

**AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, APRIL 11, 2023**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, April 11, 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 28, 2023.....	2
Previous: Policy & Priority Meeting Minutes, April 4, 2023.....	8
4. DELEGATION(S)	
a. Pharmasave Fairview 11:30 a.m.	11
5. PUBLIC HEARING	
6. TENDER OPENING 9:35 a.m.	
7. NEW BUSINESS	
a. COUNCIL	
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3. MD of Peace Joint Meeting.....	22
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d. PUBLIC WORKS	
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2. Tender Award – Tender 2023-06 Pavement Line Painting.....	79
8. WRITTEN REPORTS:	
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11. CLOSED MEETING ITEMS	
a. Legal item.....	
12. ADJOURNMENT	

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, March 28, 2023**

PRESENT	Amber Bean Abe Giesbrecht David Janzen Susan Hansen	Reeve Councillor Deputy Reeve Councillor
ATTENDING	Allan Rowe Bonnie Morgan Natasha Gillett	Chief Administrative Officer (CAO) Executive Assistant (EA) Community Services Clerk (CSC)
ABSENT	Danae Walmsley Jason Ruecker Nathan Stevenson	Councillor (medical) Councillor Councillor
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> C154-23(03-28-23)	RESOLUTION by Councillor Hansen to adopt the agenda governing the March 28, 2023 Regular Council Meeting, as presented. CARRIED.	
<u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes		
C155-23(03-28-23)	RESOLUTION by Deputy Reeve Janzen to adopt the minutes of the March 14, 2023, Regular Council Meeting as presented. CARRIED.	
C156-23(03-28-23)	RESOLUTION by Councillor Giesbrecht to adopt the minutes of the March 16, 2023, Policy & Priority Meeting, as presented. CARRIED.	
Management Team Activity Report	Management activity report was reviewed.	
C157-23(03-28-23)	RESOLUTION by Deputy Reeve Janzen that the management activity report for March 14, 2023, be accepted, as presented. CARRIED.	
<u>TENDER OPENINGS:</u> Tender 2023-05 Pavement Crack Sealing	Council is presented with tenders to open for Tender 2023-05 Pavement Crack Sealing.	
C158-23(03-28-23)	RESOLUTION by Councillor Giesbrecht to open tenders for Tender 2023-05 Pavement Crack Sealing, analyze results and bring back a recommendation to a future Regular Council Meeting. CARRIED.	

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Company	Amount
Federal Sealing Services Ltd.	\$3,439.30/Km \$2.05/m
Marshall Lines 2014	\$950.00/km \$1.65/m
Canwest Concrete Cutting Inc.	\$1,500.00/km \$1.47/m

Tender 2023-06
Pavement Line
Painting

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

C159-23(03-28-23)

RESOLUTION by Deputy Reeve Janzen to open tenders for Tender 2023-06 Pavement Line Painting, analyze results and bring back a recommendation to a future Regular Council Meeting. CARRIED.

Company	Amount
AAA Striping & Seal Coating Service	\$727.00/km Crosswalk=\$700.00
RanN Maintenance Western Div.	\$709.99/km Crosswalk=\$1,000.00
Line west Ltd.	\$594.00/km Crosswalk=\$800.00

NEW BUSINESS:
COUNCIL

Councillor Reports

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

C160-23(03-28-23)

RESOLUTION by Reeve Bean to table the Council reports until later in the meeting. CARRIED.

Reeve Bean recessed the meeting at 10:13 a.m.
Reeve Bean reconvened the meeting at 10:18 a.m.

DELEGATION:
Resource Center for
Suicide Prevention

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

C161-23(03-28-23)

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

C162-23(03-28-23)

RESOLUTION by Councillor Hansen to raise off the table the Council reports. CARRIED.

C163-23(03-28-23)

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

Cleardale

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TUESDAY, MARCH 28, 2023

Fire Garage	Council is presented with a recommendation from Thursday, March 16, 2023 Policy and Priority Meeting regarding the Cleardale Fire Garage.
C164-23(03-28-23)	RESOLUTION by Deputy Reeve Janzen to proceed with hiring an engineering firm for the design and tender of a 40' by 60' by 16' Fire Hall on Plan 0726595 Block 1 Lots 84 & 83, adjacent to Poplar Drive in the Hamlet of Cleardale. CARRIED.
Northwest Species at Risk Membership	Council is presented with correspondence from Northwest Species at Risk regarding the upcoming membership fees.
C165-23(03-28-23)	RESOLUTION by Councillor Hansen to approve the \$1,000.00 membership fee to Northwest Species at Risk, funds to be allocated from the Rate Stabilization Reserve. CARRIED.
PREDA – Child and Youth Mental Health Worker	Council is presented with a request from the Peace Regional Economic Development alliance regarding support in principle the need for a Child and Youth Mental Health Worker in our area.
C166-23(03-28-23)	RESOLUTION by Reeve Bean to table the request from the Peace Regional Economic Development Alliance regarding support in principle for the Northern Lakes College endeavors to deliver a Child and Youth Mental Health Worker program in our region, until a future meeting. CARRIED.
	Reeve Bean recessed the meeting at 11:36 a.m. Reeve Bean reconvened the meeting at 11:40 a.m.
RMA Convention Review	Council attended the Rural Municipalities of Alberta (RMA) Convention in Edmonton, Alberta on March 20, 21 and 22, 2023.
C167-23(03-28-23)	RESOLUTION by Councillor Giesbrecht to receive the discussion regarding the meetings attended during the Rural Municipalities of Alberta (RMA) Convention in Edmonton, Alberta for information, as presented. CARRIED.
	Reeve Bean recessed the meeting at 11:53 a.m. Reeve Bean reconvened the meeting at 12:22 p.m.
Tender Award Tender 2023-01 New Mower	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.
C168-23(03-28-23)	RESOLUTION by Deputy Reeve Janzen to award Tender 2023-01 New Mower to Fosters Agri World in the amount of \$27,500.00 excluding GST, and \$26,300.00 for the trade in, funds are included in the multiyear capital plan budget. CARRIED.

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Tender Award
Tender 2023-02
New Tandem Axle
Trailer

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.

C169-23(03-28-23)

RESOLUTION by Councillor Giesbrecht to award Tender 2023-02 New Tandem Axle Trailer to Flaman Inc. Fairview in the amount of nine thousand one hundred thirty five dollars (\$9,135.00) including GST, funds are included in the multiyear capital plan budget. CARRIED.

CORPORATE
SERVICES

Accounts Payable
March 15, 2023 to
March 28, 2023

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.

C170-23(03-28-23)

RESOLUTION by Reeve Bean 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. CARRIED.

Destruction of
Records and
Documents

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.

C171-23(03-28-23)

RESOLUTION by Councillor Hansen 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. CARRIED.

PUBLIC WORKS

Clear Hills County
Transfer Stations/
Garbage Removal
Within the Hamlet of
Worsley-One Year
Extension

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; and a one-year extension to the Garbage Removal in the Hamlet of Worsley contract at the current rate of \$200.00 per month.

C172-23(03-28-23)

RESOLUTION by Deputy Reeve Janzen to approve a one-year extension to Clear Hills Waste Management as per section 9.3.1

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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. **CARRIED.**

C173-23(03-28-23)

RESOLUTION by Reeve Bean to approve a one-year extension to Clear Hills Waste Management for the Garbage Removal in the Hamlet of Worsley at the current rate of two hundred dollars (\$200.00) per month. **CARRIED.**

Clear Hills County
Transfer Stations
Oversized Material

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

C174-23(03-28-23)

RESOLUTION by Councillor Giesbrecht to approve a one-year contract with Clear Hills Waste Management for the hauling of oversized material from the Clear Hills County Transfer Stations to the North Peace Regional Landfill at a cost of three hundred seventy-five dollars and fifty-eight cents (\$375.88) per tonne. **CARRIED.**

WRITTEN REPORTS

Chief Administrative
Officer's Report

Chief Administrative Officer's report.

C175-23(03-28-23)

RESOLUTION by Councillor Giesbrecht to receive the Chief Administrative Officer's report for information, as presented. **CARRIED.**

Public Works
Manager's Report

Public Works Manager's Report

C176-23(03-28-23)

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

COUNCIL
INFORMATION

Council reviewed the Council information.

C177-23(03-28-23)

RESOLUTION by Deputy Reeve Janzen to receive for information the Councillor Information as presented at the March 28, 2023, Regular Council Meeting. **CARRIED.**

CALENDARS

Council and Administration reviewed the upcoming months' calendars for Councillor Committee to attend or that were attended to assist Administration with record keeping and Council with a reminder of upcoming meetings.

C178-23(03-28-23)

RESOLUTION by Deputy Reeve Janzen to approve the attendance of Councillors to attend the March 29, 2023 Peace River School Division open House regarding the MELT Program in Grimshaw, AB. **CARRIED.**

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C179-23(03-28-23)

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

Date	Meeting	Councillor
March 29	NPHF	Walmsley
March 13	CCFC	Hansen/Ruecker
May 4	MPTA-EX	Bean
April 20	MED/HPEC	Hansen
April 3	MED Cancelled	Hansen
May 30	HPEC BBQ	Hansen
		CARRIED.

Tradeshow – Council

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

C180-23(03-28-23)

RESOLUTION by Reeve Bean to receive the information the discussion of the Clear Hills Council booth at the 26th Annual Agricultural Tradeshow that is scheduled for April 15, 2023.

CARRIED.

C181-23(03-28-23)

RESOLUTION by Councillor Hansen that Council close the meeting to the public as per Section 27, of FOIP at 1:40 p.m.

CARRIED.

C182-23(03-28-23)

RESOLUTION by Councillor Giesbrecht that Council reconvene the meeting to the public as per Section 27, of FOIP at 2:05 p.m.

CARRIED.

ADJOURNMENT

Reeve Bean adjourned the, March 28, 2023 Regular Council Meeting at 2:06 p.m.

DATE REEVE

DATE CHIEF ADMINISTRATIVE OFFICER

**MINUTES OF CLEAR HILLS COUNTY
POLICY & PRIORITY MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
THURSDAY, APRIL 4, 2023**

PRESENT

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

ABSENT

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Bonnie Morgan	Executive Assistant (EA)

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

P183-23(04-04-23)

RESOLUTION by Councillor Giesbrecht to adopt the agenda governing the April 4, 2023 Policy & Priority Meeting, as presented. CARRIED.

**NEW BUSINESS:
COUNCIL**

Road Construction
Policy 3201

Council is presented with Road Construction Policy 3201 as requested.

Reeve Bean recessed the meeting at 10:59 a.m.
Reeve Bean reconvened the meeting at 11:07 p.m.

P184-23(04-04-23)

RESOLUTION by Reeve Bean to recommend Council put all upcoming road requests on hold until the review of Policy 3201 Road Construction has been completed and bring back Policy 3201 Road Construction to a future Policy & Priority meeting. CARRIED.

Wolf Management
Incentive Policy 6307

Council is presented with the Wolf Management Incentive Policy 6307.

P185-23(04-04-23)

RESOLUTION by Councillor Walmsley to recommend Council bring back more information on hosting an in-person Livestock Protection Program (LPP) Course to the public. CARRIED.

Reeve Bean recessed the meeting at 11:43 a.m.
Reeve Bean reconvened the meeting 12:18 p.m.

FCSS

Council requested a discussion regarding the Family and Community Support Services (FCSS) Grant application and reporting requirements.

P186-23(04-04-23)

RESOLUTION by Reeve Bean to table the discussion regarding the Family and Community Support Services (FCSS) Grant

**MINUTES OF CLEAR HILLS COUNTY
POLICY & PRIORITY MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
THURSDAY, APRIL 4, 2023**

PRESENT	Amber Bean David Janzen Danae Walmsley Susan Hansen Abe Giesbrecht Nathan Stevenson Jason Ruecker	Reeve Deputy Reeve Councillor Councillor Councillor Councillor Councillor
ABSENT		
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> P183-23(04-04-23)	RESOLUTION by Councillor Giesbrecht to adopt the agenda governing the April 4, 2023 Policy & Priority Meeting, as presented. CARRIED.	
<u>NEW BUSINESS:</u> <u>COUNCIL</u> Road Construction Policy 3201	Council is presented with Road Construction Policy 3201 as requested. Reeve Bean recessed the meeting at 10:59 a.m. Reeve Bean reconvened the meeting at 11:07 p.m.	
P184-23(04-04-23)	RESOLUTION by Reeve Bean to recommend Council put all upcoming road requests on hold until the review of Policy 3201 Road Construction has been completed and bring back Policy 3201 Road Construction to a future Policy & Priority meeting. CARRIED.	
Wolf Management Incentive Policy 6307	Council is presented with the Wolf Management Incentive Policy 6307.	
P185-23(04-04-23)	RESOLUTION by Councillor Walmsley to recommend Council bring back more information on hosting an in-person Livestock Protection Program (LPP) Course to the public. CARRIED.	
	Reeve Bean recessed the meeting at 11:43 a.m. Reeve Bean reconvened the meeting 12:18 p.m.	
FCSS	Council requested a discussion regarding the Family and Community Support Services (FCSS) Grant application and reporting requirements.	
P186-23(04-04-23)	RESOLUTION by Reeve Bean to table the discussion regarding the Family and Community Support Services (FCSS) Grant	

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POLICY & PRIORITY MEETING
THURSDAY, APRIL 4, 2023

application and reporting requirements until a future Policy & Priority Meeting. CARRIED.

TELUS – Cellular
Service/Broadband
Internet

Councillor Hansen requested a discussion regarding TELUS Cellular service and Broadband.

P187-23(04-04-23)

RESOLUTION by Councillor Hansen to table the discussion regarding TELUS Cellular service and Broadband until the next Policy & Priority Meeting. CARRIED.

Worsley Health Centre
Dispensing of
Medications

Councillor Hansen requested a discussion regarding Worsley Health Centre.

P188-23(04-04-23)

RESOLUTION by Councillor Giesbrecht to request Pharmasave Fairview come to a future Council meeting to discuss the potential of offering pharmacy services to Worsley. CARRIED.

Secondary
Highway 735

Council requested a discussion regarding Secondary Highway 735.

P189-23(04-04-23)

RESOLUTION by Councillor Walmsley to invite Chase Milligan, Alberta Transportation to a future Council meeting to discuss Secondary Highway maintenance. CARRIED.

Councillor Giesbrecht left the meeting at 12:52 p.m.

Public Meeting
Discussion

Council requested a discussion regarding the annual public meetings.

P190-23(04-04-23)

RESOLUTION by Deputy Reeve Janzen to receive the discussion regarding the annual public meetings, Tradeshow and event co-ordination for information. CARRIED.

ADJOURNMENT

Reeve Bean adjourned the April 4, 2023 Policy & Priority Meeting at 1:33 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION - Pharmasave Fairview – 11:30 a.m.
File:	11-02-02

DESCRIPTION:

Council invited Pharmasave Fairview to attend the April 11, 2023, Regular Council meeting to have a discussion regarding pharmacy services.

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

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

DESCRIPTION:

Management activity report for March 28, 2023

ATTACHMENTS:

- Management Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for March 28, 2023, be accepted, as presented.

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

Activity Report for March 28, 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 28, 2023

LEGEND:

Budget Items: Completed Items: Items in Waiting:
 CAO = Chief Administrative Officer CSM = Corporate Services Manager
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
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	April/May
		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 28, 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 28, 2023

LEGEND:

Budget Items:
 Completed Items:
 Items in Waiting:

CAO = Chief Administrative Officer CSM = Corporate Services Manager
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MOTION	DATE	DESCRIPTION	DEPT	STATUS															
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																	
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. <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 28, 2028																	
C158-23	03/28/23	RESOLUTION by Councillor Giesbrecht to open tenders for Tender 2023-05 Pavement Crack Sealing, analyze results and bring back a recommendation to a future Regular Council Meeting. CARRIED. <table><tr><td>Company</td><td>Amount</td></tr><tr><td>Federal Sealing Services</td><td>\$3,439.30/Km \$2.05/m</td></tr></table>	Company	Amount	Federal Sealing Services	\$3,439.30/Km \$2.05/m	PWM												
Company	Amount																		
Federal Sealing Services	\$3,439.30/Km \$2.05/m																		



Management Team

Activity Report for March 28, 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								
		<table><tr><td>Ltd.</td><td></td></tr><tr><td>Marshall Lines 2014</td><td>\$950.00/km \$1.65/m</td></tr><tr><td>Canwest Concrete Cutting Inc.</td><td>\$1,500.00/km \$1.47/m</td></tr></table>	Ltd.		Marshall Lines 2014	\$950.00/km \$1.65/m	Canwest Concrete Cutting Inc.	\$1,500.00/km \$1.47/m				
Ltd.												
Marshall Lines 2014	\$950.00/km \$1.65/m											
Canwest Concrete Cutting Inc.	\$1,500.00/km \$1.47/m											
C159-23	03/28/23	RESOLUTION by Deputy Reeve Janzen to open tenders for Tender 2023-06 Pavement Line Painting, analyze results and bring back a recommendation to a future Regular Council Meeting. CARRIED. <table><tr><th>Company</th><th>Amount</th></tr><tr><td>AAA Striping & Seal Coating Service</td><td>\$727.00/km Crosswalk=\$700.00</td></tr><tr><td>RanN Maintenance Western Div.</td><td>\$709.99/km Crosswalk=\$1,000.00</td></tr><tr><td>Line west Ltd.</td><td>\$594.00/km Crosswalk=\$800.00</td></tr></table>	Company	Amount	AAA Striping & Seal Coating Service	\$727.00/km Crosswalk=\$700.00	RanN Maintenance Western Div.	\$709.99/km Crosswalk=\$1,000.00	Line west Ltd.	\$594.00/km Crosswalk=\$800.00	PWM	
Company	Amount											
AAA Striping & Seal Coating Service	\$727.00/km Crosswalk=\$700.00											
RanN Maintenance Western Div.	\$709.99/km Crosswalk=\$1,000.00											
Line west Ltd.	\$594.00/km Crosswalk=\$800.00											
C164-23	03/28/23	RESOLUTION by Deputy Reeve Janzen to proceed with hiring an engineering firm for the design and tender of a 40' by 60' by 16' Fire Hall on Plan 0726595 Block 1 Lots 84 & 83, adjacent to Poplar Drive in the Hamlet of Cleardale. CARRIED.	CAO/ COM									
C166-23	03/28/23	RESOLUTION by Reeve Bean to table the request from the Peace Regional Economic Development Alliance regarding support in principle for the Northern Lakes College endeavors to deliver a Child and Youth Mental Health Worker program in our region, until a future meeting.CARRIED.	EA									
		April 4, 2023 P&P										
P184-23	04/04/23	RESOLUTION by Reeve Bean to recommend Council put all upcoming road requests on hold until the review of Policy 3201 Road Construction has been completed and bring back Policy 3201 Road Construction to a future Policy & Priority meeting. CARRIED.	PWM									
P185-23	04/04/23	RESOLUTION by Councillor Walmsley to recommend Council bring back more information on hosting an in-person Livestock Protection Program (LPP) Course to the public.CARRIED.										



Management Team

Activity Report for March 28, 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
P186-23	04/04/23	RESOLUTION by Reeve Bean to table the discussion regarding the Family and Community Support Services (FCSS) Grant application and reporting requirements until a future Policy & Priority Meeting. CARRIED.		
P187-23	04/04/23	RESOLUTION by Councillor Hansen to table the discussion regarding TELUS Cellular service and Broadband until the next Policy & Priority Meeting. CARRIED.	EA	
P188-23	04/04/23	RESOLUTION by Councillor Giesbrecht to request Pharmasave Fairview come to a future Council meeting to discuss the potential of offering pharmacy services to Worsley. CARRIED.	EA	April 11
P189-23	04/04/23	RESOLUTION by Councillor Walmsley to invite Chase Milligan, Alberta Transportation to a future Council meeting to discuss Secondary Highway maintenance. CARRIED.	EA	April 25
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 (2020-2024) for the Sulphur Lake aeration operation with the funds to be included in the General Grants budget of the 2020 through 2024 annual Operating Budgets. CARRIED.	CDM	2020✓ 2021✓ 2022✓ 2023✓ 2024
January 7, 2020				
C620-19	12/10/19	RESOLUTION by Councillor Fletcher that Council approves assisting Northern Lights County by contributing \$10,000 (ten thousand dollars) a year	CDM	2020✓ 2021✓



Management Team

Activity Report for March 28, 2023

LEGEND:

Budget Items:
 Completed Items:
 Items in Waiting:

CAO = Chief Administrative Officer CSM = Corporate Services Manager
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 COM = Community

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		for 5 years, for operation of the Manning Airport, and include the funds in the annual operating budget. CARRIED.		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
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
C165-23	03/28/23	RESOLUTION by Councillor Hansen to approve the \$1,000.00 membership fee to Northwest Species at	CSM/EA	



Management Team

Activity Report for March 28, 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
		Risk, funds to be allocated from the Rate Stabilization Reserve. CARRIED.		
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
C171-23	03/28/23	RESOLUTION by Councillor Hansen 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.		

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 11, 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:	April 11, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Joint Meeting – MD of Peace
File:	11-02-02

DESCRIPTION:

Council is presented with a request from the Municipal District of Peace to schedule a meeting consisting of the Reeves, Deputy Reeves and CAO's from each of the MD of Peace, the MD of Fairview and Clear Hills County.

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.

The MD of Peace is requesting that each Council choose 3-4 potential days/evenings that would work for a meeting date.

ATTACHMENTS:

April/May/June Calendar

RECOMMENDED ACTION:

RESOLUTION by.....to receive the discussion regarding dates for a future joint meeting consisting of the Reeves, Deputy Reeves and CAO's from each of the MD of Peace, the MD of Fairview and Clear Hills County, for information and bring back to a future Regular Council meeting when a date has been set.

