

**AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, APRIL 25, 2023**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, April 25, 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, April 11, 2023	2
Previous: Procedural Bylaw Review Meeting Minutes, April 17, 2023	11
4. DELEGATION(S)	
a. Wild & Company 10:00 a.m.	12
b. Alberta Transportation 2:00 p.m.	13
5. PUBLIC HEARING	
6. TENDER OPENING 9:35 a.m.	
7. NEW BUSINESS	
a. COUNCIL	
1. Management Team Activity Report.....	14
2. Councillor Reports	23
3. Bylaw No. 277-23 Agricultural Service Board.....	24
4. Tradeshow Follow-up.....	29
b. CORPORATE SERVICES	
1. Accounts Payable	51
2. 2022 Audited Financial Statements	63
c. COMMUNITY SERVICES	
d. PUBLIC WORKS	
1. Access Road Request NE-17-87-6 W6M	70
8. WRITTEN REPORTS:	
1. Chief Administrative Officer's Report.....	75
2. Corporate Services Manager's Report	76
3. Public Works Manager's Report.....	81
9. COUNCIL INFORMATION (<i>including Correspondence</i>).....	82
10. CALENDARS	83
11. CLOSED MEETING ITEMS	
a. Legal item	
b. Legal item	
12. ADJOURNMENT	

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, APRIL 11, 2023**

PRESENT	<p>Amber Bean Abe Giesbrecht David Janzen Danae Walmsley Jason Ruecker</p>	<p>Reeve Councillor Deputy Reeve Councillor Councillor</p>
ATTENDING	<p>Allan Rowe Bonnie Morgan Lori Jobson</p>	<p>Chief Administrative Officer (CAO) Executive Assistant (EA) Corporate Services Manager (CSM)</p>
ABSENT	<p>Susan Hansen Nathan Stevenson</p>	<p>Councillor Councillor</p>
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> C191-23(04-11-23)	<p>RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the April 11, 2023 Regular Council Meeting, as presented. CARRIED.</p>	
<u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes		
C192-23(04-11-23)	<p>RESOLUTION by Councillor Giesbrecht to adopt the minutes of the March 28, 2023, Regular Council Meeting, as presented. CARRIED.</p>	
C193-23(04-11-23)	<p>RESOLUTION by Councillor Walmsley to adopt the minutes of the April 4, 2023, Policy & Priority Meeting, as Amended. CARRIED.</p>	
<u>NEW BUSINESS: COUNCIL</u>		
Management Team Activity Report	Management activity report was reviewed.	
C194-23(04-11-23)	<p>RESOLUTION by Councillor Giesbrecht that the management activity report for March 28, 2023, be accepted, as presented. CARRIED.</p>	
Councillor Reports	Council submits the meetings attended in the previous month and a report, if applicable.	
C195-23(04-11-23)	<p>RESOLUTION by Councillor Giesbrecht to receive the Council verbal and written reports for information, as presented. CARRIED.</p>	

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MD of Peace
Joint meeting

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.

C196-23(04-11-23)

RESOLUTION by Councillor Walmsley 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. CARRIED.

Policy 3201 Road
Construction

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

C197-23(04-11-23)

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

2023 Business/
Recreation &
Volunteer Awards

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.

C198-23(04-11-23)

RESOLUTION by Reeve Bean to receive the discussion for the 2023 Business/Recreation & Volunteer Awards and bring back to the Policy & Priority Meeting. CARRIED.

Agricultural Service
Board member at
large position.

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

C199-23(04-11-23)

RESOLUTION by Deputy Reeve Janzen to bring back a draft Bylaw including that the appointing of the positions of Agricultural Service Board Chair & Deputy Chair be assigned by Council. Also including that the chair and deputy chair of the Agriculture Service Board be filled by a Council appointed Council member serving on the board. CARRIED.

C200-23(04-11-23)

RESOLUTION by Councillor Ruecker to advertise for an Agricultural Service Board replacement member at large to fill the vacancy for the remainder of the term. CARRIED.

Tender Award
Tender 2023-03
Tractor

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.

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TUESDAY, April 11, 2023

C201-23(04-11-23)

RESOLUTION by Councillor Giesbrecht 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 Common Services Equipment Reserve.

CARRIED.

CORPORATE
SERVICES

Accounts Payable
March 29, 2023 to
April 11, 2023

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.

C202-23(04-11-23)

RESOLUTION by Deputy Reeve Janzen 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.

CARRIED.

Reeve Bean recessed the meeting at 10:47 a.m.
Reeve Bean reconvened the meeting at 10:57 a.m.

Multi Year Capital
Plan

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

C203-23(04-11-23)

RESOLUTION by Deputy Reeve Janzen to approve the Multi Year Capital Plan, as presented.

CARRIED.

2023 Operating
Budget

Council is provided with the 2023 Operating Budget for consideration.

C204-23(04-11-23)

RESOLUTION by Reeve Bean to table the 2023 Operating Budget until later in the meeting.

CARRIED.

Reeve Bean recessed the meeting at 11:25 a.m.
Reeve Bean reconvened the meeting at 11:28 a.m.

DELEGATION:
Pharmasave
Fairview

A representative from Pharmasave Fairview will be in attendance to discuss potential pharmacy services in Clear Hills County.

Reeve Bean recessed the meeting at 11:56 a.m.
Reeve Bean reconvened the meeting at 12:18 p.m.

C205-23(04-11-23)

RESOLUTION by Councillor Giesbrecht to receive the delegation from Pharmasave Fairview for information, as presented.

CARRIED.

C206-23(04-11-23)

RESOLUTION by Reeve Bean to raise the 2023 Operating Budget off the table.

CARRIED.

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TUESDAY, April 11, 2023

C207-23(04-11-23) RESOLUTION by Councillor Ruecker to adopt the 2023 Operating Budget as presented with a decrease to the annual reserve contributions of \$1,825,239.00. **CARRIED.**

Bylaw No.276-23
2023 Mill Rate

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

C208-23(04-11-23) RESOLUTION by Deputy Reeve Janzen 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. **CARRIED**

C209-23(04-11-23) RESOLUTION by Councillor Walmsley 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. **CARRIED.**

C210-23(04-11-23) RESOLUTION by Councillor Giesbrecht 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. **CARRIED UNANIMOUSLY.**

C211-23(04-11-23) RESOLUTION by Reeve Bean 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. **CARRIED.**

FCSS Third
Application Deadline

The deadline for the second round of Family and Community Support Services (FCSS) program applications was March 31, 2023.

C212-23(04-11-23) RESOLUTION by Councillor Giesbrecht to advertise a third Family and Community Support Services (FCSS) program application deadline of May 31, 2023 due to the remaining funds in the FCSS grant program. **CARRIED.**

Uncollectable Taxes

C213-23(04-11-23) RESOLUTION by Councillor Ruecker 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. **CARRIED.**

Roll #	Total Uncollectable Taxes	Notes:

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291083	\$95,194.79	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
295697	\$3,069.23	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
295698	\$4,363.21	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
304226	\$4,431.00	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315105	\$5,230.84	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315272	\$5,183.08	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315273	\$6,245.14	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315274	\$5,712.97	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315386	\$5,530.65	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315387	\$81,446.96	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to

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		purchase date.
315410	\$5,390.93	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315415	\$4,736.03	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315576	\$131,365.06	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315577	\$26,708.27	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315597	\$7,067.96	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315598	\$9,512.76	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315730	\$19,710.07	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315754	\$39,904.54	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
315846	\$10,833.06	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.

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316572	\$18,915.18	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
316573	\$10,972.71	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
216972	19356.99	Purchased through receivership, purchase agreement states that purchaser is not responsible for any taxes or penalties owed prior to purchase date.
	\$520,881.43	

PUBLIC WORKS

Tender Award –
Tender 2023-05
Pavement Crack
Sealing

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

C214-23(04-11-23)

RESOLUTION by Deputy Reeve Janzen 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. CARRIED.

Tender Award –
Tender 2023-06
Pavement Line
Painting

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

C215-23(04-11-23)

RESOLUTION by Deputy Reeve Janzen 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. CARRIED.

WRITTEN REPORTS

Chief Administrative
Officer's Report

Chief Administrative Officer's report.

C216-23(04-11-23)

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

Corporate Services
Manager's Report

Corporate Services Manager's Report

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C217-23(04-11-23)

RESOLUTION by Councillor Walmsley to receive the Corporate Services Manager's report for information, as presented. CARRIED.

Reeve Bean recessed the meeting at 1:56 p.m.
Reeve Bean reconvened the meeting at 2:00 p.m.

Public Works
Manager's Report

Public Works Manager's Report

C218-23(04-11-23)

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

COUNCIL INFORMATION

Council reviewed the Council information.

C219-23(04-11-23)

RESOLUTION by Councillor Walmsley to receive for information the Councillor Information as presented at the April 11, 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.

C220-23(04-11-23)

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

Date	Meeting	Councillor
May 8	Policy & Priority	All
May 8	LUB	All
April 20	SDAB	Bean
		CARRIED.

C221-23(04-11-23)

RESOLUTION by Reeve Bean to schedule a Policy & Priority Meeting for May 8, 2023. CARRIED.

CLOSED MEETING:
Legal item

one legal item was discussed.

C222-23(04-11-23)

RESOLUTION by Deputy Janzen that Council closes the meeting to the public as per Section 27, of FOIP at 2:24 p.m. CARRIED.

C223-23(04-11-23)

RESOLUTION by Reeve Bean that Council reconvenes the meeting to the public as per Section 27, of FOIP at 2:47 p.m. CARRIED.

Reeve Bean recessed the meeting at 2:48 p.m.
Reeve Bean reconvened the meeting at 3:11 p.m.

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REGULAR COUNCIL MEETING
TUESDAY, April 11, 2023

ADJOURNMENT

Reeve Bean adjourned the, April 11, 2023 Regular Council Meeting at 3:29 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES OF CLEAR HILLS COUNTY
PROCEDURAL BYLAW REVIEW MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, APRIL 17, 2023**

PRESENT

Amber Bean	Reeve
David Janzen	Deputy Reeve
Danae Walmsley	Councillor
Susan Hansen	Councillor
Nathan Stevenson	Councillor

ATTENDING

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

ABSENT

Abe Giesbrecht	Councillor
Jason Ruecker	Councillor

CALL TO ORDER

Reeve Bean called the meeting to order at 9:34 a.m.

**ACCEPTANCE OF
AGENDA
C224-23(04-17-23)**

RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the April 17, 2023 Procedural Bylaw Review Meeting, with the addition of:
a. 2. Code of Conduct Bylaw 228-17 **CARRIED.**

**NEW BUSINESS:
COUNCIL
Procedural Bylaw**

Council requested a review of the current Procedural Bylaw 233-18.

