

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

The regular meeting of the Council for Clear Hills County will be held on Tuesday, March 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: Regular Council Meeting Minutes, March 14, 2023.....	2
Previous: Policy & Priority Meeting Minutes, March 16, 2023	7
4. DELEGATION(S)	
a. Resource Center for Suicide Prevention 10:15 a.m.	9
5. PUBLIC HEARING	
6. TENDER OPENING 9:35 a.m.	
a. Tender 2023-05 Pavement Crack Sealing	10
b. Tender 2023-06 Pavement Line Painting	11
7. NEW BUSINESS	
a. COUNCIL	
1. Management Team Activity Report.....	12
2. Councillor Reports	21
3. Cleardale Fire Garage	22
4. Northwest Species at Risk.....	24
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6. RMA Convention Review	30
7. Tender Award – Tender 2023-01 Mower	31
8. Tender Award – Tender 2023-12 Tandem Axel Trailer	32
b. CORPORATE SERVICES	
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2. Destruction of Records and Documents	47
c. COMMUNITY SERVICES	
1. Tradeshow	54
d. PUBLIC WORKS	
1. Clear Hills County Transfer Station & Hamlet Garbage removal.....	58
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8. WRITTEN REPORTS:	
1. Chief Administrative Officer’s Report.....	61
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11. CLOSED MEETING ITEMS	
12. ADJOURNMENT	

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

PRESENT

Amber Bean	Reeve
Abe Giesbrecht	Councillor
David Janzen	Deputy Reeve
Danae Walmsley	Councillor
Jason Ruecker	Councillor
Susan Hansen	Councillor

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Audrey Bjorklund	Community Development Manager (CDM)

ABSENT

Nathan Stevenson	Councillor
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CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

C127-23(03-14-23)

RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the March 14, 2023 Regular Council Meeting, with the additions of 6.a. b. & c. Tender Openings. CARRIED.

**APPROVAL OF
MINUTES**

Previous
Council
Meeting Minutes

C128-23(03-14-23)

RESOLUTION by Councillor Walmsley to adopt the minutes of the February 28, 2023 Regular Council Meeting, as presented. CARRIED.

TENDER OPENINGS

Tender 2023-01 New
Mower

Council is presented with tenders to open for Tender 2023-01 New Mower and analyze results.

C129-23(03-14-23)

RESOLUTION by Councillor Hansen to open tenders for Tender 2023-01 New Mower and bring back the analysis to a future Regular Council Meeting. CARRIED.

Company	Amount	With Trade In
Fosters Agri World	\$53,800 no trade in	\$27,500 Trade in Cash \$26,300
Flaman Fairview	\$55,545	\$29,295 Cash (Trade in difference)

Tender 2023-02 New
Tandem Axle Trailer

Council is presented with tenders to open for Tender 2023-02 New Tandem Axle Trailer.

Page 2 of 5
REGULAR COUNCIL MEETING
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C130-23(03-14-23)

RESOLUTION by Deputy Reeve Janzen to open tenders for Tender 2023-02 New Tandem Axle Trailer and bring back the analysis to a future Regular Council Meeting. CARRIED.

Company	Amount	With Trade In
4C Trailers	\$10,802	\$10,302 cash
Fosters Agri World	\$ 9,000	\$2,000 trade in cash \$7,000
Flaman Fairview	\$ 9,135	\$8,541.75 cash

Tender 2023-03 New Tractor

Council is presented with tenders to open for Tender 2023-03 New Tractor.

C131-23(03-14-23)

RESOLUTION by Councillor Giesbrecht to open tenders for Tender 2023-03 New Tractor and bring back the analysis to a future Regular Council Meeting. CARRIED.

Company	Amount	With Trade In
Fosters Agri World	\$205,000	\$70,000 trade in cash \$130,000
Prairie Coast Equipment	\$251,000	\$70,000 trade in \$181,000 cash
Rocky Mountain Equipment	\$269,000	\$67,000 trade in \$202,000 cash
Rocky Mountain Equipment	\$267,000	\$67,000 trade in \$200,000 cash

NEW BUSINESS:
COUNCIL

Management Team Activity Report

Management activity report was reviewed.

C132-23(03-14-23)

RESOLUTION by Councillor Giesbrecht that the management activity report for February 28, 2023, be accepted, as presented. CARRIED.

Councillor Reports

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

C133-23(03-14-23)

RESOLUTION by Councillor Ruecker that with the dissolution of the Peace Valley Conservation, Recreation and Tourism Society the County's 1/6 share of the bank account of \$9,738.13 be transferred to Might Peace Tourism with the recommendation that the funds be used towards reprinting of the river maps. CARRIED.

C134-23(03-14-23)

RESOLUTION by Councillor Hansen to receive the Council reports for information, as presented. CARRIED.

Asphalt Settlement

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REGULAR COUNCIL MEETING
TUESDAY, MARCH 14, 2023

Repairs 2022	Asphalt Settlement Repairs 2022 and final inspection were completed September 20, 2022.
C135-23(03-14-23)	RESOLUTION by Deputy Reeve to award WSP Group the engineering for the Asphalt Settlement Repairs 2022 in the amount of \$35,968.00, funds to be allocated from the 2022 Road Reserve. CARRIED.
Continuing Education Scholarship Policy 6801	Council is presented with Policy 6801 Continuing Education Scholarship.
C136-23(03-14-23)	RESOLUTION by Councillor Giesbrecht to approve the amendments to Policy 6801 Continuing Education Scholarship, as presented. CARRIED.
	Reeve Bean recessed the meeting at 10:54 a.m. Reeve Bean reconvened the meeting at 11:00 a.m.
Tender 2022-12 Sidewalk Replacement Project	Council is presented with information regarding additional costs for the Sidewalk Project. The additional costs are due to additional concrete removal in the amount of \$4,519.00 and the supply and installation of a concrete drain in the amount of \$1,225.00, for a total overage of \$5,744.00.
C137-23(03-14-23)	RESOLUTION by Reeve Bean to approve the additional costs for the Sidewalk Project Tender 2022-12 in the amount of Five Thousand Seven Hundred and Forty Four Dollars (\$5,744.00), with the funds to be allocated from the Building Reserve. CARRIED.
<u>CORPORATE SERVICES</u> Accounts Payable March 1, 2023 to March 14, 2023	A list of expenditures for Clear Hills County for the period of March 1, 2023 to March 14, 2023 is provided for Council's review.
C138-23(03-14-23)	RESOLUTION by Deputy Reeve Janzen that Council receives for information the Accounts Payable report for Clear Hills County for the period of March 1, 2023, to March 14, 2023 for a total of \$198,508.37, with funds to be transferred from Long Term Investments. CARRIED.
Policy 1107 – Honorarium Payments to Council	Policy 1107 – Honorarium Payments to Council provides for a monthly honorarium payment to Council Members for the performance of their duties as elected officials.

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REGULAR COUNCIL MEETING
TUESDAY, MARCH 14, 2023

C139-23(03-14-23) **RESOLUTION by Reeve Bean to approve the changes in Policy 1107 – Honorarium Payments to Council, as presented. CARRIED.**

Policy 1126 – Per Diem Payments

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

C140-23(03-14-23) **RESOLUTION by Councillor Hansen to approve the changes in Policy 1126 – Per Diem Payments, as presented. CARRIED.**

PUBLIC WORKS
Clear Hills County
Transfer Station
Contract

Clear Hills Waste Management is requesting Council approve the request for extension on the Clear Hills County Maintenance and Operation of Transfer Stations.

C141-23(03-14-23) **RESOLUTION by Deputy Reeve Janzen to close the meeting to the public as per Section 27, of FOIP at 11:25 a.m. CARRIED.**

C142-23(03-14-23) **RESOLUTION by Councillor Giesbrecht to revert the meeting back to the public as per Section 27, of FOIP at 12:02 p.m. CARRIED.**

C143-23(03-14-23) **RESOLUTION by Councillor Walmsley to receive the closed session discussion for information. CARRIED.**

Reeve Bean recessed the meeting at 12:02 p.m.
Reeve Bean reconvened the meeting at 12:33 p.m.

Non-Potable Water
Worsley Water
Treatment Plant

Council is presented with information regarding the non-potable water at the Worsley Water Treatment Plant.

C144-23(03-14-23) **RESOLUTION by Councillor Giesbrecht to close the non-potable water system at the Worsley Water Treatment Plant. CARRIED.**

WRITTEN REPORTS

Chief Administrative
Officer's Report

Chief Administrative Officer's report.

C145-23(03-14-23) **RESOLUTION by Deputy Reeve Janzen to receive the Chief Administrative Officer's report for information, as presented. CARRIED.**

Public Works
Manager's Report

Public Works Manager's Report

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REGULAR COUNCIL MEETING
TUESDAY, MARCH 14, 2023

C146-23(03-14-23)

RESOLUTION by Councillor Giesbrecht to receive the Public Works Manager's report for information, as presented.
CARRIED.

COUNCIL
INFORMATION

Council reviewed the Council information.

C147-23(03-14-23)

RESOLUTION by Reeve Bean to receive the Councillor Information for information, as presented.
CARRIED.

CALENDARS

Council and Administration reviewed the upcoming months' calendars for Councillor Boards and Committee scheduled meetings, to assist Administration with record keeping and Council with a reminder.

Councillor Giesbrecht left the meeting at 1:16 p.m.

C148-23(03-14-23)

RESOLUTION by Deputy Reeve Janzen to receive for information the March, April and May 2023 calendars.

Date	Meeting	Councillor
March 9	Grimshaw Gravels Aquifer	Walmsley
March 13	Canadian Rail Advocacy Alliance (CRAA)	Bean
April 3	Medical Clinic (1 p.m.)	Hansen
April 3	Land Use Bylaw Review Session	All
March 31	Peace Region Subdivision & Development Appeal Board	Bean
May 15	MPTA AGM	Bean
March 15	Peace Beef Cattle Day – Eureka River	Janzen
March 16	Burnt River Recreation Board	Walmsley
May 27	Peace Library System Board Meeting	Bean

ADJOURNMENT

Reeve Bean adjourned the, March 14, 2023 Regular Council Meeting at 1:32 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES OF CLEAR HILLS COUNTY
POLICY & PRIORITY MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
THURSDAY, MARCH 16, 2023**

PRESENT	Amber Bean David Janzen Danae Walmsley Susan Hansen Abe Giesbrecht Nathan Stevenson	Reeve Deputy Reeve Councillor Councillor Councillor Councillor
ABSENT	Jason Ruecker	Councillor
ATTENDING	Allan Rowe Bonnie Morgan	Chief Administrative Officer (CAO) Executive Assistant (EA)
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> P149-23(03-16-23)	RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the March 16, 2023 Policy & Priority Meeting, as presented. CARRIED.	
<u>NEW BUSINESS:</u> <u>COUNCIL</u> Cleardale Fire Garage	Council requested further discussion regarding the potential Cleardale Fire Garage. Councillor Stevenson entered the meeting at 10:15 a.m.	
P150-23(03-16-23)	RESOLUTION by Reeve Bean to recommend Council proceed with hiring an engineering firm for the design and tender of a 40x60x16 Fire Storage Garage on lot Plan 0726595 B1 L84 Poplar Drive, Cleardale, Alberta. CARRIED.	
Road Construction Policy 3201	Council is presented with Road Construction Policy 3201 as requested. Reeve Bean recessed the meeting at 11:58 a.m. Reeve Bean reconvened the meeting at 12:19 p.m.	
P151-23(03-16-23)	RESOLUTION by Reeve Bean to table Policy 3201 Road Construction until a future Policy & Priority meeting. CARRIED.	
Wolf Management Incentive Policy 6307	Council is presented with the Wolf Management Incentive Policy 6307.	
P152-23(03-16-23)	RESOLUTION by Councillor Walmsley to bring back more information on predation courses to a future Policy and Priority Meeting. CARRIED.	