Initials show support - Reviewed by:

Manager:

CAO:



APRIL 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						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 MED/HPEC- SH	21	22 PLS-AB
23	24	25 Council	26	27	28	29
30 HPEC BBQ- SH	1	2	3	4	5	6

MAY 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	1 CPAA Conference-AB	2	3	4 MPTA-EX-AB	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

JUNE 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13 Council	14	15	16	17
18	19	20	21	22	23	24
25	26	27 Council	28	29	30	1

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Policy 3201 – Road Construction
File:	11-02-02

DESCRIPTION:

Policy 3201 Road Construction was discussed at the April 4, 2023, Policy & Priority Meeting.

P184-23(04-04-23) RESOLUTION by Reeve Bean to recommend Council put all upcoming road requests on hold until the review of Policy 3201 Road Construction has been completed and bring back Policy 3201 Road Construction to a future Policy & Priority meeting.
CARRIED.

ATTACHMENTS:

April 4, 2023 P&P RFD

RECOMMENDED ACTION:

RESOLUTION by..... to put all upcoming road requests on hold until the review of Policy 3201 Road Construction has been completed.

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Policy & Priority Meeting
Meeting Date:	April 4, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Road Construction Policy 3201
File:	11-02-03

DESCRIPTION:

Council is presented with Road Construction Policy 3201 as requested.

BACKGROUND:

ATTACHMENTS:

Clear Hills County Wetlands Expense History
Road Construction Policy 3201

RECOMMENDED ACTION:

RESOLUTION by...to receive the discussion regarding Road Construction policy 3201 for information as presented.

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County Wetlands Expense History

Year	Location	Approx RD Length	Wetland Assessment Paid	Compensation required	Completed/Not Completed
2015	Tender: 2015-12 SW-1-85-2-W6M Access Road	1.5 miles	\$30,000 Additional studies completed. Fish etc.	\$51,010.05 Paid	Completed
2018	SE 25-85-7-W6M	.5 miles	\$11,691.75	(\$316.63) Not paid	Not Completed
2019	Range RD 54 -Rebuild	2 miles	\$2,717.90	none	Completed
2019	Range RD 60 - Rebuild	2.2 miles	\$5,098.80	none	Completed
2019	SE 32-85-8-W6M	.5 miles	\$2,840.25	\$2,836.05	Completed
2020	SE 30-85-5-W6M	.5 miles	\$3,295.53	(\$27,639) Not Paid	Not Completed
2021	Range RD 84 TWP 860-854	1.5 miles	\$5,495.70	(\$8,636.86) Not Paid	Not Completed
2022	Range Road 25	.5 miles	\$4,130.70	\$61,143.89	Tendered
2022	Range Road 124	.5 miles	\$4,130.70	\$2,097.90	Tendered
TOTAL	Total Wetlands Compensation Paid to date	9.75 miles	\$69,401.33	\$153,680.38	
				\$53,846.10	

Total paid in Wetland Assessments to date - \$69,401.33

Total paid in Wetland Compensation to date -\$53,846.10

Total to be paid for current jobs being tendered - \$63,241.79

Total for ALL Wetlands related expenses - \$223,081.71.

The average historical cost per mile for wetlands assessments and compensation = \$22,880.18/mile



Clear Hills County

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

1. POLICY STATEMENT

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

2. ROAD CONSTRUCTION AND ROAD RECONSTRUCTION EVALUATION

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

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

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

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

Notes:

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

3.2 ROAD SCORING GRID DEFINITIONS

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

3.3 ROAD RECONSTRUCTION REQUESTS

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

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

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

-Existing road requiring upgrading to a higher standard of road

3.4 ROAD REQUEST APPLICATION RANKING

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

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

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

4. ROAD CONSTRUCTION PRIORITIZATION

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

5. CONNECTOR ROAD REQUESTS

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

6. END OF POLICY

Related Policies:

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

ADOPTED

Resolution #C190-03

Date: March 25, 2003

AMENDED

Resolution #C876-03

Date: November 25, 2003

AMENDED

Resolution #C153(03/13/07)

Date: March 13, 2007

AMENDED

Resolution #C180(02/23/10)

Date: February 23, 2010

AMENDED

Resolution #C393-12

Date: July 10, 2012

AMENDED

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

Date: July 24, 2012

AMENDED

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

Date: June 24, 2014

AMENDED

Resolution # C413-17 08/22/17

Date: August 22, 2017

AMENDED

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

Date: October 13, 2020

AMENDED

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

Date: July 12, 2022

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	2023 Business/Recreation & Volunteer Awards
File:	11-02-02

DESCRIPTION:

The deadline for the 2023 Business/Recreation & Volunteer Awards was February 10, 2023. Council is requested to have a discussion regarding the awarding of these awards.

The 2022 recipients were presented with the awards at the 2022 Clear Hills County BBQ.

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by.....

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Greg Coon, Agricultural Fieldman
Title:	AGRICULTURAL SERVICE BOARD MEMBER AT LARGE VACANCY
File:	63-02-02

DESCRIPTION:

Council is presented with information regarding filling a vacant Agricultural Service Board member at large position.

BACKGROUND:

One Agricultural Service Board member at large has resigned, citing health reasons. Bylaw No. 273-22 "Establishing an Agricultural Service Board" states that the Agricultural Service Board shall consist of five members at large, two council members, and one non-voting Agricultural Fieldman.

Council is requested to provide direction on whether to fill the vacant member at large position through advertising or propose other alternatives.

Attachment:

Bylaw No. 273-22 "Establishing an Agricultural Service Board"

RECOMMENDED ACTION:

Option 1:

To advertise for a replacement member at large to fill the vacancy for the remainder of the term.

Option 2:

To amend Bylaw 273-22 "Establishing an Agricultural Service Board" to address alternate replacement options.

RESOLUTION by.....

Initials show support - Reviewed by:	Manager: 	CAO: 
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BYLAW NO. 273-22

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AN AGRICULTURAL SERVICE BOARD.

WHEREAS, the Agricultural Service Board Act empowers a Council to pass a bylaw to establish an Agricultural Service Board; and

WHEREAS, the Council of Clear Hills County has determined it is in the best interests of the county to pass such a bylaw.

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

1. THAT, the Agricultural Service Board for Clear Hills County will be an independent committee consisting of five members at large, **two** Council members, and one non-voting Agricultural Fieldman. Four voting board members represents a quorum.
2. THAT, in the absence of the Agricultural Fieldman, the CAO will delegate an employee to sit on the Agricultural Service Board as an alternate non-voting board member.
3. THAT, the Chair will be selected by the Agricultural Service Board members at the first or organizational meeting, with all voting board members eligible for the position.
4. THAT, the duration of the term for Agricultural Service Board members will be four (4) years, coinciding with the election of Council.
5. THAT, advertising for members at large will commence on or about August 15th prior to a general County election, conducted by Administration.
6. THAT, the selection of board members at large will occur during the organizational meeting of Council, and will be based on agricultural experience and agricultural community involvement of the board candidate.
7. THAT, the board candidate will be an agricultural producer residing within the boundaries of Clear Hills County at the time of selection and for the duration of the term of appointment, unless otherwise authorized by a resolution of council.
8. That, in addition to the regular meetings of the Agricultural Service Board, members may attend agricultural seminars, workshop and events within

the Peace Region, the annual Peace Region Agricultural Service Board Conference and, the annual Provincial Agricultural Service Board Conference.

9. Bylaw No. 246-19 is hereby rescinded.

10. THAT, this bylaw shall come into force and effect upon the date of final reading hereof.

READ for a FIRST time this _____ day of _____ 2022.

READ for a SECOND time this _____ day of _____ 2022..

READ for a THIRD time this _____ day of _____ 2022.

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Greg Coon, Agricultural Fieldman
Title:	Tender Awarding - Tender 2023-03 New Tractor
File:	31-63-02

DESCRIPTION:

Tenders were opened for Tender 2023-03 New Tractor on Tuesday March 14, 2023, at 9:35 a.m. Council is presented with an analysis of the results.

BACKGROUND:

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

C48-23(01-24-23) RESOLUTION by Deputy Reeve Janzen to proceed to tender for the purchase of a new tractor for 2024. CARRIED.

After analysis and research regarding previous auction sale results for similar tractors, administration recommends awarding the tender to Rocky Mountain Equipment for the cash no trade price of \$267,000.00 for the New Holland T7.210 for delivery in the spring of 2024.

Administration recommends disposing of the 2013 New Holland tractor at auction, rather than accepting the trade in prices quoted.

In the past 2 years similar tractors have sold at auction for amounts between \$90,000.00 and \$125,000.00. Trade in prices offered by the vendors ranged from \$67,000.00 to \$75,000.00.

BUDGET:

\$275,000.00 – Multiyear Capital Plan.

ATTACHMENT:

Tender 2023-03 Analysis

RECOMMENDED ACTION:

RESOLUTION by...to award Tender 2023-03 New Tractor to Rocky Mountain Equipment for the amount of \$267,000.00 cash price no trade for the New Holland T7.210 tractor, to be delivered in the spring of 2024, with funds to be allocated from the multiyear capital plan.

Initials show support - Reviewed by:	Manager: 	CAO: 
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Tender 2023-03 Tractor												
		Bidder:	Prairie Coast 6175M cash no trade	Prairie Coast 6175M inc trade in allowance	Prairie Coast 6155M cash no trade	Prairie Coast 6155M inc trade in allowance	RME Case IH cash no trade	RME Case IH inc trade in allowance	RME New Holland T7.210 cash no trade	RME New Holland T7.210 inc trade in allowance	Fosters Kubota cash no trade	Fosters Kubota inc trade in allowance
Tractor												
1	Minimum 130 HP PTO	meets	meets	doesn't meet	doesn't meet	doesn't meet	meets	meets	meets	meets	meets	meets
2	1000 PTO	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
3	cab with air conditioning	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
4	power shift transmission with shuttle	doesn't meet	doesn't meet	doesn't meet	doesn't meet	doesn't meet	meets	meets	meets	meets	meets	meets
5	extra light package with revolving beacon	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
6	front wheel assist	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
7	3 rear hydraulics	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
8	equipped with joystick (2 functions of joystick plumbed to rear)	meets	meets	meets	meets	meets	meets	meets	meets	meets	doesn't meet	doesn't meet
9	total of 5 hydraulics at rear (2 joystick and 3 remotes)	meets	meets	meets	meets	meets	meets	meets	meets	meets	doesn't meet	doesn't meet
10	light plugin on rear of tractor	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
11	back window- lexan with wiper	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
12	swivel seat	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
13	rear wheels as wide as possible	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
14	back up alarm	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
15	195 kg wheel weights each rear wheel	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
16	front fenders	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
17	Delivered to county yard in Worsley, AB, between May 1st & May 31st, 2024	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets	meets
Include the following information												
1	Warranty specifications (minimum 6 months on parts & labor)	2year bumper to bumper	2000 hrs				1 year full 2 year powertrain 5 year on emissions	1 year full 2 year powertrain 5 year on emissions	1 year full 2 year powertrain 5 year on emissions		No warranty info included in tender	No warranty info included in tender
Price	Cash no trade	\$	268,000.00	\$	251,000.00	\$	269,000.00	\$	287,000.00	\$	205,000.00	\$
	Including trade in allowance											
	Lump Sum Cash Price including GST											
Recommendation RME New Holland T7 210 cash no trade \$267,000.00												
Recommend disposing of 2013 New Holland T7 200 at auction												
John Deere 6155M is 124 PTO HP												
John Deere 6155M and 6175M are not true powershifts, they have 4 ranges that need to be clutchd to shift between												

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 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 29, 2023 to April 11, 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 29, 2023 to April 11, 2023 for a total of \$680,143.26, with funds to be transferred from Long Term Investments.

Initials show support - Reviewed by:

Manager:



CAO:



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Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	3/29/23	4/11/23		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
756446 ALBERTA LTD.	027458	4/11/23	\$24,559.84
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-18/23	\$5,976.70	
Annual Gravel Haul	MAR20-25/23	\$12,554.40	
Annual Gravel Haul	MAR27-29/23	\$6,028.74	
AXIA SUPERNET LTD.	027459	4/11/23	\$737.52
Invoice Description	Invoice Number	Invoice Amount	
April Supernet Agmt #644	1000260575	\$737.52	
B & E HOME HARDWARE	027460	4/11/23	\$1,235.33
Invoice Description	Invoice Number	Invoice Amount	
Masking Tape for Office	101-132845	\$5.24	
Caulking for Bathroom Tiles	101-132932	\$37.46	
Cleaning Supplies for Office	101-133472	\$84.69	
Trade Show Supplies	101-133989	\$302.83	
Trade Show Supplies	101-133990	\$16.78	
Hines Creek Fire Dept Supplies	101-134011	\$48.53	
Inverter Unit 65-48	101-134345	\$55.64	
Trade Show Prizes	101-134420	\$515.75	
Hines Creek Fire Dept Supplies	101-134646	\$18.87	
Fire Depts T.S Door Prizes	101-135088	\$41.99	
Hines Creek Fire Dept Supplies	101-135173	\$76.63	
Hines Creek Fire Dept Supplies	101-135183	\$7.86	
Roasters for Trade Show	101-135213	\$23.06	
BLUE JAY TRANSPORT	027461	4/11/23	\$16,399.24
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR21-25/23	\$10,502.68	
Annual Gravel Haul	MAR27-29/23	\$5,896.56	
BOSCHWICK CONTRACTING	027462	4/11/23	\$16,406.81
Invoice Description	Invoice Number	Invoice Amount	
Bear Canyon GB09/Gravel Haul	594	\$10,509.99	
Worsley GB01	595	\$5,896.82	
CASH PETTY	027463	4/11/23	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
Float for Trade Show Dance	033023	\$300.00	

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CHEQUE DISTRIBUTION REPORT
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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CLEAR HILLS WASTE MANAGEMENT	027464	4/11/23	\$10,550.62
Invoice Description	Invoice Number	Invoice Amount	
Transfer Stations Contract	159	\$10,340.62	
Worsley Hamlet Garbage Hauling	160	\$210.00	
CLEARDALE AGRICULTURAL SOCIETY	027465	4/11/23	\$6,000.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Fire Unit Storage Rent	032423	\$6,000.00	
CLEARDALE RIDERS CLUB	027466	4/11/23	\$1,600.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Wagon Rides	032023	\$1,600.00	
CLEARDALE TRANSPORT	027467	4/11/23	\$9,920.37
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR24-25/23	\$3,162.22	
Annual Gravel Haul	5244-032723	\$296.08	
Annual Gravel Haul	MAR27-29/23	\$6,462.07	
CLEARTECH INDUSTRIES INC.	027468	4/11/23	\$1,652.70
Invoice Description	Invoice Number	Invoice Amount	
Chemical & Freight	INV1061097	\$1,652.70	
COX NANCY	027469	4/11/23	\$400.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Breakfast Manager	032023	\$400.00	
DEP VENTURES	027470	4/11/23	\$25,429.31
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-18/23	\$6,507.83	
Annual Gravel Haul	MAR20-23/23	\$9,497.81	
Annual Gravel Haul	MAR24-25/23	\$2,728.71	
Annual Gravel Haul	MAR27-29/23	\$6,694.96	
DHL	027471	4/11/23	\$202.04
Invoice Description	Invoice Number	Invoice Amount	
Water Sample Shipping	10373358	\$202.04	
END OF STEEL HERITAGE SOCIETY	027472	4/11/23	\$1,500.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Breakfast	032023	\$1,500.00	

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CHEQUE DISTRIBUTION REPORT
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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
EUREKA RIVER CEMETERY	027473	4/11/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Cemetery Grant - Eureka R	032023	\$500.00	
FEDERATION OF CAN MUNICIPALITI	027474	4/11/23	\$897.61
Invoice Description	Invoice Number	Invoice Amount	
Annual FCM Membership	INV-33366-X0P4	\$897.61	
GLOBAL FLEET INFORMATION	027475	4/11/23	\$619.50
Invoice Description	Invoice Number	Invoice Amount	
Monthly Fees	200722	\$619.50	
GOVERNMENT OF ALBERTA	027476	4/11/23	\$177,626.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Police Funding Model	1800033299	\$177,626.00	
GRIMSHAW GRAVEL SALES	027477	4/11/23	\$25,778.16
Invoice Description	Invoice Number	Invoice Amount	
Gravel Haul - Break Up Gravel	22847	\$1,338.75	
Annual Gravel Haul	150-MAR24-25/2	\$3,891.50	
Annual Gravel Haul	152-MAR24-25/2	\$3,889.04	
Annual Gravel Haul	153-MAR24-25/2	\$4,709.31	
Annual Gravel Haul	6259-032723	\$2,497.28	
Annual Gravel Haul	5984-032723	\$2,500.58	
Annual Gravel Haul	MAR27-29/23	\$6,951.70	
H.K.P. TRUCKING	027478	4/11/23	\$13,239.40
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR17-18/23	\$3,911.39	
Annual Gravel Haul	MAR20-25/23	\$5,732.74	
Annual Gravel Haul	MAR27-29/23	\$3,595.27	
HINES CREEK VOLUNTEER FIRE DEP	027479	4/11/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Security	032023	\$500.00	
IRWIN, CODY	027480	4/11/23	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	78427-040323	\$50.00	
J L VENTURES	027481	4/11/23	\$759.10
Invoice Description	Invoice Number	Invoice Amount	
Worsley Hamlet Snow Removal	367	\$759.10	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
JLD ENTERPRISE	027482	4/11/23	\$27,068.44
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR17-18/23	\$4,622.62	
Annual Gravel Haul	MAR20-25/23	\$15,125.39	
Annual Gravel Haul	MAR27-29/23	\$7,320.43	
KAUT DAVID	027483	4/11/23	\$22,818.51
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-17/23	\$3,914.47	
Annual Gravel Haul	MAR20-25/23	\$12,583.05	
Annual Gravel Haul	MAR27-29/23	\$6,320.99	
KING JUSTIN	027484	4/11/23	\$302.00
Invoice Description	Invoice Number	Invoice Amount	
STARS Landing Training Expense	032423	\$302.00	
KNIGHT MOVES DJ SERVICES	027485	4/11/23	\$1,710.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show DJ Services	033023	\$1,710.00	
MEI NING ROSA	027486	4/11/23	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
Cost of Living Funding	040323	\$300.00	
MONTAGNEUSE 4-H MULTI CLUB	027487	4/11/23	\$750.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Helping Hands	032023	\$750.00	
OUTBACK TRANSPORT	027488	4/11/23	\$20,221.94
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR20-25/23	\$13,536.58	
Annual Gravel Haul	MAR27-29/23	\$6,685.36	
PEACE RIVER SCHOOL DIVISION NO	027489	4/11/23	\$1,382.23
Invoice Description	Invoice Number	Invoice Amount	
HC School Ski Trip Bussing	10765	\$1,382.23	
PETERS FRANK	027490	4/11/23	\$412.50
Invoice Description	Invoice Number	Invoice Amount	
STARS Landing Training Expense	032423	\$412.50	

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CHEQUE DISTRIBUTION REPORT
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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
PETERS, JAKE	027491	4/11/23	\$350.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	78391-040323	\$350.00	
PETERS, WILLIAM	027492	4/11/23	\$285.68
Invoice Description	Invoice Number	Invoice Amount	
STARS Landing Training Expense	032423	\$285.68	
PHONECO INC.	027493	4/11/23	\$1,260.00
Invoice Description	Invoice Number	Invoice Amount	
New UPS for Phone System	PR13298	\$1,260.00	
R&R ROAD LTD.	027494	4/11/23	\$581.28
Invoice Description	Invoice Number	Invoice Amount	
4% Rate Incr - Motion C304-22	010123	\$581.28	
REYNOLDS MIRTH RICHARDS & FARM	027495	4/11/23	\$275.31
Invoice Description	Invoice Number	Invoice Amount	
O&G Tax Collections	252227	\$275.31	
ROAMING TRANSPORT	027496	4/11/23	\$36,610.39
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	56-031623	\$696.38	
Annual Gravel Haul	MAR17-18/23	\$4,595.65	
Annual Gravel Haul	MAR20-25/23	\$11,558.89	
Annual Gravel Haul	MAR21-23/23	\$7,632.51	
Annual Gravel Haul	MAR24-25/23	\$3,136.52	
Annual Gravel Haul	6248-032723	\$396.26	
Annual Gravel Haul	6249-032723	\$1,766.56	
Annual Gravel Haul	MAR27-29/23	\$6,827.62	
RUCO ENTERPRISES	027497	4/11/23	\$18,873.82
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR17-18/23	\$4,176.63	
Annual Gravel Haul	6290-032223	\$1,778.00	
Cleardale Hamlet Snow Removal	1706	\$1,816.50	
Annual Gravel Haul	MAR24-25/23	\$2,355.93	
Annual Gravel Haul	MAR27-29/23	\$5,410.37	
Annual Gravel Haul	5997-032723	\$333.39	
Cleardale Hamlet Snow Removal	1696	\$3,003.00	
RUSSELL WANDA & BRIAN	027498	4/11/23	\$1,050.00
Invoice Description	Invoice Number	Invoice Amount	
Sulphur Lk Winter Maintenance	033123	\$1,050.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SHEWCHUK, GERALD	027499	4/11/23	\$25,015.50
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-18/23	\$5,834.89	
Annual Gravel Haul	MAR20-25/23	\$12,978.37	
Annual Gravel Haul	MAR27-29/23	\$6,202.24	
SIGNS BY LORI	027500	4/11/23	\$52.50
Invoice Description	Invoice Number	Invoice Amount	
Update Trade Show Signs	13275	\$52.50	
SKERRATT, CLAYTON AND ANN	027501	4/11/23	\$1,950.00
Invoice Description	Invoice Number	Invoice Amount	
March Janitorial Services	223258	\$1,950.00	
SKYLITE FARMS	027502	4/11/23	\$13,620.40
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR22-23/23	\$4,597.41	
Annual Gravel Haul	MAR27-29/23	\$6,301.76	
Annual Gravel Haul	5710-032723	\$367.98	
Annual Gravel Haul	MAR24-25/23	\$2,353.25	
THISTLES TRUCK SERVICE	027503	4/11/23	\$24,943.07
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR27-29/23	\$6,674.03	
Annual Gravel Haul	MAR16-18/23	\$5,930.40	
Annual Gravel Haul	MAR20-25/23	\$12,338.64	
TINA'S FACE PAINTING	027504	4/11/23	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Face Painting	01-2023	\$300.00	
TOWN OF HIGH LEVEL	027505	4/11/23	\$1,000.00
Invoice Description	Invoice Number	Invoice Amount	
NWSAR Membership	IVC00000000027	\$1,000.00	
TRADE SHOW DIRECT	027506	4/11/23	\$14,962.50
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Booths & Draping	025229	\$14,962.50	
TRINUS TECHNOLOGIES INC.	027507	4/11/23	\$4,955.10
Invoice Description	Invoice Number	Invoice Amount	
April Service Agreement #57	2714	\$4,955.10	

