

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

The regular meeting of the Council for Clear Hills County will be held on Tuesday, July 11, 2023, at 9:30 a.m. in the Council Chambers, County Office, 313 Alberta Avenue Worsley, Alberta.

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1. CALL TO ORDER
2. AGENDA
3. MINUTES:
  - Previous: Policy & Priority Meeting Minutes, June 26, 2023.....2
  - Previous: Regular Council Meeting Minutes, June 27, 2023.....5
4. DELEGATION(S)
5. PUBLIC HEARING
6. TENDER OPENING 9:35 a.m.
7. NEW BUSINESS
  - a. COUNCIL
    1. Management Team Activity Report.....10
    2. Councillor Reports .....21
    3. Application to Amend Land Use Bylaw Section 8.21.....22
  - b. CORPORATE SERVICES
    1. Accounts Payable.....60
    2. Tax Repayment Agreement .....71
    3. FCSS Grant Funds.....72
  - c. COMMUNITY SERVICES
    1. Clear Hills County BBQ.....75
    2. Worsley Pioneer Days Parade.....77
    3. Cleardale Fire Hall .....78
  - d. PUBLIC WORKS
    1. Range Road 91 Rebuild and Pave Request .....80
    2. Road Construction Policy 3201.....87
    3. Cleardale Large Vehicle Parking Lot .....91
8. WRITTEN REPORTS:
  1. Chief Administrative Officer's Report.....116
  2. Corporate Services Manager's Report .....117
  3. Public Works Manager's Report.....118
9. COUNCIL INFORMATION (*including Correspondence*).....119
10. CALENDARS .....120
11. CLOSED MEETING ITEMS
12. ADJOURNMENT

**MINUTES OF CLEAR HILLS COUNTY  
POLICY & PRIORITY MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
MONDAY, JUNE 26, 2023**

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**PRESENT**

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

**ABSENT**

**ATTENDING**

Allan Rowe	Chief Administrative Officer (CAO)
Bonnie Morgan	Executive Assistant (EA)
Audrey Bjorklund	Community Development Manager (CDM)

**CALL TO ORDER**

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

**ACCEPTANCE OF  
AGENDA**

**P338-23(06-26-23)**

**RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the June 26, 2023 Policy & Priority Meeting, as presented. CARRIED.**

**NEW BUSINESS:  
COUNCIL**

**Draft Land Use Bylaw  
Review**

Council is presented with the draft Land use bylaw for review. Hannah Bevins with MMSA was in attendance for this review.

Reeve Bean recessed the meeting at 10:51 a.m.

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

Councillor Ruecker entered the meeting at 11:25 a.m.

Reeve Bean recessed the meeting at 11:42 a.m.

Reeve Bean reconvened the meeting at 12:14 p.m.

**P339-23(06-26-23)**

**RESOLUTION by Reeve Bean to accept the review of the draft Land Use Bylaw for information and schedule the next review date for Monday, July 24, 2023 at 9:30 a.m. CARRIED.**

**T-Shirts Clear Hills  
County BBQ**

Council is presented with information regarding Tshirts for the County BBQ.

**P340-23(06-26-23)**

**RESOLUTION by Councillor Giesbrecht to accept the discussion regarding the T-shirt design for the County BBQ for information. CARRIED.**

**Video/Slideshow  
County BBQ**

Council is presented with information regarding the video/slideshow for the County BBQ.<sup>2</sup>