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POLICY & PRIORITY MEETING
THURSDAY, MARCH 16, 2023

Promotional Clothing

Council requested a have a discussion on purchasing promotional Clothing.

P153-23(03-16-23)

RESOLUTION by Councillor Hansen to receive the discussion on promotional clothing for information, as presented. CARRIED.

ADJOURNMENT

Reeve Bean adjourned the March 16, 2023 Policy & Priority Meeting at 1:10 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION - Resource Center for Suicide Prevention 10:15 a.m.
File:	11-02-02

DESCRIPTION:

Casey Szmata with Resource Center for Suicide Prevention will be in attendance at 10:15 a.m. to discuss a new facility and programs.

ATTACHMENTS:

Correspondence

RECOMMENDED ACTION:

RESOLUTION by.....to receive the delegation from Resource Center for Suicide Prevention for information, as presented.

Initials show support - Reviewed by:	Manager:	CAO: 
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From: [Casey Szmata](#)
To: [Bonnie Morgan](#)
Subject: Re: RCSP - North Peace
Date: March 7, 2023 4:04:57 PM

March 28th would be great! Thanks so much. What is the location of the meeting?

Sent from my iPhone

> On Mar 7, 2023, at 2:59 PM, Bonnie Morgan <Bonnie@clearhillscounty.ab.ca> wrote:
>
> Good afternoon Casey
>
> Are you just looking to give them an update on the new facility? I have included a list of dates and times Council would be available.
>
> March 28, 2023 - 10:15 a.m.
> April 11, 2023 10:30 a.m.
> April 25, 2023 10:15 a.m.
>
> Please let me know if any of these dates would work for you.
>
> Bonnie Morgan | Executive Assistant to CAO and Council
> Clear Hills County Box 240 Worsley, AB T0H 3W0 | Ph: (780)-685-3925 ext. 120 | Cell: (780)-834-7171 |
Fax: (780)-685-3960
> bonnie@clearhillscounty.ab.ca | www.clearhillscounty.ab.ca
>
> The information contained in this e-mail is confidential and may contain privileged information. It is intended only for the person or persons named above. If you are not an intended recipient of this e-mail please be advised that any distribution or copying of this e-mail is prohibited. If you have received this e-mail in error,
> Please notify us by return e-mail and delete all copies of the e-mail and any attachments.
>
>
>
>
> -----Original Message-----
> From: Casey Szmata <northpeace@sp-rc.ca>
> Sent: Friday, March 3, 2023 12:04 PM
> To: Council <Council@clearhillscounty.ab.ca>
> Subject: RCSP - North Peace
>
> Good morning
> I am writing today on behalf of the Resource Center for Suicide Prevention - North Peace office which is scheduled to open on April 1st.
> I am the Coordinator for the new Facility, and would love the opportunity to meet with you and/or your Council to discuss the new services that will be implemented. As you are aware, mental health and suicide continue to be a rising concern in our area, and we are very excited to be taking a step toward resolving these issues.
>
> I would appreciate very much if you could kindly let me know when we could meet.
>
> Thank you
> Casey Szmata
> North Peace Coordinator
> Resource Center for Suicide Prevention

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Opening- Tender 2023-05 Pavement Crack Sealing
File:	32-15-02

DESCRIPTION:

Council is presented with tenders to open for Tender 2023-05 Pavement Crack Sealing.

Tender 2023-05 Pavement Crack Sealing closed on Monday, March 27, 2022, at 4:00 p.m.

BACKGROUND:

C89-23(02-14-23) RESOLUTION by Councillor Giesbrecht to proceed to tender for 2023 pavement crack sealing. CARRIED.

BUDGET:

\$145,000.00 - General operating budget - hard surface maintenance

RECOMMENDED ACTION:

RESOLUTION by ... to open tenders at 9:35 a.m. for Tender 2023-05 Pavement Crack Sealing, analyze results and bring back a recommendation to a future Regular Council Meeting.

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Opening- Tender 2023-06 Pavement Line Painting
File:	32-15-02

DESCRIPTION:

Council is presented with tenders to open for Tender 2023-06 Pavement Line Painting.

Tender 2023-06 Pavement Line Painting closed on Monday, March 27, 2022, at 4:00 p.m.

BACKGROUND:

C90-23(02-14-23) RESOLUTION by Deputy Reeve Janzen to proceed to tender for 2023 Line Painting. CARRIED.

BUDGET:

\$145,000.00 - General operating budget - hard surface maintenance

RECOMMENDED ACTION:

RESOLUTION by ... to open tenders at 9:35 a.m. for Tender 2023-06 Pavement Line Painting, analyze results and bring back a recommendation to a future Regular Council Meeting.

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

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

DESCRIPTION:

Management activity report for March 14, 2023

ATTACHMENTS:

- Management Activity Report

RECOMMENDED ACTION:

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

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

Activity Report for March 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
		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 upcoming Joint Municipality meeting agenda. CARRIED.	EA	Sent
		January 3, 2023 P&P		



Management Team

Activity Report for March 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
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		
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
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	Future P&P
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 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.	PWM	Ordered
		January 24, 2023		
C43-23	01/24/23	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.	CSM	



Management Team

Activity Report for March 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
		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	May 11, 2023
		February 13, 2023			
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	Future P&P
		February 14, 2023			
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	June
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	May
		February 28, 2023			
C120-23	02/28/23	RESOLUTION by Councillor Giesbrecht to proceed to tender for the overlay for the pavement on Poplar Drive in the Hamlet of Cleardale. CARRIED.		PWM	In works



Management Team

Activity Report for March 14, 2023

LEGEND:

Budget Items: Completed Items: Items in Waiting:
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MOTION	DATE	DESCRIPTION	DEPT	STATUS												
C121-23	02/28/23	RESOLUTION by Deputy Reeve Janzen to 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. CARRIED.	PWM	In works												
C122-23	02/28/23	RESOLUTION by Councillor Walmsley to 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. CARRIED.	PWM	In works												
C123-23	02/28/23	RESOLUTION by Councillor Hansen to approve the attendance of Reeve Bean and Councillor Walmsley to attend the Woman in the North Conference in Fairview, AB. CARRIED.	EA	April												
		March 14, 2023														
C106-23	03/14/23	RESOLUTION by Councillor Hansen to open tenders for Tender 2023-01 New Mower and bring back the analysis to a future Regular Council Meeting. <table><tr><td>Company</td><td>Amount</td><td>With Trade In</td></tr><tr><td>Fosters Agri World</td><td>\$53,800 no trade in</td><td>\$27,500 Trade in Cash \$26,300</td></tr><tr><td>Flaman Fairview</td><td>\$55,545</td><td>\$29,295 Cash (Trade in difference)</td></tr></table>	Company	Amount	With Trade In	Fosters Agri World	\$53,800 no trade in	\$27,500 Trade in Cash \$26,300	Flaman Fairview	\$55,545	\$29,295 Cash (Trade in difference)	CAO	March 28			
Company	Amount	With Trade In														
Fosters Agri World	\$53,800 no trade in	\$27,500 Trade in Cash \$26,300														
Flaman Fairview	\$55,545	\$29,295 Cash (Trade in difference)														
C130-23	03/14/23	C130-23(03-14-23) RESOLUTION by Deputy Reeve Janzen to open tenders for Tender 2023-02 New Tandem Axle Trailer and bring back the analysis to a future Regular Council Meeting. CARRIED. <table><tr><td>Company</td><td>Amount</td><td>With Trade In</td></tr><tr><td>4C Trailers</td><td>\$10,802</td><td>\$10,302 cash</td></tr><tr><td>Fosters Agri World</td><td>\$ 9,000</td><td>\$2,000 trade in cash \$7,000</td></tr><tr><td>Flaman Fairview</td><td>\$ 9,135</td><td>\$8,541.75 cash</td></tr></table>	Company	Amount	With Trade In	4C Trailers	\$10,802	\$10,302 cash	Fosters Agri World	\$ 9,000	\$2,000 trade in cash \$7,000	Flaman Fairview	\$ 9,135	\$8,541.75 cash	CAO	March 28
Company	Amount	With Trade In														
4C Trailers	\$10,802	\$10,302 cash														
Fosters Agri World	\$ 9,000	\$2,000 trade in cash \$7,000														
Flaman Fairview	\$ 9,135	\$8,541.75 cash														



Management Team

Activity Report for March 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															
C131-23	03/14/23	<div>RESOLUTION by Councillor Giesbrecht to open tenders for Tender 2023-03 New Tractor and bring back the analysis to a future Regular Council Meeting. CARRIED.</div> <table><tr><td>Company</td><td>Amount</td><td>With Trade In</td></tr><tr><td>Fosters Agri World</td><td>\$205,000</td><td>\$70,000 trade in cash \$130,000</td></tr><tr><td>Prairie Coast Equipment</td><td>\$251,000</td><td>\$70,000 trade in \$181,000 cash</td></tr><tr><td>Rocky Mountain Equipment</td><td>\$269,000</td><td>\$67,000 trade in \$202,000 cash</td></tr><tr><td>Rocky Mountain Equipment</td><td>\$267,000</td><td>\$67,000 trade in \$200,000 cash</td></tr></table>	Company	Amount	With Trade In	Fosters Agri World	\$205,000	\$70,000 trade in cash \$130,000	Prairie Coast Equipment	\$251,000	\$70,000 trade in \$181,000 cash	Rocky Mountain Equipment	\$269,000	\$67,000 trade in \$202,000 cash	Rocky Mountain Equipment	\$267,000	\$67,000 trade in \$200,000 cash	CAO	Future Reg Meeting
Company	Amount	With Trade In																	
Fosters Agri World	\$205,000	\$70,000 trade in cash \$130,000																	
Prairie Coast Equipment	\$251,000	\$70,000 trade in \$181,000 cash																	
Rocky Mountain Equipment	\$269,000	\$67,000 trade in \$202,000 cash																	
Rocky Mountain Equipment	\$267,000	\$67,000 trade in \$200,000 cash																	
		March 16, 2023 Policy & Priority																	
P150-23	03/16/23	RESOLUTION by Reeve Bean to recommend Council proceed with hiring an engineering firm for the design and tender of a 40x60x16 Fire Storage Garage on lot Plan 0726595 B1 L84 Poplar Drive, Cleardale, Alberta. CARRIED.		March 28															
P151-23	03/16/23	RESOLUTION by Reeve Bean to table Policy 3201 Road Construction until a future Policy & Priority meeting. CARRIED.	EA	April 4															
P152-23	03/16/23	RESOLUTION by Councillor Walmsley to bring back more information on predation courses to a future Policy and Priority Meeting. CARRIED.	EA	April 4															
		August 20, 2019																	
C335-19	06/25/19	RESOLUTION by Councillor Bean to approve a budget of \$21,500.00 for survey, land, and environmental work to increase the George Lake Recreation Lease boundaries and allocate the funds from the Recreation Reserve. CARRIED.	CDM	In the works															
		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	CDM	2020✓ 2021✓ 2022✓ 2023✓ 2024															