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CHEQUE DISTRIBUTION REPORT
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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
TURNER'S TRUCK SERVICE LTD.	027508	4/11/23	\$19,941.97
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR16-18/23	\$6,615.00	
Annual Gravel Haul	MAR20-23/23	\$9,407.78	
Annual Gravel Haul	MAR28-29/23	\$3,919.19	
UNITED FARMERS OF ALBERTA	027509	4/11/23	\$5.23
Invoice Description	Invoice Number	Invoice Amount	
Gravel Haul Supplies	SOINV4365797	\$27.28	
URE RYAN	027510	4/11/23	\$2,100.00
Invoice Description	Invoice Number	Invoice Amount	
Stoney/Running Lk Winter Maint	082916	\$2,100.00	
VASSEUR, LAURENT	027511	4/11/23	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive Program	031623	\$200.00	
WILDE & COMPANY	027512	4/11/23	\$37,800.00
Invoice Description	Invoice Number	Invoice Amount	
2022 YE Audit Field Work	0790-032823	\$37,800.00	
WILL JUST CONTRACT	027513	4/11/23	\$19,142.96
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	MAR20-23/23	\$9,905.14	
Annual Gravel Haul	MAR24-25/23	\$2,186.67	
Annual Gravel Haul	5707-032723	\$195.14	
Annual Gravel Haul	MAR27-29/23	\$6,400.39	
Cldl Pumphouse Roof Repair	987	\$455.62	
WOLFE GIERHARDT	027514	4/11/23	\$268.00
Invoice Description	Invoice Number	Invoice Amount	
STARS Landing Training Expense	032423	\$268.00	
WORSLEY CLEAR HILLS SKI CLUB	027515	4/11/23	\$230.50
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Family Fun Pack	032423	\$230.50	
WYCLIFFE ENTERPRISES LTD.	027516	4/11/23	\$12,271.88
Invoice Description	Invoice Number	Invoice Amount	
Eureka GB14	622	\$12,271.88	

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Clear Hills County
 VENDOR CHEQUE REGISTER REPORT
 Payables Management

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Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	3/29/23 4/11/23
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
027458	756446	756446 ALBERTA LTD.	4/11/23	ATB	PMCHQ00001227	\$24,559.84
027459	AXIA01	AXIA SUPERNET LTD.	4/11/23	ATB	PMCHQ00001227	\$737.52
027460	B&EHOME01	B & E HOME HARDWARE	4/11/23	ATB	PMCHQ00001227	\$1,235.33
027461	BLUEJAY	BLUE JAY TRANSPORT	4/11/23	ATB	PMCHQ00001227	\$16,399.24
027462	BOSCHWICK01	BOSCHWICK CONTRACTING	4/11/23	ATB	PMCHQ00001227	\$16,406.81
027463	CASH01	LORI JOBSON	4/11/23	ATB	PMCHQ00001227	\$300.00
027464	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	4/11/23	ATB	PMCHQ00001227	\$10,550.62
027465	CLEARDALEAG01	CLEARDALE AGRICULTURAL SOCIETY	4/11/23	ATB	PMCHQ00001227	\$6,000.00
027466	CLEDRIDER01	CLEARDALE RIDERS	4/11/23	ATB	PMCHQ00001227	\$1,600.00
027467	CLEARDALE01	CLEARDALE TRANSPORT	4/11/23	ATB	PMCHQ00001227	\$9,920.37
027468	CLEARTECH01	CLEARTECH INDUSTRIES INC.	4/11/23	ATB	PMCHQ00001227	\$1,652.70
027469	COXNANCY01	NANCY COX	4/11/23	ATB	PMCHQ00001227	\$400.00
027470	DEP01	DEP VENTURES	4/11/23	ATB	PMCHQ00001227	\$25,429.31
027471	DHL01	LOOMIS EXPRESS	4/11/23	ATB	PMCHQ00001227	\$202.04
027472	END01	END OF STEEL HERITAGE SOCIETY	4/11/23	ATB	PMCHQ00001227	\$1,500.00
027473	EUREKA03	EUREKA RIVER CEMETERY	4/11/23	ATB	PMCHQ00001227	\$500.00
027474	FCM01	FEDERATION OF CANADIAN MUNICI	4/11/23	ATB	PMCHQ00001227	\$897.61
027475	GFI01	GFI SYSTEMS INC..	4/11/23	ATB	PMCHQ00001227	\$619.50
027476	GOVERNMENT02	GOVERNMENT OF ALBERTA	4/11/23	ATB	PMCHQ00001227	\$177,626.00
027477	GRIMSHAW02	GRIMSHAW GRAVEL SALES	4/11/23	ATB	PMCHQ00001227	\$25,778.16
027478	HKPTRUCK01	H.K.P. TRUCKING	4/11/23	ATB	PMCHQ00001227	\$13,239.40
027479	HCFIRE01	HINES CREEK VOLUNTEER FIRE DEP	4/11/23	ATB	PMCHQ00001227	\$500.00
027480	IRWIN01	CODY IRWIN	4/11/23	ATB	PMCHQ00001227	\$50.00
027481	JLVENTURE01	J L VENTURES	4/11/23	ATB	PMCHQ00001227	\$759.10
027482	JLD	JLD ENTERPRISE	4/11/23	ATB	PMCHQ00001227	\$27,068.44
027483	KAUT01	DAVID KAUT	4/11/23	ATB	PMCHQ00001227	\$22,818.51
027484	KING02	JUSTIN KING	4/11/23	ATB	PMCHQ00001227	\$302.00
027485	KNIGHT	KNIGHT MOVES DJ SERVICES	4/11/23	ATB	PMCHQ00001227	\$1,710.00
027486	MEININGR	ROSA MEI NING	4/11/23	ATB	PMCHQ00001227	\$300.00
027487	MONTAGNEUSE4	MONTAGNEUSE 4-H MULTI CLUB	4/11/23	ATB	PMCHQ00001227	\$750.00
027488	OUTBACK	OUTBACK TRANSPORT	4/11/23	ATB	PMCHQ00001227	\$20,221.94
027489	PEACE06	PEACE RIVER SCHOOL DIVISION NO	4/11/23	ATB	PMCHQ00001227	\$1,382.23
027490	PETERS16	FRANK PETERS	4/11/23	ATB	PMCHQ00001227	\$412.50
027491	PETERS06	JAKE PETERS	4/11/23	ATB	PMCHQ00001227	\$350.00
027492	PETERSW01	WILLIAM PETERS	4/11/23	ATB	PMCHQ00001227	\$285.68
027493	PHONECO01	PHONECO INC.	4/11/23	ATB	PMCHQ00001227	\$1,260.00
027494	R&R01	R&R ROAD LTD.	4/11/23	ATB	PMCHQ00001227	\$581.28
027495	REYNOLDS02	REYNOLDS MIRTH	4/11/23	ATB	PMCHQ00001227	\$275.31
027496	ROAMING	ROAMING TRANSPORT	4/11/23	ATB	PMCHQ00001227	\$36,610.39
027497	RUCO01	RUCO ENTERPRISES LTD.	4/11/23	ATB	PMCHQ00001227	\$18,873.82
027498	RUSSELLB	WANDA & BRIAN RUSSELL	4/11/23	ATB	PMCHQ00001227	\$1,050.00
027499	SHEWCHUK01	SHEWCHUK, GERALD	4/11/23	ATB	PMCHQ00001227	\$25,015.50
027500	SIGNS02	SIGNS BY LORI	4/11/23	ATB	PMCHQ00001227	\$52.50
027501	SKERRATT	CLAYTON AND ANN SKERRATT	4/11/23	ATB	PMCHQ00001227	\$1,950.00
027502	SKYLITE	SKYLITE FARMS	4/11/23	ATB	PMCHQ00001227	\$13,620.40
027503	THISTLES01	THISTLES TRUCK SERVICE	4/11/23	ATB	PMCHQ00001227	\$24,943.07
027504	TINAS	TINA'S FACE PAINTING	4/11/23	ATB	PMCHQ00001227	\$300.00
027505	TOWNHL	TOWN OF HIGH LEVEL	4/11/23	ATB	PMCHQ00001227	\$1,000.00
027506	TRADESHOW01	TRADE SHOW DIRECT	4/11/23	ATB	PMCHQ00001227	\$14,962.50
027507	TRINUS01	TRINUS TECHNOLOGIES INC.	4/11/23	ATB	PMCHQ00001227	\$4,955.10
027508	TURNERS01	TURNER'S TRUCK SERVICE LTD.	4/11/23	ATB	PMCHQ00001227	\$19,941.97
027509	UFA01	UNITED FARMERS OF ALBERTA	4/11/23	ATB	PMCHQ00001227	\$5.23
027510	URER	RYAN URE	4/11/23	ATB	PMCHQ00001227	\$2,100.00
027511	VASSEUR04	LAURENT VASSEUR	4/11/23	ATB	PMCHQ00001227	\$200.00

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Clear Hills County
VENDOR CHEQUE REGISTER REPORT
Payables Management

Page: 2
User ID: Dawn

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
027512	WILDE01	WILDE & COMPANY	4/11/23	ATB	PMCHQ00001227	\$37,800.00
027513	WILLJUST	WILL JUST CONTRACT	4/11/23	ATB	PMCHQ00001227	\$19,142.96
027514	WOLFEG	GIERHARDT WOLFE	4/11/23	ATB	PMCHQ00001227	\$268.00
027515	WHISPERING01	WORSLEY CLEAR HILLS SKI CLUB	4/11/23	ATB	PMCHQ00001227	\$230.50
027516	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	4/11/23	ATB	PMCHQ00001227	\$12,271.88
027517	YOUTH01	YOUTH ENHANCEMENT SOCIETY	4/11/23	ATB	PMCHQ00001227	\$30,000.00
027518	ZACHARIASW	WILLIAM ZACHARIAS	4/11/23	ATB	PMCHQ00001227	\$268.00
Total Cheques: 61						Total Amount of Cheques: \$680,143.26

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	2023 Operating Budget
File:	12-05-06

DESCRIPTION:

Council is provided with the 2023 Operating Budget for consideration.

BACKGROUND / PROPOSAL:

At the November 22, 2022 Regular Council Meeting, Council passed the 2023 Interim Operating Budget. Administration has brought the draft final budget with the following revisions:

- Post interim budget Council motion(s).
- Decrease to the annual reserve funding of \$1,825,239.
- Revisions based on 2022 budget to actual year-end variance analysis.

OPTIONS:

ATTACHMENTS:

- 2023 Operating Budget

RECOMMENDED ACTION:

RESOLUTION by... to adopt the 2023 Operating Budget as presented with a decrease to the annual reserve contributions of \$1,825,239.

Initials show support - Reviewed by:

Manager:



CAO:



2023 Draft Operating Budget Worksheet

Item	Total	Notes
Revenue:	14,014,274	
Expenses:	<u>16,556,511</u>	
Surplus/(Deficit)	(2,542,237)	
Government Grants for Capital	962,860	MSI-Capital, CCBF
Amortization	4,223,999	Estimated based on 2022 actuals.
Miscellaneous	15,956	Included in this amount are both the gain/loss on TCA and the estimated proceeds from the sale of TCA.
Transfers to Restricted Surplus (Reserves)	(3,085,578)	This amount includes the annual transfers to reserve and estimated interest earned based on the 2023 Reserve Forecast.
Transfers from Restricted Surplus (Reserves)	425,000	This amount includes the operating items funded by reserves .
TAX FUNDS REMAINING	<u><u>0</u></u>	

Clear Hills County
2023 Draft Operating Revenue Budget

2020 Actual 12/31/20	2021 Actual 12/31/21	2022			2023 Budget	Notes:	2024 Budget	2025 Budget
		Actual 7/31/22	Budget \$	Remaining %				
17,590,787	17,295,908	17,081,749	17,115,579	0%	17,536,595		19,784,216	19,417,719
(3,062,229)	(3,116,943)	(3,568,753)	(3,140,505)	-14%	(3,146,028)	2023 actual - March Req	(3,140,505)	(3,140,505)
(511,538)	(534,214)	(558,066)	(555,604)	0%	(606,214)	2023 actual	(555,604)	(555,604)
(69,137)	(66,838)	(65,862)	(65,486)	-1%	(66,410)	2023 actual	(65,486)	(65,486)
-	-	-	(1,000,000)	-	(1,250,000)		(1,000,000)	(1,000,000)
13,947,883	13,577,913	12,889,067	12,353,984	4%	12,467,943		15,022,621	14,656,124
-	-	-	-		-		-	-
750	-	-	-		-		-	-
-	-	-	-		-		-	-
-	-	-	-		-		-	-
4,895	5,835	3,615	5,000	28%	5,000		5,000	5,000
1,640	1,160	550	1,500	63%	1,250		1,250	1,250
-	-	-	-		-		-	-
149	193	59	100	41%	100		100	100
7,434	7,188	4,224	6,600	36%	6,350		6,350	6,350
900	1,626	100	1,000	90%	1,000		1,000	1,000
900	1,626	100	1,000	90%	1,000		1,000	1,000
23,515	6,900	12,646	7,500	-69%	7,500	dust control, steel recycling	7,500	7,500
-	-	-	-		-		-	-
23,515	6,900	12,646	7,500	-69%	7,500		7,500	7,500

Clear Hills County
2023 Draft Operating Revenue Budget

2020 Actual 12/31/20	2021 Actual 12/31/21	2022			2023 Budget	Notes:	2024 Budget	2025 Budget
		Actual 7/31/22	Budget	Remaining \$				
-	-	-	-	-	-		-	-
-	-	-	-	-	-		-	-
148,221	136,538	75,995	150,000	74,005	135,000		135,000	135,000
48,391	62,937	38,984	50,000	11,016	50,000		50,000	50,000
761	720	329	800	471	700		700	700
2,720	2,620	1,365	2,500	1,135	2,500		2,500	2,500
6,938	-	2,000	5,000	3,000	4,000		4,000	4,000
207,031	202,815	118,673	208,300	89,627	192,200		192,200	192,200
-	-	-	-	-	-		-	-
14,398	14,535	8,336	15,000	6,664	14,000		14,000	14,000
6,733	6,982	4,225	7,000	2,775	6,000		6,000	6,000
21,131	21,516	12,561	22,000	9,439	20,000		20,000	20,000
-	-	-	-	-	-		-	-
-	-	-	-	-	-		-	-
228,162	224,331	131,233	230,300	99,067	212,200		212,200	212,200
1,300	50	250	600	350	600		600	600
-	-	-	-	-	-		-	-
-	-	-	-	-	3,000		3,000	3,000
-	-	-	-	-	-		-	-
-	-	-	-	-	-		-	-

Clear Hills County
2023 Draft Operating Revenue Budget

2020 Actual 12/31/20	2021 Actual 12/31/21	2022			2023 Budget	Notes:	2024 Budget	2025 Budget
		Actual 7/31/22	Budget	Remaining \$				
-	-	-	-	-	-		-	-
-	-	-	-	-	14,000		14,000	14,000
-	-	-	-	-	-		-	-
-	-	-	-	-	17,000		17,000	17,000
-	-	-	5,000	5,000	5,000		5,000	5,000
1,470	2,940	550	1,350	800	1,050		1,550	1,550
635	1,535	200	1,200	1,000	600		600	600
-	-	-	-	-	-		-	-
1,760	4,044	2,681	1,000	(1,681)	3,500		3,500	3,500
5,165	8,569	3,681	9,150	5,469	44,750		45,250	45,250
265,176	248,614	151,884	254,550	102,666	271,800		272,300	272,300
-	-	-	-	-	-		-	-
136,203	458,156	-	137,004	137,004	137,004	MSI-O based on 2022 actual	137,004	137,004
-	-	-	-	-	-		-	-
-	-	-	-	-	-		-	-
-	-	-	-	-	-		-	-
-	-	-	-	-	-		-	-
93,873	93,116	70,405	93,873	23,468	93,873		93,873	93,873
233,907	233,907	233,907	233,907	-	233,907		233,907	233,907
-	-	-	-	-	-		-	-

Clear Hills County
2023 Draft Operating Revenue Budget

2020 Actual 12/31/20	2021 Actual 12/31/21	2022			2023 Budget	Notes:	2024 Budget	2025 Budget
		Actual 7/31/22	Budget	Remaining \$	Remaining %			
-	-	-	-	-	-		-	-
463,983	785,179	304,312	464,784	160,472	35%	464,784	464,784	464,784
-	-	-	-	-		-	-	-
17,500	24,500	-	28,000	28,000	100%	28,000	28,000	28,000
-	-	-	-	-		Canfor	-	-
17,500	24,500	-	28,000	28,000	100%	28,000	28,000	28,000
964,105	870,881	83,997	423,129	339,132	80%	216,625	209,725	199,311
522,557	1,365,441	1,651,462	500,000	(1,151,462)	-230%	500,000	500,000	500,000
13,500	4,744	167	500	333	67%	250	250	250
3,502	4,830	2,704	4,500	1,796	40%	4,500	4,500	4,500
-	-	-	-	-		-	-	-
539,559	1,375,016	1,654,333	505,000	- 1,149,333	-228%	504,750	504,750	504,750
8,475	6,626	2,447	5,000	2,553	51%	5,000	5,000	5,000
-	-	-	-	-		-	-	-
1,050	900	1,650	1,000	(650)	-65%	1,800	1,800	1,800
-	100	-	100	100	100%	100	100	100
-	-	-	-	-		-	-	-
9,525	7,626	4,097	6,100	2,003	33%	6,900	6,900	6,900
10,800	11,100	6,650	10,800	4,150	38%	11,400	11,400	11,400
-	-	-	-	-		\$950 x 12 months	-	-

Clear Hills County
2023 Draft Operating Revenue Budget

2020 Actual 12/31/20	2021 Actual 12/31/21	2022			2023 Budget	Notes:	2024 Budget	2025 Budget
		Actual 7/31/22	Budget	Remaining %				
24,501	31,173	5,753	20,000	71%	20,000		20,000	20,000
-	9,331	4,441	10,000	56%	10,000		10,000	10,000
35,301	51,604	16,843	40,800	59%	41,400		41,400	41,400
71,380	-	-	-	-	-		-	-
7,457	926	3,527	-	(3,527)	-		-	-
1,991	4,807	150	500	70%	1,500	RMA dividend	1,500	1,500
5	1	0	-	(0)	-		-	-
14,016	13,475	13,426	15,910	16%	16,228		16,553	16,884
-	-	-	-	-	-		-	-
25,326	79,120	20,852	-	(20,852)	-		-	-
10,317	3,044	1,082	3,800	72%	3,800		3,800	3,800
130,493	101,373	39,038	20,210	-93%	21,528		21,853	22,184
(138,495)	6,052	-	656	100%	(9,456)		-	-
16,235,030	17,048,757	15,143,572	14,097,213	0%	14,014,274		16,572,333	16,195,753

CLEAR HILLS COUNTY
2023 Draft Operating Expense Budget

FUNCTION	2020 Actual 12/31/20	2021 Actual 12/31/21	2022			2023 Budget	2024 Budget	2025 Budget
			Actual 12/31/22	Budget	Remaining \$			
Salaries, Wages, and Benefits	266,354	278,675	317,088	312,500	(4,588)	337,500	345,000	346,560
Contracted & General Services	68,509	74,632	129,577	162,459	32,883	154,316	157,375	157,401
Purchases From Other Governments	-	-	-	-	-	-	-	-
Materials, Goods & Utilities	11,738	14,751	18,225	16,750	(1,475)	20,250	20,655	20,655
Transfer Payments	-	-	-	-	-	-	-	-
Financial Services & Other Charges	-	-	-	-	-	-	-	-
Council	346,602	368,058	464,889	491,709	26,820	512,066	523,030	524,616
Salaries, Wages, and Benefits	743,469	774,042	789,922	864,000	74,078	945,000	982,400	1,020,880
Contracted & General Services	431,116	444,831	464,979	480,434	15,455	484,725	494,184	494,341
Purchases From Other Governments	-	-	-	-	-	-	-	-
Materials, Goods & Utilities	1,425	3,692	4,915	6,750	1,835	7,250	7,395	7,395
Transfer Payments	37,761	37,761	37,761	37,761	-	37,761	37,761	37,761
Financial Services & Other Charges	4,227	5,547	(3,767)	6,000	9,767	-	-	-
Other Transactions	1,369,582	2,303,506	1,588,234	-	(1,588,234)	-	-	-
Administration	2,587,580	3,569,380	2,882,044	1,394,945	(1,487,099)	1,474,736	1,521,740	1,560,377
Policing	89,005	90,024	46,119	178,009	131,890	177,626	267,205	267,205
Fire Fighting	304,301	325,017	380,769	475,108	94,338	431,422	437,215	440,241
Disaster Services & Emergency Measures	6,862	5,953	11,935	11,000	(935)	11,000	11,430	11,867
Ambulance & Medical Support	144,404	129,248	126,910	138,736	11,826	124,784	120,789	120,789
Protective Services	544,572	550,241	565,734	802,853	237,119	744,832	836,640	840,103
Buildings	(6,813)	-	-	0	0	0	0	0
Equipment	-	-	-	0	0	0	0	0