Page 2 of 3  
POLICY & PRIORITY MEETING  
MONDAY, JUNE 26, 2023

<b>P341-23(06-26-23)</b>	<b>RESOLUTION by Deputy Reeve Janzen to receive the discussion regarding the video/slideshow for information. CARRIED.</b>
Procedural Bylaw	Council is presented with the Procedural Bylaw for review and discussion.
<b>P342-23(06-26-23)</b>	<b>RESOLUTION by Councillor Ruecker to table the Procedural Bylaw review until the July 24<sup>th</sup> Procedural Bylaw Review and LUB meeting. CARRIED.</b>
Policy 3201 Road Construction	Council is presented with a draft Policy 3201 Road Construction for review and discussion.
<b>P343-23(06-26-23)</b>	<b>RESOLUTION by Reeve Bean to include in Policy 3201 Road Construction, that each Road Access request application requiring wetland compensation amounts, Clear Hills County will pay up to a maximum of \$10,000.00 towards the compensation. CARRIED.</b>
<b>P344-23(06-26-23)</b>	<b>RESOLUTION by Reeve Bean include in Policy 3201 Road Construction, that Clear Hills County will pay up to a maximum of \$200,000.00 per ½ mile for the engineering and construction of Road Access on approved requests. All road requests will be reviewed in order of received and to a maximum of \$1,000,000.00 annually to be allocated from the Road Construction Reserve. CARRIED.</b>
Cleardale Large Vehicle Parking Lot	Council is presented with information regarding the history of the Cleardale Large Vehicle Parking lot.
<b>P345-23(06-26-23)</b>	<b>RESOLUTION by Councillor Giesbrecht to bring back more information on graveling the Cleardale Large Vehicle Parking lot to a future Regular Council meeting. CARRIED.</b>
Food Cycle Program	Council is presented with information regarding the Food Cycle Program.
<b>P346-23(06-26-23)</b>	<b>RESOLUTION by Councillor Hansen to accept for information regarding the discussion on the Food Cycle Program. CARRIED.</b>
<b>P347-23(06-26-23)</b>	<b>RESOLUTION by Deputy Reeve Janzen that Council close the meeting to the public as per Section 27, of FOIP at 2:13 p.m. CARRIED.</b>
<b>P348-23(06-26-23)</b>	<b>RESOLUTION by Councillor Walmsley that Council open the meeting to the public as per Section 27, of FOIP at 2:34 p.m. CARRIED.</b>

Page 3 of 3  
POLICY & PRIORITY MEETING  
MONDAY, JUNE 26, 2023

ADJOURNMENT

Reeve Bean adjourned the June 26, 2023 Policy & Priority Meeting at 2:35 p.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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

**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, JUNE 27, 2023**

PRESENT	<div>Amber Bean</div> <div>Abe Giesbrecht</div> <div>David Janzen</div> <div>Danae Walmsley</div> <div>Jason Ruecker</div> <div>Susan Hansen</div> <div>Nathan Stevenson</div> <div>Reeve</div> <div>Councillor</div> <div>Deputy Reeve</div> <div>Councillor</div> <div>Councillor</div> <div>Councillor</div> <div>Councillor</div>
ATTENDING	<div>Allan Rowe</div> <div>Bonnie Morgan</div> <div>Chief Administrative Officer (CAO)</div> <div>Executive Assistant (EA)</div>
ABSENT	
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.
<u>ACCEPTANCE OF AGENDA</u> <b>C349-23(06-27-23)</b>	<b>RESOLUTION by Councillor Giesbrecht to adopt the agenda governing the June 27, 2023 Regular Council Meeting, 7.c.5 Cleardale Fire Hall, as presented. CARRIED.</b>
<u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes	
<b>C350-23(06-27-23)</b>	<b>RESOLUTION by Deputy Reeve Janzen to adopt the minutes of the June 12, 2023, Policy &amp; Priority Meeting, as presented. CARRIED.</b>
<b>C351-23(06-27-23)</b>	<b>RESOLUTION by Councillor Hansen to adopt the minutes of the June 13, 2023, Regular Council Meeting, as presented. CARRIED.</b>
<u>NEW BUSINESS: COUNCIL</u> Management Team Activity Report	Management activity report was reviewed.
<b>C352-23(06-27-23)</b>	<b>RESOLUTION by Councillor Walmsley that the management activity report for June 13, 2023, be accepted, as presented. CARRIED.</b>
Councillor Reports	Council submits the meetings attended in the previous month and a report, if applicable.
<b>C353-23(06-27-23)</b>	<b>RESOLUTION by Councillor Giesbrecht to approve sponsoring the Northwest Species at Risk lunch meeting on July 7, 2023, to a maximum of \$300.00. CARRIED.</b>
<b>C354-23(06-27-23)</b>	<b>RESOLUTION by Deputy Reeve Janzen to schedule the next Policy &amp; Priority Meeting for Monday, July 17, 2023. CARRIED.</b>