Management Team

Activity Report for March 14, 2023

LEGEND:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		(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.		
		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
		November 17, 2021		
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 and 2025, to the Village of Hines Creek to assist with operating expenses. CARRIED.	CDM	2022✓ 2023✓ 2024 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
C383-22	08/16/22	RESOLUTION by Councillor Hansen to receive the 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.	EA	Letter Sent



Management Team

Activity Report for March 14, 2023

LEGEND:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
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				
C66-15	01/13/15	RESOLUTION by Councillor Croy to leave Plan 802KS Block 2 Lot 10 as is in the County's name as a tax forfeiture property. The taxes shall keep accumulating on it; the previous owner can redeem it at any time by paying all taxes and penalties. If after 15 years the previous owner has not redeemed it totally, the County will become the owner. CARRIED.	CSM	January 14, 2030
		February 18, 2021		
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 Provincial Government for the projects discussed for the three Provincial Parks the County now operates. CARRIED	CDM	Province put funding program on hold

Clear Hills County

Request For Decision (RFD)

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

DESCRIPTION:

Council is presented with a recommendation from Thursday, March 16, 2023, Policy and Priority Meeting regarding the Cleardale Fire Garage.

P150-23(03-16-23) **RESOLUTION** by Reeve Bean to recommend Council proceed with hiring an engineering firm for the design and tender of a 40x60x16 Fire Storage Garage on lot Plan 0726595 B1 L84 Poplar Drive, Cleardale, Alberta. **CARRIED.**

ATTACHMENTS:

March 16, 2023 - recommendations

RECOMMENDED ACTION:

RESOLUTION by..... proceed with hiring an engineering firm for the design and tender of a 40x60x16 Fire Storage Garage on lot Plan 0726595 B1 L84 Poplar Drive, Cleardale, Alberta

Initials show support - Reviewed by:

Manager:

CAO:



March 16, 2023
Policy & Priority Mtg.

Cleardale Fire Garage

Plan -0726595

Block – 1

Lot 83	Lot 84	Lots 83 & 84
22 x 40 meters	22 x 40 meters	44 x 80 meters
72 x 131 feet	74 x 131 feet	146 x 262 Feet

Lot 84

22x 40 meters

Double bay garage

- 16 foot walls
- 40 feet wide
- 60 feet long
- all tin inside and out
- over sized eaves trough with down spout 8"
- full 40 x 20foot(40x30?) cement apron in the front and 40 x 5 foot full cement apron in the back
- parking lot
- two 14 foot over head doors in the front with windows in the centre panel
- one 14 foot over head door in the back with windows in the centre panel
- electronic eye garage door opener
- two man doors one in the front and one in the back
- 10 feet by 10 feet bathroom with toilet, stand up shower, sink, wired and plumbed for washer and dryer
- back up power supply-natural gas generator
- radiant heat
- 1 ½ in water line for truck fill
- multiple water hook up for pressure washer
- sump
- ceiling plug ins
- Security system – key pad, doors

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Northwest Species at Risk Membership
File:	11-02-02

DESCRIPTION:

Council is presented with correspondence from Northwest Species at Risk regarding the upcoming membership fees.

ATTACHMENTS:

Correspondence

OPTIONS:

- Approve the \$1,000.00 membership fee to Northwest Species at Risk funds to be allocated from the Rate Stabilization Reserve.
- To remove Clear Hills County as Voting Members for the Northwest Species at Risk.

RECOMMENDED ACTION:

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:





C/O Town of High Level

10511 – 103 Street

High Level, AB ToH 1Z0

Ph: 780-926-2201

albertanwsar@gmail.com

@Alberta_NWSAR

Alberta Northwest Species at Risk Committee



February 21, 2023

Clear Hills County
Box 240
Worsley, AB ToH 3Wo

**RE: Alberta Northwest Species at Risk Committee 2023 Voting Member Fees, and
2022 Financial Report**

Dear Reeve and Council:

Alberta Northwest Species at Risk Committee (NWSAR) appreciates Clear Hills County's participation and support in our endeavor to ensure local people and municipalities of Northwest Alberta are involved and have a seat at the table in Sub-Regional Planning, as well as within the conversation of species at risk planning. Policies that are land based and will affect us all now and into the future. We are proud of the partnerships we have developed, and the projects we have on the go with our Forestry Partners, Alberta Trappers Association and the Alberta Biodiversity Monitoring Institute. We have had an additional municipal seat on the two subregional planning task forces in the northwest and will continue to lobby to secure seats in the upcoming task forces.

We thank you for your continued dedication and commitment to NWSAR as one of our valued Voting Member municipalities. We are pleased to share our 2022 Financial Report and have enclosed an invoice for your 2023 member fees.

December 8, 2022, NWSAR Committee approved the substantial reduction from \$50,000 in our Voting Membership Contributions to \$1,000. If you choose not to continue with your NWSAR membership, please advise us of your decision.

Yours Sincerely,

Lisa Wardley
Chair, NWSAR
Councillor, Mackenzie County
lisa@mackenziecounty.com

Crystal McAteer
Vice Chair, NWSAR
Mayor, Town of High Level
mayor@highlevel.ca

ALBERTA NORTHWEST SPECIES AT RISK COMMITTEE 2022 FINANCIAL YEAR END REPORT

Reporting Month: January-23

COMMITTEE MEMBER CONTRIBUTIONS	MEMBERSHIP TYPE	FEE (\$)	PAYMENT NOTES
Clear Hills County	Voting	50,000.00	Paid
County of Northern Lights	Voting	50,000.00	Paid
Town of Rainbow Lake	Voting	50,000.00	Paid
Town of High Level	Voting	50,000.00	Paid
Mackenzie County	Voting	0.00	Paid in 2019
Municipal District of Opportunity No. 17	Associate	1,000.00	Paid
Northern Sunrise County	Associate	1,000.00	Paid
Big Lakes County	Associate	1,000.00	Paid
Town of High Prairie	Associate	1,000.00	Paid
Municipal District of Peace No. 135	Associate	1,000.00	Paid
Municipal District of Fairview No. 136	Associate	1,000.00	Paid
Saddle Hills County	Associate	0.00	Outstanding
County of Grande Prairie No. 1	Associate	0.00	Outstanding
Town of Manning	Associate	1,000.00	Paid
CONTRIBUTIONS - 2022		\$207,000.00	
UNSPENT CONTRIBUTIONS – 2021*		\$347,720.18	
TOTAL CONTRIBUTIONS – 2022		\$554,720.18	

** Includes \$150,000.00 from Mackenzie County for 2021 and 2022 fees, paid in 2019.*

YEAR TO DATE EXPENSES – DECEMBER 31, 2022	FUNDS (\$)
Administration Expenses	5,422.50
Other Expenses	40,538.43
TOTAL EXPENSES – DECEMBER 31, 2022	\$45,960.93
TOTAL UNSPENT CONTRIBUTIONS 2022 YTD – December 31, 2022	\$508,759.25

Resolution required: THAT NWSAR accepts the 2022 Year End Financial Report as presented.

a. Schedule of Expenses

Vendor	Amount (\$)	Description
Lisa Wardley	3,037.50	Honorariums (Administration Expenses)
Backwoods Builder	1,490.00	Plaques
Canton Restaurant	96.72	BMO Credit Card – NWSAR Meeting
Purolator	142.10	Freight
Purolator	44.48	Freight
Lisa Wardley	351.15	Administrative Supplies – Proj 002-Year 3
Purolator	44.48	Freight
Lisa Wardley	2,093.78	Administrative Supplies – Proj 002-Year 3
Duffy Driedger	2,048.96	Proj 002-Year 3
Mackenzie County	1,736.00	Proj 002-Year 3
Amber Bean	1,645.47	Travel & Subsistence
Best Western Mirage	158.54	Travel & Subsistence
Mackenzie County	1,736.00	Proj 002 Batteries
TOTAL EXPENSES*	\$12,889.18	

Resolution required: THAT NWSAR accepts the schedule of expenses paid from November 18th 2022 up until December 31st 2022; totalling \$12,889.18 as presented.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	PREDA – Child and Youth Mental Health Worker
File:	11-02-02

DESCRIPTION:

Council is presented with a request from Peace Regional Economic Development Alliance regarding supporting in principle the need for a Child and Youth Mental Health Worker in our area.

ATTACHMENTS:

Request for support - PREDA

RECOMMENDED ACTION:

RESOLUTION by.....To approve the request from Peace Regional Economic Development Alliance regarding supporting in principle the need for a Child and Youth Mental Health Worker in our area.

Initials show support - Reviewed by:

Manager:

CAO:





To: PREDA / REDI Membership:

March 12, 2023

RE: Support for **NEW!** Child and Youth Mental Health Worker program for Northern Lakes College

Background: Our concern for our children's psychological, social, physical, language, and academic well-being was of upmost importance to us all during the height of the COVID19 pandemic. Our concern was not unique; in 2021 young people reached out to **Kids Help Phone 4.6 million times**. The top five issues young people reached out about were anxiety, depression, relationships, loneliness, and suicidal thoughts. ([Impact 21 Report](#)).

Mental health is a continuum and a life-long journey. A small problem to one can be a huge problem to someone else. A manageable problem can become out-of-control if left undealt with. Mental health services are also a continuum. School counsellors, family and community support services, social workers, psychologists, and psychiatrists all serve a role along the continuum of mental health supports available in a community.

Program Proposal: Northern Lakes College would like to offer a diploma in Child & Youth Mental Health to help build our regional capacity to provide mental health services to our children. The new program will benefit from Northern Lakes College's team of instructional experts across a cluster of programs such as Social Work, Early Learning & Child Care, Addictions Counselling, and Educational Assistant.

Request: To proceed with this initiative Northern Lakes College needs to provide the Alberta Department of Advanced Education with a full program proposal which includes support from our communities that the Child & Youth Mental Health program is needed in our region. As municipal leaders and as members of various community boards that deal with the impact of mental health in our communities, we are asking that you, your fellow councillors, and/or board members sign and return this request to show your support for this Northern Lakes College initiative.