Reeve Bean recessed the meeting at 10:29 a.m.
 Reeve Bean reconvened the meeting at 10:37 a.m.

Reeve Bean recessed the meeting at 11:54 a.m.
 Reeve Bean reconvened the meeting at 12:24 p.m.

Reeve Bean recessed the meeting at 1:28 a.m.
 Reeve Bean reconvened the meeting at 1:32 p.m.

C225-23(04-17-23)

RESOLUTION by Reeve Bean to bring the amended Procedural Bylaw to a future Policies & Priorities Committee Meeting. **CARRIED.**

**Code of Conduct
Bylaw**

Council requested a review of the current Code of Conduct Bylaw 228-17.

C226-23(04-17-23)

RESOLUTION by Deputy Reeve Janzen. to bring the Code of Conduct Bylaw 228-17 to a future Policies & Priorities Committee Meeting. **CARRIED.**

ADJOURNMENT

Reeve Bean adjourned the, April 17, 2023 Procedural Bylaw Review Meeting at 3:13 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 25, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION – Wilde & Company 10:00 a.m.
File:	11-02-02

DESCRIPTION:

Wilde & Company will be attending virtually to review the year end audit and 2022 audited financial statements with Council.

2022 Audited Financial Statements RFD is under Corporate Services section in the current agenda.

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 25, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Delegation – Alberta Transportation – 2:00 p.m.
File:	11-02-02

DESCRIPTION:

Chase Milligan, Alberta Transportation Regional Manager will be in attendance to discuss secondary highway maintenance and other pertinent information.

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.

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by..... to receive the delegation from Chase Milligan, Alberta Transportation Regional Manager for information.

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

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 25, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Management Team Activity Report
File:	11-02-02

DESCRIPTION:

Management activity report for April 11, 2023

ATTACHMENTS:

- o Management Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for April 11, 2023, be accepted, as presented.

Initials show support - Reviewed by: Manager: CAO: 



Management Team

Activity Report for April 11, 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	Sent email
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		
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.	PWM	Future P&P



Management Team

Activity Report for April 11, 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										
		CARRIED.												
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												
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. <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">For</th> <th style="width: 50%; text-align: center;">Against</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Walmsley</td> <td style="text-align: center;">Janzen</td> </tr> <tr> <td style="text-align: center;">Bean</td> <td style="text-align: center;">Ruecker</td> </tr> <tr> <td style="text-align: center;">Hansen</td> <td style="text-align: center;">Stevenson</td> </tr> <tr> <td style="text-align: center;">Giesbrecht</td> <td style="text-align: center;">CARRIED.</td> </tr> </tbody> </table>	For	Against	Walmsley	Janzen	Bean	Ruecker	Hansen	Stevenson	Giesbrecht	CARRIED.	CSM	
For	Against													
Walmsley	Janzen													
Bean	Ruecker													
Hansen	Stevenson													
Giesbrecht	CARRIED.													
C44-23	01/24/23	RESOLUTION by Councillor Walmsley to approve a Beyond Borders Grant to the MD of Fairview in the	CSM	Waiting for Invoice										



Management Team

Activity Report for April 11, 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
		March 28, 2023		
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	
		April 4, 2023 P&P		
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.	CAO/ AG	
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.	CSM	Future P&P
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	Future P&P
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
		April 11, 2023		
C197-23	04/11/23	RESOLUTION by Reeve Bean to put all upcoming road requests on hold until the review of Policy 3201 Road Construction has been completed. CARRIED.	PWM	
C198-23	04/11/23	RESOLUTION by Reeve Bean to receive the discussion for the 2023 Business/Recreation & Volunteer Awards and bring back to the Policy & Priority Meeting. CARRIED.	EA	
C199-23	04/11/23	RESOLUTION by Deputy Reeve Janzen to bring back a draft Bylaw including that the appointing of the positions of Agricultural Service Board Chair & Deputy Chair be assigned by Council. Also including that the chair and deputy chair of the		April 25



Management Team

Activity Report for April 11, 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
		CARRIED.		
C215-23	04/11/23	RESOLUTION by Deputy Reeve Janzen 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. CARRIED.	PWM	
C216-23	04/11/23	RESOLUTION by Reeve Bean to schedule a Policy & Priority Meeting for May 8, 2023. CARRIED.	EA	
		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	Complete
		November 27, 2019		
C587-19	11/26/19	RESOLUTION by Councillor Frixel to receive the delegation from Paul Hvenegaard, Regional Manager with Alberta Conservation Associations presentation for funding support for the Sulphur Lake aeration operation; and approve entering into an agreement with the Alberta Conservation Association to provide \$5,000 per year for 5 years (2020-2024) for the Sulphur Lake aeration operation with the funds to be included in the General Grants budget of the 2020 through 2024 annual Operating Budgets. CARRIED.	CDM	2020✓ 2021✓ 2022✓ 2023✓ 2024
		January 7, 2020		
C620-19	12/10/19	RESOLUTION by Councillor Fletcher that Council approves assisting Northern Lights County by contributing \$10,000 (ten thousand dollars) a year for 5 years, for operation of the Manning Airport, and include the funds in the annual operating budget. CARRIED.	CDM	2020✓ 2021✓ 2022✓ 2023✓ 2024
		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



Management Team

Activity Report for April 11, 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
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 Risk, funds to be allocated from the Rate Stabilization Reserve. CARRIED.	CSM/EA	

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	CSM	January 14, 2030
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Management Team

Activity Report for April 11, 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
		redeemed it totally, the County will become the owner.CARRIED.		
		February 18, 2021		
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 25, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	COUNCIL REPORTS ON MEETINGS
File:	11-02-02

DESCRIPTION:

Councillors submit 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 25, 2023
Originated By:	Greg Coon, Agricultural Fieldman
Title:	Bylaw No. 277-23 Agricultural Service Board
File:	63-10-02

DESCRIPTION:

Council is presented with Bylaw No. 277-23 Agricultural Service Board, a bylaw for the purpose of establishing an Agricultural Service Board, that includes the appointing of the positions of Agricultural Service Board Chair and Deputy Chair be assigned by Council. The Chair and Deputy Chair are to be filled by Council appointed Council members that are serving on the board.

BACKGROUND:

C199-23(04-11-23) RESOLUTION by Deputy Reeve Janzen to bring back a draft Bylaw including that the appointing of the positions of Agricultural Service Board Chair & Deputy Chair be assigned by Council. Also including that the chair and deputy chair of the Agriculture Service Board be filled by a Council appointed Council member serving on the board. CARRIED.

This type of bylaw does not require a public hearing.

ATTACHMENT:

- Bylaw No. 277-23 Agricultural Service Board
- Bylaw No. 273-22 Agricultural Service Board

RECOMMENDED ACTION:

RESOLUTION by that first reading be given to Bylaw No. 277-23 A Bylaw of Clear Hills County in the Province of Alberta, for the purpose of establishing an Agricultural Service Board.

RESOLUTION by that second reading be given to Bylaw No. 277-23 A Bylaw of Clear Hills County in the Province of Alberta, for the purpose of establishing an Agricultural Service Board.

RESOLUTION by to proceed with third and final reading of Bylaw No. 277-23 A Bylaw of Clear Hills County in the Province of Alberta, for the purpose of establishing an Agricultural Service Board.
Requires unanimous consent

RESOLUTION by that third and final reading be given to Bylaw No. 277-23 A Bylaw of Clear Hills County in the Province of Alberta, for the purpose of establishing an Agricultural Service Board.

Initials show support - Reviewed by:

Manager:

CAO:



BYLAW NO. 277-23

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 appointing of the positions of Agricultural Service Board Chair & Deputy Chair be assigned by Council. Chair and Deputy Chair of the Agriculture Service Board be filled by a Council appointed Council member serving on the board.
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. 273-22 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 _____ 2023.

READ for a SECOND time this _____ day of _____ 2023.

READ for a THIRD time this _____ day of _____ 2023.

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

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.

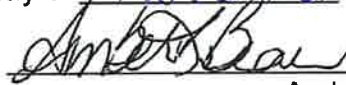
9. Bylaw No. 246-19 is hereby rescinded.

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

READ for a FIRST time this 22 day of November 2022.

READ for a SECOND time this 22 day of November 2022..

READ for a THIRD time this 22 day of November 2022.



Amber Bean, Reeve



Allan Rowe, Chief Administrative Officer

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 25, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Trade Show Follow up
File Code:	63-10-30

DESCRIPTION:

The 26th Annual Clear Hills County Agricultural Trade Show was held on April 15, 2023. Council is requested to provide feedback to assist with planning for the 2024 Trade Show.

The 27th Annual Clear Hills County Trade Show will be held on April 13, 2024.

BACKGROUND / PROPOSAL:

Information regarding the 2023 Trade Show:

- There were approximately 258 adult and 200 kid bags stuffed, all bags were given away by noon.
- Helping hands provided by Montagneuse 4-H Multi Club to assist with exhibitor setup, day of cleaning, and exhibitor take down. Well received, lots of great comments.
- Free breakfast sponsored by Fehr Tire Craft.
 - Breakfast prepared by End of Steel Heritage Society
- Three food booths - Little Denise Foods Ltd., Worsley Early Childhood Education Foundation, and Kerri Dreyer.
- DJ services provided by Knight Moves DJ Service.
- Wagon rides provided by Cleardale Riders Club.
- Talent Show sponsored by B & E Hardware - 12 Entries
- The kids' entertainment and face painting were well received, lots of great comments.
 - Face painting provided by Tina Gelech
 - Entertainment provided by Select Entertainment, Penelope the Clown and Paul Isaak.
- Staff radio rental donated by Bear Com.
- The dance was staffed by Carters Camp Society and the entertainment was by Big Guitar. There were approximately 155 Adults and 82 Under 18 in attendance.

BUDGET:

The final budget for the 2023 Trade Show will be available at a later date.

ATTACHMENT:

Exhibitor feedback survey summary
Completed exhibitor feedback surveys.

RECOMMENDED ACTION:

RESOLUTION by.....that Council accepts for information the discussion and feedback on the 26th Annual Clear Hills County Agricultural Trade Show that was held on April 15, 2023, and planning ideas for the 27th Annual Trade Show that will be held on April 13, 2024.