Page 2 of 5  
REGULAR COUNCIL MEETING  
TUESDAY, JUNE 27, 2023

<b>C355-23(06-27-23)</b>	<b>RESOLUTION by Councillor Walmsley to receive the Council verbal and written reports for information, as presented.</b>
Metis Region 6 Golf Tournament – Sponsorship Request	<b>CARRIED.</b>  Metis Region 6 is requesting sponsorship \$500.00 - \$7,500.00 for an upcoming Golf Tournament being held in Grimshaw, AB August 25, 2023.
<b>C356-23(06-27-23)</b>	<b>RESOLUTION by Deputy Reeve Janzen to deny the sponsorship request from the Metis Region 6 Golf Tournament.</b>
Policy 6803 Special Events Grant	<b>CARRIED.</b>  Council is presented with the amendments to Policy 6803 Special Event Grant Program.
<b>C357-23(06-27-23)</b>	<b>RESOLUTION by Reeve Bean to bring back Policy 6803 – Policy 6803 Special Event Grant Program, to the July 17, 2023, Policy &amp; Priority Meeting.</b>
Declaring an Agricultural Disaster Discussion	<b>CARRIED.</b>  Council is asked to discuss the possibility of declaring an agricultural disaster due to the hot weather and lack of precipitation.
<b>C358-23(06-27-23)</b>	<b>RESOLUTION by Councillor Stevenson to declare an agricultural disaster for 2023 in Clear Hills County due to the prolonged hot weather and lack of precipitation.</b>
	<b>CARRIED.</b>  Reeve Bean recessed the meeting at 10:44 a.m. Reeve Bean reconvened the meeting at 10:51 a.m.
Policy 6304 Roadside Vegetation Control	Council is presented with a draft of the Policy 6304- Roadside Vegetation Control with proposed amendments as recommended by the Agricultural Service Board.
<b>C359-23(06-27-23)</b>	<b>RESOLUTION by Deputy Reeve Janzen accepts the information as presented and adopts the recommended changes to Policy 6304- Roadside Vegetation Control.</b>
Policy 6317 Biggest Vegetable Contest	<b>CARRIED.</b>  Council is presented with a draft of the Policy 6317- Biggest Vegetable Contest with proposed amendments as recommended by the Agricultural Service Board.
<b>C360-23(06-27-23)</b>	<b>RESOLUTION by Councillor Hansen accepts the information as presented and adopts the recommended changes to Policy 6317- Biggest Vegetable Contest.</b>
2022 Agricultural	<b>CARRIED.</b>

Page 3 of 5  
REGULAR COUNCIL MEETING  
TUESDAY, JUNE 27, 2023

Service Board Report Council is presented with the 2022 Agricultural Service Board report for review and approval.

**C361-23(06-27-23)** **RESOLUTION by Councillor Stevenson to approve the 2022 Agricultural Service Board report to Council for information, as presented. CARRIED.**

CORPORATE  
SERVICES

Accounts Payable  
June 14, 2023, to  
June 27, 2023,

A list of expenditures for Clear Hills County for the period of June 14, 2023, to June 27, 2023, is provided for Council's review.

**C362-23(06-27-23)** **RESOLUTION by Deputy Reeve Janzen that Council receives for information the Accounts Payable report for Clear Hills County for the period of June 14, 2023, to June 27, 2023, for a total of \$300,098.40 with funds to be transferred from Long Term Investments. CARRIED.**

**C363-23(06-27-23)** **RESOLUTION by Councillor Giesbrecht that Council approves the transfer of \$786,507.08 for the Alberta School Foundation Fund Requisition from Long Term Investments. CARRIED.**

Reeve Bean recessed the meeting at 11:19 a.m.  
Reeve Bean reconvened the meeting at 11:24 a.m.

COMMUNITY

Many Islands Letter  
Of Support RE: Rec  
Lease

Many Islands Recreational Development Society is seeking Council support for Installation of additional Sewer Tanks, Water lines, and future power at Many Islands Campground.

**C364-23(06-27-23)** **RESOLUTION by Reeve Bean to approve a nonfinancial letter of support for the Many Islands Recreational Development Society's proposal and apply to Alberta Environment and Parks for approval for Installation of Additional Sewer Tanks, Water Lines, and Future Power at Many Islands Recreational Society Campground. CARRIED.**

Wildfire Resource  
Results

Council is presented with results from the Wildfire Resource form that was mailed out to all Clear Hills County Residents May 26, 2023, with a due date of June 16, 2023. Administration has compiled a spreadsheet for Councils review.

**C365-23(06-27-23)** **RESOLUTION by Councillor Walmsley to receive the information regarding fire resources for information, as presented. CARRIED.**

Page 4 of 5  
REGULAR COUNCIL MEETING  
TUESDAY, JUNE 27, 2023

T-Shirts for County  
BBQ

Council is presented with options for T-shirts and Sports shirts for 18th Annual Clear Hills County BBQ.

**C366-23(06-27-23)**

**RESOLUTION by Deputy Reeve Janzen to approve the design and ordering of 1400 T-shirts to give out at the Clear Hills County BBQ. CARRIED.**

Video

Council is presented with options for the production of the video/slide show for the Clear Hills County 18th Annual BBQ.

**C367-23(06-27-23)**

**RESOLUTION by Councillor Hansen to approve the discussion and hiring of Mike Evans to produce the wildfire video to be showcased at the Clear Hills County BBQ. CARRIED.**

Cleardale Firehall

Council requested a discussion regarding the Cleardale Firehall.