Sincerely,
Elaine Garrow – PREDA Chair
Councillor - MD of Spirit River #133

Yes, the Child & Youth Mental Health program is needed in my community and I support Northern Lakes College in its endeavors to deliver this program in our region.

Name (Print) _____ Signature: _____

Municipality / Board _____

Please return to admin@peacecountrycanada.com

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	RMA Convention Review
File:	11-02-02

DESCRIPTION:

Council attended the RMA Convention in Edmonton, Alberta on March 20-22.

Minister Meetings Attended	
Minister/Ministry	Topic
Jason Copping -Minister of Health.	Worsley Health Centre – Prescriptions & EMS Management
Todd Loewen- Minister of Forestry, Parks and Tourism	Licenses
Minister Nicolaides-Advanced education	NW Polytechnic FV Campus
Minister Schulz-Municipal Affairs	Land rights tribunal hearing - Chinchaga
Minister Schulz-Municipal Affairs	5:1 Tax Ratio

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Greg Coon, Agricultural Fieldman
Title:	Tender Awarding - Tender 2023-01 New Mower
File:	31-63-02

DESCRIPTION:

Tenders were opened for Tender 2023-01 New Mower on Tuesday March 14, 2023, at 9:35 a.m. Council is presented with an analysis of the results.

BACKGROUND:

C129-23(03-14-23)

RESOLUTION by Councillor Hansen to open tenders for Tender 2023-01 New Mower and bring back the analysis to a future Regular Council Meeting. CARRIED.

Company	Amount	With Trade In
Fosters Agri World	\$53,800 no trade in	\$27,500 Trade in Cash \$26,300
Flaman Fairview	\$55,545	\$29,295 Cash (Trade in difference)

C50-23(01-24-23) RESOLUTION by Deputy Reeve Janzen to proceed to tender for the purchase of a new Mower. CARRIED.

BUDGET:

\$50,000.00 – Multiyear Capital Plan.

ATTACHMENT:

Tender 2023-01 Analysis

RECOMMENDED ACTION:

RESOLUTION by...to award Tender 2023-01 New Mower to Fosters Agri World for the amount of \$28,990.00 including GST, funds are budgeted in the multiyear capital plan.

Initials show support - Reviewed by:	Manager:	CAO: 
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Tender 2023-01 15' Rotary Mower					
	Bidder:	Flaman Peace Country cash no trade	Flaman Peace Country Inc trade in allowance	Foster's Agriworld cash no trade	Foster's Agriworld Inc trade in allowance
		*model year 2023 Series 5	*model year 2023 Series 5	*model year 2023 Series 5	*model year 2023 Series 5
15' Rotary Mower					
1	15' rotary mower	meets	meets	meets	meets
2	1000 PTO	meets	meets	meets	meets
3	Trailer LV hitch	meets	meets	meets	meets
4	2 blade pan kit	meets	meets	meets	meets
5	Walking axle kit (left and right)	meets	meets	meets	meets
6	Solid tires (foam filled)	meets	meets	meets	meets
7	Ready to hook up to Schulte Flex Arm	meets	meets	meets	meets
8	Double acting hydraulics	meets	meets	meets	meets
9	Delivered to County yard on or before June 1, 2023	meets	meets	meets	meets
Include the following information					
1	Warranty specifications (minimum 6 months on parts & labor)	meets	meets	meets	meets
Price	Cash no trade	\$ 52,900.00		\$ 53,800.00	
	Including trade in allowance		\$ 27,900.00		\$ 26,300.00
	Lump Sum Cash Price including GST	\$ 55,545.00	\$ 29,295.00	\$ 56,490.00	\$ 28,990.00
Recommendation: Foster's including trade in allowance for \$28,990.00 inc GST					

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Greg Coon, Agricultural Fieldman
Title:	Tender Awarding - Tender 2023-02 New Tandem Axle Trailer
File:	31-64-02

DESCRIPTION:

Tenders were opened for Tender 2023-02 New Tandem Axle Trailer on Tuesday March 14, 2023, at 9:35 a.m. Council is presented with an analysis of the results.

BACKGROUND:

C130-23(03-14-23)

RESOLUTION by Deputy Reeve Janzen to open tenders for Tender 2023-02 New Tandem Axle Trailer and bring back the analysis to a future Regular Council Meeting. CARRIED.

Company	Amount	With Trade In
4C Trailers	\$10,802	\$10,302 cash
Fosters Agri World	\$ 9,000	\$2,000 trade in cash \$7,000
Flaman Fairview	\$ 9,135	\$8,541.75 cash

C49-23(01-24-23) RESOLUTION by Councillor Giesbrecht to proceed to tender for the purchase of a new water pump trailer. CARRIED.

BUDGET:

\$10,000.00 – Multiyear Capital Plan.

ATTACHMENT:

Tender 2023-02 Analysis

RECOMMENDED ACTION:

RESOLUTION by...to award Tender 2023-02 New Tandem Axle Trailer to Flaman Inc. Fairview for the amount of \$9,135.00 including GST, funds are budgeted in the multiyear capital plan.

Initials show support - Reviewed by:	Manager:	CAO:	
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Tender 2023-02 Tandem Axle Trailer							
		4C's Trailer Direct Bidder: cash no trade	4C's Trailer Direct Inc Trade in allowance	Flaman cash no trade	Flaman Inc trade in allowance	Foster's Agriworld Cash no trade	Foster's Agriworld Inc trade in allowance
Tandem Axle Trailer		meets	meets	meets	meets	doesn't meet	doesn't meet
1 Minimum 16' long deck		meets	meets	meets	meets	meets	meets
2 Minimum 7000 lb axles		meets	meets	meets	meets	meets	meets
3 7 Pin Trailer lights connector		meets	meets	meets	meets	meets	meets
4 Integral heavy duty dolly style jack		meets	meets	meets	meets	meets	meets
5 Fully lighted for highway use		meets	meets	meets	meets	meets	meets
6 Delivered to Clear Hills County yard by June 1, 2023		meets	meets	meets	meets	meets	meets
Include the following information							
1 Warranty specifications (minimum 6 months on parts & labor)		meets	meets	meets	meets		
		2 year comp 3 year structural 2 year roadside assist	2 year comp 3 year structural 2 year roadside assist	1 year parts and labor	1 year parts and labor	No warranty info included in tender	No warranty info included in tender
Price							
Cash no trade		\$ 10,802.00	\$ 10,302.00	\$ 8,700.00	\$ 8,135.00	\$ 9,000.00	\$ 7,000.00
Including trade in allowance							
Lump Sum Cash Price including GST		\$ 11,342.10	\$ 10,842.10	\$ 9,135.00	\$ 8,541.75	\$ 9,450.00	\$ 7,350.00
Recommendation Flaman cash no trade for \$9135.00 GST included							
Kubota quoted on a 20' deck instead of 16' deck.							

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 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 March 15, 2023 to March 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 March 15, 2023 to March 28, 2023 for a total of \$254,760.99, with funds to be transferred from Long Term Investments.

Initials show support - Reviewed by:

Manager:



CAO:



System: 3/21/23 1:52:31 PM
User Date: 3/21/23

Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

Page: 1
User ID: Dawn

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	3/15/23	3/28/23		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
1359773 AB LTD	027412	3/28/23	\$724.50
Invoice Description	Invoice Number	Invoice Amount	
Worsley Walk Path Snow Removal	232280	\$724.50	
ADVENTURE AUTOMOTIVE LTD	027413	3/28/23	\$1,441.14
Invoice Description	Invoice Number	Invoice Amount	
Parts/R&M Unit 65-58	63147	\$1,223.51	
Parts/R&M Unit 65-57	63244	\$217.63	
BEAR CANYON COLONY CEMETERY	027414	3/28/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Cemetery Grant-BC Colony	031023	\$500.00	
BEAR POINT LIBRARY	027415	3/28/23	\$4,500.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Library Grant-Bear Point	032023	\$4,500.00	
BJORNSON, WAYNE	027416	3/28/23	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive Program	030323	\$200.00	
BOSCHWICK CONTRACTING	027417	3/28/23	\$26,597.06
Invoice Description	Invoice Number	Invoice Amount	
Bear Canyon GB09	593	\$13,452.09	
Worsley GB01	592	\$13,144.97	
BROWNLEE LLP	027418	3/28/23	\$732.38
Invoice Description	Invoice Number	Invoice Amount	
Legal Opinion	544485	\$732.38	
BUBBLE UP MARKETING	027419	3/28/23	\$2,399.25
Invoice Description	Invoice Number	Invoice Amount	
Website Agreement #625	18670	\$479.85	
Website Agreement #625	18785	\$479.85	
Website Agreement #625	19022	\$479.85	
Website Agreement #625	19152	\$479.85	
Website Agreement #625	19256	\$479.85	

System: 3/21/23 1:52:31 PM
 User Date: 3/21/23

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Page: 2
 User ID: Dawn

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CLEAR HILLS WASTE MANAGEMENT	027420	3/28/23	\$10,340.62
Invoice Description	Invoice Number	Invoice Amount	
Transfer Stations Contract	158	\$10,340.62	
COX, GERALD	027421	3/28/23	\$5,775.00
Invoice Description	Invoice Number	Invoice Amount	
WTP Operator Contract	211	\$5,775.00	
DEP VENTURES	027422	3/28/23	\$3,071.87
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR 9-10/23	\$3,071.87	
DHL	027423	3/28/23	\$392.06
Invoice Description	Invoice Number	Invoice Amount	
Wat Samp/Newsletter Shipping	10354491	\$392.06	
DIAMOND SOFTWARE SOLUTIONS INC	027424	3/28/23	\$118.13
Invoice Description	Invoice Number	Invoice Amount	
Smartlist Builder Management	366995	\$118.13	
END OF STEEL HERITAGE MUSEUM S	027425	3/28/23	\$27,000.00
Invoice Description	Invoice Number	Invoice Amount	
General Grant-End of Steel Mus	032023	\$27,000.00	
FAIRVIEW AUTO AND INDUSTRIAL S	027426	3/28/23	\$207.51
Invoice Description	Invoice Number	Invoice Amount	
Parts Unit 63-13	965-490105	\$125.82	
Parts Unit 63-13	965-488885	\$81.69	
FAIRVIEW PUBLIC LIBRARY	027427	3/28/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Library Grant-Fairview	032023	\$500.00	
FRESNO BROS-FAIRVIEW	027428	3/28/23	\$103.78
Invoice Description	Invoice Number	Invoice Amount	
Farmer's App Banquet Supplies	030323	\$103.78	
GRADE PRO CONTRACTING LTD.	027429	3/28/23	\$40,984.13
Invoice Description	Invoice Number	Invoice Amount	
Cleardale GB07	1158	\$22,806.00	
Whitelaw GB15	1159	\$18,178.13	