Initials show support - Reviewed by:	Manager:	CAO:	
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26th Annual Clear Hills County Trade Show		
April 15, 2023		
Exhibitor Feedback Survey Summary		
Survey Questions	Answers	# of times answered
What do you think of the Agricultural Trade Show?	Good/Awesome	11
	Set up & Personal was great	1
	Loved breakfast	2
	Well advertised	2
	Organized	4
	Loved the Helping Hands	2
	Well Attended	7
	Happy to have it back	1
	Liked it was a 1 day show	1
	Important event for the Comm	2
	Lots of Booth Variety	1
	What do you feel we can do to improve the Agricultural Trade Show?	Nothing
Scavenger hunt		1
Food delivery for vendors		4
Kids programs		1
Upstairs accessibility		1
Earlier end time (4 or 5 p.m.)		3
Food options		2
When would you like to be sent the exhibitor information for future Trade Shows?	2-3 months prior	7
	4-5 months prior	11
	6 or more months prior	2
Were you satisfied with the exhibitor set up and move in?	Yes	20
	Great help	4
Is the timing of the Agricultural Trade Show appropriate?	Yes	20
	No	0
What type of advertising do you feel is most effective?	Local paper ad	10
	County newsletter	14
	Facebook	16
	Radio ad	10
Other Comments?	Free Breakfast is a great way to start the event	3
	Great show/Good job	2
	loved having an inperson event	1
	Helping hands were very polite and helpful	1
	Well organized	1
	Food booth was disapointing	1
	Total Surveys Collected:	20

**Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023**

Company Name: _____
Address: _____
Contact Person: _____
Phone: _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

1) What did you think of the Agricultural Trade Show?

Good

2) What do you feel we can do to improve the Agricultural Trade Show?

nothing

3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior

4) Were you satisfied with the exhibitor set up and move in?

Yes

5) Is the timing of the Agricultural Trade Show appropriate?

Yes No

If no, what time of year would you prefer?

6) What type of advertising do you feel is most effective?

Local paper ad	No	<u>Yes</u>	Radio ads	No	Yes
COUNTY Newsletter	No	<u>Yes</u>			
Facebook	No	<u>Yes</u>			

7) Other Comments?

None

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.

Email: csc@clearhillscounty.ab.ca

Fax: 780-685-3960

Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____
Address: _____
Contact Person: _____
Phone: (____) _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

1) What did you think of the Agricultural Trade Show?

Setup + personell was great.
Early representation w/ Breakfast a definite Bonus.

2) What do you feel we can do to improve the Agricultural Trade Show?

Adult + Kids Scavenger Hunt
may have some pros.

3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior

4) Were you satisfied with the exhibitor set up and move in?

Absolutely!!

5) Is the timing of the Agricultural Trade Show appropriate?

Yes No
If no, what time of year would you prefer?

6) What type of advertising do you feel is most effective?

Local paper ad	No	<u>Yes</u>	Radio ads	No	Yes
COUNTY Newsletter	No	Yes			
Facebook	No	Yes			

7) Other Comments?

Free Breakfast was Awesome

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.
Email: csc@clearhillscounty.ab.ca
Fax: 780-685-3960
Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Albert Enns

Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name:
Address: _____
Contact Person:
Phone: (____) _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show?
Very organized. loved the help loading & unloading
- 2) What do you feel we can do to improve the Agricultural Trade Show?
For vendors - having someone go around with a food cart as the lineups are long for water.
- 3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior
or at least a save the date notice
- 4) Were you satisfied with the exhibitor set up and move in?
100%
- 5) Is the timing of the Agricultural Trade Show appropriate?
Yes No
If no, what time of year would you prefer?
- 6) What type of advertising do you feel is most effective?
Local paper ad No Yes Radio ads No Yes
COUNTY Newsletter No Yes
Facebook No Yes
- 7) Other Comments?
Great Show! Thanks

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.
Email: csc@clearhillscounty.ab.ca
Fax: 780-685-3960
Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

**Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023**

Company Name:
Address: _____
Contact Person:
Phone: (____) _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show?
Very Well Attended
- 2) What do you feel we can do to improve the Agricultural Trade Show?

- 3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior
- 4) Were you satisfied with the exhibitor set up and move in?
YES, SET-UP Went Well
- 5) Is the timing of the Agricultural Trade Show appropriate?
Yes No
If no, what time of year would you prefer?

- 6) What type of advertising do you feel is most effective?
Local paper ad No Yes Radio ads No Yes
COUNTY Newsletter No Yes
Facebook No Yes
- 7) Other Comments?
Good Job, Very Well Organized
HATS OFF TO All Your Staff That Do Such A GREAT JOB.

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.
Email: csc@clearhillscounty.ab.ca
Fax: 780-685-3960
Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

**Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023**

Company Name:
Address: _____
Contact Person:
Phone: (____) _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show?
Awsome - lots of people - made lots of contacts
- 2) What do you feel we can do to improve the Agricultural Trade Show?

- 3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior
- 4) Were you satisfied with the exhibitor set up and move in?
you bet lots of help - great service
- 5) Is the timing of the Agricultural Trade Show appropriate?
 Yes No
If no, what time of year would you prefer?

- 6) What type of advertising do you feel is most effective?
Local paper ad No Yes Radio ads No Yes
COUNTY Newsletter No Yes
Facebook No Yes word of mouth
- 7) Other Comments?

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.
Email: csc@clearhillscounty.ab.ca
Fax: 780-685-3960
Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clear Hills County Agricultural Tradeshow Exhibitor Feedback Survey 2023

Company Name: _____
Address: _____
Contact Person: _____
Phone: (____) _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show?
It was organized, we had many meaningful conversations
priced well for our organization, Breakfast was a good
crowd draw in.

- 2) What do you feel we can do to improve the Agricultural Trade Show?
Nothing comes to mind

- 3) When would you like to be sent the exhibitor information for future Trade Shows?
 2-3 months prior
 4-5 months prior
 6 or more months prior

- 4) Were you satisfied with the exhibitor set up and move in?
Yes, Parking person clearly told us where to go. There were
helps if needed and listing of booths.

- 5) Is the timing of the Agricultural Trade Show appropriate?
 Yes No
 If no, what time of year would you prefer?

- 6) What type of advertising do you feel is most effective?

Local paper ad	No	Yes	Radio ads	No	Yes
COUNTY Newsletter	No	Yes			
Facebook	No	Yes			

- 7) Other Comments?
We find attending in person events the best way to inform the
public of our services and have meaningful conversations

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.
 Email: csc@clearhillscounty.ab.ca
 Fax: 780-685-3960
 Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____

Address: _____

Contact Person: _____

Phone: _____

Fax: () _____

Please take a few moments to complete our questionnaire.

1) What did you think of the Agricultural Trade Show?
Very good, pleasantly surprised how busy it was.

2) What do you feel we can do to improve the Agricultural Trade Show?
Nothing stands out.

3) When would you like to be sent the exhibitor information for future Trade Shows?
 2-3 months prior 4-5 months prior 6 or more months prior

4) Were you satisfied with the exhibitor set up and move in?
Excellent, very easy, map was useful

5) Is the timing of the Agricultural Trade Show appropriate?
 Yes No
If no, what time of year would you prefer?

6) What type of advertising do you feel is most effective?

Local paper ad	No	<input checked="" type="radio"/> Yes	Radio ads	No	<input type="radio"/> Yes
COUNTY Newsletter	No	<input checked="" type="radio"/> Yes			
Facebook	No	<input checked="" type="radio"/> Yes			

7) Other Comments? Great job, Thank you!

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.

Email: csc@clearhillscounty.ab.ca

Fax: 780-685-3960

Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

**Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023**

Company Name: _____
Address: _____
Contact Person: _____
Phone: (____) _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show?
Happy to have it back
- 2) What do you feel we can do to improve the Agricultural Trade Show?
Kids program, Barney castle, Petting Zoo, Crafts
- 3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior
- 4) Were you satisfied with the exhibitor set up and move in?
Excellent
- 5) Is the timing of the Agricultural Trade Show appropriate?
Yes No
If no, what time of year would you prefer?

- 6) What type of advertising do you feel is most effective?
- | | | | | | |
|-------------------|----|------------|-----------|----|-----|
| Local paper ad | No | <u>Yes</u> | Radio ads | No | Yes |
| COUNTY Newsletter | No | <u>Yes</u> | | | |
| Facebook | No | <u>Yes</u> | | | |
- 7) Other Comments?

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.
Email: csc@clearhillscounty.ab.ca
Fax: 780-685-3960
Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

**Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023**

Company Name: _____
Address: _____
Contact Person: _____
Phone: _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

1) What did you think of the Agricultural Trade Show?

It was good

2) What do you feel we can do to improve the Agricultural Trade Show?

It would be nice to have someone going around to exhibitors taking food orders and delivering them. It would be nice for those who don't have extra help and can't leave their booth.

3) When would you like to be sent the exhibitor information for future Trade Shows?

2-3 months prior 4-5 months prior 6 or more months prior

4) Were you satisfied with the exhibitor set up and move in?

yes

5) Is the timing of the Agricultural Trade Show appropriate?

Yes No

If no, what time of year would you prefer?

6) What type of advertising do you feel is most effective?

Local paper ad	No	<u>Yes</u>	Radio ads	No	Yes
COUNTY Newsletter	No	<u>Yes</u>			
Facebook	No	<u>Yes</u>			

7) Other Comments?

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.

Email: csc@clearhillscounty.ab.ca

Fax: 780-685-3960

Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____
Address: _____
Contact Person: _____
Phone: (____) _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show?
Great! I like the one day show
its busy and ~~every~~ everything is over in one day
- 2) What do you feel we can do to improve the Agricultural Trade Show?
Keep up the good work
- 3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior
- 4) Were you satisfied with the exhibitor set up and move in?
Yes
- 5) Is the timing of the Agricultural Trade Show appropriate?
Yes No
If no, what time of year would you prefer?
- 6) What type of advertising do you feel is most effective?
Local paper ad No Yes Radio ads No Yes
COUNTY Newsletter No Yes
Facebook No Yes
- 7) Other Comments?

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.
Email: csc@clearhillscounty.ab.ca
Fax: 780-685-3960
Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____
Address: _____
Contact Person: _____
Phone: (_____) _____
Fax: (_____) _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show?
It is an important event for the community's surrounding areas. It was very well attended and is a great way for us to advertise.
- 2) What do you feel we can do to improve the Agricultural Trade Show?
It is very hard for the seniors to go upstairs. More accessibility is needed.
- 3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior
- 4) Were you satisfied with the exhibitor set up and move in?
Yes - completely
- 5) Is the timing of the Agricultural Trade Show appropriate?
Yes No
If no, what time of year would you prefer?

- 6) What type of advertising do you feel is most effective?
Local paper ad No Yes Radio ads No Yes
COUNTY Newsletter No Yes posters.
Facebook No Yes
- 7) Other Comments?
The Helping Hands workers (youth) were very polite and very helpful. Overall, everything was well organized.