**C368-23(06-27-23)**

**RESOLUTION by Deputy Reeve Janzen to approve the drawings for the Cleardale Fire Hall and proceed to a full set of drawings for tender. CARRIED.**

Reeve Bean recessed the meeting at 11:55 a.m.  
Councillor Ruecker left the meeting during lunch break.  
Reeve Bean reconvened the meeting at 12:23 p.m.

DELEGATIONS

Chris Maennchen  
Rural Crime

Chris Maennchen & Brad Ewing were in attendance at 12:24 p.m. to discuss Rural Crime.

Councillor Ruecker entered the meeting at 12:32 p.m.

**C369-23(06-27-23)**

**RESOLUTION by Deputy Reeve Janzen to receive the delegation from Chris Maennchen and Brad Ewing for information, as presented. CARRIED.**

Councillor Ruecker left the meeting at 1:11 p.m.

PUBLIC WORKS

WRITTEN REPORTS

Chief Administrative  
Officer's Report

Chief Administrative Officer's report.

**C370-23(06-27-23)**

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

Corporate Services  
Manager's Report

nothing to report.

Public Works  
Manager's Report

Public Works Manager's Report



Page 5 of 5  
REGULAR COUNCIL MEETING  
TUESDAY, JUNE 27, 2023

C371-23(06-27-23)

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

COUNCIL  
INFORMATION

C372-23(06-27-23)

**RESOLUTION by Councillor Hansen to receive the council information for information, as presented. CARRIED.**

CALENDARS

Council and Administration reviewed the upcoming months' calendars for Councillor Committee to attend or that were attended.

C373-23(06-27-23)

**RESOLUTION by Councillor Giesbrecht to accept for information June, July and August 2023 calendar updates.**

Date	Meeting	Councillor
July 17	Policy & Priority	ALL
July 24	LUB & Procedural Bylaw	ALL
July 25	ASB	Janzen, Ruecker
July 18	ASB Chair Mtg	Janzen
August 12	Worsley Pioneer Parade	ALL
August 11	Zone 4	ALL
		<b>CARRIED.</b>

Closed meeting Item  
Legal

C374-23(06-27-23)

**RESOLUTION by Reeve Bean that Council close the meeting to the public as per Section 27, of FOIP at 1:32 p.m. CARRIED.**

C375-23(06-27-23)

**RESOLUTION by Deputy Reeve Janzen that Council opens the meeting to the public as per Section 27, of FOIP at 2:00 p.m. CARRIED.**

ADJOURNMENT

Reeve Bean adjourned the, June 27, 2023 Regular Council Meeting at 2:01 p.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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

# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	July 11, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Management Team Activity Report</b>
File:	11-02-02

### DESCRIPTION:

Management activity report for June 27, 2023

### ATTACHMENTS:

- Management Activity Report
- Policy & Priority Activity Report

### RECOMMENDED ACTION:

**RESOLUTION** by .... that the management activity report for June 27, 2023, be accepted, as presented.

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

### Activity Report for JUNE 27, 2023

LEGEND:

Budget Items:  Completed Items:  Items in Waiting:

Department = **EA**=Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services  
**CC**=Community Coordinator, **AG**=Agricultural

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		<b>July 12, 2022</b>		
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
		<b>September 13, 2022</b>		
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
		<b>January 3, 2023 P&amp;P</b>		
P07-23	01/03/23	RESOLUTION by Councillor Walmsley to bring back a draft policy implementing Clear Hills County Regional Landfill Waste Disposal Access Cards, to a future Regular Council Meeting. CARRIED.	PWM	Future P&P
P09-23	01/03/23	RESOLUTION by Deputy Reeve Janzen to invite Alberta Fish and Wildlife to attend a future Agricultural Service Board Meeting to discuss Wildlife Counts, compensation programs and Wolf Management information. CARRIED.	ASB	Waiting on availability
		<b>January 10, 2023</b>		
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	PWM	In waiting



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### Activity Report for JUNE 27, 2023

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		for a total of \$115,738.00 (one hundred fifteen thousand seven hundred thirty eight dollars) plus GST with the funds to be allocated from the Common Services Vehicles & Equipment Reserve in the multiyear capital plan. CARRIED.		
		<b>February 28, 2023</b>		
C120-23	02/28/23	RESOLUTION by Councillor Giesbrecht to proceed to tender for the overlay for the pavement on Poplar Drive in the Hamlet of Cleardale. CARRIED.	PWM	In works
C121-23	02/28/23	RESOLUTION by Deputy Reeve Janzen to proceed to design and tender using an Engineering firm for the construction of approximately 1000 meters of a new local road on Range Road 124 North of Township 840 and have them include a 50% material, 50% performance bond for the tendered project. CARRIED.	PWM	In works
C122-23	02/28/23	RESOLUTION by Councillor Walmsley to proceed to design and tender using an Engineering firm for the construction of approximately 1000 meters of a new local road on Range Road 25 South of Township 832 and have them include a 50% material, 50% performance bond for the tendered project. CARRIED.	PWM	In works
		<b>April 11, 2023</b>		
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.	PWM	In works
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	In works
		<b>April 25, 2023</b>		
C236-23	04/25/23	RESOLUTION by Councillor Giesbrecht to approve the Road access application submitted in April of	PW	In works