CLEAR HILLS COUNTY
2023 Draft Operating Expense Budget

FUNCTION	2020 Actual 12/31/20	2021 Actual 12/31/21	2022		2023 Budget	2024 Budget	2025 Budget
	Actual 12/31/22	Budget	Remaining \$	%			
Rental Equipment	-	-	-	-	-	0	0
Vehicles	-	-	-	0	0	0	0
Mapping	-	-	-	-	(0)	-	-
Communications	-	-	-	-	0	-	-
Common Services	(6,813)	-	-	1	1	1	1
Administration	448,213	420,209	320,937	578,167	257,231	411,145	421,999
Road Maintenance - General	1,990,802	1,632,880	1,767,935	2,391,000	623,065	2,391,000	2,438,820
Bridges - Annual Maintenance	445,423	853,507	416,117	426,590	10,473	426,590	426,590
Roads - Hamlets	128,007	114,257	118,809	181,145	62,336	188,099	191,831
Roads - Approach Construction	56,281	59,844	81,626	141,712	60,086	142,595	147,542
Roads - Brushing	10,117	19,373	13,631	19,106	5,475	20,162	20,526
Roads - Dust Control	17,122	16,231	20,498	37,000	16,502	37,000	37,863
Roads - Hard Surfaces	337,236	320,654	290,025	535,500	245,475	435,500	444,210
Roads - Mowing	141,833	208,422	238,674	267,268	28,595	277,685	289,868
Roads - Gravel	1,383,858	1,088,692	1,226,619	1,444,331	217,711	1,488,312	1,519,541
Roads - Signage	32,293	27,073	38,728	37,274	(1,454)	38,882	40,246
Roads - Road Repairs	727,456	577,427	668,659	696,705	28,046	701,155	727,169
Roads - New Roads	2,924,881	3,144,421	3,108,280	3,108,866	585	3,096,564	3,096,564
Roads - Regrade	-	-	-	-	-	-	-
Roads - Gravel Pits	6,995	8,075	5,237	13,500	8,263	11,500	11,730
Roads - Licensed Drainage Ditches	-	-	875	25,000	24,125	25,000	25,500
Transportation (Roads, streets, walks, lighting)	8,650,517	8,491,064	8,316,650	9,903,164	1,586,514	9,691,190	9,847,477

CLEAR HILLS COUNTY
2023 Draft Operating Expense Budget

FUNCTION	2020 Actual 12/31/20	2021 Actual 12/31/21	2022		2023 Budget	2024 Budget	2025 Budget
			Actual 12/31/22	Budget	Remaining \$	%	
Water	792,496	842,202	911,710	1,009,593	137,329	14%	1,139,812
Sewer	32,632	31,491	43,439	47,946	4,507	9%	48,958
Waste Collection	-	1,831	2,439	2,400	(39)	-2%	2,448
Landfills	9,525	9,525	9,525	9,522	(3)	0%	9,712
Transfer Stations	503,604	423,773	420,023	439,285	19,262	4%	511,153
Recycling	57,879	58,534	50,005	62,000	11,995	19%	63,240
Utilities	1,396,137	1,367,357	1,437,141	1,570,746	173,052	11%	1,774,742
FCSS	115,896	111,451	118,459	121,078	2,619	2%	123,667
Cemeteries	11,000	10,000	11,000	14,000	3,000	21%	13,500
Social Services	126,896	121,451	129,459	135,078	5,619	4%	137,510
Municipal Planning & Development - General	202,027	200,792	185,160	203,888	18,728	9%	207,802
Municipal Planning & Development	202,027	200,792	185,160	203,888	18,728	9%	207,802
Community - General	649,362	491,083	625,744	611,249	(14,495)	-2%	375,443
Community - Seniors	27,447	5,745	7,788	11,043	3,255	29%	10,260
Community - Community	214,525	-	-	-	-	-	-
Community Services	891,334	496,828	633,532	622,292	(11,240)	-2%	393,500
Ag Svc - General	253,073	253,642	261,890	272,093	10,203	4%	293,828
Ag Svc - Improvement	172,051	134,206	152,528	179,748	27,220	15%	313,877
Ag Svc - A.E.S.A.	117,500	117,500	117,500	117,500	-	0%	117,500
Ag Svc - Control	99,955	74,524	101,346	153,065	51,719	34%	139,107
Agricultural Services	642,579	579,872	633,264	722,406	89,142	12%	877,750

CLEAR HILLS COUNTY
2023 Draft Operating Expense Budget

FUNCTION	2020 Actual 12/31/20	2021 Actual 12/31/21	2022			2023 Budget	2024 Budget	2025 Budget
			Actual 12/31/22	Budget	Remaining \$			
Economic Development - General	123,792	167,362	175,289	182,236	6,947	160,336	160,103	150,444
Economic Development - Tourism	10,540	16,810	9,447	21,956	12,509	10,852	11,069	11,069
Economic Development - Special Project	-	597	41	-	(41)	-	-	-
Economic Development	134,332	184,769	184,777	204,192	19,415	171,188	171,172	161,513
Recreation	554,486	432,012	863,326	1,069,475	206,149	595,375	555,426	544,394
Culture	49,013	49,043	51,389	49,031	(2,358)	53,193	53,622	53,622
Recreation & Culture	603,499	481,055	914,715	1,118,506	203,791	648,568	609,048	598,016
Subtotal	16,119,261	16,410,867	16,347,365	17,169,781	861,862	16,556,511	16,855,221	16,929,001

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	April 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Multi Year Capital Plan
File:	12-05-06

DESCRIPTION:

Council is being provided with a copy of the Multi Year Capital Plan.

BACKGROUND / PROPOSAL:

Administration has made revisions to the Multi Year Capital Plan. These adjustments reflect the following:

- Actual 2022 year-end reserve balances.
- Addition of \$800,000 to Cleardale Fire Hall.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

ATTACHMENTS

- Multi Year Capital Plan
- Year End Reserve Forecast

RECOMMENDED ACTION:

Resolution by Councillor ...

Initials show support - Reviewed by:

Manager:



CAO:



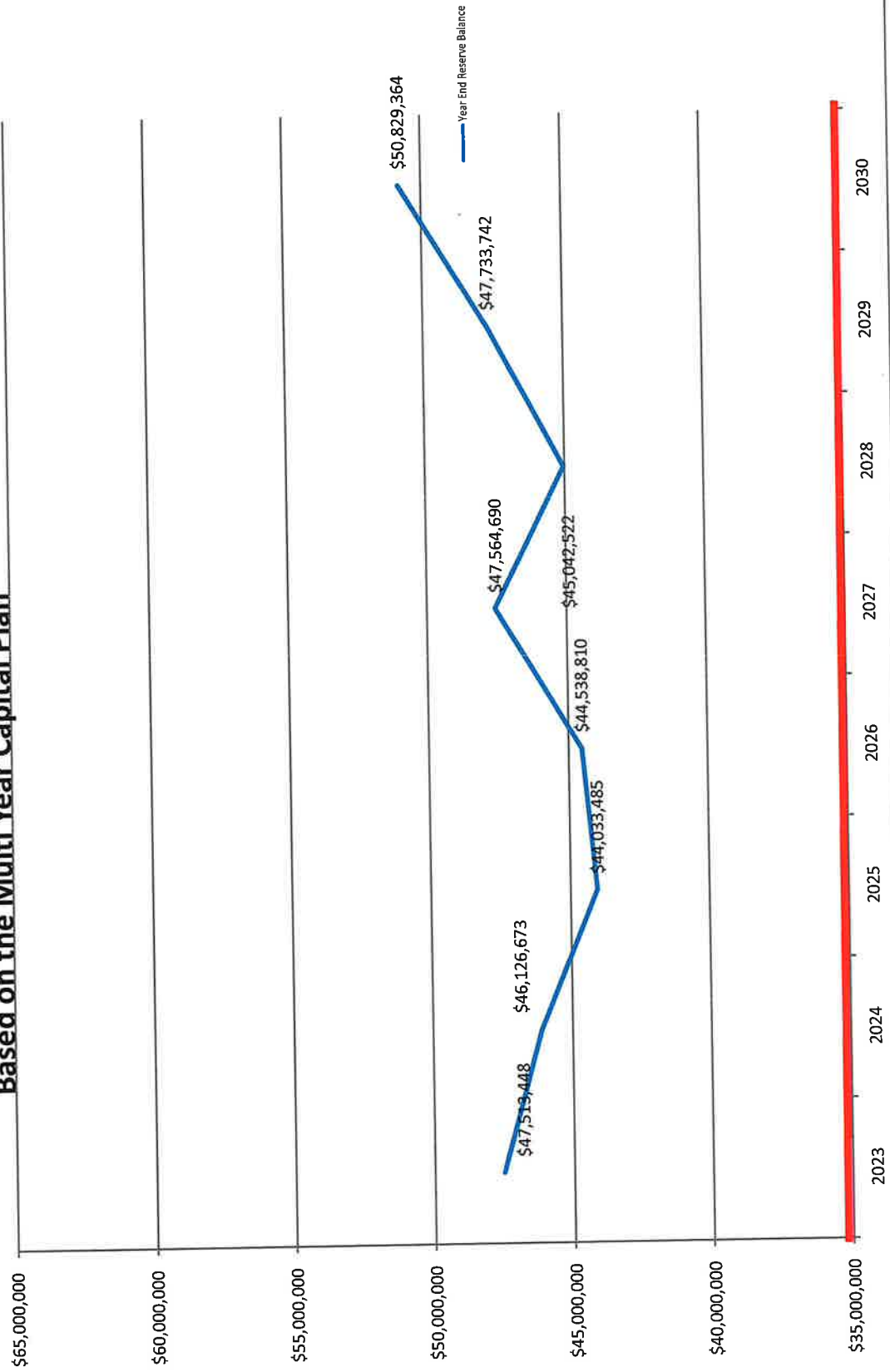
Clear Hills County
Multi Year Capital Plan

Project	2023	2024	2025	2026	2027	2028	2029	2030	2023-2030
	Total	Total	Total	Total	Total	Total	Total	Total	Grand Total
Photocopiers	30,000	-	-	-	-	30,000	-	-	60,000
Main Server	-	-	18,000	-	-	-	-	18,000	36,000
Diamond Server	-	-	18,000	-	-	-	-	18,000	36,000
Computers x 11, Monitors x 15	-	-	55,000	-	-	-	-	55,000	110,000
Flowpoint PLC (portable)	-	-	-	-	14,500	-	-	-	14,500
Office Renovations	200,000	-	-	-	-	-	-	-	200,000
Mower	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	400,000
Tractor	-	275,000	275,000	275,000	275,000	275,000	275,000	275,000	1,925,000
PTO Water Pump	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	440,000
Truck	55,000	-	55,000	-	55,000	-	-	-	220,000
New Pumper Unit (HCFD)	-	-	-	-	-	-	-	350,000	350,000
New Pumper Unit (WFD)	-	-	-	-	-	-	-	-	-
Clear Prairie Road Phase VII	-	-	-	6,000,000	-	-	-	-	6,000,000
Secondary Highway 735 (50/50 cost share with the Province)	-	4,500,000	-	-	-	-	-	-	4,500,000
Road Rehabilitation Projects	-	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	7,000,000
Range Road 84 Construction	40,000	-	-	-	-	-	-	-	40,000
SW 8-83-2-W6M Access (RR 25 south of Twp Rd 832)	400,000	-	-	-	-	-	-	-	400,000
SW 20-83-1-W6M Access (RR 15 south of Secondary Highway 685)	-	400,000	-	-	-	-	-	-	400,000
NW 9-84-12-W6M Access (RR 124 north 1000 meters)	400,000	-	-	-	-	-	-	-	400,000
Pavement Overlay	-	-	5,000,000	-	-	-	-	-	5,000,000
Replacement PTO Water Pump Trailer	10,000	-	-	-	-	-	-	-	10,000
Cleardale Fire Hall	1,000,000	-	-	-	-	-	-	-	1,000,000
	2,240,000	6,280,000	6,551,000	7,380,000	1,449,500	7,410,000	1,785,000	1,821,000	34,916,500

Clear Hills County
Reserves Forecast
Based on Multi Year Capital Plan

	2022	2023	2024	2025	2026	2027	2028	2029	2030
	2022 Ending Balance	2023 Ending Balance	2024 Ending Balance	2025 Ending Balance	2026 Ending Balance	2027 Ending Balance	2028 Ending Balance	2029 Ending Balance	2030 Ending Balance
Reserves									
Rate Stabilization Reserve	3,971,875	3,971,875	3,971,875	3,971,875	3,971,875	3,971,875	3,971,875	3,971,875	3,971,875
	\$ 3,971,875	\$ 3,971,875	\$ 3,971,875	\$ 3,971,875	\$ 3,971,875	\$ 3,971,875	\$ 3,971,875	\$ 3,971,875	\$ 3,971,875
Administration Reserve	381,044	384,959	419,044	361,844	395,813	415,380	419,467	453,724	396,697
Fire Reserve	260,777	(730,356)	(721,446)	(712,490)	(703,490)	(694,445)	(685,355)	(1,027,969)	(1,372,297)
Office & Shop Building Reserve	484,498	336,170	388,101	440,291	492,743	545,457	598,434	651,676	705,184
EMS Housing Reserve	338,964	340,659	342,362	344,074	345,795	347,524	349,261	351,007	352,763
Worsley Fire/Community Hall Building Reserve	194,629	210,677	226,805	243,014	259,304	275,676	292,129	308,665	325,283
Road Construction & Upgrades Reserve	16,464,459	19,471,332	17,407,938	15,233,728	15,058,647	17,897,690	14,720,928	17,558,283	20,409,824
Gravel Pits Reserve	3,164,738	3,180,561	3,196,464	3,212,446	3,228,509	3,244,651	3,260,874	3,277,179	3,293,565
Bridges Reserve	3,224,228	2,913,724	3,028,793	2,717,312	2,831,399	2,518,931	2,632,025	2,318,560	2,430,653
Common Services Vehicles & Equipment Reserve	2,499,535	2,649,216	2,565,982	2,427,057	2,342,712	2,202,670	2,117,204	1,976,035	1,889,435
Water Reserve	4,707,283	4,831,319	4,955,976	5,081,255	5,207,162	5,333,697	5,460,866	5,588,670	5,717,114
Drainage and Water Management Reserve	805,903	1,061,183	1,317,739	1,575,577	1,834,705	2,095,129	2,356,855	2,619,889	2,884,238
Sewer Reserve	3,256,927	3,298,337	3,339,954	3,381,779	3,423,812	3,466,056	3,508,512	3,551,179	3,594,060
Cemetery Reserve	27,086	27,221	27,357	27,494	27,632	27,770	27,909	28,048	28,188
Development Reserve	1,118,056	1,123,646	1,129,264	1,134,910	1,140,585	1,146,288	1,152,019	1,157,779	1,163,568
Seniors Reserve	6,229	16,310	26,442	36,624	46,857	57,141	67,477	77,864	88,304
Economic Development Reserve	4,133,932	4,154,602	4,175,375	4,196,252	4,217,233	4,238,319	4,259,511	4,280,808	4,302,212
Ag Services Reserve	193,072	214,137	245,358	251,609	283,017	314,582	346,305	378,187	410,228
Rec Board Reserve	32,589.20	57,877.15	83,291.53	108,832.99	134,502.15	160,299.67	186,226.16	212,282.29	238,468.71
	\$41,293,948	\$43,541,573	\$42,154,799	\$40,061,610	\$40,566,936	\$43,592,815	\$41,070,647	\$43,761,868	\$46,857,489
	\$45,265,823	\$47,513,448	\$46,126,673	\$44,033,485	\$44,538,810	\$47,564,690	\$45,042,522	\$47,733,742	\$50,829,364

Clear Hills County Reserves Forecast Based on the Multi Year Capital Plan



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Bylaw No. 276-23 – 2023 Mill Rate
File:	12-05-10

DESCRIPTION:

Bylaw No. 276-23 authorizes the rates of taxation to be levied against assessable property within Clear Hills County for the 2023 taxation year.

BACKGROUND / PROPOSAL:

Bylaw No. 276-23, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation has been prepared for first, second and third reading.

ATTACHMENTS

- Bylaw No. 276-23 – 2023 Mill Rates
- 2023 Mill Rate Working Papers

RECOMMENDED ACTION:

RESOLUTION by ... that first reading be given to Bylaw No. 276-23, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2023 taxation year.

AND

RESOLUTION by ... that second reading be given to Bylaw No. 276-23, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2023 taxation year.

AND

RESOLUTION by ... to proceed to third and final reading of Bylaw No. 276-23, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2023 taxation year.

Unanimous consent is required to proceed

AND

RESOLUTION by ... that third reading be given to Bylaw No. 276-23, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2023 taxation year.

Initials show support - Reviewed by:

Manager:

CAO:

BYLAW NO. 276-23

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AUTHORIZING THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN CLEAR HILLS COUNTY FOR THE 2023 TAXATION YEAR.

WHEREAS, Clear Hills County (hereinafter referred to as "the County") has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on April 11, 2023; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for Clear Hills County for 2023 total \$18,796,511; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$6,328,568; and

WHEREAS, the estimated requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential & Farmland Properties	\$ 508,196
Non-Residential Properties	2,466,330
Grande Prairie Catholic School District No. 28	
Residential & Farmland Properties	<u>1,055</u>
Total School Requisitions	\$ 2,975,581
North Peace Housing Foundation	\$ 606,968
Designated Industrial (DI)	\$66,410; and

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

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

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

Residential	\$ 171,974,250
Non-residential	682,268,020
Farmland	40,648,650
Machinery & Equipment	<u>231,328,160</u>
	<u>\$1,126,219,080</u>

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

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

	Tax Levy	Assessment	Mill Rate
General Municipal			
Residential	\$ 223,947	\$ 171,974,250	1.30221
Non-residential	9,992,429	682,268,020	14.64590
Farmland	283,343	40,648,650	6.97055
Machinery & Equipment	<u>3,388,009</u>	<u>231,328,160</u>	14.64590
	<u>13,887,728</u>	<u>1,126,219,080</u>	
Alberta School Foundation Fund (ASFF)			
Residential	411,480	\$ 171,364,330	2.4012
Non-residential	2,467,488	681,871,300	3.6187
Farmland	<u>95,586</u>	<u>39,807,505</u>	2.4012
	<u>2,974,553</u>	<u>893,043,135</u>	
Grande Prairie Catholic School District No. 28			
Residential	771	321,270	2.4012
Farmland	<u>291</u>	<u>121,335</u>	2.4012
	<u>1,063</u>	<u>442,605</u>	
North Peace Housing Foundation			
Residential	92,644	\$ 171,685,600	0.53962
Non-residential	367,949	681,871,300	0.53962
Farmland	21,546	39,928,840	0.53962
Machinery & Equipment	<u>124,829</u>	<u>231,328,160</u>	0.53962
	<u>606,968</u>	<u>1,124,813,900</u>	
Designated Industrial (DI)			
Non-residential	49,025	657,176,920	0.07460
Machinery & Equipment	<u>17,257</u>	<u>231,328,160</u>	0.07460
	<u>66,282</u>	<u>888,505,080</u>	
	<u>\$17,536,595</u>		

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

READ a first time this ____ day of _____ A.D., 2023.

READ a second time this ____ day of _____ A.D., 2023.

READ a third time this ____ day of _____ A.D., 2023.