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User Date: 3/21/23

Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

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User ID: Dawn

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
H.K.P. TRUCKING	027430	3/28/23	\$985.49
Invoice Description	Invoice Number	Invoice Amount	
R&M/Parts/Freight Unit 63-13	53518619	\$931.89	
Parts Unit 63-13	53518611	\$53.60	
HINES CREEK MUNICIPAL LIBRARY	027431	3/28/23	\$4,500.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Library Grant-Hines Creek	032023	\$4,500.00	
HINES CREEK PART MART	027432	3/28/23	\$232.87
Invoice Description	Invoice Number	Invoice Amount	
Fuel Filter Unit 63-05	929-109923	\$12.38	
New Battery Unit 65-48	929-110098	\$220.49	
HITECH BUSINESS SYSTEMS LTD.	027433	3/28/23	\$509.39
Invoice Description	Invoice Number	Invoice Amount	
Copier Agreement	1697443	\$509.39	
J.R. PAINE & ASSOCIATES LTD.	027434	3/28/23	\$178.50
Invoice Description	Invoice Number	Invoice Amount	
Sieve Analysis	PR4210	\$178.50	
KAUT DAVID	027435	3/28/23	\$2,667.23
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR 9-10/23	\$2,667.23	
LAPRAIRIE WORKS	027436	3/28/23	\$41,891.56
Invoice Description	Invoice Number	Invoice Amount	
Pavement Maintenance	4490-0011 FEB2	\$41,891.56	
LEFEBVRE ROXANNE	027437	3/28/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Cemetery Grant - OHCC	030723	\$500.00	
M.D. OF PEACE # 135	027438	3/28/23	\$1,000.00
Invoice Description	Invoice Number	Invoice Amount	
Annual Fire Service Agmt #54	202300026	\$1,000.00	
MAD DOG CRESTING	027439	3/28/23	\$2,479.21
Invoice Description	Invoice Number	Invoice Amount	
Replenish Tax Paper	08023	\$1,141.71	
Promo Hats	44511	\$189.53	

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 User Date: 3/21/23

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Replenish Envelopes	08044		\$1,147.97
MENNO SIMONS COMMUNITY LIBRARY 027440	3/28/23		\$4,500.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Library Grant-Menno Simon	032023		\$4,500.00
NORTH PEACE GAS COOP LTD. 027441	3/28/23		\$2,722.27
Invoice Description	Invoice Number	Invoice Amount	
BCWP Heat	868518		\$798.03
CWP Heat	868572		\$396.97
Cldl Reg Water Pumphouse Heat	867916		\$798.11
WWTP Heat	868562		\$729.16
OUTSMARTIN TECHNOLOGY LTD. 027442	3/28/23		\$2,556.19
Invoice Description	Invoice Number	Invoice Amount	
Reception Printer & IT Support	663		\$2,556.19
POSTMEDIA 027443	3/28/23		\$889.35
Invoice Description	Invoice Number	Invoice Amount	
March Newsletter Printing	799139		\$889.35
PROGRADE SERVICES LTD. 027444	3/28/23		\$16,857.75
Invoice Description	Invoice Number	Invoice Amount	
Mont GB03	4206		\$16,857.75
QUINTEL COMMUNICATIONS 027445	3/28/23		\$1,046.79
Invoice Description	Invoice Number	Invoice Amount	
Public Works Manager Phone	682991		\$973.30
PWM Phone Case	683046		\$73.49
R&R ROAD LTD. 027446	3/28/23		\$1,617.00
Invoice Description	Invoice Number	Invoice Amount	
SL/SC GB16	4876		\$1,617.00
ROAMING TRANSPORT 027447	3/28/23		\$20,332.77
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR 9-10/23		\$3,263.97
Hines Creek GB14	0403		\$17,068.80
ROSSWORM DAN 027448	3/28/23		\$200.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive Program	031023		\$200.00

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 User Date: 3/21/23

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
RUCO ENTERPRISES	027449	3/28/23	\$3,738.00
Invoice Description	Invoice Number	Invoice Amount	
Cleardale Hamlet Snow Removal	1703	\$3,738.00	
SHEWCHUK, GERALD	027450	3/28/23	\$1,436.10
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	7031-031023	\$1,436.10	
TURNER'S TRUCK SERVICE LTD.	027451	3/28/23	\$1,432.73
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	5551-030923	\$1,432.73	
ULINE CANADA	027452	3/28/23	\$667.99
Invoice Description	Invoice Number	Invoice Amount	
Tradeshaw/Bang/BBQ Supplies	11900065	\$667.99	
WORSLEY & DISTRICT LIBRARY	027453	3/28/23	\$4,500.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Library Grant-Worsley	032023	\$4,500.00	
WORSLEY CENTRAL SCHOOL PARENTS	027454	3/28/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
WCS Basketball Provincials	031323	\$500.00	
WORSLEY GENERAL STORE	027455	3/28/23	\$10.49
Invoice Description	Invoice Number	Invoice Amount	
Cleaning Supplies - Shop	25079	\$10.49	
WYCLIFFE ENTERPRISES LTD.	027456	3/28/23	\$11,221.88
Invoice Description	Invoice Number	Invoice Amount	
Eureka GB13	621	\$11,221.88	
Report Total			\$254,760.99

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User Date: 3/21/23

Clear Hills County
VENDOR CHEQUE REGISTER REPORT
Payables Management

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Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	3/15/23 3/28/23
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
027412	1359773	1359773 AB LTD	3/28/23	ATB	PMCHQ00001225	\$724.50
027413	ADVENTURE01	ADVENTURE AUTOMOTIVE LTD	3/28/23	ATB	PMCHQ00001225	\$1,441.14
027414	BCCOLCEM	BEAR CANYON COLONY CEMETERY	3/28/23	ATB	PMCHQ00001225	\$500.00
027415	BEAR04	BEAR POINT LIBRARY	3/28/23	ATB	PMCHQ00001225	\$4,500.00
027416	BJORNSON05	WAYNE BJORNSON	3/28/23	ATB	PMCHQ00001225	\$200.00
027417	BOSCHWICK01	BOSCHWICK CONTRACTING	3/28/23	ATB	PMCHQ00001225	\$26,597.06
027418	BROWNLEE01	BROWNLEE LLP	3/28/23	ATB	PMCHQ00001225	\$732.38
027419	BUBBLEUP01	BUBBLE UP MARKETING	3/28/23	ATB	PMCHQ00001225	\$2,399.25
027420	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	3/28/23	ATB	PMCHQ00001225	\$10,340.62
027421	COXGERALD01	GERALD COX	3/28/23	ATB	PMCHQ00001225	\$5,775.00
027422	DEP01	DEP VENTURES	3/28/23	ATB	PMCHQ00001225	\$3,071.87
027423	DHL01	LOOMIS EXPRESS	3/28/23	ATB	PMCHQ00001225	\$392.06
027424	DIAMOND01	CENTRALSQUARE CANADA SOFTWARE	3/28/23	ATB	PMCHQ00001225	\$118.13
027425	END02	END OF STEEL HERITAGE MUSEUM S	3/28/23	ATB	PMCHQ00001225	\$27,000.00
027426	FAIRAUTO	FAIRVIEW AUTO & INDUSTRIAL SUP	3/28/23	ATB	PMCHQ00001225	\$207.51
027427	FAIRLIB	FAIRVIEW PUBLIC LIBRARY	3/28/23	ATB	PMCHQ00001225	\$500.00
027428	FRESON	FRESON BROS-FAIRVIEW	3/28/23	ATB	PMCHQ00001225	\$103.78
027429	GRADEPRO	GRADE PRO CONTRACTING LTD.	3/28/23	ATB	PMCHQ00001225	\$40,984.13
027430	HKPTRUCK01	H.K.P. TRUCKING	3/28/23	ATB	PMCHQ00001225	\$985.49
027431	HCMUNICIPAL01	HINES CREEK MUNICIPAL LIBRARY	3/28/23	ATB	PMCHQ00001225	\$4,500.00
027432	HCPARTMART01	HINES CREEK PART MART	3/28/23	ATB	PMCHQ00001225	\$232.87
027433	HITECH01	HITECH BUSINESS SYSTEMS LTD.	3/28/23	ATB	PMCHQ00001225	\$509.39
027434	JRPAINE01	J.R. PAINE & ASSOCIATES LTD.	3/28/23	ATB	PMCHQ00001225	\$178.50
027435	KAUT01	DAVID KAUT	3/28/23	ATB	PMCHQ00001225	\$2,667.23
027436	LAPRAIWORKS01	LAPRAIRIE WORKS	3/28/23	ATB	PMCHQ00001225	\$41,891.56
027437	LEFEBVRER01	LEFEBVRE ROXANNE	3/28/23	ATB	PMCHQ00001225	\$500.00
027438	MDPEACE01	M.D OF PEACE #135	3/28/23	ATB	PMCHQ00001225	\$1,000.00
027439	MADDOG01	MAD DOG CRESTING	3/28/23	ATB	PMCHQ00001225	\$2,479.21
027440	MENNO02	MENNO SIMONS COMMUNITY LIBRARY	3/28/23	ATB	PMCHQ00001225	\$4,500.00
027441	NPAS01	NORTH PEACE GAS COOP LTD.	3/28/23	ATB	PMCHQ00001225	\$2,722.27
027442	OUTSMARTIN	OUTSMARTIN TECHNOLOGY LTD.	3/28/23	ATB	PMCHQ00001225	\$2,556.19
027443	SUNMEDIA	POSTMEDIA NETWORK INC.	3/28/23	ATB	PMCHQ00001225	\$889.35
027444	PROGRADE01	PROGRADE SERVICES LTD.	3/28/23	ATB	PMCHQ00001225	\$16,857.75
027445	QUINTEL01	QUINTEL COMMUNICATIONS LTD.	3/28/23	ATB	PMCHQ00001225	\$1,046.79
027446	R&R01	R&R ROAD LTD.	3/28/23	ATB	PMCHQ00001225	\$1,617.00
027447	ROAMING	ROAMING TRANSPORT	3/28/23	ATB	PMCHQ00001225	\$20,332.77
027448	ROSSWORM04	DAN ROSSWORM	3/28/23	ATB	PMCHQ00001225	\$200.00
027449	RUCO01	RUCO ENTERPRISES LTD.	3/28/23	ATB	PMCHQ00001225	\$3,738.00
027450	SHEWCHUK01	SHEWCHUK, GERALD	3/28/23	ATB	PMCHQ00001225	\$1,436.10
027451	TURNERS01	TURNER'S TRUCK SERVICE LTD.	3/28/23	ATB	PMCHQ00001225	\$1,432.73
027452	ULINE01	ULINE CANADA	3/28/23	ATB	PMCHQ00001225	\$667.99
027453	WLIBRARY01	WORSLEY PUBLIC LIBRARY	3/28/23	ATB	PMCHQ00001225	\$4,500.00
027454	WORSLEY04	WORSLEY CENTRAL SCHOOL PARENTS	3/28/23	ATB	PMCHQ00001225	\$500.00
027455	WGENERAL01	4D HOLDINGS LTD.	3/28/23	ATB	PMCHQ00001225	\$10.49
027456	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	3/28/23	ATB	PMCHQ00001225	\$11,221.88