## Management Team

### Activity Report for JUNE 27, 2023

LEGEND:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		2022 and include the access road north off 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. <b>CARRIED.</b>		
C243-23	04/25/23	RESOLUTION by Councillor Ruecker that the recipients of the 2023 Awards will be announced at the 2023 Clear Hills County BBQ. <b>CARRIED.</b>	EA	
		<b>May 16, 2023</b>		
C252-23	05/16/23	RESOLUTION by Reeve Bean to table the request from the Municipal District of Fairview requesting a 1/3 cost share for the unfunded portion of the overlay of the Fairview Airport runway until the next Regular Council Meeting. <b>CARRIED.</b>	CS	In waiting (Reeve Bean)
		<b>May 23, 2023</b>		
C287-23	05/23/23	RESOLUTION by Councillor Hansen to approve the attendance of Councillors to the Canadian Beef Industry Conference, August 14-17, 2023 in Calgary. <b>CARRIED.</b>	EA	Deputy Reeve Registered
		<b>June 12, 2023 Policy &amp; Priority</b>		
P294-23	06/12/23	RESOLUTION by Councillor Giesbrecht to approve the drawings for the Cleardale Fire Hall and proceed to a full set of drawings for tender. <b>CARRIED.</b>	CC	In works
P300-23	06/12/23	RESOLUTION by Councillor Hansen to invite TELUS Cellular service and Broadband local representative to a future meeting. <b>CARRIED.</b>	EA	September
P302-23	06/12/23	RESOLUTION by Deputy Reeve Janzen to invite a rebranding consultant to a future Policy and Priority meeting. <b>CARRIED.</b>	EA	August 15-Delegation
		<b>June 13, 2023</b>		
C310-23	06/13/23	RESOLUTION by Councillor Ruecker to request more information from Mackenzie Municipal Service Agency (MMSA) on rules and guidelines and pending the information from MMSA then invite the Principal of Worsley Central School come as a delegation to discuss keeping of goats for the purpose of continuing the school's	CAO	July 11 Meeting



## Management Team

### Activity Report for JUNE 27, 2023

LEGEND:

Budget Items:

Completed Items:

Items in Waiting:

Department = **EA**=Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services  
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		agriculture program.CARRIED.		
C318-23	06/13/23	RESOLUTION by Councillor Walmsley to proceed to tender for Janitorial Services at the County Administration Building, Shop and the Community Centre side of the Worsley Firehall Building. CARRIED.	AG	In works Closes August 14
C321-23	06/13/23	RESOLUTION by Councillor Walmsley to table the discussion regarding the Rural Renewal Stream Community Designation request until the next Regular Council Meeting. CARRIED.	EA	In waiting
C322-23	06/13/23	RESOLUTION by Councillor Hansen to have Clear Creek Fire Committee discuss Policy 2303 Volunteer Fire Fighters Honorariums and bring back recommendations to Council. CARRIED.	CC	
C324-23	06/13/23	RESOLUTION by Councillor Giesbrecht to approve the planning for the July 20th Clear Hills County 18th Annual BBQ and increase the 2023 budget to \$30,000 with funds being allocated from the Rate Stabilization Reserve. CARRIED.	CC	In works
C325-23	06/13/23	RESOLUTION by Reeve Bean to enter a Clear Hills County float for the Worsley Historical Society parade in August. CARRIED.	CC	
C326-23	06/13/23	RESOLUTION by Councillor Hansen to proceed to tender for the 2023 engineering of bridge inspections and maintenance, with funds to be allocated from the Bridge Reserve. CARRIED.	PW	Tendered
C327-23	06/13/23	RESOLUTION by Councillor Stevenson to proceed to tender for Snow Removal in Worsley Hamlet. CARRIED.	PW	In works
C328-23	06/13/23	RESOLUTION by Deputy Reeve Janzen to proceed to tender for Snow Removal for the Worsley Walking Path. CARRIED.	PW	In works
C329-23	06/13/23	RESOLUTION by Councillor Ruecker to proceed to tender for Snow Removal in Cleardale Hamlet. CARRIED.	PW	In works
C330-23	06/13/23	RESOLUTION by Councillor Stevenson to proceed to tender for Snow Removal for the Cleardale Walking Path. CARRIED.	PW	In works
		June 26, 2023 Policy & Priority Meeting		





