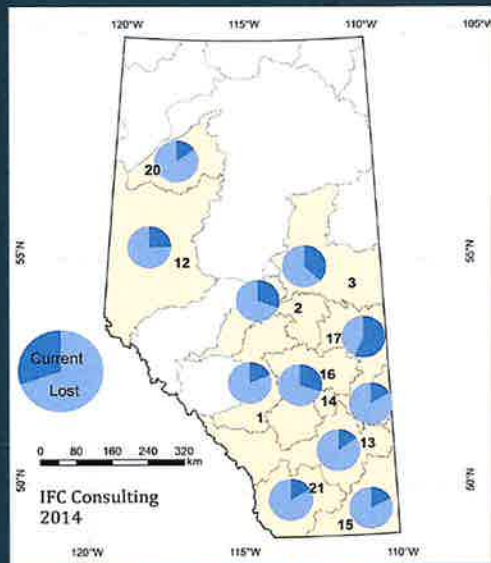
HYDROLOGIC FUNCTIONS: HH		ECOLOGICAL (HABITAT) FUNCTIONS: EH	
Water Storage & Delay	The effectiveness for storing runoff or delaying the downslope movement of surface water for long or short periods.	Fish Habitat	The capacity to support an abundance and diversity of native fish (both resident and visiting species)
Stream Flow Support	The effectiveness for contributing water to streams during the driest part of a growing season.	Invertebrate Habitat	The capacity to support or contribute to an abundance or diversity of invertebrate animals which spend all or part of their life cycle underwater or in moist soil. Includes dragonflies, midges, clams, snails, water beetles, shrimp, aquatic worms, and others.
WATER QUALITY FUNCTIONS: WD		Amphibian Habitat	The capacity to support or contribute to an abundance or diversity of native frogs, toads, and salamanders.
Water Cooling	The effectiveness for maintaining or reducing temperature of downslope waters.	Waterbird Habitat	The capacity to support or contribute to an abundance or diversity of waterbirds that nest or migrate through the region.
Sediment Retention & Stabilization	The effectiveness for intercepting and filtering suspended inorganic sediments thus allowing their deposition, as well as reducing energy of waves and currents, resisting excessive erosion, and stabilizing underlying sediments or soil.	Songbird, Raptor, & Mammal Habitat	The capacity to support or contribute to an abundance or diversity of native songbird, raptor, and mammal species and functional groups, especially those that are most dependent on wetlands or water.
Phosphorus Retention	The effectiveness for retaining phosphorus for long periods (>1 growing season)	Native Plant & Pollinator Habitat	The capacity to support or contribute to a diversity of native, hydrophytic, vascular plant species, communities, and/or functional groups, as well as the pollinating insects linked to them.
Nitrate Removal & Retention	The effectiveness for retaining particulate nitrate and converting soluble nitrate and ammonium to nitrogen gas while generating little or no nitrous oxide (a potent greenhouse gas).	HUMAN USE* HU	Prior designation of the wetland as some type of officially protected area. Also, the potential and actual use of a wetland for low-intensity outdoor recreation, education, or research.
Organic Nutrient Export	The effectiveness for producing and subsequently exporting organic nutrients (mainly carbon), either particulate or dissolved.		

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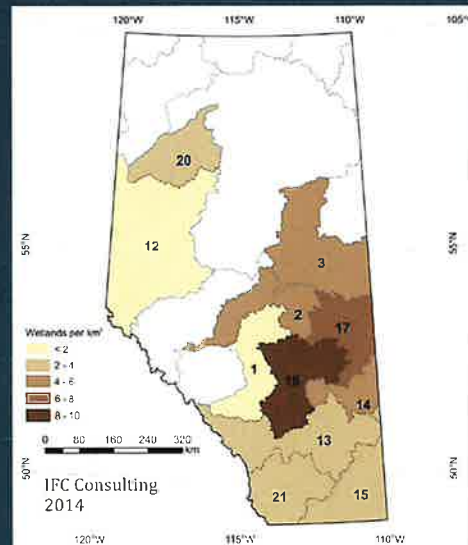
Alberta

Wetland Policy Implementation

- Wetlands are not all of equal value
- RWV – unique functions and benefits individuals wetlands provide
- Wetland are compared with each other based on five functional groups
- 21 RWVAU's in AB (Pg. 7 Mitigation Directive)
- Badlands site is located in RWVAU #16



Historical Loss



Abundance

Wetland Policy Implementation



Wetland Policy Implementation

1. Within the same municipal boundary
2. Within the same watershed, upstream of the municipal boundary
3. Within the same Relative Wetland Value Assessment Unit
4. Within the same natural region
5. In areas of high historical wetland loss

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Wetland Policy Implementation



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Wetland Policy Implementation

- Report or Form with application
- Authenticating Wetland Professional
- Standardized process
- Summary of assessment and value determination

2. Wetland Assessment and Impact Report Checklist

2.1. General Information

- ☐ Name and professional designation of the individual(s) who conducted the Wetland Assessment and Impact Report (WAIR)
- ☐ Name and professional designation of the individual(s) who authenticated the WAIR
- ☐ Name of company
- ☐ Dates of assessment
- ☐ Overview of the project area with maps and descriptions of landscape features

2.2. Wetland Identification, Delineation and Classification

- ☐ Digital shapefiles of each wetland extent, determined in accordance with the Identification and Delineation Directive
- ☐ Digital shapefiles of the proposed impacted areas within each wetland
- ☐ Documentation of procedures and evidence used to determine the wetland in accordance with the Alberta Wetland Identification and Delineation Directive
- ☐ Documentation and evidence used to determine wetland classification, in accordance with the Alberta Wetland Classification System (AWCS). Marshes and shallow open water must be classified according to the class level and water permanence type.