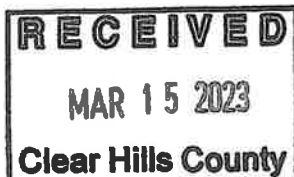
Total Cheques: 45

Total Amount of Cheques: \$254,760.99

ATB MASTER CARD DETAILS		
DATE OF PURCHASE	PLACE OF PURCHASE	DESCRIPTION
2/09/23	Amazon	Farmer's Appreciation Banquet Door Prizes - CDM
2/09/23	Amazon	Benches for Trade Show - CDM
2/14/23	Amazon	Trade Show Supplies - CDM
2/14/23	Amazon	Janitorial Supplies - CDM
2/14/23	Amazon	Trade Show Breakfast Supplies - CDM
2/25/23	Amazon	Trade Show Breakfast Supplies - CDM
2/09/23	Honeycomb Inn	Reeve District 4 Meeting Hotel Room - EA
2/21/23	FCM	Councillor FCM Registrations - EA
2/21/23	Westjet	Councillor FCM Flights - EA
2/23/23	Fairmont Royal York Hotel	Councillor FCM Hotel Rooms - EA
2/23/23	GoTo Technologies Canada Ltd.	Video Conferencing Account - EA
2/24/23	Delta by Marriott	Councillor Growing the North Hotel Room - EA
2/26/23	Delta by Marriott	Reeve Growing the North Hotel Room - EA
2/27/23	Community Futures Peace River	Councillor & Reeve Women in the North Conference Registrations - EA
2/27/23	Community Planning Association of Alberta	Reeve CPAA Conference Registration - EA
2/28/23	Holiday Inn Express & Suites	Reeve CPAA Conference Hotel Room - EA
3/01/23	Worsley General Store	Farmer's Appreciation Banquet Gift Cards - EA
3/02/23	RMA	RMA Spring Convention Registrations - EA
2/21/23	Alberta Invasive Species Council	ASB Member AISC Conference Registration - AP
2/22/23	Amazon	Completed Stamp for EA - AP
2/23/23	Amazon	Coffee for Office - AP
2/27/23	Amazon	Coffee for Council - AP



MONTHLY STATEMENT
FEB 07 to MAR 06, 2023



CLEAR HILLS COUNTY *
Account Number:
Alberta BusinessCard

We'd like to help you:

atb.com

1-800-332-8383

YOUR ACCOUNT SUMMARY

Statement date: March 06, 2023

PREVIOUS CHARGES AND PAYMENTS

Your previous balance **\$4,550.58**

Payments made from Feb 07 to Mar 06 - Thank you **-\$4,550.58**

Credits **\$0.00**

Total payments and credits **-\$4,550.58**

NEW CHARGES

Purchases and returns **\$12,916.23**

Cash advances and Mastercard cheques **\$0.00**

Fees and adjustments **\$0.00**

Interest charges **\$0.00**

Total new charges **\$12,916.23**

Your new balance **\$12,916.23**

MINIMUM PAYMENT AND CREDIT LIMIT

Minimum payment due

\$388.00

Your credit limit

\$60,000.00

Payment due date

March 27, 2023

Available credit on Mar 06

\$47,083.77

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ATB Financial



Payment Slip

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

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

Account number:

Your new balance :

\$12,916.23

Minimum payment due:

\$388.00

Payment due date:

March 27, 2023

Amount enclosed:

\$

PFDATPKH

004514

CLEAR HILLS COUNTY *

PO BOX 240

WORSLEY AB T0H 3W0

PAYMENTS AND CREDITS

Any payments you made that we received after March 06, 2023 will appear on your next statement.

Date Posted	Description	Amount (\$)
Feb 27	AUTOMATIC PAYMENT-THANKS	-4,550.58
Total payments and credits		-\$4,550.58

❶ **\$12,916.23 will be debited from your account and credited as your automatic payment on Mar 27, 2023.**

PURCHASES AND RETURNS

Date Charged	Date Posted	Description	Amount (\$)
Feb 09	Feb 09	AMZN MKTP CA*QE7YH4RV3 WWW.AMAZON.CA ON	74.51
Feb 09	Feb 09	AMAZON.CA*PO57U2M33 AMAZON.CA ON	91.34
Feb 09	Feb 09	AMAZON.CA*7K7P005G3 AMAZON.CA ON	91.34
Feb 09	Feb 09	AMAZON.CA*HE9OG8L00 AMAZON.CA ON	91.34
Feb 09	Feb 09	AMAZON.CA*T368P6L03 AMAZON.CA ON	91.34
Feb 09	Feb 09	AMZN MKTP CA*DC8B18ZH3 WWW.AMAZON.CA ON	26.24
Feb 14	Feb 14	AMZN MKTP CA*HE4255AZ1 WWW.AMAZON.CA ON	51.42
Feb 14	Feb 14	AMZN MKTP CA*HE4BW9LC2 WWW.AMAZON.CA ON	252.74
Feb 14	Feb 14	AMZN MKTP CA*HE1FQ0LC2 WWW.AMAZON.CA ON	56.94
Feb 25	Feb 25	AMAZON.CA*HD43P9MP0 AMAZON.CA ON	133.72
Feb 25	Feb 25	AMAZON.CA*HD1PS8MB0 AMAZON.CA ON	133.72
Total for			\$1,094.65

Date Charged	Date Posted	Description	Amount (\$)
Feb 09	Feb 09	HONEYCOMB INN FALHER AB	118.76
Feb 21	Feb 21	FCM - FED.OF CDN MUN OTTAWA ON	1,140.17
Feb 21	Feb 21	FCM - FED.OF CDN MUN OTTAWA ON	1,140.17

(continued on next page)

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Making payments

You can make your payment by:

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

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

Mail your payments and enquiries to:

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



ATB

**MONTHLY STATEMENT
FEB 07 to MAR 06, 2023****CLEAR HILLS COUNTY *
Account Number:
Alberta BusinessCard****PURCHASES AND RETURNS (continued)**

Date Charged	Date Posted	Description	Amount (\$)
Feb 21	Feb 21	WESTJET 83821745291874 CALGARY AB	1,558.02
		WALMSLEY/DANAE MRS	
		YQU YYC	
		YYC YYZ	
		YYZ YYC	
		YYC YQU	
Feb 23	Feb 23	ROYAL YORK HOTEL TORONTO ON	374.89
Feb 23	Feb 23	GOTOCOM*GOTOMEETING GOTO.COM QC	27.30
Feb 24	Feb 24	DELTA BY MARRIOTT GRAN GRANDE PRAIRI AB	211.46
		FOLIO #058456	
Feb 26	Feb 26	DELTA BY MARRIOTT GRAN GRANDE PRAIRI AB	736.84
		FOLIO #058453	
Feb 27	Feb 27	CANADIAN HOTEL NETWORK EASYSAVING CREDIT	-8.46
Feb 27	Feb 27	COMMUNITY FUTURES PEACE RIVER AB	150.00
Feb 27	Feb 27	CPAA* 630XXX CPAA EDMONTON AB	800.00
Feb 28	Feb 28	AIR MILES HTL BY PTS 888-807-5688 ON	396.72
Mar 01	Mar 01	CANADIAN HOTEL NETWORK EASYSAVING CREDIT	-20.00
Mar 01	Mar 01	WORSLEY GENERAL STORE WORSLEY AB	420.90
Mar 02	Mar 02	EVENT* RMA 2023 SPRING FREDERICTON NB	4,244.66
Total for			\$11,291.43

Date Charged	Date Posted	Description	Amount (\$)
Feb 21	Feb 21	ALBERTAINVA 4029357733 AB	285.00
Feb 22	Feb 22	AMZN MKTP CA*HP9VB6VB1 WWW.AMAZON.CA ON	24.92
Feb 23	Feb 23	AMZN MKTP CA*HD5UP13D0 WWW.AMAZON.CA ON	115.98
Feb 27	Feb 27	AMZN MKTP CA*HD9ZP6LW1 WWW.AMAZON.CA ON	104.25
Total for			\$530.15
Total purchases and returns			\$12,916.23

INTEREST CHARGES

Balance Type	Interest Charged (\$)	Annual Interest Rate (%)
Purchases	0.00	8.70 (v)
Cash advances and Mastercard cheques	0.00	8.70 (v)
Total interest charges	\$0.00	

(v) - Variable (f) - Fixed

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

Category	Spent This Period (\$)
Dining and entertainment	0.00
Grocery	0.00
Professional services	2,280.34
Retail stores	448.20
Utilities	1,339.80
Home Improvement and maintenance	0.00
Travel and lodging	2,999.97
Vehicle expenses (fuel, repair)	0.00
Business services	4,791.38
Miscellaneous	1,056.54
Sub-total (purchases and returns)	\$12,916.23
Cash advances and Mastercard cheques	\$0.00
Grand total	\$12,916.23

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	DESTRUCTION OF RECORDS AND DOCUMENTS
File:	11-02-02

DESCRIPTION:

Council authorization is requested to destroy temporary records and documents of Clear Hills County as per the Retention and Destruction of Records and Documents Bylaw No. 25

BACKGROUND:

The following authorization has been completed:

C52-21(02-09-21) RESOLUTION by Councilor 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.

Council authorization is requested to destroy 2019 and 2020 monthly reconciliation reports, 2014 and 2015 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2016.

ATTACHMENTS:

- Bylaw No. 25 – Retention & Destruction of Records

RECOMMENDED ACTION:

RESOLUTION BY ... that this Council authorizes the destruction of 2019 and 2020 monthly reconciliation reports, 2014 and 2015 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2016.

Initials show support - Reviewed by:

Manager:



CAO:



BYLAW NO. 25

A BYLAW OF THE MUNICIPAL DISTRICT OF CLEAR HILLS NO. 21, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING GUIDELINES FOR THE RETENTION AND DESTRUCTION OF RECORDS AND DOCUMENTS OF THE MUNICIPALITY.

WHEREAS, Section 214 of the Municipal Government Act, Chapter M-26.1, RSA 1994, and amendments thereto, empowers a Council to pass a bylaw respecting the retention and destruction of the records and documents of the municipality; and

WHEREAS, the Council of the Municipal District of Clear Hills No. 21, in the Province of Alberta, deem it necessary to pass such a bylaw.

NOW THEREFORE, the Council of the Municipal District of Clear Hills No. 21, in the Province of Alberta, duly assembled, hereby enacts as follows:

01. THAT, this bylaw shall provide regulations and procedures for the retention and disposal of all records and documents of the Municipal District of Clear Hills No. 21.
02. THAT, the Chief Administrative Officer (CAO) shall be responsible for administering this bylaw.
03. THAT, the authority established in this bylaw must be consistent with Federal and Provincial Statutes and Regulations.
04. THAT, the CAO shall always have the discretion to retain records longer than the period provided for in the bylaw, and shall do so where the CAO deems it appropriate, and shall do so where the CAO has received any indication that there is or may be any civil action involving any of the said records. Such decisions to retain the records longer than the period provided for therein shall be recorded in the records retention file.
05. Records of Retention and Disposal:
 - a) When records have been destroyed under this Bylaw, the CAO shall so certify in writing. Such certificates shall refer to the relevant schedule and item of this bylaw and shall identify the records destroyed.
 - b) The CAO shall keep an index of :
 - i) records destroyed
 - ii) records referred to Archives
 - iii) municipal records held at other archival centers.
 - c) Where records are destroyed under this bylaw, the CAO shall ensure the proper and complete destruction thereof.