## Management Team

### Activity Report for JUNE 27, 2023

#### LEGEND:

Budget Items:  Completed Items:  Items in Waiting:

Department = **EA**=Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services  
**CC**=Community Coordinator, **AG**=Agricultural

MOTION	DATE	DESCRIPTION	DEPT	STATUS
P339-23	06-26-23	RESOLUTION by Reeve Bean to accept the review of the draft Land Use Bylaw for information and schedule the next review date for Monday, July 24, 2023 at 9:30 a.m. CARRIED.	EA	Final Review date – July 24
P342-23	06-26-23	RESOLUTION by Councillor Ruecker to table the Procedural Bylaw review until the July 24 <sup>th</sup> Procedural Bylaw Review and LUB meeting. CARRIED.	EA	July 24
P343-23	06-26-23	RESOLUTION by Reeve Bean to include in Policy 3201 Road Construction, that each Road Access request application requiring wetland compensation amounts, Clear Hills County will pay up to a maximum of \$10,000.00 towards the compensation. CARRIED.	PW	July 11
P344-23	06-26-23	RESOLUTION by Reeve Bean include in Policy 3201 Road Construction, that Clear Hills County will pay up to a maximum of \$200,000.00 per ½ mile for the engineering and construction of Road Access on approved requests. All road requests will be reviewed in order of received and to a maximum of \$1,000,000.00 annually to be allocated from the New Road Construction Reserve. CARRIED.	PW	July 11
P345-23	06-26-23	RESOLUTION by Councillor Giesbrecht to bring back more information on gravelling the Cleardale Large Vehicle Parking lot to a future Regular Council meeting. CARRIED	PW	July 11
		<b>June 27, 2023 Regular Council Meeting</b>		
C353-23	06-27-23	RESOLUTION by Councillor Giesbrecht to approve sponsoring the Northwest Species at Risk lunch meeting on July 7, 2023, to a maximum of \$300.00. CARRIED.	EA	
C356-23	06-27-23	RESOLUTION by Deputy Reeve Janzen to deny the sponsorship request from the Metis Region 6 Golf Tournament. CARRIED.	EA	Letter sent
C357-23	06-27-23	RESOLUTION by Reeve Bean to bring back Policy 6803 – Policy 6803 Special Event Grant Program, to the July 17, 2023, Policy & Priority Meeting. CARRIED.	EA	July 17



## Management Team

### Activity Report for JUNE 27, 2023

#### LEGEND:

Budget Items:  Completed Items:  Items in Waiting:

Department = **EA**=Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services  
**CC**=Community Coordinator, **AG**=Agricultural

MOTION	DATE	DESCRIPTION	DEPT	STATUS
C358-23	06-27-23	RESOLUTION by Councillor Stevenson to declare an agricultural disaster for 2023 in Clear Hills County due to the prolonged hot weather and lack of precipitation. <b>CARRIED.</b>	AG	Letter drafted
C359-23	06-27-23	RESOLUTION by Deputy Reeve Janzen accepts the information as presented and adopts the recommended changes to Policy 6304- Roadside Vegetation Control. <b>CARRIED.</b>	AG	updated
C360-23	06-27-23	RESOLUTION by Councillor Hansen accepts the information as presented and adopts the recommended changes to Policy 6317- Biggest Vegetable Contest. <b>CARRIED.</b>	AG	updated
C361-23	06-27-23	RESOLUTION by Councillor Stevenson to approve the 2022 Agricultural Service Board report to Council for information, as presented. <b>CARRIED.</b>	AG	
C364-23	06-27-23	RESOLUTION by Reeve Bean to approve a nonfinancial letter of support for the Many Islands Recreational Development Society's proposal and apply to Alberta Environment and Parks for approval for Installation of Additional Sewer Tanks, Water Lines, and Future Power at Many Islands Recreational Society Campground. <b>CARRIED.</b>	CC	
C366-23	06-27-23	RESOLUTION by Deputy Reeve Janzen to approve the design and ordering of 1400 T-shirts to give out at the Clear Hills County BBQ. <b>CARRIED.</b>	CC	
C367-23	06-27-23	RESOLUTION by Councillor Hansen to approve the discussion and hiring of Mike Evans to produce the wildfire video to be showcased at the Clear Hills County BBQ. <b>CARRIED.</b>	CC	
C368-23	06-27-23	RESOLUTION by Deputy Reeve Janzen to approve the drawings for the Cleardale Fire Hall and proceed to a full set of drawings for tender. <b>CARRIED.</b>	CC	
<b>November 27, 2019</b>				
C587-19	11/26/19	RESOLUTION by Councillor Frixel to receive the delegation from Paul Hvenegaard, Regional Manager with Alberta Conservation Associations presentation for funding support for the Sulphur Lake aeration operation; and approve entering into an agreement	CDM	2020✓ 2021✓ 2022✓ 2023✓ 2024