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Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____
Address: _____
Contact Person: _____
Phone: (_____) _____
Fax: _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show?
It is an excellent event to show case the products and services available in the County and area.
- 2) What do you feel we can do to improve the Agricultural Trade Show?
Keep on doing what you are doing, it's working.
- 3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior
- 4) Were you satisfied with the exhibitor set up and move in?
Yes, it's so nice to have the 4H involved, they were a good help.
- 5) Is the timing of the Agricultural Trade Show appropriate?
Yes No
If no, what time of year would you prefer?
It's a nice start to spring and the farmers can take part before spring work begins.
- 6) What type of advertising do you feel is most effective?
Local paper ad No Yes Radio ads No Yes
COUNTY Newsletter No Yes
Facebook No Yes
- 7) Other Comments?
The pancake breakfast is a nice way to kick off the event and there was a good turn out of people, lots of good questions.

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Fax: 780-685-3960
Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

**Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023**

Company Name:

Address: _____

Contact Person:

Phone: _____

Fax: () _____

Please take a few moments to complete our questionnaire.

1) What did you think of the Agricultural Trade Show?

It was Awesome

2) What do you feel we can do to improve the Agricultural Trade Show?

3) When would you like to be sent the exhibitor information for future Trade Shows?

2-3 months prior 4-5 months prior 6 or more months prior

4) Were you satisfied with the exhibitor set up and move in?

Very Satisfied

5) Is the timing of the Agricultural Trade Show appropriate?

Yes No

If no, what time of year would you prefer?

6) What type of advertising do you feel is most effective?

Local paper ad	No	<input checked="" type="radio"/> Yes	Radio ads	No	<input checked="" type="radio"/> Yes
COUNTY Newsletter	No	<input checked="" type="radio"/> Yes			
Facebook	No	<input checked="" type="radio"/> Yes			

7) Other Comments?

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Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.

Email: csc@clearhillscounty.ab.ca

Fax: 780-685-3960

Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____
Address: _____
Contact Person: _____
Phone: (____, ____)
Fax: (____) _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show? Great!
- 2) What do you feel we can do to improve the Agricultural Trade Show? Nothing comes to mind.
- 3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior
- 4) Were you satisfied with the exhibitor set up and move in? For sure
- 5) Is the timing of the Agricultural Trade Show appropriate?
 Yes No
If no, what time of year would you prefer?
- 6) What type of advertising do you feel is most effective?
Local paper ad No Yes Radio ads No Yes
COUNTY Newsletter No Yes
Facebook No Yes
- 7) Other Comments?

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Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.
Email: csc@clearhillscounty.ab.ca
Fax: 780-685-3960
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Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____
Address: _____
Contact Person: _____
Phone: (____) _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show?
great turn out. well organized! well advertised.
- 2) What do you feel we can do to improve the Agricultural Trade Show?
timing. Not everyone stays till 6. could end a little earlier everyone showed up early. propose a 4pm end time in the future. more food options
- 3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior
- 4) Were you satisfied with the exhibitor set up and move in?
very. helpers were great.
- 5) Is the timing of the Agricultural Trade Show appropriate?
 Yes No
If no, what time of year would you prefer?

- 6) What type of advertising do you feel is most effective?
Local paper ad No Yes Radio ads No Yes
COUNTY Newsletter No Yes
Facebook No Yes
- 7) Other Comments?
great show!

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Fax: 780-685-3960

Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

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Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____
Address: _____
Contact Person: _____
Phone: _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

1) What did you think of the Agricultural Trade Show?
I enjoyed it a lot. Great visiting, + lots of variety with the booths.

2) What do you feel we can do to improve the Agricultural Trade Show?
Offer order + ~~the~~ delivery of coffee, drinks + hamburgers (eg) to the exhibitors

3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior

4) Were you satisfied with the exhibitor set up and move in?
Fantastic!

5) Is the timing of the Agricultural Trade Show appropriate?
Yes No
If no, what time of year would you prefer?

6) What type of advertising do you feel is most effective?
Local paper ad No Yes Radio ads No Yes
COUNTY Newsletter No Yes
Facebook No Yes

7) Other Comments? Not in my experience anyway.

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Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

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Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____

Address: _____

Contact Person: _____

Phone: (____) _____

Fax: (____) _____

Please take a few moments to complete our questionnaire.

1) What did you think of the Agricultural Trade Show?

it was very good I would say out of 100 I would give it a 95 -

2) What do you feel we can do to improve the Agricultural Trade Show?

More food trucks or Booth options.

3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior

4) Were you satisfied with the exhibitor set up and move in?

Set up was very simple and good.

5) Is the timing of the Agricultural Trade Show appropriate?

Yes No
If no, what time of year would you prefer?

6) What type of advertising do you feel is most effective?

Local paper ad	No	<u>Yes</u>	Radio ads	No	<u>Yes</u>
COUNTY Newsletter	No	<u>Yes</u>			
Facebook	No	<u>Yes</u>			

7) Other Comments?

Food both this year was disappointing, the food was cold, soggy and after paying for food it was still a 15-30 min wait to get your food.

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Fax: 780-685-3960

Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clearly an Area of Opportunity

**Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023**

Company Name: _____
Address: _____
Contact Person: _____
Phone: _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

1) What did you think of the Agricultural Trade Show?

Fantastic

2) What do you feel we can do to improve the Agricultural Trade Show?

N/A

3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior

4) Were you satisfied with the exhibitor set up and move in?

Absolutely

5) Is the timing of the Agricultural Trade Show appropriate?
 Yes No
If no, what time of year would you prefer?

6) What type of advertising do you feel is most effective?

Local paper ad	<input type="radio"/> No	<input checked="" type="radio"/> Yes	Radio ads	<input type="radio"/> No	<input type="radio"/> Yes
COUNTY Newsletter	<input type="radio"/> No	<input checked="" type="radio"/> Yes			
Facebook	<input type="radio"/> No	<input type="radio"/> Yes			

7) Other Comments?

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Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____
Address: _____
Contact Person: _____
Phone: (____) _____
Fax: (____) _____

Please take a few moments to complete our questionnaire.

- 1) What did you think of the Agricultural Trade Show?
Great job + thanks for "Helping Hands"
- 2) What do you feel we can do to improve the Agricultural Trade Show?
I think it should end @ 4pm
- 3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior
- 4) Were you satisfied with the exhibitor set up and move in?
Yes
- 5) Is the timing of the Agricultural Trade Show appropriate?
Yes No
If no, what time of year would you prefer? Spring March/April
- 6) What type of advertising do you feel is most effective?
Local paper ad No Yes Radio ads No Yes
COUNTY Newsletter No Yes
Facebook No Yes
- 7) Other Comments?

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Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.
Email: csc@clearhillscounty.ab.ca
Fax: 780-685-3960
Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clear Hills County Agricultural Tradeshow
Exhibitor Feedback Survey 2023

Company Name: _____
Address: _____
Contact Person: _____
Phone: (_____) _____
Fax: (_____) _____

Please take a few moments to complete our questionnaire.

1) What did you think of the Agricultural Trade Show?

Well planned & executed. GREAT ATTENDANCE.

2) What do you feel we can do to improve the Agricultural Trade Show?

EASIER ACCESS TO REFRESHMENTS FOR EXHIBITORS.
ENDING AT 5PM instead of 6pm.

3) When would you like to be sent the exhibitor information for future Trade Shows?
2-3 months prior 4-5 months prior 6 or more months prior

4) Were you satisfied with the exhibitor set up and move in?

YES - THE ASSISTANCE WAS GREAT!

5) Is the timing of the Agricultural Trade Show appropriate?

Yes No
If no, what time of year would you prefer?

6) What type of advertising do you feel is most effective?

Local paper ad	No	Yes	Radio ads	No	Yes
COUNTY Newsletter	No	Yes			
Facebook	No	Yes			

7) Other Comments?

Enter to win a Free Booth at the 2024 Tradeshow by returning your completed survey by April 30, 2023. Here's how...

Drop off at the Information Booth by 6:00 p.m. today, April 15, 2023.
Email: csc@clearhillscounty.ab.ca
Fax: 780-685-3960
Mail: Clear Hills County Box 240 Worsley, Alberta T0H 3W0

Thank you in advance for taking the time to fill this out; your comments are greatly appreciated!

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 25, 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 April 12, 2023 to April 25, 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 April 12, 2023 to April 25, 2023 for a total of \$235,332.58, with funds to be transferred from Long Term Investments.

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

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	4/12/23	4/25/23		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
1359773 AB LTD	027519	4/25/23	\$141.75
Invoice Description Invoice Number Invoice Amount			

Worsley Walk Path Snow Removal	2303310		\$141.75
=====			
756446 ALBERTA LTD.	027520	4/25/23	\$7,399.95
Invoice Description Invoice Number Invoice Amount			

Annual Gravel Haul	APR3-6/23		\$7,399.95
=====			
ALASKA HIGHWAY NEWS	027521	4/25/23	\$787.50
Invoice Description Invoice Number Invoice Amount			

Trade Show Advertising	DCDI00082658		\$787.50
=====			
ALS CANADA LTD	027522	4/25/23	\$422.10
Invoice Description Invoice Number Invoice Amount			

Worsley School Water Sample	3311298980		\$211.05
Cleardale School Water Sample	3311298981		\$211.05
=====			
BLUE JAY TRANSPORT	027523	4/25/23	\$5,967.17
Invoice Description Invoice Number Invoice Amount			

Annual Gravel Haul	APR3-5/23		\$5,967.17
=====			
BOSCHWICK CONTRACTING	027524	4/25/23	\$7,248.16
Invoice Description Invoice Number Invoice Amount			

Bear Canyon GB09	596		\$4,668.31
Worsley GB01	597		\$2,579.85
=====			
BROWNLIEE LLP	027525	4/25/23	\$3,030.00
Invoice Description Invoice Number Invoice Amount			

Legal Opinions	546109		\$1,094.84
O&G Tax Collections	546206		\$352.28
Legal Opinion	546101		\$1,582.88
=====			
BUBBLE UP MARKETING	027526	4/25/23	\$479.85
Invoice Description Invoice Number Invoice Amount			