BYLAW NO. 25

**Respecting the Destruction of Records and Documents
of the Municipality**

PAGE 2

- d) All records destroyed shall be authorized by the Council of the Municipal District of Clear Hills No. 21 and the destruction shall be carried out in the presence of witnesses. The person destroying the records shall provide a statement in writing attesting to the time and place of the destruction of the records, a detailed list of the records destroyed, and names of the witnesses to the destruction of the records. This statement shall be permanently filed in the office records.
 - e) Election materials may be destroyed in accordance with the provisions of the Local Authorities Election Act.
06. THAT, the following terms shall be used in interpreting the method of retention or destruction of municipal records:
- a) Destroyed - such records shall be destroyed without any copy thereof being retained.
 - b) Permanent - such original records shall be preserved and never destroyed.
07. THAT, when an individual's personal information records have been used by the municipality to make a decision that directly affects the individual, the municipality must retain the personal information records for a least one year after using it so that the individual has a reasonable opportunity to obtain access to the records.
08. THAT, it is the responsibility of the CAO to provide for policies regarding security and storage of all municipal documents.
09. THAT, the attached Schedule "A" is hereby adopted and shall be used to determine the retention and disposal requirements for all records of the Municipal District of Clear Hills No. 21 and of any local Boards accountable to the Municipal District of Clear Hills No. 21. Schedule "A" to this bylaw may be amended by a resolution of the Council of the Municipal District of Clear Hills No. 21 upon recommendation from the CAO.
10. THAT, this bylaw shall come into force and effect upon the third and final reading thereof.

BYLAW NO. 25

Respecting the Destruction of Records and Documents
of the Municipality

PAGE 3

READ for a FIRST time this 9th day of September A.D., 1997.

Ernest R. Bass

Ernest R. Bass, Reeve

Faye Kary

Faye Kary, CAO

READ for a SECOND time this 9th day of September A.D., 1997.

Ernest R. Bass

Ernest R. Bass, Reeve

Faye Kary

Faye Kary, CAO

READ for a THIRD time this 9th day of September A.D., 1997.

Ernest R. Bass

Ernest R. Bass, Reeve

Faye Kary

Faye Kary, CAO

**BYLAW NO. 25
RETENTION AND DESTRUCTION OF RECORDS**

SCHEDULE "A"

SUBJECT	DESCRIPTION	DISPOSITION IN YEARS
Administration	General subjects relating to administrative function and activities.	7
	Organizational Chart	P
Policy and Procedures	Policy documents	P
Acts & Legislation	Other jurisdictions' acts and regulations	7
Associations & Societies	Participation in the functions of mutual professional interest.	7
Committees	Interaction with other bodies structured for specific tasks.	7
Legal Activities	Legal activities excluding transfers & titles.	P
Legislature & Cabinet Activities	Actions of Provincial Legislature.	7
Liaison	Information exchange between organizations.	7
Meetings, Symposiums, Conferences	Correspondence on the establishment & participation in meetings, etc.	7
Office Services	General office services administration.	7
Public Relations - General	Communications with the general public.	7
Public Relations - Publicity	Advertising, posters, displays etc.	7
Statistics - General Reports	Administrative reports & statistics.	7
Telecommunications	Administration, installation & maintenance of telecommunications equipment.	7
Consulting Services	Assessment and contracting of consulting firms.	7
Construction & Renovations	Progress reports & project studies on the construction and/or renovation of capital structures.	P
Utilities	Project studies, requirement reports, etc.	P
Finance - General	Financial administration functions.	P
Accounts Payable	General administration of accounting systems and procedures.	7
Accounts Revenue	The control and operation of receivable accounts.	7
Audits	Financial auditing methods and reports.	P

SUBJECT	DESCRIPTION	DISPOSITION IN YEARS
Banking	Administration and establishment of bank accounts.	P
Budgets - General	Budgeting information.	P
Capital Projects	Project lists, reports and statistics.	P
Cheque Administration	Administration of issuance, replacement and distribution of cheques.	7
Contracts	Financial agreements and contracts.	P
Funds (Debentures)	Administration of trust funds & revolving funds.	7
Grants	Administration of financial assistance programs.	P
Hospitality	Requests and approval of hospitality.	7
Reports & Statistics - Financial	Reports to maintain an ongoing record within the financial system.	7
Risk Management & Insurance	Administration of insurance programs.	7
Taxes	Records pertaining to taxation matters.	7
Information - General	Material relating to information services.	7
Libraries	Correspondence relating to library programs.	7
Records Management - General	Correspondence relating to Records Management Program.	P
Materials/Equipment/Vehicles	Related non-financial documentation.	7
Acquisition	Orders for goods which do not require requisitions.	7
Disposal & Surplus	Disposal or write-off of obsolete or surplus assets.	7
Equipment Operation	Operating standards, manuals, warranties etc. * or until item is disposed of	P*
Inventories	Recording, storage & distribution of equipment.	7
Personnel	General administration of personnel management.	7
Training & Development	Training & development plans.	7
Committees	Reports on the establishment & organization of.	7
M.D. Electoral Divisions & Boundaries	Not including School & Hospital boundary changes.	P
Agriculture	Policy & Acts	P
Agriculture	General administration of agriculture programs.	7
Communities	Correspondence relating to administration, funding, planning, etc.	7

SUBJECT	DESCRIPTION	DISPOSITION IN YEARS
Fire	All related correspondence.	7
Disaster Services	All related correspondence.	7
Recreation	Correspondence relating to administration & operation.	7
Incorporation Studies	Reports & future studies.	P
Lands - General	Correspondence & proposals of a general nature.	7
Lands - Flood	Flood control and drainage projects.	7
Lands - Drainage Control	Drainage proposals - filed by legal.	P
Resource Management	Information relating to the management of lands & resources.	7
Lands, Development - Subdivisions	Applications, decisions, zoning etc. M.D. 21 Land Use Order	7 P
Plans/Studies	General plans and studies.	P
Transportation Programs	Administration of construction & maintenance. Road Rebuilding Programs/Road Use Agreements	7 P
Hospitals	Correspondence relating to all aspects of health & welfare.	7
Schools	Correspondence relating to schools.	7
Cemeteries	General administration documents.	7
Utilities - Lighting/Gas/Telephone	General administration documents.	7
Garbage Disposal - Landfills	All related correspondence.	7
Utilites - Water & Sewer	Correspondence relating to installation, operation and maintenance of water & sewer systems.	7
Safety	Correspondence relating to the establishment and operation of a Safety program.	7
Personnel	Confidential files. * 7 years after leaving M.D. employment	7*
Accounting	Year End general ledgers. Monthly reconciliation's & receipts	P 2
Bridge Files		P
Minutes	Council, ASB, MPC, DAB meetings	P
Agreements	Current & rescinded	P
Landfiles		P

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Crystal Dei, Community Service Coordinator
Title:	TRADESHOW-COUNCIL
File:	63-10-30

DESCRIPTION:

Council hosts the Clear Hills Council booth at the 26th Annual Agricultural Tradeshow that is scheduled for April 15, 2023.

Administration is in the process of gathering Information regarding a potential dance following the tradeshow.

BACKGROUND:

Annually Clear Hills County hosts an Agricultural Tradeshow in Hines Creek at the Dave Shaw Recreation Complex (712 6th Avenue). Council hosts a booth to welcome participants and visitors to the event. Council is requested to commit to Council booth time slots. There is the 10:00am Opening Ceremonies (preferably done by Reeve) than seven one-hour time slots. Starting at 10:00am ending at 5:00pm. Staff in information booth will cover 5:00 pm-6:00 pm time slot.

ATTACHMENTS:

- Schedule
- ASB Schedule (no conflicting time with Council members on ASB)
- Potential Dance Information

RECOMMENDED ACTION:

RESOLUTION by _____ That Council receives for information the discussion of the Clear Hills Council booth at the 26th Annual Agricultural Tradeshow that is scheduled for April 15, 2023.

Initials show support - Reviewed by:	Manager:	CAO:
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Council Trade Show Schedule 2023

Time Schedule	Councillor
<i>Opening Ceremonies 10:00am</i>	
<i>Council Booth</i> 10:00am – 11:00am	
11:00am – 12:00pm	
12:00pm – 1:00pm	
1:00pm – 2:00pm	
2:00pm – 3:00pm	
3:00pm – 4:00pm	
4:00pm – 5:00pm	
5:00pm-6:00pm	Staff in information booth cover the Council booth from 5:00pm to 6:00pm.

Agricultural Service Board Booth – April 15, 2023

Time	Member	Member
<i>Opening Ceremonies</i> 10 a.m.	<i>Chair Harcourt</i>	
10am to 11am	Deputy Chair Watchorn	Member Jensen
11am to 12pm	Deputy Reeve Janzen	Member Jensen
12pm to 1pm	Member Ruecker	Deputy Reeve Janzen
1pm to 2pm	Member Ruecker	Chair Harcourt
2pm to 3pm	Member Candy	Chair Harcourt
3pm to 4pm	Member Candy	Councillor Ruecker
4pm to 5pm	Member Ruecker	Councillor Ruecker
5pm to 6pm	Member Ruecker – Member Watchorn	

Hours	Bar	Ticket	Security(250 people)
set up 4-8		4	
9:00 -10:00		2	2
10:00-11:00		2	2
11:00-12:00		2	2
12:00-1:00		2	0
1:00-2:00		0	0
Clean up		3	3
		15	9
Total			59

6000
59
\$ 101.70 per person per hour

Split between 3 groups is 19.67 shifts per group
Garentee \$2000 per group
If the dance makes more than 6000 than that amount is split between the 3 groups.

Band	\$	2,000.00	Big Guitar	
Liquor licence	\$	200.00		
Food	\$	200.00	Chips on table	Unless I can get a group to sell food - Chips, pop, chocolate bars
Liquor				
Mix	\$	400.00		

All depends on if we can get a liquor licence in time

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Clear Hills County Transfer Stations/Garbage Removal within the Hamlet of Worsley – One Year Extension
File:	43-20-02

DESCRIPTION:

Council is presented with a recommendation to approve a one-year extension to Clear Hills Waste Management as per section 9.3.1. in the contract for the Maintenance and Operation of the Clear Hills County Transfer Stations at the current rate of \$236,357.00/per year.

Clear Hills Waste Management also currently holds the Garbage removal within the Hamlet of Worsley contract. The recommendation is to extend this contract as well to stay in line with the above, at the current rate of \$200.00/per month.

On Councils approval both contracts will be extended until December 31, 2024.