3. Wetland Assessment and Impact Report

3.1. Wetland Impacts

3.1. Describe the impacts of the proposed activity to wetland vegetation.

3.2. Describe the impacts of the proposed activity to wetland soils.

3.3. Describe the impacts of the proposed activity to hydrology and water quality.

3.4. State the expected start and end date of the proposed activity.

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Wetland Policy Implementation

- Applications are assigned by an Approval Coordinator
- Review of WAIR by a Wetland Specialist
- Check if it complies with the Directives and Guides
- Reviews Wetland Classification and area
- Reviews Avoidance statements, mitigation and replacement plans
- Provides comments back to the Approval Coordinator
- Review updated WAIR if necessary

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Regulatory Application and Review

<https://www.alberta.ca/alberta-wetland-policy-implementation.aspx>

The screenshot displays the 'Policy requirements and tools' section of the Alberta Wetland Policy Implementation website. On the left, a sidebar lists various resources: Planning and legislative alignment, Wetland assessment (highlighted), Wetland mitigation, Wetland replacement, Application submission, Wetland Professional Practice Standard, Additional resources and planning tools, and Fact sheets. The main content area, titled 'Policy requirements and tools', features a list of links with expand/collapse icons (+/-). The 'Wetland assessment' link is expanded, revealing a section titled 'Proponents must demonstrate appropriate consideration for wetland avoidance and, where avoidance is not feasible, minimization of wetland impacts, in accordance with the Alberta Wetland Mitigation Directive'. This section includes a link to the 'Alberta Wetland Mitigation Directive' and a list of 'Key questions to ask when planning an activity that may impact a wetland are:'. The first question is '1. Can the wetland impacts be avoided?'. Below this, it states 'Proponents must demonstrate they have made a concerted effort to avoid wetland impacts.' The second question is '2. If avoidance is not possible, how can wetland impacts be minimized?'. A note at the bottom states 'Minimization is the second priority in the mitigation hierarchy when the proponent has demonstrated that avoidance is not possible.' To the right of the text is a blue triangle diagram with the words 'Avoid', 'Minimize', and 'Replace' stacked vertically from top to bottom.

Wetland Replacement Program

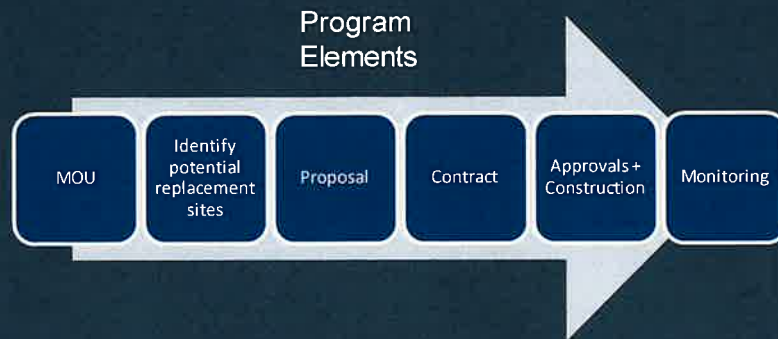
Overview

51

136

Alberta

Wetland Replacement Program



Alberta

Wetland Replacement Program

Priority Areas focused on areas where wetlands have been lost – watershed scale to address AWP policy outcomes

- **Outcome 2:** Wetland and their benefits are conserved and restored in areas where losses have been high
- **Outcome 3:** Wetlands are managed by avoiding and minimizing negative impacts, and, where necessary, **replacing** lost wetland value



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Restoration

- Returning natural or historical area and functions to a former or degraded wetland



Construction

- Creating a wetland at a location that was historically upland or a non-wetland area



Wetland Replacement Project



Alberta

Wetland Replacement Project



Alberta

Wetland Replacement Project



Alberta

Wetland Replacement

Completed projects with 8 municipalities
and 2 non-profit organizations

7 projects in 2020
7 projects in 2021
16 projects in 2022

Total of approximately 366 hectares of
wetlands replaced

Completed Projects

- 2020 (7)
- 2021 (7)
- 2022 (16)



Questions?



Alberta



File No. 62-02-02

February 15, 2023

Menno Simons Community School
Bag 100
Cleardale, Alberta
T0H 3Y0

Attention Darren George, Principal

Re: Donation of used digital cameras and gps units

Dear Principal George:

Enclosed are the used digital cameras, gps and other related items that we had discussed via email.