## Management Team

### Activity Report for JUNE 27, 2023

LEGEND:

Budget Items:  Completed Items:  Items in Waiting:

Department = **EA**=Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services  
**CC**=Community Coordinator, **AG**=Agricultural

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		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.		
		<b>January 7, 2020</b>		
C620-19	12/10/19	RESOLUTION by Councillor Fletcher that Council approves assisting Northern Lights County by contributing \$10,000 (ten thousand dollars) a year for 5 years, for operation of the Manning Airport, and include the funds in the annual operating budget. CARRIED.	CDM	2020✓ 2021✓ 2022✓ 2023✓ 2024
		<b>November 17, 2021</b>		
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
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
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.	CAO/ AG	2024
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	Waiting for Invoice



## Management Team

### Activity Report for JUNE 27, 2023

LEGEND:

Budget Items:  Completed Items:  Items in Waiting:

Department = **EA**-Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services  
**CC**=Community Coordinator, **AG**=Agricultural

MOTION	DATE	DESCRIPTION	DEPT	STATUS										
C44-23	01/24/23	RESOLUTION by Councillor Walmsley to approve a Beyond Borders Grant to the MD of Fairview in the amount of \$16,641,89 to assist with the replacement cost for the Automated Weather Observation System (AWOS) at the Fairview Airport. CARRIED.	CSM	Waiting for Invoice										
C313-23	06/13/23	RESOLUTION by Council Ruecker to approve a 25% tax incentive payment to Commercial Assessment Code (CN) for the Municipal portion of the 2023 Property Taxes. Councillor Ruecker requested a recorded Vote: <table><tr><td>For</td><td>Against</td></tr><tr><td>Deputy Reeve Janzen</td><td>Reeve Bean</td></tr><tr><td>Councillor Ruecker</td><td>Councillor Walmsley</td></tr><tr><td>Councillor Giesbrecht</td><td>Councillor Hansen</td></tr><tr><td>Councillor Stevenson</td><td>CARRIED.</td></tr></table>	For	Against	Deputy Reeve Janzen	Reeve Bean	Councillor Ruecker	Councillor Walmsley	Councillor Giesbrecht	Councillor Hansen	Councillor Stevenson	CARRIED.	CS	
For	Against													
Deputy Reeve Janzen	Reeve Bean													
Councillor Ruecker	Councillor Walmsley													
Councillor Giesbrecht	Councillor Hansen													
Councillor Stevenson	CARRIED.													

**ITEMS IN WAITING**

C66-15	01/13/15	RESOLUTION by Councillor Croy to leave Plan 802KS Block 2 Lot 10 as is in the County's name as a tax forfeiture property. The taxes shall keep accumulating on it; the previous owner can redeem it at any time by paying all taxes and penalties. If after 15 years the previous owner has not redeemed it totally, the County will become the owner. <b>CARRIED.</b>	CSM	January 14, 2030
		<b>February 18, 2021</b>		
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.		

## Policy & Priority

### Activity Report for JUNE 27, 2023

Active Items

Completed Items:

Department = **EA**=Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services  
**CC**=Community Coordinator, **AG**=Agricultural