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

2021 Assessment Breakdown

Code	Land	Buildings	Total	Class	Notes:
CN	1,693,670	18,228,290	19,921,960	NON01	
E	719,810	-	719,810	FARM	Not included in requisitions
EM	719,810	-	719,810		E Summary (When reconciling need to ignore).
F	37,739,660	-	37,739,660	FARM	
FD	2,034,570	-	2,034,570	FARM	
FH	25,566,840	81,783,250	107,350,090	RES01	
FM	154,610	-	154,610	FARM	
FMM	2,034,570	-	2,034,570		FD Summary (When reconciling need to ignore).
G	-	4,167,230	4,167,230	NON01	TEL - Telecommunications Carrier
HS	17,620	196,480	214,100	RES01	Tax Exempt
IE	-	-	-	M&E01	Not included in School requisition
II	197,710	2,183,340	2,381,050	NON01	
IN	200,240	731,650	931,890	NON01	
PE	-	16,832,120	16,832,120	NON01	ELE - Electric Power
PL	-	422,886,360	422,886,360	NON01	
QA	5,070	391,650	396,720	NON01	Not included in requisitions
QR	41,170	247,480	288,650	RES01	Not included in requisitions
QX	-	-	-		QR Exempt (When reconciling need to ignore).
RN	13,631,880	49,062,870	62,694,750	RES01	
RP	-	18,964,860	18,964,860	FARM	Tax Exempt
VC	446,260	-	446,260	NON01	
VI	1,013,220	-	1,013,220	NON01	
VN	1,640,760	-	1,640,760	RES01	
WL	-	169,285,640	169,285,640	NON01	
M&E DIP	-	231,328,160	231,328,160	M&E01	Not included in School requisition
B&S DIP	-	43,119,160	43,119,160	NON01	
NR DIP	886,410	-	886,410	NON01	
WX	-	-	-	NON01	Tax Exempt
X	2,180,150	1,528,530	3,708,680	FARM	Tax Exempt
XA	19,340	629,500	648,840	NON01	Tax Exempt
XC	282,280	-	282,280	FARM	Tax Exempt
XF	-	6,220,400	6,220,400	FARM	Tax Exempt
XH	739,450	5,049,680	5,789,130	NON01	Tax Exempt
XP	420,240	795,140	1,215,380	FARM	Tax Exempt
XR	382,760	4,468,720	4,851,480	NON01	Tax Exempt
XS	213,430	30,813,200	31,026,630	NON01	Tax Exempt

Total Assessment (per Trial Balance):	1,201,895,240
Total Linear (Not on Randy's Summary):	613,171,350
Total DIP (Not on Randy's Summary):	275,333,730
Master Codes (amounts already included in E, FD & QR)	2,754,380
Total Assessment (Randy's)	310,635,780
Difference:	<u>0</u>

Municipal Assessment:	
RES01 Residential	171,974,250
NON01 Non Residential	682,268,020
FARM Farmland (Agriculture)	40,648,650
M&E01 Machinery & Equipment	231,328,160
	<u>1,126,219,080</u>

ASFF Assessment:	
RES01 Residential	171,685,600
NON01 Non Residential	681,871,300
FARM Farmland (Agriculture)	39,928,840
M&E01 Machinery & Equipment	-
	<u>893,485,740</u>

211,614,440 ← Remember to split out the GP Catholic portion

NPHF Assessment:	
RES01 Residential	171,685,600
NON01 Non Residential	681,871,300
FARM Farmland (Agriculture)	39,928,840
M&E01 Machinery & Equipment	231,328,160
	<u>1,124,813,900</u>

Designated Industrial (DI):	
NON01 Non Residential	657,176,920
M&E01 Machinery & Equipment	231,328,160
	<u>888,505,080</u>

2023 Mill Rate Bylaw Calculations				
General Municipal		Tax Levy	Assessment	Mill Rate
RES01	Residential	223,947	171,974,250	1.30221
NON01	Non Residential	9,992,429	682,268,020	14.64590
FARM	Farmland (Agriculture)	283,343	40,648,650	6.97055
M&E01	Machinery & Equipment	3,388,009	231,328,160	14.64590
		13,887,728	1,126,219,080	
Alberta School Foundation Fund(ASFF)				
RES01	Residential	411,480	171,364,330	2.4012
NON01	Non Residential	2,467,488	681,871,300	3.6187
FARM	Farmland (Agriculture)	95,586	39,807,505	2.4012
		2,974,553	893,043,135	
Grande Prairie Catholic School District No. 28				
RES01	Residential	771	321,270	2.4012
FARM	Farmland (Agriculture)	291	121,335	2.4012
		1,063	442,605	
North Peace Housing Foundation				
RES01	Residential	92,644	171,685,600	0.53962
NON01	Non Residential	367,949	681,871,300	0.53962
FARM	Farmland (Agriculture)	21,546	39,928,840	0.53962
M&E01	Machinery & Equipment	124,829	231,328,160	0.53962
		606,968	1,124,813,900	
Designated Industrial (DI)				
NON01	Non Residential	49,025	657,176,920	0.0746
M&E01	Machinery & Equipment	17,257	231,328,160	0.0746
		66,282	888,505,080	
		17,536,595		

2022 Tax Calculations Using Final Assessment				
General Municipal		Tax Levy	Assessment	Mill Rate
RES01	Residential	206,387	158,489,540	1.30221
NON01	Non Residential	9,624,962	657,177,890	14.64590
FARM	Farmland (Agriculture)	283,353	40,650,090	6.97055
M&E01	Machinery & Equipment	3,239,249	221,171,060	14.64590
		13,353,951	1,077,488,580	
Alberta School Foundation Fund(ASFF)				
RES01	Residential	410,744	157,881,305	2.6016
NON01	Non Residential	2,625,038	656,834,350	3.9965
FARM	Farmland (Agriculture)	103,582	39,814,835	2.6016
		3,139,365	854,530,490	
Grande Prairie Catholic School District No. 28				
RES01	Residential	873	335,475	2.6016
FARM	Farmland (Agriculture)	300	115,445	2.6016
		1,173	450,920	
North Peace Housing Foundation				
RES01	Residential	81,685	158,216,780	0.51629
NON01	Non Residential	339,116	656,834,350	0.51629
FARM	Farmland (Agriculture)	20,616	39,930,280	0.51629
M&E01	Machinery & Equipment	114,188	221,171,060	0.51629
		555,604	1,076,152,470	
Designated Industrial (DI)				
NON01	Non Residential	48,651	639,132,520	0.07612
M&E01	Machinery & Equipment	16,836	221,171,060	0.07612
		65,486	860,303,580	
		17,115,579		

Tax Comparison
Difference
17,560
367,468
(10)
148,760
533,777
736
(157,551)
(7,996)
(164,811)
(101)
(9)
(110)
10,959
28,834
931
10,641
51,364
375
422
796
421,016

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	FCSS Third Application Deadline
File:	51-02-02

DESCRIPTION:

The deadline for the second round of FCSS applications was March 31, 2023.

BACKGROUND:

The County received two applications this round. One application did not meet the criteria set out by the province and the other application was incomplete and has been returned to the applicant.

The County received notification from the province that there has been an increase in the provincial FCSS program budget and the County should be notified of the additional amount we will be receiving in the coming weeks.

ATTACHMENTS:

- 2023 FCSS Budget & Funding Allocation Worksheet

BUDGET:

The remaining budget for the 2023 FCSS grant funding (not including the increase) is \$64,811.00.

RECOMMENDATION:

1. RESOLUTION by to advertise a third FCSS application deadline of _____ due to the remaining funds in the FCSS grant program.

Initials show support - Reviewed by:

Manager:



CAO:



2023 FCSS Grant Funding Breakdown

2023 CHC FCSS Grants Budget	117,341.00
2023 Village of Hines Creek Grant Funding	17,538.00
Total 2023 FCSS Grants Budget	<u>134,879.00</u>
Prior Approvals and Ongoing Commitments:	
Fairview FCSS Resource Center	500.00
Seniors Teas (Worsley & Menno Simons Schools host)	550.00
Fairview & Area Seniors Check-in Line	5,900.00
Worsley Early Childhood Foundation	23,100.00
Youth Enhancement Society - Y.E.S. Program	30,000.00
Hines Creek Playschool Society	3,000.00
Fairview FCSS	7,018.00
	<u>70,068.00</u>
Remaining 2023 FCSS Grants Budget:	64,811.00

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Uncollectable Tax Write-offs
File:	51-02-02

DESCRIPTION:

Several designated industrial and linear properties in the County have been purchased through receivership and/or bankruptcies in 2021 and 2022.

BACKGROUND:

The purchase agreements for the properties purchased through receivership and/or bankruptcies state that the new owners of the properties are responsible for the taxes from their purchase date forward and do not owe the outstanding balances on the tax rolls.

Administration has compiled a list of rolls that were included in the purchases noted above and is requesting a motion from Council to write off the outstanding balances.

The allowance for uncollectable taxes increased by \$1,583,198 in 2022. The current allowance for uncollectable taxes is \$13,805,057.

ATTACHMENTS:

- Uncollectable Tax Listing for Properties Purchased Through Receivership and/or Bankruptcy

RECOMMENDATION:

1. **RESOLUTION** by... to write off the outstanding balances of the rolls listed that were purchased through receivership and or bankruptcies for a total of \$520,881.43.

OR

2. **RESOLUTION** by...

Initials show support - Reviewed by:

Manager:

CAO:

Roll #	Total Uncollectable Taxes	Class	Notes:
291083	\$95,194.79	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
295697	\$3,069.23	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
295698	\$4,363.21	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
304226	\$4,431.00	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315105	\$5,230.84	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315272	\$5,183.08	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315273	\$6,245.14	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315274	\$5,712.97	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315386	\$5,530.65	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315387	\$81,446.96	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315410	\$5,390.93	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.

Roll #	Total Uncollectable Taxes	Class	Notes:
315415	\$4,736.03	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315576	\$131,365.06	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315577	\$26,708.27	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315597	\$7,067.96	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315598	\$9,512.76	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315730	\$19,710.07	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315754	\$39,904.54	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
315846	\$10,833.06	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
316572	\$18,915.18	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
316573	\$10,972.71	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
216972	\$19,356.99	O&G	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalites owed prior to purchase date.
	\$520,881.43		

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Award- Tender 2023-05 Pavement Crack Sealing
File:	32-15-02

DESCRIPTION:

Council is presented with the analyzed results for Tender 2023-05 Pavement Crack Sealing.

BACKGROUND:

Approximately 65 km of crack sealing to be completed, not including additional locations that may occur through-out the County.

Tender was opened Tuesday, March 28, 2023, at 9:35 a.m.

C158-23(03-28-23) RESOLUTION by Councillor Giesbrecht to open tenders for Tender 2023-05 Pavement Crack Sealing, analyze results and bring back a recommendation to a future Regular Council Meeting.
CARRIED.

Company	Amount
Federal Sealing Services Ltd.	\$3,439.30/Km \$2.05/m
Marshall Lines 2014	\$950.00/km \$1.65/m
Canwest Concrete Cutting Inc.	\$1,500.00/km \$1.47/m

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

BUDGET:

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

ATTACHMENT:

2023 Paved Surface Map

RECOMMENDED ACTION:

RESOLUTION by ... to award Tender 2023-05 Pavement Crack Sealing to Marshall Lines 2014 for the amount of \$950.00/km and \$1.65/m excluding GST.

Initials show support - Reviewed by:

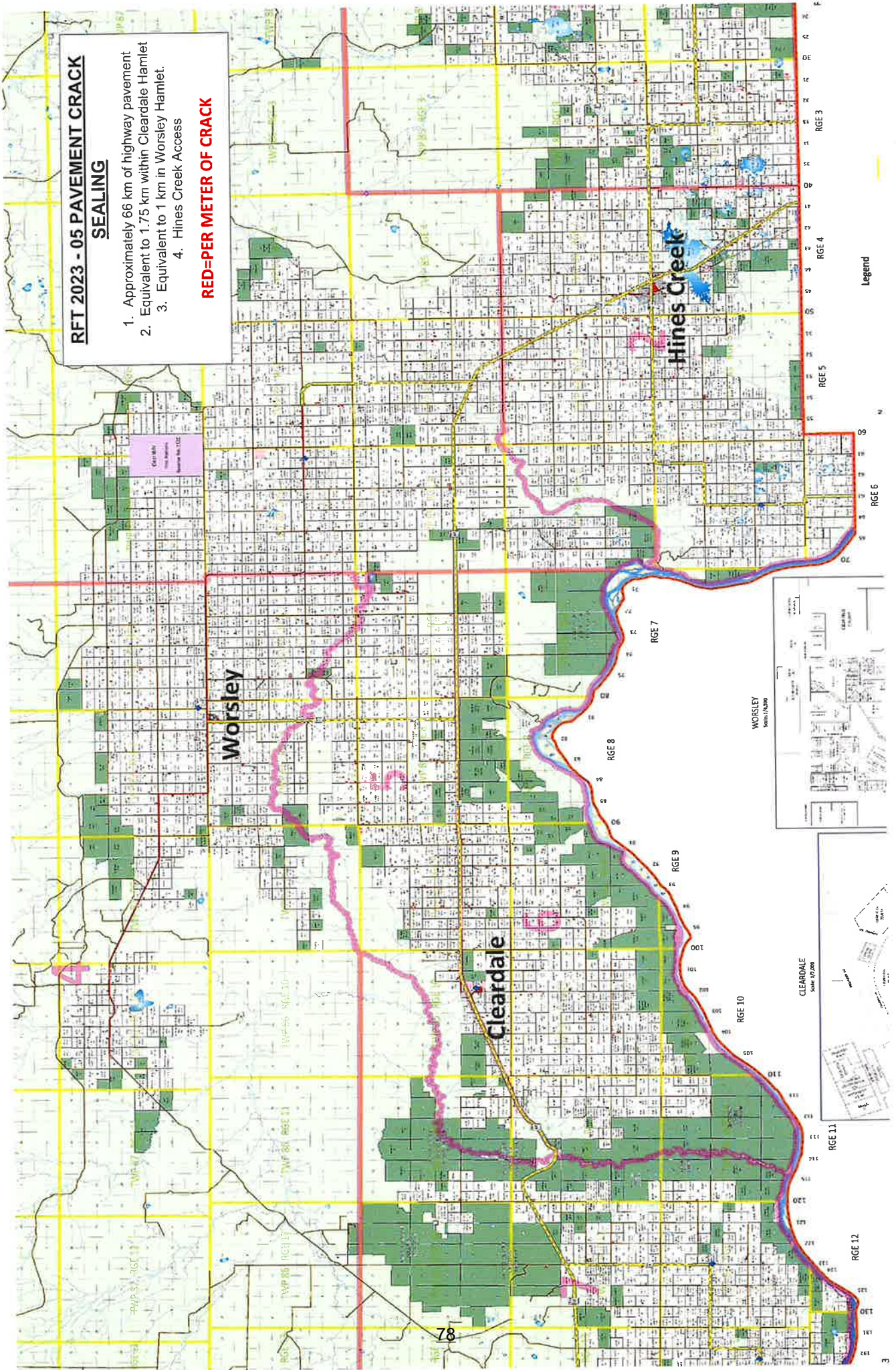
Manager:

CAO:

**RFT 2023 - 05 PAVEMENT CRACK
SEALING**

1. Approximately 66 km of highway pavement
2. Equivalent to 1.75 km within Cleardale Hamlet
3. Equivalent to 1 km in Worsley Hamlet.
4. Hines Creek Access

RED=PER METER OF CRACK



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Award- Tender 2023-06 Line Painting
File:	32-15-02

DESCRIPTION:

Council is presented with the analyzed results for Tender 2023-06 Pavement Line Painting.

BACKGROUND:

Approximately 65km of Line Painting to be completed.

Tender was opened Tuesday, March 28, 2023, at 9:35 a.m.

C159-23(03-28-23) RESOLUTION by Deputy Reeve Janzen to open tenders for Tender 2023-06 Pavement Line Painting, analyze results and bring back a recommendation to a future Regular Council Meeting. CARRIED.

Company	Amount
AAA Striping & Seal Coating Service	\$727.00/km Crosswalk=\$700.00
RanN Maintenance Western Div.	\$709.99/km Crosswalk=\$1,000.00
Line west Ltd.	\$594.00/km Crosswalk=\$800.00

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

BUDGET:

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

ATTACHMENT:

2023 Line Painting Map

RECOMMENDED ACTION:

RESOLUTION by ... to award Tender 2023-06 Pavement Line Painting to Line West Ltd. for the amount of \$594.00/km and \$800.00 per crosswalk, excluding GST.

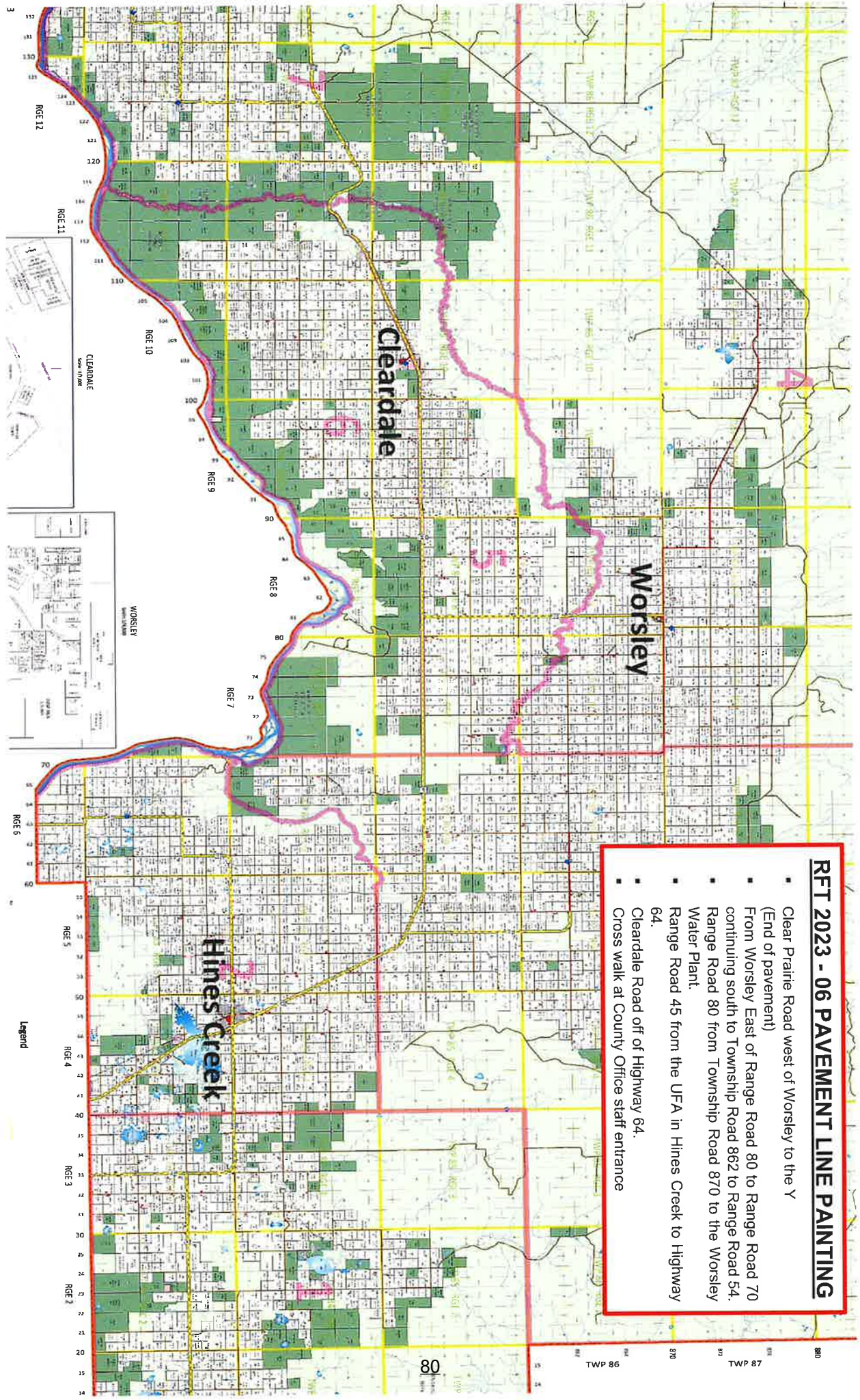
Initials show support - Reviewed by:

Manager:



CAO:





RFT 2023 - 06 PAVEMENT LINE PAINTING

- Clear Prairie Road west of Worsley to the Y (End of pavement)
- From Worsley East of Range Road 80 to Range Road 70 continuing south to Township Road 862 to Range Road 54.
- Range Road 80 from Township Road 870 to the Worsley Water Plant.
- Range Road 45 from the UFA in Hines Creek to Highway 64.
- Cleardale Road off of Highway 64.
- Cross walk at County Office staff entrance

Clear Hills County

Request For Decision (RFD)

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

- Business Directory – Booklets will be brought to the tradeshow as well as forms for new submissions. Spring publication will be in May following tradeshow to allow for any additions/deletions.
- CNRL/Chinchaga Mediation – April 6th
- Tradeshow Update
- Cleardale Fire Hall Engineering Update
- Alberta Transportation – Chase Milligan – April 25th @ 2:00 p.m. Regular Council Meeting
- Bridge Maintenance Construction Tender is out and will close on May 5th
- RMA Member Visit – Monday, May 15th @ 2:30 p.m.
- Special Event Grant Application

Attachment #1

RECOMMENDED ACTION:

RESOLUTION by to accept the Chief Administrative Officer's report for April 11, 2023, as presented.

Initials show support - Reviewed by:	Manager:	CAO:
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Special Events Grant

The End of Steel Heritage Society is a registered non profit organization that strives to preserve and showcase artifacts at our museum located in the village of Hines Creek, Alberta. The End of Steel Heritage Society operates the museum with many historical buildings, equipment, artifacts and memorabilia that represent the development of Hines Creek and area since the early 1900s. The Heritage Society relies on summer students and its many community volunteers to operate. We respectfully request your consideration and support in the amount of \$5000 for our proposed Dine & Dance to be held on Heritage Day following our usual celebrations.

The Society has successfully funded its operations and programs in the past with profits from Canada Day and Heritage Day pancake breakfasts, Saturday morning coffee sales at the Country Market and casino work. However over the last 3 years this was not possible. In 2020 and 2021 the museum had to be closed due to COVID and casino funds were also not available for this reason. Also, on July 31, 2022, a severe wind storm in the area destroyed the museums tents and did severe damage to some of the buildings. This was not covered by insurance. The Society is proposing to hold a Dine & Dance on Heritage Day along with our usual celebrations. We are proposing to have Duane Steel and His band provide the music. His cost is \$5000. The Hutterite colony will provide a pig roast supper for \$17 per plate. The Hines Creek Hotel will provide a beer garden with the Heritage Society receiving a percentage of the profits. We are requesting this grant to help offset the Society's expenses for this event. The Society has received firm offers of support from the Village of Hines Creek. Letters of support will

be sent out in the near future asking for there support and asking if they could send a representative to a Special meeting.

The Heritage Society strives to be a living, thriving museum. But operating costs have risen due to things like higher utilities and extra maintenance due to the wind damage. The Society has struggled to meet these costs in the last 2 years due to lack of funds from its usual sources. The Heritage Society is proposing to undertake this Dine & Dance to boost our available funds for much need Capital expenses.

On behalf of the Heritage Museum Society I thank you for the opportunity to apply for this grant. If you have any questions or concerns please do not hesitate to contact me. Phone 780-835-8221 or Email Ifrykas@gmail.com

Thank You

Lorraine Frykas

Special Event Grant Application from End of Steel Heritage Society to Clear Hills County 2023

*this accompanies the rest of the Special Event Grant Application

- **Describe your event**

- Special Guest Performance by Duane Steele, cost of \$5000, following Heritage Day Celebration on August 7, 2023.
- Duane Steele is a renowned country music artist who grew up in the Worsley and Hines Creek area. He will perform that evening, preceded by the local band High Road, following a community pig roast dinner.
- Heritage Day itself is a well attended community event with a pancake breakfast, vintage tractor parade, entertainment, games and activities throughout the day. Adding a special guest performance in the evening with additional musicians and a fantastic meal will make it a bigger and more notable event throughout the Peace country. We hope to draw even more visitors from a much broader area.
- The Heritage Society itself is composed of and relies upon its large number of volunteers and a few summer students to put on an event such as this. The Hines Creek Hotel will operate a beer garden at the event and will give a percentage of sales to the Heritage Society. The Village of Hines Creek is donating items like chairs and tables and the labour to help setup and take down for such a big event. We are in communication with other local organizations and will have a special meeting in the near future to see how they might assist us with this project.
- The grant fund of \$5000 would pay for Duane's performance (his travel, special equipment and all of his musician fees). The meal would be charged on a cost-recovery basis with a slight profit and the backup band will perform for a nominal fee.