Website Agreement #625	19329		\$479.85

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
BUECKERT FRANK	027527	4/25/23	\$200.00
Invoice Description Invoice Number Invoice Amount			
Wolf Hunt Incentive Program 040623 \$200.00			
CLEAR HILLS WASTE MANAGEMENT	027528	4/25/23	\$10,340.62
Invoice Description Invoice Number Invoice Amount			
Transfer Stations Contract 161 \$10,340.62			
COX, GERALD	027529	4/25/23	\$6,155.00
Invoice Description Invoice Number Invoice Amount			
Haul Water to BCWP 225 \$380.00			
WTP Operator Contract 226 \$5,775.00			
DEP VENTURES	027530	4/25/23	\$7,160.57
Invoice Description Invoice Number Invoice Amount			
Annual Gravel Haul APR3-6/23 \$7,160.57			
DHL	027531	4/25/23	\$392.92
Invoice Description Invoice Number Invoice Amount			
Wat Samp/Newsletter Shipping 10392235 \$392.92			
DIAMOND SOFTWARE SOLUTIONS INC	027532	4/25/23	\$33,176.90
Invoice Description Invoice Number Invoice Amount			
GP Software Renewal & Update 378890 \$33,176.90			
FEHR TIRECRAFT LTD.	027533	4/25/23	\$2,170.35
Invoice Description Invoice Number Invoice Amount			
R&M/Parts Unit 65-58 49884 \$212.10			
R&M/Parts Unit 65-54 50134 \$183.75			
R&M Unit 65-51 49962 \$115.50			
R&M Unit 65-58 50184 \$36.75			
Tires/R&M/Parts Unit 65-60 50334 \$1,570.80			
Parts Unit 63-03, 63-07, 63-29 50312 \$51.45			
GRADE PRO CONTRACTING LTD.	027534	4/25/23	\$27,006.02
Invoice Description Invoice Number Invoice Amount			
Cleardale GB07 1161 \$10,206.00			
Whitelaw GB15/Gravel Haul 1162 \$16,800.02			
H.K.P. TRUCKING	027535	4/25/23	\$275.90
Invoice Description Invoice Number Invoice Amount			
Parts/R&M Unit 63-03 53518896 \$275.90			

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
HINES CREEK GOLF	027536	4/25/23	\$76.00
Invoice Description Invoice Number Invoice Amount			
Trade Show Family Fun Draw 0101-23 \$76.00			
HINES CREEK PART MART	027537	4/25/23	\$188.99
Invoice Description Invoice Number Invoice Amount			
Battery Unit 65-48 929-110382 \$188.99			
J.R. PAINE & ASSOCIATES LTD.	027538	4/25/23	\$892.50
Invoice Description Invoice Number Invoice Amount			
Sieve Analysis PR 4217 \$357.00			
Sieve Analysis PR 4218 \$535.50			
JLD ENTERPRISE	027539	4/25/23	\$6,896.29
Invoice Description Invoice Number Invoice Amount			
Annual Gravel Haul APR3-5/23 \$6,896.29			
LANG LOCKS & SECURITY SOLUTION	027540	4/25/23	\$256.73
Invoice Description Invoice Number Invoice Amount			
Transfer Station Locks & Keys GP505984 \$256.73			
LAPRAIRIE WORKS	027541	4/25/23	\$13,815.46
Invoice Description Invoice Number Invoice Amount			
Pavement Maintenance 4490-0011 MAR2 \$13,815.46			
Lohr Oil Service	027542	4/25/23	\$876.58
Invoice Description Invoice Number Invoice Amount			
Utility Deposit Refund 032823 \$876.58			
LONG & MCQUADE MUSICAL INSTRUM	027543	4/25/23	\$39.90
Invoice Description Invoice Number Invoice Amount			
Trade Show Piano Rental 0100817 \$39.90			
MACKENZIE MUNICIPAL SERVICES A	027544	4/25/23	\$147.75
Invoice Description Invoice Number Invoice Amount			
Printing Trade Show Posters 202321 \$147.75			
NORTHERN ALBERTA ELECTED LEADE	027545	4/25/23	\$500.00
Invoice Description Invoice Number Invoice Amount			
2023 NAEL Membership 022423 \$500.00			

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
OUTBACK TRANSPORT	027546	4/25/23	\$6,294.89
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	APR3-5/23	\$6,294.89	
OUTSMARTIN TECHNOLOGY LTD.	027547	4/25/23	\$4,274.25
Invoice Description	Invoice Number	Invoice Amount	
Printer, Laptop & IT Services	665	\$4,274.25	
PHONECO INC.	027548	4/25/23	\$78.75
Invoice Description	Invoice Number	Invoice Amount	
Phone Extension Removal	PR13303	\$78.75	
POSTMEDIA	027549	4/25/23	\$2,125.20
Invoice Description	Invoice Number	Invoice Amount	
Apr Newsletter Printing/T.S Ad	802697	\$1,600.20	
Trade Show Ad	810412	\$525.00	
PROGRADE SERVICES LTD.	027550	4/25/23	\$23,068.50
Invoice Description	Invoice Number	Invoice Amount	
Mont GB03/Gravel Haul	4213	\$23,068.50	
RELIANCE ASSESSMENT CONSULTANT	027551	4/25/23	\$6,835.50
Invoice Description	Invoice Number	Invoice Amount	
April Assessment Services	97	\$6,835.50	
ROADATA SERVICES LTD	027552	4/25/23	\$504.00
Invoice Description	Invoice Number	Invoice Amount	
Permitting Services	00081021	\$504.00	
ROAMING TRANSPORT	027553	4/25/23	\$27,199.51
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	APR3-6/23	\$8,197.13	
Hines Creek GB14/Gravel Haul	0418	\$19,002.38	
RUCO ENTERPRISES	027554	4/25/23	\$5,871.86
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	APR3-5/23	\$5,871.86	
SELECT ENTERTAINMENT	027555	4/25/23	\$2,100.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Entertainment	41523	\$2,100.00	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SHEWCHUK, GERALD	027556	4/25/23	\$7,307.40
Invoice Description Invoice Number Invoice Amount			
Annual Gravel Haul		APR3-6/23	\$7,307.40
THISTLES TRUCK SERVICE	027557	4/25/23	\$8,414.64
Invoice Description Invoice Number Invoice Amount			
Annual Gravel Haul		APR3-6/23	\$8,414.64
VILLAGE OF HINES CREEK	027558	4/25/23	\$320.00
Invoice Description Invoice Number Invoice Amount			
HCFD Gym Membership		20230061	\$320.00
WORSLEY GATEWAY INN	027559	4/25/23	\$189.67
Invoice Description Invoice Number Invoice Amount			
WFD Call Out Meal		815	\$84.68
WFD Call Out Meal		816	\$104.99
WORSLEY GENERAL STORE	027560	4/25/23	\$765.95
Invoice Description Invoice Number Invoice Amount			
Clear Creek Fire Mtg Snacks		27729	\$28.85
Grocery Order		29164	\$737.10
WYCLIFFE ENTERPRISES LTD.	027561	4/25/23	\$3,937.50
Invoice Description Invoice Number Invoice Amount			
Eureka River GB13		640	\$3,937.50
Report Total			\$235,332.58

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 4/12/23 4/25/23
 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
027519	1359773	1359773 AB LTD	4/25/23	ATB	PMCHQ00001228	\$141.75
027520	756446	756446 ALBERTA LTD.	4/25/23	ATB	PMCHQ00001228	\$7,399.95
027521	ALASKA	NORTHERN PUBLISHING LTD.	4/25/23	ATB	PMCHQ00001228	\$787.50
027522	ALSE01	ALS CANADA LTD	4/25/23	ATB	PMCHQ00001228	\$422.10
027523	BLUEJAY	BLUE JAY TRANSPORT	4/25/23	ATB	PMCHQ00001228	\$5,967.17
027524	BOSCHWICK01	BOSCHWICK CONTRACTING	4/25/23	ATB	PMCHQ00001228	\$7,248.16
027525	BROWNLEE01	BROWNLEE LLP	4/25/23	ATB	PMCHQ00001228	\$3,030.00
027526	BUBBLEUP01	BUBBLE UP MARKETING	4/25/23	ATB	PMCHQ00001228	\$479.85
027527	BUECKERTFR	FRANK BUECKERT	4/25/23	ATB	PMCHQ00001228	\$200.00
027528	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	4/25/23	ATB	PMCHQ00001228	\$10,340.62
027529	COXGERALD01	GERALD COX	4/25/23	ATB	PMCHQ00001228	\$6,155.00
027530	DEP01	DEP VENTURES	4/25/23	ATB	PMCHQ00001228	\$7,160.57
027531	DHL01	LOOMIS EXPRESS	4/25/23	ATB	PMCHQ00001228	\$392.92
027532	DIAMOND01	CENTRALSQUARE CANADA SOFTWARE	4/25/23	ATB	PMCHQ00001228	\$33,176.90
027533	FEHR14	FEHR TIRECRAFT LTD.	4/25/23	ATB	PMCHQ00001228	\$2,170.35
027534	GRADEPRO	GRADE PRO CONTRACTING LTD.	4/25/23	ATB	PMCHQ00001228	\$27,006.02
027535	HKPTRUCK01	H.K.P. TRUCKING	4/25/23	ATB	PMCHQ00001228	\$275.90
027536	HCGOLF01	HINES CREEK GOLF & COUNTRY CLU	4/25/23	ATB	PMCHQ00001228	\$76.00
027537	HCPARTMART01	HINES CREEK PART MART	4/25/23	ATB	PMCHQ00001228	\$188.99
027538	JRPAIN01	J.R. PAINE & ASSOCIATES LTD.	4/25/23	ATB	PMCHQ00001228	\$892.50
027539	JLD	JLD ENTERPRISE	4/25/23	ATB	PMCHQ00001228	\$6,896.29
027540	LANG01	LANG LOCKS & SECURITY SOLUTION	4/25/23	ATB	PMCHQ00001228	\$256.73
027541	LAPRAIWORKS01	LAPRAIRIE WORKS	4/25/23	ATB	PMCHQ00001228	\$13,815.46
027542	TEMP000131	Lohr Oil Service	4/25/23	ATB	PMCHQ00001228	\$876.58
027543	LONG01	LONG & MCQUADE MUSICAL INSTRUM	4/25/23	ATB	PMCHQ00001228	\$39.90
027544	MACKENZIE01	MACKENZIE MUNICIPAL	4/25/23	ATB	PMCHQ00001228	\$147.75
027545	NAEL01	MUNICIPAL DISTRICT OF PEACE NO	4/25/23	ATB	PMCHQ00001228	\$500.00
027546	OUTBACK	OUTBACK TRANSPORT	4/25/23	ATB	PMCHQ00001228	\$6,294.89
027547	OUTSMARTIN	OUTSMARTIN TECHNOLOGY LTD.	4/25/23	ATB	PMCHQ00001228	\$4,274.25
027548	PHONECO01	PHONECO INC.	4/25/23	ATB	PMCHQ00001228	\$78.75
027549	SUNMEDIA	POSTMEDIA NETWORK INC.	4/25/23	ATB	PMCHQ00001228	\$2,125.20
027550	PROGRADE01	PROGRADE SERVICES LTD.	4/25/23	ATB	PMCHQ00001228	\$23,068.50
027551	RELIANCE	RELIANCE ASSESSMENT	4/25/23	ATB	PMCHQ00001228	\$6,835.50
027552	ROADATA	ROADATA SERVICES LTD	4/25/23	ATB	PMCHQ00001228	\$504.00
027553	ROAMING	ROAMING TRANSPORT	4/25/23	ATB	PMCHQ00001228	\$27,199.51
027554	RUCO01	RUCO ENTERPRISES LTD.	4/25/23	ATB	PMCHQ00001228	\$5,871.86
027555	SELECT	SELECT ENTERTAINMENT	4/25/23	ATB	PMCHQ00001228	\$2,100.00
027556	SHEWCHUK01	SHEWCHUK, GERALD	4/25/23	ATB	PMCHQ00001228	\$7,307.40
027557	THISTLES01	THISTLES TRUCK SERVICE	4/25/23	ATB	PMCHQ00001228	\$8,414.64
027558	VILLAGE01	VILLAGE OF HINES CREEK	4/25/23	ATB	PMCHQ00001228	\$320.00
027559	WGATEWAY	WORSLEY GATEWAY INN	4/25/23	ATB	PMCHQ00001228	\$189.67
027560	WGENERAL01	4D HOLDINGS LTD.	4/25/23	ATB	PMCHQ00001228	\$765.95
027561	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	4/25/23	ATB	PMCHQ00001228	\$3,937.50
Total Cheques: 43						Total Amount of Cheques: \$235,332.58