The County is donating these units for the school to use as both camera and gps functionality are now built into the tablets our field staff use, and we thought they might be useful in some of the courses your school offers.

The cameras and gps units are in working order with all manuals, cds, cables, sd cards. Some units have rechargeable batteries and these are also included, others will need AA batteries.

List of items donated:

- 3 x Nikon Coolpix cameras
- 2 x Sony Cybershot cameras
- 2 x Columbus V-900 GPS data loggers
- 2 x Garmin eTrex Vista H GPS, compass, barometric altimeter
- 2 x HooToo Travel Router/Media Sharing Centre
- 1 x Rino 530 HCx 2 way radio & GPS
- 1 x ikross device holder that fits in automobile cup holder

I hope these items prove helpful to your teachers and can be used as learning aids for the students.

Regards,


Audrey Bjorklund,
Community Development Manager

Box 240, Worsley, Alberta T0H 3W0 Telephone 780/685-3925 Fax 780/ 685-3960 Email info@clearhillscounty.ab.ca

"Clearly an Area of Opportunity"



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Public Works Manager's Report
File:	32-02-02

Graders

- Graders are out grading, focusing on the following problem areas:
 - icy conditions
 - snow conditions
 - winging the areas needed.

Roads, Culverts & Approaches

- Culverts for the upcoming summer have been delivered to the County yard.
- Crack Sealing and Line Painting Tenders have gone out, they will be closing on March 27, 2023.
- Monitoring log haul road conditions.

Other

- Currently getting quotes for a new heater in the Worsley Water Treatment Plant.
- Grimshaw Gravel has started crushing at their pit. Due to the cold weather, they had to shut down, but will be starting back up when the weather warms up.
- Edco Aggregates have moved some crusher equipment to the Bear Canyon pit. They are currently stripping dirt and will be setting up to start crushing.
- Gravel Haul Truck information packages have started to come into the office.
- Setting up two pickup trucks for spring gravel haul.
 - Installing GPS meter box
 - Two-way radio
 - Sign & flags

ATTACHMENTS:

RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:



CAO:



Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	February 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Council Information
File:	11-02-02

DESCRIPTION:

Council is presented with correspondence, for information.

BACKGROUND / PROPOSAL:

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by.... that Council receives for information the Council Information presented at the February 28, 2023, Regular Council Meeting.

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

Request For Decision (RFD)

Regular Council Meeting	
Meeting Date:	February 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Calendars
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.

UPCOMING CONFERENCES:

Conference	Date	Location	Attendance
Growing the North	February 22 and 23	Evergreen Park Grande Prairie	All Council Pre-approved
Alberta Dispute Resolution Network (DRN) SDAB/ARB Members/Clerks	March 2 & 3, 2023	Edmonton	
RMA Spring 2023	March 14-16	Edmonton Convention Centre	All Council Pre-approved
Women in the North Conference	April 5, 2023	Fairview	
Community Planning Association of Alberta Conference (CPAA)	May 1-3, 2023		
FCM Conference 2023	May 25-28	Toronto	All Council Pre-approved

ATTACHMENTS:

- Calendar of upcoming meetings and conferences

RECOMMENDED ACTION:

RESOLUTION by to accept for information February, March and April 2023 calendar updates of Councillor Committee meetings, that assist Administration with record keeping and Council with reminders of upcoming meetings.

RESOLUTION byto approve the attendance of Reeve Bean and Councillor Walmsley to attend the Woman in the North Conference in Fairview, AB April 5, 2023.

Initials show support - Reviewed by:	Manager:	CAO: 
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FEBRUARY 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	31	1 WSHP-SH PRSD Joint Mtg-ALL	2	3	4
5	6	7 LUB-All NPHF-DW	8 GGAMAC- DW	9 Task Force-AB	10 Zone 4- ALL	11
12	13 P&P-ALL	14 Council Valentine's Day	15 Water Management in Alberta's Boreal Conference-DW,DJ	16 ASB-DJ,JR	17	18
19	20 Family Day	21 EAP-All	22 Growing the North Conference	23	24 NAEL-AB	25 PLS-AB
26	27 FV Med/HPEC- SH	28 Council	1	2	3	4

MARCH 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	1	2	3 PREDA-AB	4 Farmers Appreciation Event
5	6	7	8	9	10	11
12	13 ASB-DJ,JR	14 Council	15	16 P&P-ALL	17 St. Patrick's Day	18
19	20 RMA Convention	21	22	23	24	25
26	27	28 Council	29	30	31	1

APRIL 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	1
2	3 LUB-ALL	4 P&P-ALL	5 Woman of the North Conference- DW,AB	6	7 Good Friday	8
9 Easter Sunday	10 Easter Monday	11 Council	12	13 MMSA-AB	14	15 Trade Show
16	17	18	19	20	21	22 PLS-AB
23	24	25 Council	26	27	28	29
30	1	2	3	4	5	6

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