- **Purpose and Objectives of the Event**

- Heritage Day is a long-standing celebration that draws many visitors. Duane Steele is a Canadian country music artist and songwriter that has released several albums and won awards from the CCMA, notably as the Independent Male Artist of the Year in 2001. He has performed and been nominated at the Juno Awards. Duane spent several years in Nashville, writing and performing, and currently resides in Red Deer. Adding a talent like Duane to our event will encourage and inspire local artists, will provide top-notch musical entertainment to our community and is someone for our community to celebrate.
- The backup band is High Road, composed of six local musicians who have really made a name for themselves in these past couple of years. They have released several singles and performed at a variety of events throughout the area. They performed at last year's Heritage Day and the members of this band often help with musical events and activities at our facility and elsewhere. They are an inspiration to up and comers.

- **Fitting your Mission/Mandate**

- The End of Steel Heritage Society is a registered non-profit organization that seeks to collect, preserve and showcase historical artifacts at our museum located in the Village of Hines Creek. The Society also puts on many events and activities throughout the

year, such as: Canada Day, Heritage Day, weekly Youth Explorer Club activities during the summer, Country Market every Saturday during the season providing a warm and safe gathering space for seniors and other visitors to enjoy a coffee and fresh made cinnamon bun. School groups are welcomed, and it can be a venue for weddings, family reunions and other special events. It is a place where one can celebrate history, learn and have fun. It is a living, thriving, vibrant place to be!

- Once again, adding feature artists like Duane Steel and High Road fits within our organization's mission and mandate.

- **Event History**

- Heritage Day celebration at the Museum is a annual tradition that has gone on for decades. Adding Duane Steele, High Road, a pig-roast dinner and beer garden will make this event a notable summer activity and could draw visitors from all across northern Alberta and BC.

- **Proposed Dates and Times for this Event**

- The date is set for Heritage Day holiday, which is August 7, 2023. There will be a pig-roast supper starting at 5:00 pm, with music and beer gardens until closing time at midnight.

- **Community Participation**

- Heritage Day celebration itself is open to anyone. Entry is free or by donation.
- Duane Steele, High Road and pig-roast dinner is by admission fee only. Beer gardens are adult only.
- All events are open to as many guests as want to attend. Guests may be from Clear Hills County and surrounding areas.
- Attendance at Heritage Day has averaged 750 – 1000 attendees in any given year.
- The event is organized by members of our Society, community volunteers and summer students.

- **Community Need**

- Rural northern Alberta is limited in its ability to offer renowned musicians and entertainment. This event fills a cultural need in the area and celebrates a hometown musician who made it big!

- **Funding Sources**

- This Special Event Grant, if successful, will allow our Society to completely cover the costs of our special guest, Duane Steele.
- The Museum and the Heritage Society are self-sustaining with other grants and donations that they receive. The Museum is operational and able to offer as much programming as it does because of its strong network of volunteers and community donors.

- **Long-Term Planning**

- This is a one-time special event. If successful, the Heritage Society would consider doing other special events in the future, but probably not annually.

- **Marketing Strategies**

- Heritage Day itself is promoted by the Mighty Peace Tourism Association in all of their marketing materials. Our Museum has a website and uses social media, like facebook, to get the word out. Posters and radio advertising will also be used.

- **Measurement and Accountability**

- Success will be measured by profitability and attendance. We want this special event to be net positive of expenses, we hope to draw more attendees, and we want everyone to celebrate, dance and have fun!



Clear Hills County

Effective Date: June 28, 2022	Policy Number 6803
Title: Special Event Grant Program	

Purpose

To enable, encourage and assist Clear Hills County not-for-profit arts, culture, and heritage organizations to produce or enhance multi-faceted arts, cultural and/or heritage events. Events must be held on one or more days in Clear Hills

To be considered for funding under this category, the organization must meet the eligibility criteria:

Organization must be a Clear Hills County-based, not-for-profit; must have been registered as a Society for one year under one of the following:

- Societies Act
- Libraries Act
- Agricultural Societies Act

Community organizations that are not registered may have a sponsor apply on their behalf. The sponsor must be eligible under the Special Events or Festival Grants Program funding criteria and must take full legal and financial responsibility for the grant funds approved.

The programs and services provided by the organization must be of value and available to the residents of Clear Hills County.

Only one application per category can be submitted at one time.

What projects might be funded?

- Art exhibitions
- Festivals
- Special Events

What is not eligible for funding?

- Direct grants to individual artists
- For-profit organizations
- Fundraising costs
- Travel expenses
- Capital or equipment expenditures
- Liquor license, liquor, food
- Retroactive funding for events/festivals that have already been held
- Re-applying for additional grant funds for an event/festival already funded during the same calendar year

What is considered to be an arts and culture activity? Examples are:

- Visual Arts: painting drawing, calligraphy, fibre arts, ceramic arts, mosaics, sculpture, crafts
- Media Arts: Film/video, photography, sound recording, multi-media, publishing
- Performing Arts: drama, music festivals, dance, choral, theatre, opera, comedic, puppetry, mime, performance art
- Literary Arts: storytelling, creative writing, prose, poetry
- Environmental Arts: architecture, urban design, landscape design, environmental installations
- Multicultural Arts: ethnic celebrations, festivals, fairs, ethnic-specific performing, visual, literary, crafts, folk tales, culinary traditions
- Heritage Arts: protection, restoration, display and interpretation of heritage, archives and materials, artifacts, archeological and heritage sites.
- Educational Arts: summer camps, youth festivals, youth and adult training programs in any of the arts or heritage forms

Grant Amounts

Applicants may apply for up to \$5,000 of their event or festival expense budget. For a

collaborative project or event only one application can be submitted. Funds must be spent in the year they are awarded.

Evaluation Criteria

- The following factors are considered in evaluating grant requests:
- Bringing a new or unique program or event to Clear Hills County.
- Clearly articulated artistic program plan which reflects and fulfills the organization's mandate;
- An exhibition, special event or festival that is of community value and encourages the development of arts, culture and/or heritage to a broad base of citizens;
- Availability of the program to all Clear Hills County residents;
- Viability of the project (realistic goals, appropriate planning, effective budgeting, cost-effectiveness);
- Marketing and promotion strategies demonstrated;
- Organizational competence that is demonstrated through the application process and past history in the community;
- Collaboration with other not-for-profit arts and culture organizations (where relevant) would be considered a strength;

Financial

Approved funding can only be used as detailed on the application. In the case of a change to the original application, such as a cancellation or change in programming, the applicant must submit a letter of explanation requesting approval of a change in the use of the grant. In the event that an approval is not received, the funding or balance of funding must be returned to Clear Hills County.

Clear Hills County may request access to all financial statements and records of the applicant organization should the need arise.

Reporting

Within 60 days of the completion of the special event/festival, the organization must submit a final accounting report to Clear Hills County. Any new applications for funding under the Special Events or Festival Grants Program will be denied if accounting is outstanding.

Public Acknowledgement

Clear Hills County must be given recognition for its funding support in all publicity. Visual identity guidelines must be followed at all times. The Clear Hills County logo is available upon request.

First Time Applicants

Organizations applying for funding to the Special Events or Festival Grants Program with questions should contact the Executive Assistant at Clear Hills County office.

Telephone: 780-685-3925 Extension 118

Email: bonnie@clearhillscounty.ab.ca

Application Deadlines

To request funding, applicants must submit an application consisting of a fully completed grant application form and the required support documents. Incomplete applications will not be accepted. The original, signed grant application must be submitted to Clear Hills County by:

Accepted throughout the year, with a minimum of 8 weeks before the proposed event date.

You may submit your application using one of these three ways:

Emailed
Signed applications may be scanned and emailed to: bonnie@clearhillscounty.ab.ca When submitting by email you must ensure receipt at Clear Hills County through reply by County staff.
Dropped Off
Clear Hills County Office Executive Assistant 313 Alberta Avenue Worsley, AB Monday – Friday from 8:00 am – Noon, 1:00 pm - 4:30 pm (except on Statutory Holidays)
Mailed
Clear Hills County Office Executive Assistant Box 240 Worsley, AB T0H 3W0

End of Policy

ADOPTED:
Resolution # C339-22 June 28, 2022

AMENDED:
Resolution #



Applications are accepted throughout the year. To request funding, groups must submit a fully completed application form and provide the required support documents a **minimum of 8 weeks** before the proposed event date.

Before completing, please refer to the Special Event Grant Policy 6803.

Applicant information:

Event name _____

Legal name of applicant _____

Act incorporated under _____ Incorporation Number _____

Registered mailing address (all correspondence and cheque will be mailed to this address)

Phone: _____ Email address _____

If you are applying on behalf of another organization, identify that group.

Required Attachments:

- List of current executive and/or board of directors, including names, positions/titles, phone numbers (home and work) and an email address where possible. Indicate the primary contact person for your organization.
- Most recent annual financial statements.
- Copy of the minutes of the meeting that include the motion by your organization's governing Board authorizing this application.
- If you are applying on behalf of another organization, attach a list of the key individuals involved in that group, including names, positions/titles, phone numbers (home and work) and an email address where possible. Indicate the primary contact person for that organization.

Declaration

We, the undersigned officers for the organization, certify that this application contains a full and accurate account of all matters stated herein:

Name _____

Name _____

Position _____

Position _____

Signature _____

Signature _____

Date (yyyy-mm-dd) _____

Date (yyyy-mm-dd) _____

- **Describe your event**

Provide as much detail as possible to give a clear idea of what your event will include. List any other groups that will be collaborating with you (if any). How will the grant funds be used?

- **Purpose and objectives of the event**

Describe the purpose of your event. How will your event enhance and encourage the development of arts, culture and heritage in our community.

- **Fitting your mission/mandate**

How does this event fit your organization's mandate and how does it relate to your organization's goals? Or, if this is an application on behalf of another organization, how does the event fit their mandate and goals?

- **Event history**

Has your event been offered in the past? How many times?

- **What are the proposed dates and times for your event?**

- **Community participation**

Who will be served by your event? Is the event available to all Clear Hills County residents? How many people participate in your event? How are volunteers and the general public involved?

- **Community need**

What service gap has been identified that shows the need for this event in our community? Are others in the community offering a similar service?

- **Funding sources**

List other sources of funding applied for to fund this event (even if you were not successful). Are there fees/charges for participating in the event?

- **Long-term planning**

What are your long-term plans for funding your event beyond this year? What efforts have been made to become self-supporting? Does your event have sponsorship or a fundraising committee?

- **Marketing strategies**

How will you promote your event to participants and/or the public? How will you engage the community to participate in your event?

- **Measurement and accountability**

How will you know if you have been successful with your event? What measures will you use and what will they tell us about your outcomes?

SPECIAL EVENT BUDGET**INSTRUCTIONS**

1. In order for the most informed decisions to be made regarding your application, provide the most complete information possible.
2. You should include as much detail as available in the Expenditure section of the budget. For example, list the names of the artists/professionals and their fees. If you do not have the names, provide an estimate and how you arrived at the figure (i.e. 4 instructors @ \$750 each = \$3000 or 2 individual musicians @ \$500 each plus one quartet at \$1750=\$2750).
3. Volunteer support refers to expenditures to purchase items such as: t-shirts, badges, name tags and other items to recognize/identify volunteers and not remuneration.
List the supplies and materials you plan to buy and the equipment and facilities you plan to rent. Provide details on the types of marketing strategies you plan to use and the costs.

Please note, the following are ineligible for funding:

- Travel costs
- Food
- Liquor & liquor licenses
- Capital equipment purchase

4. The Revenue sections should identify the various source(s) of funding for the project.
5. If this is not a new initiative please provide the final costs you incurred for the previous year.

How much funding are you seeking from the Special Event Grant?

\$ _____

(include this number in the revenue section below)

EXPENDITURES	Current Application	Previous Application
Artists' fees		
Supplies and materials (non-capital)		
Administrative – specific to the event		
Equipment rentals (ie. Tables, sound equipment, tents, easels)		
Facility rentals		
Marketing/promotion		
Volunteer support		
Other (specify)		
Total Expenditures		
REVENUES		
Special Event Grant		
Provincial grants (specify)		
Federal grants (specify)		
Recreation Board(s) support (specify)		
Other Clear Hills County grants (specify)		
Corporate support		
Fundraising		
Ticket sales/registrations/participant fees		
Cash donations		
Other (specify)		
Total Revenues		
NET		

You may submit your application using one of these three ways:

EMAIL:	Signed applications can be scanned and emailed to: bonnie@clearhillscounty.ab.ca when submitting by email you must ensure receipt at Clear Hills County through reply by County staff.
DROP OFF:	Clear Hills County Administration Building 313 Alberta Avenue Worsley, AB Monday – Friday from 8:00 a.m.-noon, 1:00 p.m. – 4:30 p.m. except on Statutory Holidays.
MAIL IN:	Clear Hills County Executive Assistant Box 240 Worsley, AB T0H 3W0

If you have any questions please direct them to Bonnie Morgan, Executive Assistant– either by telephone at 780-685-3925 extension 120 or email bonnie@clearhillscounty.ab.ca.

Clear Hills County

Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	CSM Report
File:	12-02-02

DESCRIPTION:

At this time, the Corporate Services Manager will have an opportunity to report on Corporate Services topics.

BACKGROUND:

Wilde and Company were onsite from March 20, 2023 to March 23, 2023 completing the 2022 year end audit fieldwork. Tentatively the draft audited financial statements are going to be presented at the April 25, 2023 Regular Council Meeting

ATTACHMENTS:

- Rate Stabilization Activity Report

RECOMMENDATION:

RESOLUTION by...that Council accepts the Corporate Services Manager's report to April 11, 2023, as presented.

Initials show support - Reviewed by:

Manager:

CAO:



Rate Stabilization Summary Report

	2022	2021
Beginning Balance:	4,971,134.40	3,688,577.40
Previous Year Surplus Transfer:	(971,134.40)	115,769.00
Total Spent	28,125.16	451,000.00
Year End Surplus Transfer:	-	1,617,788.00
Ending Balance:	<u>3,971,874.84</u>	<u>4,971,134.40</u>

Rate Stabilization Activity Report				
2022				
Spent To Date	Approved by Council	Description	Organization	Motion
12,325.16	to be determined	Corporate legal fee overages	Brownlee LLP	C92-17(02/14/17)
5,000.00	\$5,000.00	tourism campaign	Mighty Peace Tourism/Seekers Media	C446-21(10-26-21)
1,800.00	\$1,800.00	funding to assist with increased COLA and high gas prices	Worsley Health Nurse Practitioner	C301-22(06-14-22)
-	to be determined	4% increase to assist with the rise in fuel prices	Grader Contractors	C304-22(06-14-22)
5,000.00	\$5,000.00	2022 general grant	Fairview & District Victims Services	C311-22(06-14-22)
-	\$9,200.00	2022 Open Air Farmers Markets funding	Cleardale, Eureka River & Hines Creek Ag Societies	C314-22(06-14-22)
4,000.00	\$4,000.00	mapping of existing & future plots	Montagneuse Valley Cemetary Committee	C358-22(07-12-22)
	\$80,000.00	Trades Training Program	Peace River School Division	C383-22(08-16-22)
28,125.16	\$105,000.00			

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Public Works Manager's Report
File:	32-02-02

Graders

- Graders are out grading where needed on the frost in the early mornings.

Roads, Culverts & Approaches

- Spring gravel haul has been completed for the season. Approximately 175 miles of County road have been graveled.
- Weather permitting, gravel haul will continue in the summer months.
- Ongoing spot graveling throughout the County when needed.

Other

- Dust Control deadline is April 21, 2023.
- The two new pickup trucks are estimated to be delivered at the end of April.
- Council approved disposal of two pickup trucks, unit 57 and 42. The two pickup trucks have been taken to Team Auction for the upcoming sale.
- Public works department has hired Martin Schmitt as the new road foreman.


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:	April 11, 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:

- STARS
- Emergency Preparedness Week Toolkit 2023

RECOMMENDED ACTION:

RESOLUTION by.... that Council receives for information the Council Information presented at the April 11, 2023, Regular Council Meeting.

Initials show support - Reviewed by:	Manager:	CAO:	
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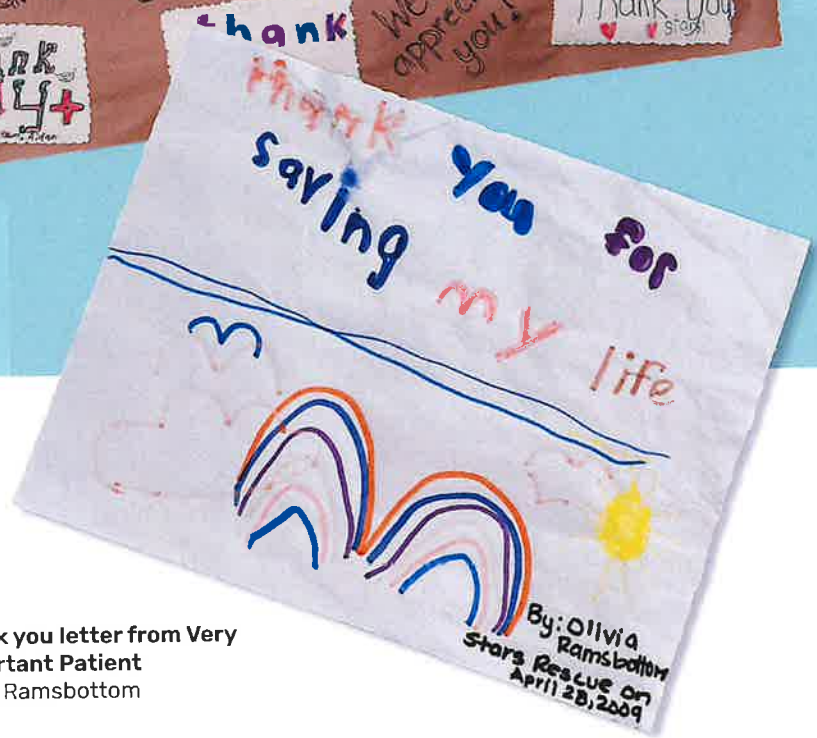
ALLY IMPACT REPORT

Clear Hills County





Thank you letter from Very Important Patient
Olivia Ramsbottom



We thank you

When people think of STARS they think of a big red helicopter ambulance rushing to care for the next really sick patient. And while that is true, it's people who make this happen. People like you allow our crews to care for the patients at the heart of our organization.

In 1985, Dr. Greg Powell founded STARS to fill a gap in rural health care systems. We have flown more than 50,000 missions, and we continue to train countless rural health care professionals and provide virtual care and support when our helicopter isn't the most effective option for the patient in need.

STARS is often thanked for the work that we do, but recognition is not our driving force. We do it for the people who live, work and play throughout Western Canada, like Olivia, because of support from allies like you. Thank you!



Very Important Patient
Olivia Ramsbottom

Olivia Ramsbottom

A comforting word from a STARS paramedic and a phone number scrawled on paper helped Rob and Naomi Ramsbottom make it through the most difficult time of their lives.

When daughter Olivia was born in 2009, she had underdeveloped lungs, and suffered a stroke and seizures. Within hours she was turning blue. Medical staff at the Drumheller Health Centre knew she needed urgent care, so STARS was called to fly Olivia to Calgary's Foothills Medical Centre.

"When I heard STARS was coming it broke me," said Naomi, a nurse. While she sobbed on the floor, STARS paramedic, Ron Pasieka, handed her a phone number to the unit Olivia would be admitted. "He assured me Olivia was in good hands," said Naomi. "He gave me peace of mind with that number, as it was the only thing connecting us."

Pasieka, who's been with STARS for 16 years, said seeing parent distraught is heartbreaking. "It's traumatic for them to be separated so I try to help them feel better, even in a small way." Today, Olivia's parents remain grateful for her perfect health. "Without STARS Olivia would not have survived," said Naomi.



Allies in saving lives

In 2022, Clear Hills County generously donated \$100,000 to support STARS flight operations from the Grande Prairie base that serves the northern region of Alberta residents and area - **THANK YOU!**

Clear Hills County has been a steadfast and dedicated ally to STARS and our fight for life. Your support has helped provide critical training to STARS' crew members, purchase necessary medical and aviation equipment, and most importantly, allow STARS to be the best hope in a worst case scenario.

In the last year, STARS flew 3,515 missions across the Prairies, with 1,667 in Alberta alone. Our Emergency Link Centre handled 36,156 requests, which is an average of 99 requests per day. Our COVID-19 response included 413 suspected or confirmed cases, which was 14 per cent of our total call volume. Your commitment to STARS has allowed us to answer the call when a patient is in need.

In 1985, STARS had one objective: to provide rapid critical care to patients who need us most. Since then, we've flown more than 50,000 missions because of ongoing support from our allies. As we've grown and evolved, STARS has never wavered from our mission. Fundamentally we believe that where you live – or work, play and travel – shouldn't impact your chance of survival.

Your support is being put to use on the ground, in the air, and virtually to help critically ill and injured patients every day. We look forward to showing you more about the impact of this gift.