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



ATB

MONTHLY STATEMENT
FEB 07 to MAR 06, 2023

RECEIVED
MAR 15 2023
Clear Hills County

CLEAR HILLS COUNTY *
Account Number:
Alberta BusinessCard

We'd like to help you:
 atb.com
 1-800-332-8383



YOUR ACCOUNT SUMMARY

Statement date: March 06, 2023

PREVIOUS CHARGES AND PAYMENTS

Your previous balance		\$4,550.58
Payments made from Feb 07 to Mar 06 - Thank you	-\$4,550.58	
Credits	\$0.00	
Total payments and credits		-\$4,550.58

NEW CHARGES

Purchases and returns	\$12,916.23	
Cash advances and Mastercard cheques	\$0.00	
Fees and adjustments	\$0.00	
Interest charges	\$0.00	
Total new charges		\$12,916.23
Your new balance		\$12,916.23

MINIMUM PAYMENT AND CREDIT LIMIT

Minimum payment due	\$388.00	Your credit limit	\$60,000.00
Payment due date	March 27, 2023	Available credit on Mar 06	\$47,083.77

ATB Financial



Payment Slip

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

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

Account number:

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

Minimum payment due: **\$388.00**

Payment due date: **March 27, 2023**

Amount enclosed: \$

PFDFATFXH **004514**
CLEAR HILLS COUNTY *
PO BOX 240
WORSLEY AB T0H 3W0

PAYMENTS AND CREDITS

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

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

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

PURCHASES AND RETURNS

Date Charged	Date Posted	Description	Amount (\$)
Feb 09	Feb 09	AMZN MKTP CA*QE7YH4RV3 WWW.AMAZON.CA ON	74.51
Feb 09	Feb 09	AMAZON.CA*PO57U2M33 AMAZON.CA ON	91.34
Feb 09	Feb 09	AMAZON.CA*7K7P005G3 AMAZON.CA ON	91.34
Feb 09	Feb 09	AMAZON.CA*HE9OG8L00 AMAZON.CA ON	91.34
Feb 09	Feb 09	AMAZON.CA*T368P6LO3 AMAZON.CA ON	91.34
Feb 09	Feb 09	AMZN MKTP CA*DC8B18ZH3 WWW.AMAZON.CA ON	26.24
Feb 14	Feb 14	AMZN MKTP CA*HE4255AZ1 WWW.AMAZON.CA ON	51.42
Feb 14	Feb 14	AMZN MKTP CA*HE4BW9LC2 WWW.AMAZON.CA ON	252.74
Feb 14	Feb 14	AMZN MKTP CA*HE1FQ0LC2 WWW.AMAZON.CA ON	56.94
Feb 25	Feb 25	AMAZON.CA*HD43P9MP0 AMAZON.CA ON	133.72
Feb 25	Feb 25	AMAZON.CA*HD1PS8MB0 AMAZON.CA ON	133.72
Total for			\$1,094.65

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

(continued on next page)

Page 2 of 6

Making payments

You can make your payment by:

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

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

Mail your payments and enquiries to:

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



MONTHLY STATEMENT
FEB 07 to MAR 06, 2023

CLEAR HILLS COUNTY *
Account Number: ..
Alberta BusinessCard



PURCHASES AND RETURNS (continued)

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

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

Total purchases and returns **\$12,916.23**

INTEREST CHARGES

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

(v) - Variable (f) - Fixed

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

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 25, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	2022 Audited Financial Statements
File Code:	12-05-03

DESCRIPTION:

Wilde & Company performed the year end audit and produced the draft 2022 audited financial statements.

BACKGROUND / PROPOSAL:

Representatives from Wilde & Company were present from March 20, 2023 to March 23, 2023 to perform the annual year end audit field work.

Administration has brought the 2022 draft audited financial statements to Council for review.


Draft financial statements will be available for viewing in the County office at 8:00 a.m. on April 25, 2023.

ATTACHMENTS

- Draft 2022 Audit Summary

RECOMMENDED ACTION:

RESOLUTION by ... that Council adopts the 2022 audited financial statements as presented by Wilde & Company.

Initials show support - Reviewed by:	Manager:		CAO:	
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April 25, 2023

Ms. Amber Bean, Reeve
PO Box 240
Worsley, AB T0H 3W0

Attention: Ms. Amber Bean, Reeve

Dear Amber:

The audit of the 2022 financial records for Clear Hills County has now been completed and we have prepared a summary of our risk assessment, procedures performed to address each risk, discussion of materiality, summary of unadjusted differences and debt limits.

Risk assessment:

The following financial statement areas and transaction streams have been identified as significant areas of the financial statements:

Property tax:

Audit risk: Property taxes are calculated and levied incorrectly resulting in property tax revenue being over or understated.

Procedures completed: A third party assessment summary confirmation is received to verify assessment values. Mill rates as stated in the County's bylaw are utilized to recalculate expected property tax revenue for the year. This is compared to the property tax revenue recorded in the year and any significant differences are investigated.

Audit risk: Property taxes receivable at year-end are not collectible.

Procedures identified: An aging of property taxes receivable at year-end is reviewed and compared on a year over year basis. Any variances in aging composition are investigated. Assessment values for properties with multiple years of outstanding property taxes are reviewed to ensure that the recovery amount from the property exceeds the property taxes owing. This procedure is also utilized to determine whether an allowance for uncollectible property taxes receivable is required. Additionally, allowances are discussed with management.

Conclusion: Property taxes are fairly stated; no material misstatements identified.

Payroll:

Audit risk: Payroll transactions recorded in the year do not relate to actual employees. This would result in overstated payroll expense and misappropriation of County funds.

Procedures completed: Payroll testing is done on a random sample of employees. The testing includes agreeing the wage rate to a contract or grid level to ensure the pay rate is accurate. The net wage is recalculated based on time sheets. Any discrepancies are investigated. Additionally, wages are reconciled to T4 filings for the year.

Audit risk: Payroll expense does not include all payroll transactions in the year. This would result in understated payroll expense.

Procedures completed: A detailed analytic for payroll is prepared. Payroll for one randomly selected period in the year is utilized to establish an average payroll per employee for that period. This is utilized to establish an expected payroll expense for each of the remaining periods, which is then compared to actual payroll expense for each period. Variances between expected payroll and actual payroll are investigated.

Conclusion: Payroll is fairly stated; no material misstatements identified.

Tangible capital assets (TCA):

Audit risk: Understatement of TCA due to transactions being expensed rather than capitalized.

Procedures performed: A review of all transactions recorded in the general ledger for the year was performed. All transactions over a specific materiality amount were investigated. Any irregular transactions and unusual journal entries were also investigated.

Audit risk: Overstatement of TCA due to assets being recorded that do not physically exist.

Procedures performed: Asset additions and disposals are tracked in a continuity schedule. This schedule was audited, and all significant additions and disposals were vouched to supporting invoices.

Audit risk: Asset being recorded at the incorrect cost and amortization not being recorded correctly in the year.

Procedures performed: The TCA continuity schedule was vouched to supporting invoices and audited for mathematical accuracy. Depreciation expense is re-calculated for each asset class to ensure depreciation is being calculated in accordance with County policy.

Conclusion: Tangible capital assets are fairly stated; no material misstatements identified.

Taxes and other accounts receivable:

Audit risk: Accounts receivable at year-end are not collectible.

Procedures performed: Accounts receivable aging analysis is performed to compare aging of accounts receivable year over year. Any material variances in aging composition are investigated. Additionally, allowances for doubtful accounts are reviewed in comparison to accounts receivable balances and aging. Allowances are also discussed with management.

Audit risk: Accounts receivable recorded do not exist.

Procedures performed: Material accounts receivable are vouched to invoices. Grants receivable are confirmed with grant provider.

Audit risk: Accounts receivable that exist at year-end are not recorded

Procedures performed: Year over year variance analysis is performed. Any material variances identified are discussed with management. Testing of cash receipts received after year-end is completed. Material cash receipts received after year-end are agreed to supporting invoices to ensure the revenue has been recorded in the correct period.

Conclusion: Accounts receivable are fairly stated; no material misstatements identified.

Accounts payable:

Audit risk: Liabilities for accounts payable at year-end do not exist.

Procedures completed: Material accounts payable are vouched to invoices. An aged accounts payable analysis is completed to identify any significant variances from the prior year and variances are investigated.

Audit risk: Accounts payable that exist at year-end are not recorded.

Procedures completed: Year over year variance analysis is performed. Any material variances identified are discussed with management. Invoices paid after year-end are tested to ensure the transaction was recorded in the correct period. Unpaid invoices at the time of audit field work are also tested to ensure they are recorded in the correct period.

Conclusion: Accounts payable are fairly stated; no material misstatements identified.

Deferred revenue and grant revenue:

Audit risk: Grant funding has been utilized for purposes other than those outlined in the grant funding agreement.

Procedures completed: Grant funding recognized as revenue in the year is compared to eligible expenses incurred in the year. Grant funding agreements are reviewed to ensure compliance.

Audit risk: Deferred revenue is understated resulting in grant revenue being recognized in excess of eligible grant expenditures.

Procedures completed: Deferred revenue continuities are reviewed and application of funding to specific expenditures or projects are agreed to invoices.