BACKGROUND:

C170-18(03-13-18) RESOLUTION by Councillor Croy to award Tender 2018-P02 Transfer Station Operation and Maintenance to Rick Carleton year one \$210,000, Year two \$216,300, year three \$222,789, year four \$229,473, year five \$236,357. CARRIED.

- Clear Hills Waste Management contract for Maintenance and Operation of Transfer Stations expires on December 31, 2023.
- Clear Hills Waste Management contract for Garbage Removal within the Hamlet of Worsley expires on December 31, 2023

BUDGET:

- Transfer Station Operation and Maintenance - Actual Cost of Current Year: \$236,357.00
- Garbage Removal within the Hamlet of Worsley - \$2,400.00/year

RECOMMENDED ACTION:

RESOLUTION by..... to approve a one-year extension to Clear Hills Waste Management as per section 9.3.1. in the contract for the Maintenance and Operation of the Clear Hills County Transfer Stations, at the current rate of \$236,357.00/per year.

RESOLUTION by..... to approve a one-year extension to Clear Hills Waste Management contract for the Garbage Removal within the Hamlet of Worsley, at the current rate of \$200.00/per month.

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	March 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Clear Hills County Transfer Stations – Oversized Material
File:	11-02-02

DESCRIPTION:

Council is presented with the recommendation to enter into a one-year contract with Clear Hills Management for the hauling of Oversized material from the Clear Hills County Transfer Stations to North Peace Regional Landfill.

In 2022 CHC loaded and hauled the Electronics/Furniture	
Approximate Clear Hills County Costs	
Picker Truck with Trailer (county owned)	\$1600/Day
2 Employees wages	\$450/Day
TOTAL KM TRAVELED (fuel/repairs/insurance)	Average 180 km/Day, \$300.00/day
AVERAGE KG per Load	3000kg
APPROX. TOTAL DAYS (based on 2 loads/day)	4
TOTAL KG Hauled (2022)	22,000 = 22 Tonnes
Approximate Cost to County	\$2,350.00/Day = \$ 9,400.00 /Year

Clear Hills Waste Management Bid for the Loading and Hauling of Electronics/Furniture – CHC Transfer Stations – North Peace Regional Landfill	
TOTAL KG Hauled (2022)	22,000 = 22 Tonnes
Clear Hills Waste Management	\$375.58/Tonne
Approximate Cost to County	\$8,262.76/Year

ATTACHMENTS:

Clear Hills Management – Quote

RECOMMENDED ACTION:

RESOLUTION by..... to enter into a one-year contract with Clear Hills Management for the hauling of Oversized material from the Clear Hills County Transfer Stations to North Peace Regional Landfill at a cost of \$375.58/Tonne.

Initials show support - Reviewed by:	Manager:	CAO:	
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March 20, 2023,

Allan Rowe, Terry Shewchuk, Clear Hills County Council Members,

I am submitting a bid of **\$375 per tonne plus GST** for the loading and hauling of electronics and furniture from the transfer stations to the regional landfill based on the information listed below.

Average load of previous contract was 911 kg per load.

Average distance from home to transfer station to NPRL to back home is a distance of approximately 178 km.

Average time per load was approximately 3.5 hours.

Vehicle consumption is approximately 30 litres per 100km.

Current fuel cost is approximately \$1.40 per litre.

EI/ CPP combined is 7.28%

WCB rate is 2.87%

Vacation pay was not included in calculations.

Employee Wages – $2 \times \$22/\text{Hr.} \times 3.5 \text{ Hours} =$ \$154.00

EI/ CPP - 7.28% $\times \$154.00 =$ \$ 11.21

WCB – 2.87% $\times \$154.00 =$ \$ 4.42

Fuel Cost – $30 \text{ l} / 100 \text{ km} \times 178 \text{ km} \times \$1.40/\text{l} =$ \$ 74.76

\$244.39

Add 40% of above cost to compensate for vehicle wear and tear plus

employee vacation pay and employer profit.

$\$244.39 \times 1.40 =$ \$342.15 per 911 kg load.

Adjusted cost per 1 tonne load $\$342.15 / .911 \text{ tonne} =$ **\$375.58/tonne**



Rick Carleton

Clear Hills Waste Management

Clear Hills County

Request For Decision (RFD)

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

- RMA Convention – March 20-22, 2023
- Medical Clinic Meeting – March 23, 2023
- NPRL Meeting – March 27, 2023
- Update on CNRL & Chinchaga - Land rights tribunal hearing.
- Clear Hills County Police Funding Model Requisition **2023** - \$177,000.00
- Wilde and Company were at the County Office performing the Annual Year End Audit March 20-23, 2023.

RECOMMENDED ACTION:

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

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

Request For Decision (RFD)

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

Graders

- Graders are out grading icy areas and winging the ditches where needed.

Roads, Culverts & Approaches

- Monitoring log haul road conditions.
- Gravel Haul is underway in the East end of the County and will be moving to the West end shortly.

Other

- Dust Control deadline is April 21, 2023.
- Spring gravel crushing program is completed at the Bear Canyon Pit and will be moving to the Worsley Pit to commence crushing for the spring gravel haul.
- The approximate delivery date for the two new pickup trucks is mid-April.

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:	March 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:

- Grimshaw Gravels Aquifer

RECOMMENDED ACTION:

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

Initials show support - Reviewed by:	Manager:	CAO: 
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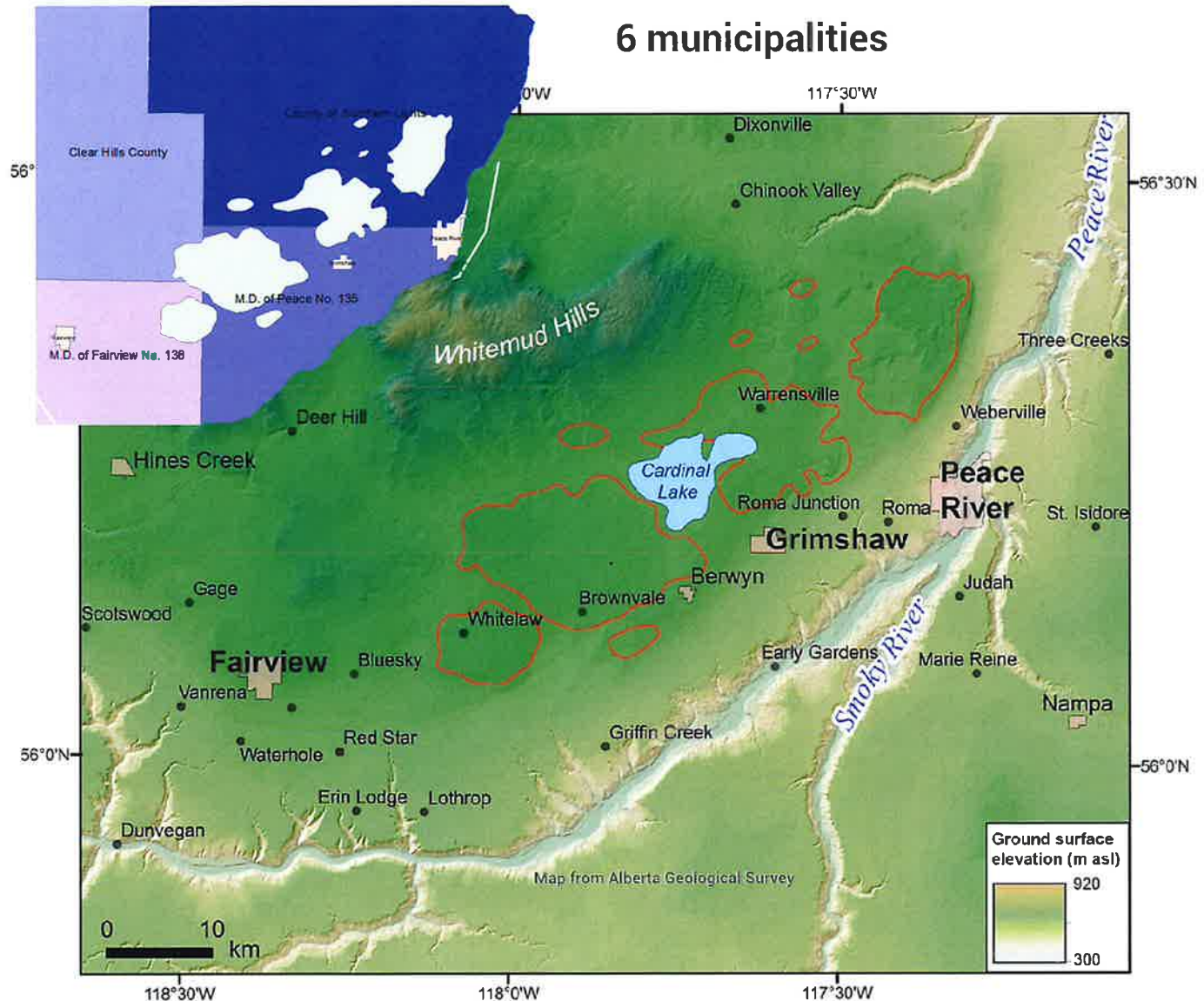
Grimshaw Gravels Aquifer

community water

The Grimshaw Gravel Aquifers are collection of aquifers in the Grimshaw area that provide a critical water resource to residents, industry and the ecosystem.

” An aquifer is a body of permeable rock which can contain or transmit groundwater ”

6 municipalities



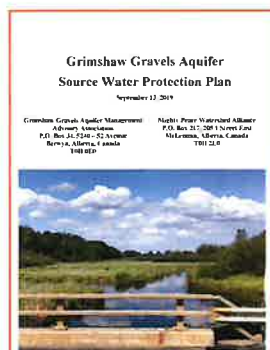
7000 residents



**Grimshaw Gravels Aquifer
Management Advisory Association**
Committee dedicated to protection of the aquifer



500 km²



Some parts of the aquifer have just a few feet of soil protecting it



Private wells are not regulated nor tested by the government



There is a Source Water Protection Plan to support use of the aquifer into the future

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	March 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
Women in the North Conference	April 5, 2023	Fairview	Walmsley, Bean
Municipal Leadership Workshop	April 17/18	Jasper	
Community Planning Association of Alberta Conference (CPAA)	May 1-3, 2023		Bean
FCM Conference 2023	May 25-28	Toronto	Hansen, Walmsley

ATTACHMENTS:

- Calendar of upcoming meetings and conferences

RECOMMENDED ACTION:

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

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

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

APRIL 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	1
2	3 LUB-ALL MED-SH	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 Procedural Bylaw Review- All	18 ASB-DJ, JR	19	20	21	22 PLS-AB
23	24	25 Council	26	27	28	29
30	1	2	3	4	5	6

MAY 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	1 CPAA Conference-AB	2	3	4	5	6
7	8	9 Council	10	11 Water North Coalition (WNC)-DW	12	13
14	15 RMA VISIT-ALL MPTA-AB	16 ASB-DJ, JR	17	18	19	20
21	22 Victoria Day	23 Council	24	25 FCM Conference-DW, SH	26	27
28	29 FCM Conference-DW, SH	30	31	1	2	3 PLS-AB

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