THE PEOPLE

Clear Hills County

CLEAR HILLS COUNTY @ December 31, 2022	2018	2019	2020	2021	2022	TOTAL
Near Bear Canyon		1				1
Near Clear Prairie		3		1	1	5
Near Cleardale		1	2	2	2	7
Near Hines Creek	1	1		2		4
Near Hotchkiss (within Clear Hills County)				1	1	2
Near Worsley	1		3	4	4	12
TOTAL	2	6	5	10	8	31



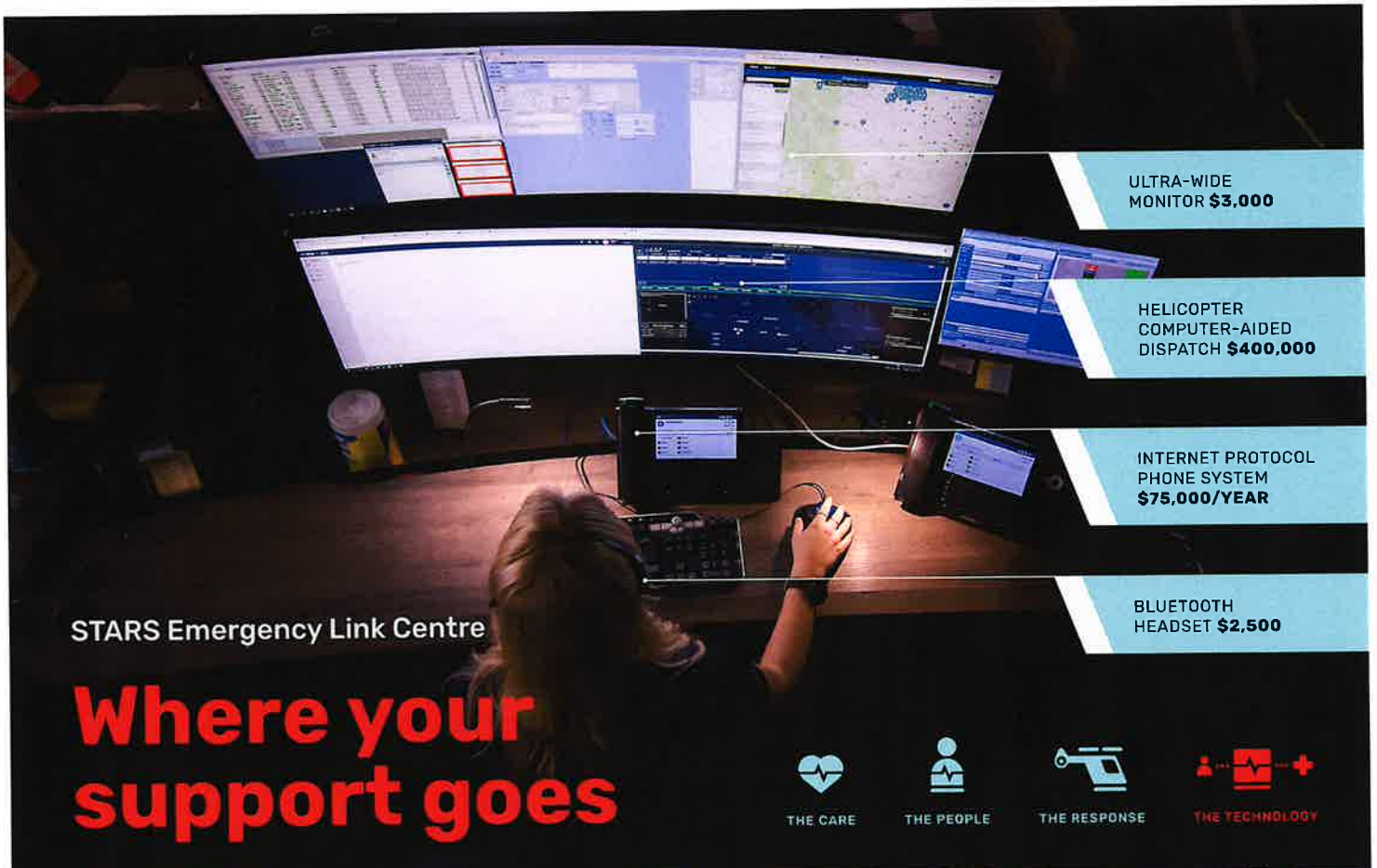
In 2022 because of your support, STARS was able to carry out 8 critical scene missions within Clear Hills County. Thank you for helping to support the residents of Clear Hills County in the communities where they live, work and play.

STARS is more than transport. Whether by air, ground, or satellite link, the expert care delivered by our doctors, nurses, and paramedics comes in many forms. The STARS Emergency Link Centre also acts as a critical care logistics hub, connecting patients with help beyond STARS. Because of your support, we are wherever we need to be using any transportation and tools necessary to reach our patients and deliver the care that can save their lives. For some patients, a helicopter is the right method to respond. For others, our teams will go by airplane or ground ambulances. Often, our physicians can diagnose and provide care guidance directly through phone or video link. The STARS Emergency Link Centre specializes in bringing together all the healthcare and emergency response professionals who are working to help each patient survive.

Any one of us can experience a life-changing incident or medical complication whether or not we're close to care. That's why STARS exists. Your commitment makes an impact and helps deliver critical care anywhere for your residents, ensuring every one of them has access to care when they need it the most.

Thank you







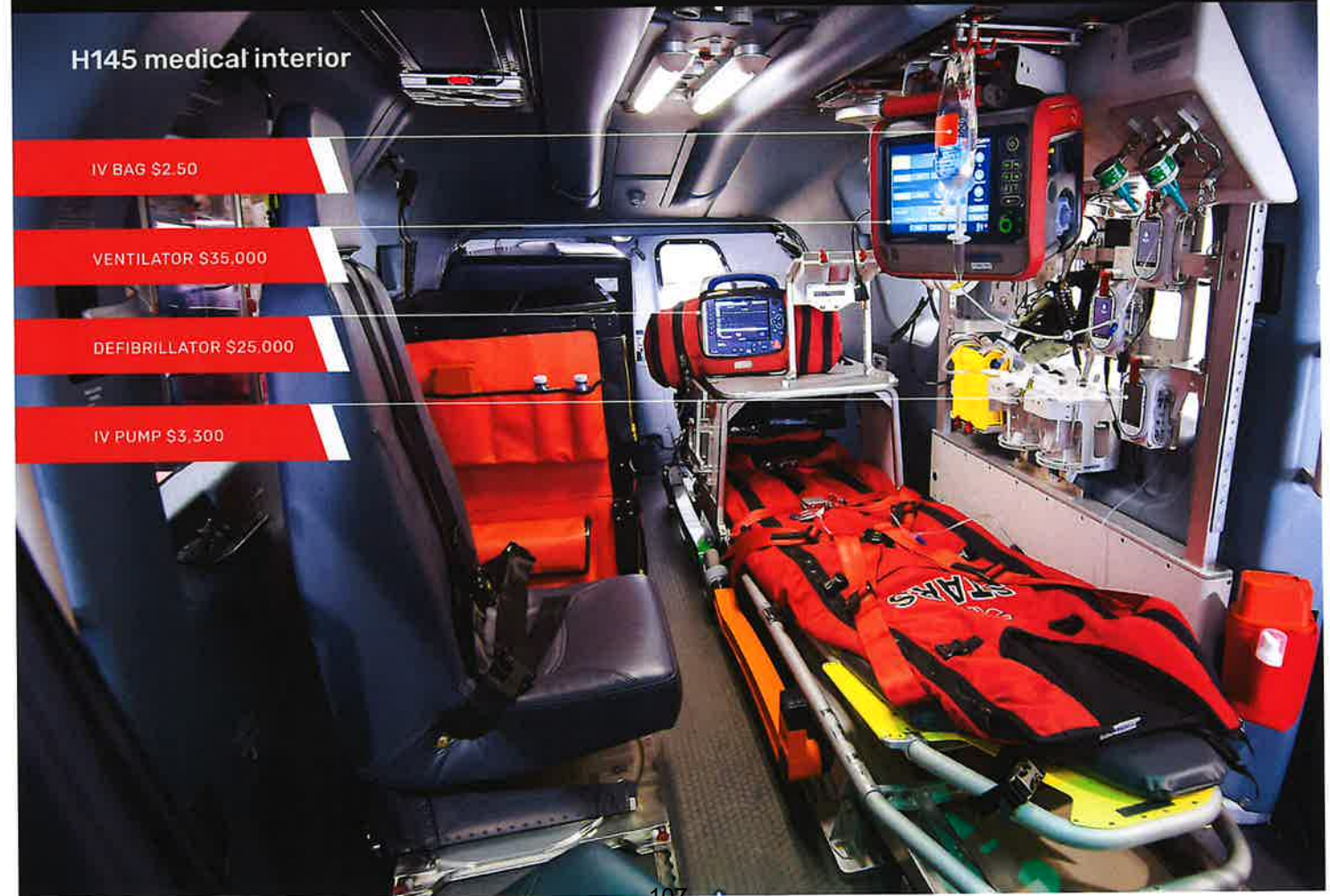


STARS Emergency Link Centre

Where your support goes

- ULTRA-WIDE MONITOR **\$3,000**
- HELICOPTER COMPUTER-AIDED DISPATCH **\$400,000**
- INTERNET PROTOCOL PHONE SYSTEM **\$75,000/YEAR**
- BLUETOOTH HEADSET **\$2,500**

 THE CARE
  THE PEOPLE
  THE RESPONSE
  THE TECHNOLOGY



H145 medical interior

- IV BAG **\$2.50**
- VENTILATOR **\$35,000**
- DEFIBRILLATOR **\$25,000**
- IV PUMP **\$3,300**



THE CARE



THE PEOPLE



THE RESPONSE



THE TECHNOLOGY

STARS pilot
Jason Graveline

Jason Graveline

If it has a propeller or rotors, there's a good chance Jason Graveline has flown it during an incredible career that has spanned three decades.

A pilot at STARS' Manitoba base since it opened for full-time operations in the fall of 2011, Graveline spent more than 23 years with the Canadian Armed Forces before joining STARS, allowing him to live throughout Canada and see much of the world while on various deployments.

After earning his pilot wings in 1992, Graveline set forth on a path that saw him fly everything from a Sea King helicopter to a Tutor Jet and the Harvard II turboprop. Amazingly, he has logged more than 5,000 hours of flying time on 12 different aircraft and has been a part of more than 700 STARS missions. Graveline continues to be involved with the Royal Canadian Air Force as a flight safety officer.

Known around the Winnipeg base for his quick wit and love of the Blue Bombers and Jets, Graveline is a terrific example of an all-STARS team player.

Where we provide care

STARS is proud to provide critical care to the ill and injured throughout Western Canada. From eastern British Columbia to Manitoba, we are able to be there for the next patient who needs us most thanks to support from our allies.



Year in review 2021/22



STARS EMERGENCY
LINK CENTRE

36,156

EMERGENCY REQUESTS HANDLED

8,442

INDUSTRY INCIDENTS

99

AVERAGE EMERGENCY
REQUESTS A DAY



MISSIONS

3,515

YEARLY MISSIONS

1,667 AB/BC **1,075** SK **773** MB

50k+

MISSIONS SINCE 1985

10

DAILY AVERAGE
MISSIONS



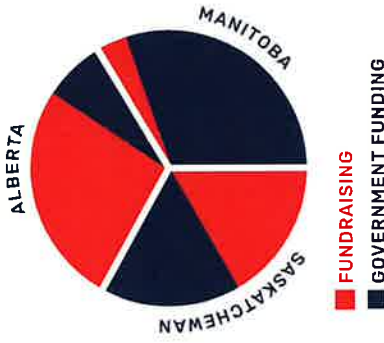
FUNDING

39,183

ANNUAL DONORS

\$10M

APPROXIMATE ANNUAL
COST PER BASE



COVID-19 RESPONSE

413

SUSPECTED/CONFIRMED
COVID-19 PATIENTS
TRANSPORTED

14%

PERCENTAGE OF
CALL VOLUME



INCIDENT TYPES



CARDIAC **16%**



OTHER MEDICAL **20%**



OBSTETRICAL **<1%**



VEHICLE INCIDENT **20%**



OTHER TRAUMA **17%**



NEUROLOGICAL **10%**



PULMONARY **16%**



ENVIRONMENTAL **<1%**

STARS



Critical care, anywhere.

"Success for stars
is meeting the
needs of the
patients we serve.
It doesn't matter
where they are."

— Dr. Greg Powell, STARS founder

For over 35 years, STARS has delivered the highest possible level of critical care to those in need with the help of our first responder partners throughout the Prairies. We strive to provide a feeling of security and comfort to Western Canadians by ensuring they know we are here for them when they need us most – in the air, on the ground or virtually. Allies like you allow us to grow through innovation. From our transport physicians providing real-time virtual care to the use of the latest radio technology, our patients know that they are in good hands when they hear "STARS." Serving the next patient in need is the heart of who we are and what we do. No matter where you are, STARS will be there to help.



STARS



Do you have questions about
what we do or what it means
to be an ally?

Feel free to reach out.

GLENDA FARNDEN
SENIOR MUNICIPAL RELATIONS LIAISON

780-512-6205
gfarnden@stars.ca



1-888-797-8277 | info@stars.ca | stars.ca



Emergency Preparedness Week Toolkit 2023

Build Preparedness Habits

May 7 - 13, 2023



A toolkit to support local campaign planning

Alberta

This publication is available online at [Emergency preparedness week toolkit - Open Government \(alberta.ca\)](#)

Emergency Preparedness Week Toolkit | Public Safety and Emergency Services
© 2023 Government of Alberta | March 23, 2023 |

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Preparedness Public Education in Alberta

Alberta Emergency Management Agency (AEMA) Overview

AEMA builds capacity for preparedness public education year round through the [Be Prepared](#) program. The program is a central source of truth for preparedness public education in Alberta. Be Prepared helps local leaders champion preparedness and build community resilience.

Emergency Preparedness Week Overview

Emergency Preparedness Week (EP Week) is a national event that has run for more than 25 years in Canada and takes place annually during the first full week of May. Public Safety Canada coordinates this event in close collaboration with the provinces, territories and other partners.

While being prepared for disruption is important year-round, EP Week provides a unique opportunity to spotlight emergency preparedness nation-wide. Between May 7th and 13th join the campaign to encourage your community members to take actions to reduce their risk. This Toolkit can help community leaders across the province participate in the campaign together.

Alberta's campaign theme: Build preparedness habits

EP Week is a reminder that preparedness isn't just about being ready for the next big disaster. It's about making preparedness a part of your regular routine so you are better able to navigate disruptions, big or small.

Over the last few years, many of us have been developing preparedness habits without realizing it. Creating community connections you can rely on, finding trusted sources of information about local threats, and maintaining a stock of supplies are examples of habits that we developed to increase our self-reliance during times of uncertainty.

We all have a role to play

Disasters affect us all. While local and provincial governments take steps to prepare for wildfires and other hazards, the people living in our communities should be taking steps to prepare as well. Being prepared at the individual level creates a stronger foundation for emergency response, helping those impacted get back to their life and work sooner.

The [2022 Preparedness Survey of Albertans](#) confirmed, when compared to the year prior, Albertans are more concerned about the hazards but are doing less to reduce their risk. The results of this annual survey are a shared responsibility for all of us. By working together, we can increase our community members [risk literacy](#) and encourage [risk reduction action](#).

Risk reduction behaviours are down when compared to 2021.

By working together, we can reduce barriers to preparedness and motivate action.

Risk reduction behaviours

*Steps individuals can take to increase their resilience and reduce their risk.





Know the risks

The 2022 Preparedness Survey of Albertans confirmed that hazard concern is up when compared to the previous year. The rising concern can be a catalyst for increased risk literacy. Use this as an opportunity to prompt community members to start building disaster risk reduction behaviours into their lives.

These resources can help.

- [Before, during and after an emergency](#)
- [Blizzards, freezing rain, and ice storms](#)
- [Emergency preparedness for your pets](#)
- [Evacuation](#)
- [Farm animal and livestock preparedness](#)
- [Flood preparedness](#)
- [Helping children during emergencies](#)
- [Power and water outages](#)
- [Severe weather](#)
- [Shelter-in-place](#)
- [Thunderstorms, lightning, and hail](#)
- [Tornadoes and extreme winds](#)
- [Wildfires](#)
- [Cybersecurity](#)
- [Extreme Heat](#)
- [Pandemic](#)
- [Calling 9-1-1 from a cellphone](#)

**Educating your community
about the local hazards
encourages risk reduction
actions.**

Be Prepared tip: When looking to buy, rent, or develop property, you should avoid high-risk areas like [floodways and fringes](#). You should also find out if a property has received [disaster financial assistance](#) in the past, and purchase adequate [insurance](#).



Get informed and stay informed

Signing up for local and provincial communications and downloading alerting apps can help keep community members informed so they are better able to respond to threats. The 2022 Preparedness Survey of Albertans confirmed that only 56% of Albertans are proactively signing up for emergency messaging.

The communication channels used to deliver emergency messaging differs from community to community. Consider educating your community members on where to find critical instructions and updates during disruptions. If social media is a part of your community's communications plan, identify your channel before a disruption occurs so they know it can be seen as a source of truth. You may also want to consider a strategy to manage disinformation, so your community members understand that not everything seen on social media during an emergency can be trusted or acted upon.

Take preparedness action by getting informed and staying informed with these trusted communication channels:

- [511 Alberta](#) – Traveller information, know before you go;
- [Alberta Wildfire](#) - Stay current on Alberta's wildfire situation;
- [WeatherCan](#) – Weather alert notices for your area, and other locations you choose; and
- [Alberta Rivers: Data and Advisories](#) – Latest information about Alberta's rivers, including flood advisories.

- Government of Alberta
 - Instagram: [YourAlberta](#)
 - Facebook: [YourAlberta](#)
 - Twitter: [@ABPublicSafety](#)
 - Twitter: [@YourAlberta](#)
- Public Safety Canada
 - Twitter: [Public Safety Canada](#)
 - Twitter: [Get Prepared](#)
 - Facebook: [Emergency Ready in Canada](#)
 - YouTube: [Safety in Canada](#)

Directions from authorities vary on the emergency and change as the situation unfolds.

Encourage community members to sign up, download and follow your local information sources.

Alberta Emergency Alert

Alberta Emergency Alert (AEA) provides critical information about an immediate threat, where it is occurring and action that needs to be taken. Twice a year, the province conducts a test of the AEA system. Usually held in May and November, these tests make sure the emergency alert system works and act as a reminder for Albertans to be ready for a real emergency.



- Government of Alberta
 - [Alberta Emergency Alert](#) – Alerts provide information to help you stay safe
 - Facebook: [Alberta Emergency Alert](#)
 - Twitter: [@AB_EmergAlert](#)
- Public Safety Canada
 - [Alert Ready](#)

Be Prepared tip: Keep a battery-powered or crank radio on hand in case of a power outage. This ensures you don't miss critical updates when they become available. For more ways to get informed, check out this Toolkit's [Resources section](#).



Create financial resilience

Insurance is a financial safety net. The right coverage will speed up the recovery process. The 2022 Survey of Albertans shows only 43% of Albertans have adequate insurance and 40% have an emergency fund.

Being financially prepared is about more than just having money in the bank. Encourage your community members to understand their insurance policies to help them make more informed decisions during times of stress.

Steps to build [financial resilience](#):

- Learn the difference between insurable and non-insurable disasters, and speak with an insurance provider about your specific needs.
- Talk to your insurance provider to ensure you have adequate insurance, that you understand what your policy covers, and more importantly, what it doesn't cover.
- Keep a detailed list of all property, including photographs, in case you must file a claim. Use your annual policy renewal as a reminder to check and update your list and photographs.
- Keep cash on hand, as ATMs and debit services may become unavailable during a disruption.
- If possible, create an emergency savings account to cover expenses during an emergency.
- Know what type of assistance your insurance policy provides and how to claim it if needed. Make sure to keep all receipts from expenses incurred during an emergency.
- Know the [7 steps](#) for making a home insurance claim.

Be Prepared tip: The Government of Alberta's disaster recovery program may be an option for recovery after a disaster but should be considered a last resort. It does not cover all types of damage, loss or the full cost of replacement. Visit [Disaster Recovery Program](#) to learn more.



Make community connections

According to the 2022 Survey of Albertans, only 16% of Albertans have a community support system. Often, it's community members who are nearby when an emergency, disaster or unexpected situation occurs. When relationships are made before an emergency, it makes it easier for people to rely on one another for support when it's needed most.

Steps to build community resilience:

- Reach out to the network you built over the last few years and talk about how you can continue to support one another during times of uncertainty.
- Consider creating a shared text or email group for wellness checks.
- Create a buddy system with someone close by so you can help one another out.
- Attend local events to expand your network.

Be Prepared tip: [How does knowing your community help you become more prepared](#) is a 1-minute video with ideas that can help.



Start a conversation

The 2022 Survey of Albertans shows only 28% of Albertans have discussed preparedness with their networks. Starting the conversation is an easy and affordable way to get community members to consider their own vulnerabilities and support systems.

Tips to creating conversation opportunities:

- Use the [test of the Alberta Emergency Alert system](#) to ask loved ones "How prepared would we have been if this alert had been real?" The test occurs twice a year.
- Use current events to start a discussion. When you see people being affected by unexpected situations on the news, consider what you would do if in the same position. Talk with your household about what you can do to reduce your risk and prepare for a similar situation.
- Listen to subject matter experts talk about emergency preparedness with the [EPIC podcast team](#) and talk about what you learned with your network.

Be Prepared tip: Starting a conversation about being prepared for emergencies can be difficult. Using current events help create the right environment for thoughtful discussions.



Build an emergency kit and gather supplies

During an emergency, grocery stores, pharmacies, gas stations and banks may not be available. According to the 2022 Survey of Albertans, only 41% of Albertans have gathered enough supplies, including extra medication and food items to stay safe, and only 23% have assembled an emergency kit for a quick grab and go. When individuals are equipped with the right supplies, and are prepared for disruption, it helps to reduce the personal emergencies that occur during extended disruptions.

The right supplies can help you and your family (including your pets) stay safe, warm and comfortable when disruptions occur. Your supplies should meet the needs of you and your household for a minimum of three days. Focus on supplies to keep you safe first, then concentrate on items for your comfort.