Audit risk: Grant revenue is understated due to grant funding not being recorded in the year.

Procedures completed: All material grant funding received in the year is agreed to third party confirmations received from the grant provider. Grant funding receivable at year-end is confirmed with the third-party grant provider to ensure grants receivable for the year are recorded in the correct fiscal period.

Conclusion: Grant revenues are fairly stated; no material misstatements identified.

Use of estimates:

Audit risk: Account balances that require judgment or estimates are unreasonable or inaccurate. These accounts include amortization, allowance for doubtful accounts, gravel inventory, and the gravel reclamation liability.

Procedures completed: Year over year variance analysis is performed and any material variances are discussed with management. Calculations are reviewed for accuracy and reasonability. Doubtful accounts are discussed with management. Cash receipts subsequent to year-end are reviewed to ensure allowed for accounts receivable are not subsequently received. Third party confirmation is utilized for gravel inventory to the greatest extent possible.

Conclusion: Estimates are reasonable.

Determination of materiality:

Materiality calculation guidelines are provided in Canadian Auditing Standards CAS 320. CAS 320 states “determining materiality involves the exercise of professional judgement. A percentage is often applied to a chosen benchmark as a starting point in determining materiality.”

Total revenue, net of property tax requisitions, capital revenue and reserve transfers, provides the municipality the ability to continue operations and fund projects. As such, this is likely the most relevant metric to the users of the financial statements and has been determined to be the most appropriate benchmark for applying the materiality calculation.

For the period ending December 31, 2022, this metric was calculated at \$17,656,183. Based on the application of a 3% materiality threshold to the benchmark, **materiality of \$530,000** was used throughout the audit engagement.

In order to prevent the aggregate of potential unidentified misstatements from exceeding materiality, a lower level of materiality, known as performance materiality, is established. Performance materiality is established based on professional judgement and takes various quantitative and qualitative factors into account. Examples of qualitative factors that influence the determination of performance materiality are qualifications and financial expertise of management, staffing changes and systems changes in the reporting period.

Performance materiality is established as a guideline for testing completed throughout the audit and is reduced in various areas as risk and other qualitative factors dictate.

Summary of unadjusted differences:

For the year ended December 31, 2022, there were no misstatements identified that were not corrected by management.

Debt limits:

The Municipal Government Act limits the total debt that a municipality can have to a maximum of 1.5 times revenue of the County. Additionally, the debt service limit is limited to a maximum of 25% of such revenue. Incurring debt beyond such limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. These calculations taken alone do not represent the financial stability of the municipality.

For the year ended December 31, 2022, the County’s debt and debt servicing limits are:

Total debt limit	\$ 24,560,058
Total debt	-
Amount of debt limit unused	<u>\$ 24,560,058</u>
Debt servicing limit	\$ 4,093,343
Debt servicing	-
Amount of debt servicing unused	<u>\$ 4,093,343</u>

If you have any questions regarding the foregoing, please contact our office.

Yours truly,

WILDE & COMPANY

Kyle A. Bodnarchuk, CPA, CA
Partner
kyleb@wildeag.ca
/jqb

c.c. Allan Rowe, CAO
PO Box 240
Worsley, AB T0H 3W0

DRAFT

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 25, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Access Road Request NE-17-87-6 W6M
File:	11-02-02

DESCRIPTION:

Council is presented with an application to construct an access road North of Township Road 872 for approximately 900m to access NE-17-87-6 W6M.

- This request meets the current Road Construction Policy. (Title change has been completed, however does not reflect new owner name on the map yet)
- With all new Road Construction projects, a wetland assessment is required before proceeding.

ATTACHMENTS:

Road Request Application
Maps

Budget Implications
\$200,000.00

RECOMMENDED ACTION:

RESOLUTION by..... to include the access road north off of Township Road 872 for approximately 900m to access NE-17-87-6 W6M in the 2024 Multi Year Capital Plan and proceed with a wetland assessment.

Initials show support - Reviewed by:	Manager:	CAO: 
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INVESTIGATIONS & REQUESTS

File No. 32-02-10

NAME: Danae Walmsley PHONE NUMBER: 780 834 8315

ADDRESS: Box 24 Bluesky T0H QD

LAND LOCATION OF RESIDENCE: NE-13-83-02-666 (NE/NW¹⁷ 87 6 W6)

REQUEST (Please Circle) Approach Culvert Brushing Drainage Back Sloping Road Construction

If request for road construction please complete the following:

Required for farmland access or residential purpose: _____

Would proposed road form part of school bus route: NO Number of school age children: _____

Number of cultivated acres that would be served: 90 ACR. PARTIAL Date on which land was acquired: _____

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

Section: _____ Township: _____ Range: _____ West 6 Meridian

Waiting

87 6

31	32	33	34	35	36
X	X				
30	29	28	27	26	25
17					
19	20	21	22	23	24
18	17	16	15	14	13
7	8	9	10	11	12
6	5	4	3	2	1

872 ↑ N

NOTES

Title changed (ak)

Mar 3 / 2023

SIGNATURE OF APPLICANT: Danae Walmsley DATE: April 26 2022

SIGNATURE OF COUNTY REPRESENTATIVE _____ DATE: _____

Clear Hills County Ownership

TWP 87 - RGE 06

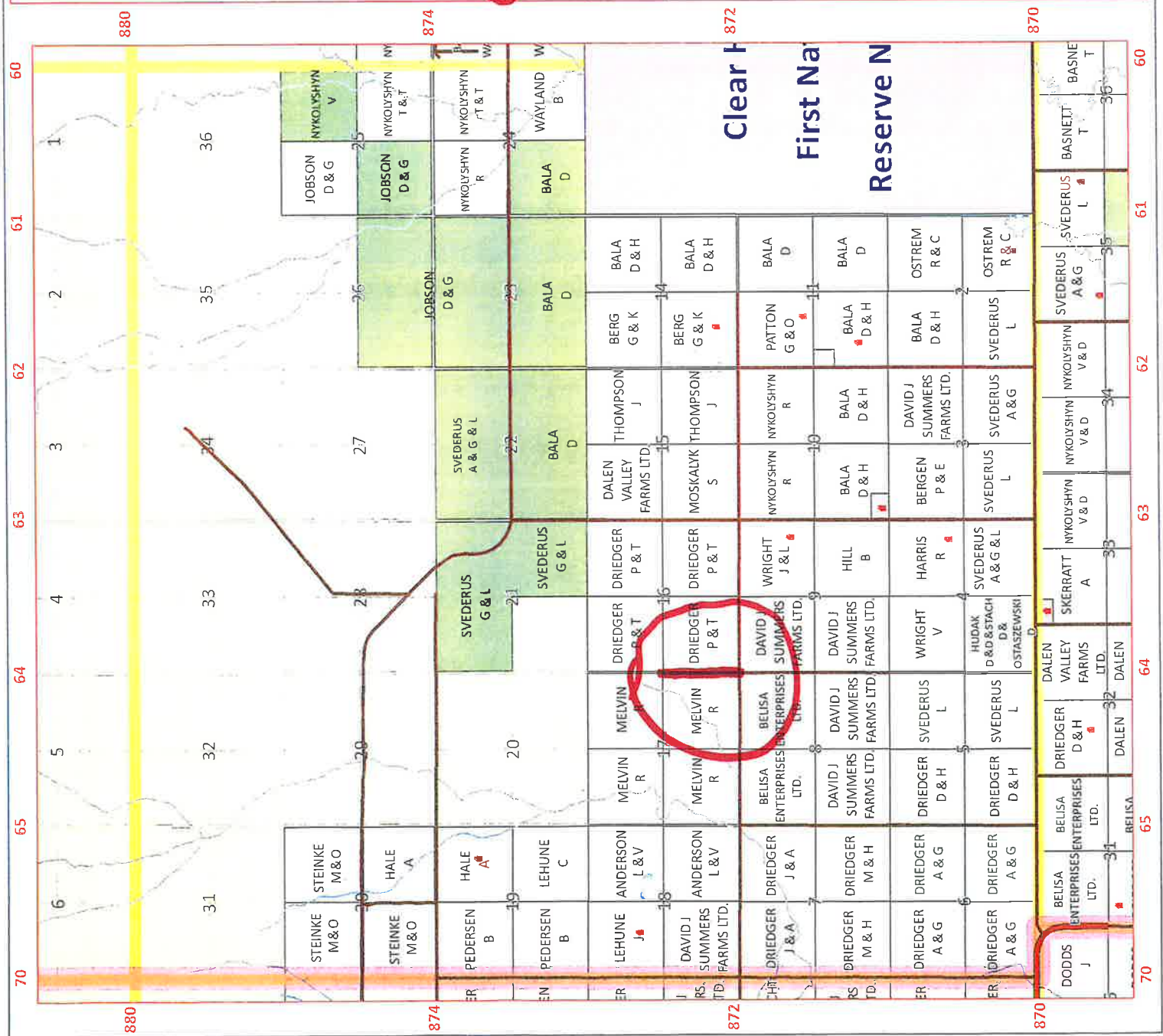


- Titled Land
- Small Holding
- Crown Land
- Grazing Land
- Village
- First Nation Reserve
- Waterbody
- Electoral District
- Township Boundary
- Provincial Road
- Municipal Road (Paved)
- Municipal Road (Gravel)
- Residential Location
- Gravel Pit
- Waste Transfer Facility
- Municipal Water Facility

Proposed new Rd.



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





Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	April 25, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Chief Administrative Officer Report
File Code:	11-02-02

- April 15, 2023, Tradeshow
- AARMA Meeting – April 18, 2023
- Medical Clinic/HPEC Meeting – April 20, 2023
- MD of Fairview CAO Meeting – April 20, 2023
- NPRL Meeting – April 24, 2023
- George Lake Recreation Lease boundaries completed.
- CNRL/Chinchaga Mediation update

RECOMMENDED ACTION:

RESOLUTION by to accept the Chief Administrative Officer's report for April 25, 2023, as presented.

Initials show support - Reviewed by:	Manager:	CAO:
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Clear Hills County Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 25, 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:

Administration has reached out to the Provincial Recreation Management Specialist for the North region to inquire about the grant application submissions for the three provincial parks that were put on hold last fall.

Brownlee LLP sent a demand letter to an active oil company that is in arrears \$558,015.83. The oil company spoke with our legal counsel and asked if the County would consider a tax repayment agreement. We are currently waiting for the oil company to provide us with a proposal.

ATTACHMENTS:

- Police Funding Regulation Information Sheet
- Police Funding Model Example Calculation Sheet

RECOMMENDATION:

RESOLUTION by...that Council accepts the Corporate Services Manager's report to April 25, 2023, as presented.

Initials show support - Reviewed by:

Manager:

CAO:



Police Funding Regulation Information Sheet

What is it?

The *Police Funding Regulation* came into force on April 1, 2020 and was created to implement two separate initiatives, both of which address police funding and resourcing matters. These are:

- 1) The implementation of the Police Funding Model (PFM), and
- 2) The absorption of Option 1 Enhanced Policing Positions (EPPs).

The Police Funding Model

What is it?

Providing adequate and effective policing services in the province of Alberta is the responsibility of the provincial government under the *Police Act*.

The police funding model (PFM) takes the total cost of frontline officers and redistributes a portion of those costs to municipalities who receive the services of the Provincial Police Service (RCMP).

The new PFM requires those communities that have not previously paid for frontline policing to begin contributing a portion of the costs.

The Model

The model includes five variables that are used in calculations to distribute the province's costs:

- equalized assessment;
- population;
- crime severity;
- shadow population; and
- detachment location.



Engagement

Stakeholders were able to provide feedback on the test model during webinars and by responding to a survey.

Stakeholders included representatives from:

- Alberta Urban Municipalities Association;
- Rural Municipalities of Alberta; and
- Elected and administrative municipal representatives.

Stakeholders offered valuable perspectives on the costs of policing in Alberta. Feedback from the engagement highlighted several areas of stakeholder concerns.

Based on feedback, JSG amended the test model.

The formula for distribution of costs

Each municipality will have their costs calculated according to a formula comprised of a base amount adjusted by modifiers, where appropriate.

- Base cost (total share of policing costs) formula:
Weighted equalized assessment (50%) + weighted population (50%) = base
- Modifier (subsidies) formulas:
 - **Shadow population:** Subsidy given (max 5%) if officially recognized by the Government of Alberta or according to the President of Treasury Board and Minister of Finance.
 - **Crime Severity Index (CSI):** Subsidy given (0.05% per CSI point) if a municipality's three year average is above the rural three year municipal average.
 - **Detachment:** Subsidy of 5% given for municipalities that do not have a detachment in their community.

Invoicing

Each January, starting in 2021, municipalities will receive an invoice stating the amount that the municipality will pay for that fiscal year.

The invoice a municipality receives for their PFM amount is the amount to be paid. Any modifiers to the amount have already been accounted for in the PFM formula.



Reinvestment

The new police funding model will generate revenue that will be reinvested into policing, with a priority on increasing core policing.

Funds need to be collected in order to do this.

The RCMP and JSG have a plan to invest in RCMP officers and civilian staff that will:

- support rural detachment enhancement (this is the priority in the first few years of reinvestment);
- expand aerial observation capability;
- undertake methamphetamine and opioid initiatives;
- address auto theft;
- continue to advance the Call Management Initiative;
- enhance General Investigative Services; and
- further support vulnerable persons, missing persons, and homicide investigations.

Enhanced Policing

As part of overall efforts to address police resourcing needs in rural Alberta, all EPP Option 1 agreements in existence last fall were terminated as of April 1, 2020. The Government of Alberta has now absorbed the cost of these **full-time policing** positions starting on that date.

As a result of this decision, municipalities that had these EPP Option 1 agreements *retain* the additional resource, but they are *no longer paying for that resource*. They will *not* receive an invoice going forward for EPP Option 1 services after April 1, 2020.

Municipalities still receive the services of the prior EPP Option 1 resource in the same way and purpose as they did prior to the enactment of the *Police Funding Regulation*, at least until such time as the PFM is reviewed.

No Invoice

PFM invoicing is distinct from EPP costs. EPP changes do not affect PFM amounts.

This change effects only EPP Option 1 agreements and municipalities *cannot* enter into any new EPP Option 1 agreements. Seasonal and temporary enhanced policing agreements (Option 2 EPPs) are still accommodated.



Police Advisory Board

The establishment of the new Alberta Police Advisory Board will give communities policed by the RCMP a forum to discuss provincial policing priorities.

The advisory board consists of representatives from the Rural Municipalities of Alberta, the Alberta Urban Municipalities Association, and the Alberta Association of Police Governance.

Through this venue, municipalities will be able to provide valued advice in matters related to the provincial police strategic and financial plans and further advocate for the resources their communities need to the leadership at the Ministry and RCMP.

Questions can be directed to the Public Security Division at: jsg.PSDEngagement@gov.ab.ca

Example Calculation Sheet – Police Funding Model

Scenario: If province were to distribute 10% of the costs of frontline policing = \$23.25M

BASE MODEL

Muni population x \$23.25M x 50% = **Weighted population cost**
Total population

Municipal equalized assessment x \$23.25M x 50% = **Weighted equalized assessment cost**
Total equalized assessment

Weighted equalized assessment cost + weighted population cost = TOTAL SHARE POLICING COST

MODIFIERS (Subsidies)

Crime Severity Index (CSI)

Muni CSI 3 year average - Total CSI average = **Muni CSI points above average**

Muni CSI points above average x 0.05% (subsidy per muni CSI point > average) = **CSI % subsidy**

CSI % subsidy x **TOTAL SHARE POLICING COST** = **CSI DOLLAR SUBSIDY**

Shadow Population

Muni shadow population = **Shadow pop % subsidy (max 5%)**
Muni population

Shadow pop % subsidy x **TOTAL SHARE POLICING COST** = **SHADOW POPULATION DOLLAR SUBSIDY**

Detachment

No detachment in community = **Base Cost x subsidy (5%) = DETACHMENT DOLLAR SUBSIDY**

YEARLY COST TO MUNICIPALITY

= **TOTAL SHARE POLICING COST - CSI DOLLAR SUBSIDY - SHADOW POP DOLLAR SUBSIDY - DETACHMENT DOLLAR SUBSIDY**

Municipality A: Large specialized municipality

Weighted population cost	\$547,595	= $\frac{36,072}{765,780} \times 23.25M \times 50\%$
Weighted equalized assessment cost	\$1,738,859	= $\frac{42,670,899,320}{285,272,766,093} \times 23.25M \times 50\%$
TOTAL SHARE POLICING COST	\$2,286,454	= 547,595 + 1,738,859
Muni CSI points above avg	349.96	= 465.21 (muni) – 115.25 (prov)
CSI % subsidy	17.5%	= 349.96 x 0.0005
CSI DOLLAR SUBSIDY	\$400,087*	= 17.5% x 2,286,454 (*rounding difference)
Shadow pop % subsidy	4.6%	= $\frac{33,119}{36,072} = 1.001$ (max 0.05)
SHADOW POP DOLLAR SUBSIDY	\$104,964	= 5% x 2,286,454
NO DETACHMENT SUBSIDY	\$0	= 0
YEARLY COST TO MUNICIPALITY	\$1,781,403	= 2,286,454 - 400,087 - 104,964

Municipality B: Mid-sized municipal district

Weighted population cost	\$119,456	= $\frac{7,869}{765,780} \times 23.25M \times 50\%$
Weighted equalized assessment cost	\$83,317	= $\frac{2,044,554,084}{258,272,776,093} \times 23.25M \times 50\%$
TOTAL SHARE POLICING COST	\$202,773	= 119,456 + 83,317
Muni CSI points above avg	0	= 76.35 (muni) – 115.25 (prov)
CSI % subsidy	0%	= 0 x 0.0005
CSI DOLLAR SUBSIDY	\$0	= 0% x 202,773
Shadow pop % subsidy	0%	= none reported
SHADOW POP DOLLAR SUBSIDY	\$0	= 0% x 202,773
NO DETACHMENT SUBSIDY	\$0	= 0
YEARLY COST TO MUNICIPALITY	\$202,773	= 202,773 - 0 - 0

Municipality C: Small summer village

Weighted population cost	\$1,108	= $\frac{73}{765,780} \times 23.25M \times 50\%$
Weighted equalized assessment cost	\$656	= $\frac{16,108,372}{285,272,776,093} \times 23.25M \times 50\%$
TOTAL SHARE POLICING COST	\$1,765	= 1108 + 656
Muni CSI points above avg	59.30	= 174.55 (muni) – 115.25 (prov)
CSI % subsidy	3%	= 59.30 x 0.0005
CSI DOLLAR SUBSIDY	\$52*	= 3% x 1,765 (*rounding difference)
Shadow pop % subsidy	0%	= none reported
SHADOW POP DOLLAR SUBSIDY	\$0	= 0% x 1,765
DETACHMENT SUBSIDY	\$88	= no detachment = 5% x 1,765
YEARLY COST TO MUNICIPALITY	\$1,625	= 1,176 - 52 - 88

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 25, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Public Works Manager's Report
File:	32-02-02

Graders

- Graders have removed the winter pic boards and put on the flat blades.
- Graders are out grading as weather permits.

Roads, Culverts & Approaches

- County roads are drying up with very few water issues.
- Weather permitting, gravel haul will continue in the summer months.
- Ongoing spot graveling throughout the County when needed.

Other

- Dust Control deadline was April 21, 2023.
- The two new pickup trucks are estimated to be delivered at the end of April.
- The two pickup trucks, unit 57 and 42, Council approved for disposal have been sold at the last Fairview public auction.
 - Unit 57- 2019 Chev crew cab sold for \$13,750.00.
 - Unit 42- 2010 Chev one ton sold for \$25,000.00.
- *Unofficial prices – these do not reflect commission fees.
- Started to do new and replacement Rural Address signs.
- Started to do replacement road signs.

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: 
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Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 25, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Council Information
File:	11-02-02

DESCRIPTION:

Council is presented with correspondence, for information.

BACKGROUND / PROPOSAL:

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by.... that Council receives for information the Council Information presented at the April 25, 2023, Regular Council Meeting.

Initials show support - Reviewed by: Manager: CAO: 

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 25, 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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APRIL 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	1
2	3 LUB-ALL MED-SH	4 P&P-ALL	5 Woman of the North Conference- DW,AB	6	7 Good Friday	8
9 Easter Sunday	10 Easter Monday	11 Council	12	13 MMSA-AB	14	15 Trade Show
16	17 Procedural Bylaw Review- All	18	19	20 MED/HPEC- SH SDAB-AB	21	22 PLS-AB
23	24 NPRL-JR	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	2	3	4	5	6
	CPAA Conference-AB			MPTA-EX-AB		
7	8	9	10	11	12	13
	P&P -All LUB-All	Council		Water North Coalition (WNC)-DW		
14	15	16	17	18	19	20
	RMA VISIT-ALL MPTA-AB	ASB-DJ, JR		Joint Meeting- AB,DJ		
21	22	23	24	25	26	27
	Victoria Day	Council		FCM Conference-DW, SH		
						PLS-AB
28	29	30	31	1	2	3
FCM Conference-DW, SH						

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

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