Checklists for your home, vehicle, pets, animals and livestock:

- [Supplies for sheltering at home](#) – maintaining your supplies at home can help you navigate unexpected situations when they occur.
- [Emergency kit checklists](#) - it is easier to prioritize your safety and well-being when you have an emergency kit that you can grab and go.

Be Prepared tip: If gathering supplies feels like a big task, start by making a list. Put your list in a central location and make sure everyone knows where to find it. This helps you respond quickly during times of stress and keeps you on track so you don't forget the essential items you can't live without.



Make an emergency plan

Disasters often cause confusion and distress; an emergency plan helps individuals navigate the situation more safely. The 2022 Survey of Albertans shows only 19% of Albertans have a household emergency plan and less are aware of the emergency plans at loved one's facilities (such as their children's school or a family member's care home).

Preparedness is personal. Encourage community members to consider the unique needs of their households and the local threats when developing emergency plans.

- [Make an emergency plan](#) – planning considerations and resources.
- [Pet Preparedness](#) – to help keep pets safe, before, during and after an emergency.
- [Farm animals and livestock](#) – to help keep farm animals and livestock safe when sheltering or evacuating.

Be Prepared tip: Every household is unique. Consider your household members power requirements for medical devices, specific needs for children or pets, reliance on assistive technology, mobility issues and language barriers. Make your plan work for you.

MyAlberta Digital ID

This free [account](#) lets you prove who you are online without paper documents or face-to-face visits. Creating and verifying an account before an emergency occurs can help you navigate disruptions by getting you access to information on supports and services you may be eligible for.

You can use your verified account to access provincial services that were previously considered too sensitive to offer online, including MyHealth Records, MyAlberta Emergency Benefits System, as well as Alberta Student Aid and the Canada Revenue Agency My Account for Individuals.

Get access to support and services when you need them most by creating a MyAlberta Digital ID.

Visit account.alberta.ca to create your ID.

For support, call 1-844-643-2789 between 8:15 am and 4:30 pm, Monday to Friday.

Practice emergency preparedness throughout the year

Alberta Emergency Alert – Test alerts

Use the test alert to start preparedness conversations with the people around you. These tests are an ideal teaching moment for households, schools, businesses and beyond.

Here are some ideas to get you started:

- **Leaders** can use the test to demonstrate their commitment to safety and wellbeing by sharing emergency preparedness resources and encouraging preparedness actions to build resilient organizations.
- **Schools** can use the test alert as an opportunity to practice one of their drills. Check out the School Resource Guide ([English](#) and [French](#)) for discussion topics and visit alberta.ca/CommunityPrep for educational resources.
- **Households** can use the test alert to prompt discussion. After the test alert is issued, talk to your loved ones about what you would have done if the test alert were real and what you can do to become more prepared.

- **Employers** can use the test alert to practice their emergency response and business continuity plans. Share organizational emergency plans with staff and preparedness materials for them to take home or incorporate preparedness conversations into meetings to cultivate a culture of preparedness.

When we are better able to navigate disruption in our personal lives, it helps us to return to our life and work sooner. Watch this short [video](#) on how you can use the test alert to encourage preparedness actions with your networks.

Go virtual

Use social media and other communication channels to help you champion preparedness year-round.

- Share web page links to the printable [emergency kit checklists](#) with community members through email.
- Share web page links to relevant hazards in your community found at [alberta.ca/hazards](#).
- Post a video from the [Get Prepared: 60-second Emergency Tip](#) series on social media.
- Download and print the [Scan to Prepare QR code posters](#) and post them in public areas.
- Create a preparedness presentation and share it with your community members online.
- Check out Public Safety Canada's [GetPrepared](#) website for additional tools and materials.

Translated materials

Emergency preparedness materials are updated regularly and designed for sharing virtually or in-person. Translated materials are available in ten different languages, with more translations underway.

Translations available:

- Ukrainian українською
- Arabic عربي
- Simplified Chinese 简体中文
- Traditional Chinese 繁體中文
- Punjabi ਪੰਜਾਬੀ
- High German Deutsch
- Low German Plautdietsch
- Spanish Español
- French Français
- Tagalog

To access translated resources, visit [alberta.ca/CommunityPrep](#). Find your resource, then select the plus symbol for the list of translations.

Checklists and translations

Use the following checklists to build specific emergency kits. Translated versions are also available in українською (Ukrainian), عربي (Arabic), 简体中文 (Simplified Chinese), 繁體中文 (Traditional Chinese), ਪੰਜਾਬੀ (Punjabi), Deutsch (High German), Plautdietsch (Low German), Español (Spanish), Français (French) and Tagalog (Tagalog).

Expand all

Emergency kit checklist

[Emergency kit checklist](#) (printable brochure) Printing instructions: use double-sided print setting and flip on short edge.

- [українська](#)
- [عربي](#)
- [简体中文](#)
- [繁體中文](#)
- [ਪੰਜਾਬੀ](#)
- [Español](#)
- [Deutsch](#)
- [Plautdietsch](#)
- [Français](#)
- [Tagalog](#)

Emergency kit checklist for your pets

Get Prepared: 60 Second Emergency Tips

There are now 20 videos in the [Get Prepared: 60 Second Emergency Tips](#) series that deliver simple steps that anyone can take to become better prepared.

Here are a few questions answered in a 1-minute video:

- Do you know the difference between emergencies and disasters?
- Do you know how to prepare for an emergency or disaster without spending a lot of money?
- Do you know what steps to take to reduce your risk of wildfire threat? Don't forget your pets. Do you have a plan to keep them safe in the event of an evacuation?
- Summer heat demands more power from the grid. Do you have a plan for utility outages?



Toolkits

These one-stop shop [toolkits](#) offer a variety of preparedness resources such as communication plans, themed initiatives and specific considerations.

- Alberta Emergency Test Alert Toolkit - School resource guide: offers a selection of quick activities that complement the bi-annual test of Alberta's emergency alerting system. Developed to support teachers' efforts in building resilience among our youth but can be adapted to fit a variety of contexts not in a classroom setting.
- Emergency Preparedness Toolkit for Seniors: if you rely on others for assistance or provide care and services for older adults, this guide can help.

Scan to Prepare QR code posters

This is a touchless way to share preparedness information with community members through their smartphones.

Download the [QR Code Posters](#), print and display in common areas to encourage community members to take small steps to become more prepared.

Infographics

Download and share [infographics](#) with your networks through your communication channels.

- [Winter preparedness](#) – Alberta winters pose health risks to all of us, but especially to Alberta's newcomers. Help make sure we all stay safe by raising awareness about how to prepare for the cold.
- [Preparedness Survey of Albertans \(2022\)](#) – The annual Preparedness Survey of Albertans was first conducted in 2021, to measure risk reduction behaviours and preparedness actions across the province. The second survey identified a decline in Albertans taking preparedness action, with an increased concern about the risks. The next survey will be conducted this summer. Visit [Alberta.ca/PrepSurvey](#) to learn more.
- [Disaster History in Alberta](#) – A timeline of Alberta's largest disasters over the past 20 years, from 2000 to 2020.
- [Be prepared for extreme heat](#) – Everyone has some level of risk to the harmful effects of extreme heat. Reduce your risk of serious health issues (even death) by taking preparedness actions.
- [Total costs of disasters by year \(billions\)](#) – Graph comparing the total costs of disasters in Alberta with total costs across Canada, from 2001-2020.

Social media

#PrepareYourSelfie

The #PrepareYourSelfie challenge uses social media to help you, and your networks, become better prepared. Use the #PrepareYourSelfie hashtag and create conversations with your community about being prepared, invite local leaders and social media influencers to share the message and challenge businesses and neighbouring communities to take part.

Send us an email at BePrepared@gov.ab.ca to receive information to support your #PrepareYourSelfie challenge.

Hashtags

Champion preparedness on social media and encourage others to share their preparedness actions by using hashtags.

- #EPWeek2023
- #BePrepared
- #Preparedness
- #ThisIsPreparedness
- #EmergencyPreparedness
- #PrepareYourSelfie

EP Week Communication Plan

EP Week provides us an opportunity to come together to motivate action and pull more people into the conversation. These communications can help you champion preparedness among your networks. They can be copied and pasted directly into your own communication channels, but we encourage you adjust the message for your audience. Consider adding local context to make the message more meaningful with the community that you serve.

Together we can build a more disaster resilient province.

The 2022 Preparedness Survey of Albertans confirmed that 56% of Albertans proactively seek emergency messaging. Getting the right information at the right time helps you respond quickly and appropriately.



Get alerts by downloading the [Alberta Emergency Alert](#) app and visit [Alerts and Advisories](#) to learn what other alerting services are available.

Want to be more prepared? The Government of Alberta developed the Be Prepared program to help. Visit alberta.ca/BePrepared to learn more.

Did you know over 80% of calls to 9-1-1 are made from cell phones? While cell phones can be helpful to access 9-1-1 services, they have limitations.

Be prepared for call failures with these tips:

- Know where the closest landline is and how to use it.
- Be aware of locations with low signal strength and where to get service.
- Poor weather, remote areas, large buildings, mountains and valleys can affect signal strength. Open areas can help improve your signal.

Visit [Alberta 911](#) to learn more.



Did you know that signing up for MyAlberta Digital ID could help you prepare for disruptions?



MyAlberta Digital ID is a free account that lets you prove who you are online without paper documents or face-to-face visits. Creating and verifying an account before an emergency occurs can help you get quick access to information on supports and services you may be eligible for.

Create yours at account.alberta.ca so it's ready when you need it.

To learn more about emergency preparedness, visit alberta.ca/BePrepared.

Hazards such as flooding, wildfire and extreme temperatures are typical throughout Alberta and can pose a significant risk to you, your loved ones and your property. Knowing your risk to the hazards in your community can help you reduce the impact of an emergency.

3 REASONS



Here are three reasons why it's important to prepare your home or property from flooding.

When looking to develop or buy property, try to avoid high-risk areas. If you aren't looking to move, assess your property and take steps to reduce your risk.

Reach out to your insurance provider to make sure your policies fully protect you, your property and belongings.

Watch [3 reasons](#) why you should prepare your home or property from flooding and visit alberta.ca/BePrepared to learn more.

Cyber attacks are becoming increasingly common and put many Albertans at risk. Reduce your cyber risk by making it a habit to update passwords, back up data and ensure security software is up to date.

Protecting yourself against cyber threats can reduce your risk of an attack.

Visit [cybersecurity in Alberta](#) for more tips and learn about emergency preparedness at alberta.ca/BePrepared.

Website: Hivesystems.io/password

TIME IT TAKES A HACKER TO BRUTE FORCE YOUR PASSWORD IN 2022					
Number of Characters	Numbers Only	Lowercase Letters	Upper and Lowercase Letters	Numbers, Upper and Lowercase Letters	Numbers, Upper and Lowercase Letters, Symbols
4	Instantly	Instantly	Instantly	Instantly	Instantly
5	Instantly	Instantly	Instantly	Instantly	Instantly
6	Instantly	Instantly	Instantly	Instantly	Instantly
7	Instantly	Instantly	2 secs	7 secs	31 secs
8	Instantly	Instantly	2 mins	7 mins	39 mins
9	Instantly	10 secs	1 hour	7 hours	2 days
10	Instantly	4 mins	3 days	3 weeks	5 months
11	Instantly	2 hours	3 months	3 years	34 years
12	4 secs	2 days	24 years	24 years	96 years
13	19 secs	2 months	16 years	16 years	640 years
14	2 mins	2 years	106 years	106 years	4,295 years
15	32 mins	100 years	7,208 years	7,208 years	292,000 years
16	5 hours	36 years	46,080 years	46,080 years	1,843,200 years
17	2 days	106 years	7,208 years	1,790 years	70 years
18	3 weeks	4,295 years	46,080 years	1,100 years	43,000 years

Preparing yourself and the people you trust to make personal and health care decisions is important, especially when emergencies occur. Advance care planning can help you think about your wishes and values and share them with the people who matter most.



Our health can change, regardless of age or well-being. If you become too sick or injured to speak for yourself, sharing your advance care plan with the people you trust today will help you receive the care you want in the future.

Visit compassionatealberta.ca to start advance care planning and learn more about emergency preparedness at alberta.ca/BePrepared.

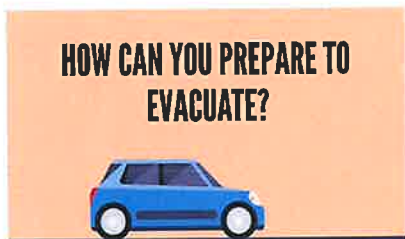
The 2022 Survey of Albertans shows only 43% have adequate insurance and fewer have an emergency fund.



Financial resilience is about more than just having money in the bank. Insurance is a financial safety net. When you have the right coverage, it helps you and your loved ones during recovery.

Take one minute to watch this [video](#) and visit alberta.ca/BePrepared to learn more. Do you know what your policy covers and more importantly, what it doesn't cover?

When a hazard is life threatening, you may be ordered to evacuate. #BePrepared by:



- Creating a list of essential items for a quick grab and go.
- Having an emergency plan so you know where to go.
- Packing an emergency kit for your vehicle(s).
- Keeping fuel tanks more than half-full, and if you don't have a vehicle, reaching out to your network to make a plan.
- Calling your insurance provider to learn if your policy offers emergency financial assistance, or short-term housing.

For more tips to prepare, watch this 60-second [video](#) and visit alberta.ca/MakeAPlan to learn more.

The 2022 Survey of Albertans shows only 19% of Albertans have a household emergency plan and even less are aware of the emergency plans at their loved ones' facilities (such as their children's school or a family member's care home).

- Make a list of emergency contacts, including phone numbers for family members, friends and emergency services.
- Share this list with everyone in your household and encourage your loved ones to do the same.
- Ask about emergency plans at your loved ones' facilities and how they will keep them safe during an emergency.

You can start building your plan by visiting [Get Prepared](#) to access a digital personal emergency planning tool.

The 2022 Survey of Albertans shows only 23% of Albertans have an emergency kit. Having an emergency kit with at least three days of supplies can keep you safe and help you deal with unexpected situations.

Building a kit doesn't have to be hard and doesn't have to be done all at once.

- When you are grocery shopping, add some non-perishable food items to your cart.
- When tidying up at home, store any extra items with your emergency supplies.
- Make sure your emergency kit is easy to access and kept in a place that everyone in your household knows about.



Take one minute to watch this [video](#) and visit alberta.ca/GetSupplies for ideas on what to put in your kit. If you only had 15 minutes notice to evacuate, what would you pack that you could not live without?

WHY SHOULD YOU HAVE AN EMERGENCY KIT?



The 2022 Survey of Albertans shows only 41% of Albertans have gathered enough supplies to stay safe during disruptions. Emergencies and disasters can effect grocery stores, pharmacies and even gas stations and banking services. Having supplies is one thing you can do to help your household manage unexpected situations, whether they are big or small.

Take one minute to watch this [video](#) and visit alberta.ca/GetSupplies for ideas on what kind of emergency supplies you may need.

The Preparedness Survey of Albertans confirms 43% of people feel unprepared. Here are some tips to help you make preparedness a habit:

- Buy a case of water on your next trip to the grocery store.
- Keep your phone charged by carrying a phone charger with you.
- When you can, consider setting aside \$5.00 a month to go towards an emergency savings account. Every dollar counts.

To learn more about emergency preparedness, visit alberta.ca/BePrepared.

The second annual Preparedness Survey of Albertans confirmed more of us are concerned about hazards but we are taking fewer actions to reduce our risk. The top reasons for not being prepared included:

- Lack of information,
- Lack of money, and
- Procrastination.

Making preparedness a habit can help. Visit alberta.ca/BePrepared to learn more.

The Preparedness Survey of Albertans confirmed that only 16% have a community support system. Connecting with people you know and trust is an easy and affordable way to boost your mental health and improve your ability to navigate disruptions.



Knowing your neighbours makes it easier to ask for help when you need it. Build your network by:

- Attending local events so you can meet new people in your area.
- Joining community groups that interest you, either in-person or online.
- Creating a community contact list through email or a messaging app.

Watch this [video](#) for ideas on how to connect with those around you.

This month we have Health and Safety Week, Mental Health Week and Emergency Preparedness Week to remind us to build our personal resilience.

Taking care of your mental health will help you navigate unexpected situations more easily when they occur. By practicing coping and wellness actions, you can improve your ability to think clearly, make informed decisions and know when to ask for help.

Get started today by visiting [211 Alberta](https://211.alberta.ca) to find out what information, resources and supports are available near you.

Resources

Websites

Alberta Emergency Management Agency (AEMA) https://www.alberta.ca/alberta-emergency-management-agency.aspx	Learn more about what AEMA does and how they are involved in emergencies and disasters.
Alberta Disaster Recovery Programs https://www.alberta.ca/disaster-assistance-and-recovery-support.aspx	Financial recovery available for Albertans affected by uninsurable loss and damage caused by disasters.
Emergency Preparedness https://www.alberta.ca/emergency-preparedness.aspx	Learn how you and your loved ones can prepare yourselves for an emergency or disaster.
Alberta 911 https://www.alberta.ca/alberta-911-program.aspx	Learn about the 911 program.
Compassionate Alberta https://compassionatealberta.ca/	This website is designed to help people and communities to plan ahead and support each other to live and die well.
Healthy Aging CORE https://corealberta.ca/	The knowledge hub for senior serving organizations in Alberta.
Psychosocial and Emergency Preparedness Workshops https://public.3.basecamp.com/p/hr3XMSwXe2HG6EKCeVm2TnQ	<p>Developed by Alberta Health Services, these workshops are free to the public.</p> <p>Email to sign up or for more information: HPDIP.MH.EarlyID@albertahealthservices.ca </p>
Government of Canada: Get Prepared https://www.getprepared.gc.ca/index-eng.aspx	A web page dedicated to emergency preparedness that allows Canadians to learn about hazards and how they can prepare for them.
Government of Canada: Cyber Security https://www.getcybersafe.gc.ca/en	Get Cyber Safe is a national public awareness campaign created to inform Canadians about cyber security and the simple steps they can take to protect themselves online.
Government of Canada: Cyber Security (seniors) https://www.getcybersafe.gc.ca/en/blogs/how-older-adults-can-protect-themselves-most-common-cyber-security-threats	How older adults can protect themselves from the most common cyber security threats.
BlueSky Canada https://www.alberta.ca/bluesky-canada.aspx	This system is a collaboration between Alberta and British Columbia combining forest fire information with weather forecast computer models.

Apps, Alerts, Maps and Links Directory

Alberta.ca

Link – https://open.alberta.ca/blog/?page_id=115

Alberta Emergency Alert

App & Info – <https://www.alberta.ca/alberta-emergency-alert.aspx>

Alert Ready (Federal)

Info – <https://www.alertready.ca/>

My Alberta Digital ID (MADI) *(required for MAERS sign up)*

Link – <https://account.alberta.ca/>

Info – <https://account.alberta.ca/available-services>

My Alberta Emergency Alert Registration System (MAERS)

Link – <https://emergencyregistration.alberta.ca/>

Alberta 511

App & Info – <https://511.alberta.ca/about/mobileapp>

Environment and Climate Change Canada - WeatherCan (Federal)

App – <https://www.canada.ca/en/environment-climate-change/services/weather-general-tools-resources/weathercan.html>

Alberta Map

Link – https://weather.gc.ca/warnings/index_e.html?prov=ab

Alberta Wildfire

App – (iPhone) <https://apps.apple.com/ca/app/ab-wildfire-status/id1554525514>

App – (Android) <https://play.google.com/store/apps/details?id=com.ab.wildfire>

Info – <https://wildfire.alberta.ca/>

Alberta Fire Bans

App – https://open.alberta.ca/blog/?page_id=327

Map – <https://www.albertafirebans.ca/>

FireSmart

Info – <https://wildfire.alberta.ca/firesmart/default.aspx>

Canada's Wildfire Smoke Prediction System (FireWork)

Daily smoke forecast maps (Federal)

Link – https://www.weather.gc.ca/firework/index_e.html

BlueSky Canada

Link – <https://www.alberta.ca/bluesky-canada.aspx>

Link – <https://firesmoke.ca/>

Alberta Rivers

App – https://open.alberta.ca/blog/?page_id=197

Map – <https://rivers.alberta.ca/> (near real-time data and flood advisories)

Map – [Alberta Floods Portal](#) (Flood Awareness map application)

Air Quality Health Index (AQHI)

App – <https://open.alberta.ca/interact/aqhi-canada>

Map – <http://airquality.alberta.ca/map>

Alberta 211

Link – <https://ab.211.ca/>

COVID-19 info for Albertans

Link – <https://www.alberta.ca/coronavirus-info-for-albertans.aspx>

Government of Canada: Cyber Security (Seniors)

Link – <https://www.getcybersafe.gc.ca/cyber-security-threats>

Alberta Minimum housing and health standards (Seniors)

Link – [Minimum Housing and Health Standards](#)

Emergency Management British Columbia

Link – <https://www2.gov.bc.ca/gov/content/safety/emergency-management>

App – Wildfire <http://bcfireinfo.for.gov.bc.ca/>

Transportation – <https://www.drivebc.ca/>

Emergency Management Saskatchewan

Link – <https://www.saskpublicsafety.ca/at-home/emergency-preparedness-at-home>

Transportation – Highway Hotline SK – <http://hotline.gov.sk.ca/map.html>

Map – Active emergencies and wildfires – <https://www.saskpublicsafety.ca/active-emergencies>

Clear Hills County

Request For Decision (RFD)

Regular Council Meeting	
Meeting Date:	April 11, 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
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 April, May and June 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 NPHF-DW	2	3 PREDA-AB	4 Farmers Appreciation Event
5	6 NTAB-DW	7	8	9 PVCRT- DW,AG GGAMAC- DW	10	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
	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 Med-SH	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 PLS-AB
28 FCM Conference-DW, SH	29	30	31	1	2	3

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