<b>Motion &amp; Date</b>	<b>ITEM NAME</b>	<b>Dept.</b>	<b>Policy &amp; Priority Items – Priority Level</b>	<b>Priority order for next P&amp;P</b>	<b>Notes</b>
P342-23 (06-26-23)	Procedural Bylaw	EA	RESOLUTION by Councillor Ruecker to table the Procedural Bylaw review until the July 24th LUB meeting and Procedural Bylaw Review CARRIED.	July 24	Review Procedural Bylaw at July 24th meeting
P343-23 (06-26-23)	Policy 3201 Road Construction	PW	RESOLUTION by Reeve Bean to include in Policy 3201 Road Construction, that each Road Access request application requiring wetland compensation amounts, Clear Hills County will pay up to a maximum of \$10,000.00 towards the compensation. CARRIED		PWD will bring back to the July 11 Reg Council Mtg for approval
P344-23 (06-26-23)	Policy 3201 Road Construction	PW	RESOLUTION by Reeve Bean include in Policy 3201 Road Construction, that Clear Hills County will pay up to a maximum of \$200,000.00 per ½ mile for the engineering and construction of Road Access on approved requests. All road requests will be reviewed in order of received and to a maximum of \$1,000,000.00 annually to be allocated from the New Road Construction Reserve. CARRIED.		PWD will bring back to the July 11 Reg Council Mtg for approval
P302-23 (06-12-23)	Rebranding Consultant	EA	RESOLUTION by Deputy Reeve Janzen to invite a rebranding consultant to a future Policy and Priority meeting. CARRIED.		Delegation attending August 15 Reg Council Mtg
P345-23 (06-26-23)	Cleardale Large Vehicle Parking Lot	PW	RESOLUTION by Councillor Giesbrecht to bring back more information on graveling the Cleardale Large Vehicle Parking lot to a future Regular Council meeting. CARRIED.		PWD to bring back to the July 11 Reg Council Mtg
	Marketing Position	EA	RESOLUTION by Reeve Bean to receive the discussion for the 2023 Business/Recreation & Volunteer Awards and bring back to the Policy & Priority Meeting. CARRIED	July 17	Discussion on a marketing position to assist with these types of items.
C357-23 (06-27-23)	Policy 6803 Special Event Program	EA	RESOLUTION by Councillor Walmsley to direct administration to bring Policy 6803 Special Event Grant, renamed and amended based on today's discussion to the next Policy & Priority Meeting for further review. CARRIED.	July 17	EA to bring back July 17 Policy & Priority Meeting



## Policy & Priority

### Activity Report for JUNE 27, 2023

Active Items

Completed Items:

Department = **EA**=Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services  
**CC**=Community Coordinator, **AG**=Agricultural

<b>Motion &amp; Date</b>	<b>ITEM NAME</b>	<b>Dept.</b>	<b>Policy &amp; Priority Items – Priority Level</b>	<b>Priority order for next P&amp;P</b>	<b>Notes</b>
P301-23 (06-12-23)	Wolf Management information	AG	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.		Waiting on Fish and wildlife availability
P300-23 (06-12-23)	TELUS Cellular Service	EA	RESOLUTION by Councillor Hansen to invite TELUS Cellular service and Broadband local representative to a future meeting. CARRIED.	Sept	September
P07-23 (01/03/23)	Clear Hills County Regional Landfill Waste Disposal Access Cards	CS	RESOLUTION by Councillor Walmsley to bring back a draft policy implementing Clear Hills County Regional Landfill Waste Disposal Access Cards, to a future Regular Council Meeting. CARRIED.	Sept	Waiting on additional information to proceed with drafts
C33-23 (01/10/23)	Cleardale Sewer	PW	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		Waiting on Information from landowners that will be affected.
C287-23 (05/23/23)	Community Wildfire Resources	CC	Recognition for the community wildfire resources that were used during the recent Clear Hills County Wildfires.	July 17	Bulk Mail out sent/ review to date of submissions was presented at the June 27 <sup>th</sup> mtg.
C273-22 (05-24-22)	Open Air Market	EA	Eureka, Hines Creek & Cleardale entered into an agreement to manage and run the Open-Air Markets. Issues involving vender insurance.		CAO to schedule meeting with the 3 groups as to how to move forward
	Rural Health services Medi dispensary	EA	Worsley Health Centre – Clear Hills County Health Care Coverage	July 17	

# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	July 11, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>COUNCIL REPORTS ON MEETINGS</b>
File:	11-02-02

### DESCRIPTION:

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

### BACKGROUND / PROPOSAL:

Council members attend meetings they have been appointed to.

### ATTACHMENTS:

### RECOMMENDED ACTION:

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

Initials show support - Reviewed by: Manager:

CAO:



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	July 11, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>APPLICATION TO AMEND LAND USE BYLAW SECTION 8.21</b>
File:	61-02-02

### DESCRIPTION:

Council is presented with an application to amend Land Use Bylaw section 8.21 – The Keeping of Animals, requesting to enable and regulate institutional farms within the County.

### BACKGROUND:

8.21 The Keeping of Animals

1. No livestock or fur-bearing animals, other than domestic pets, shall be raised or kept in any hamlet residential district.
2. The keeping of poultry shall be allowed in any hamlet residential district as a discretionary use, and shall adhere to the County's Poultry Bylaw.
3. Structures related to the keeping of poultry shall require a development permit prior to their erection.

### ATTACHMENTS:

- Application and background information - Keeping of Animals on School Lands at Worsley
- MMSA Report

### OPTIONS:

1. Review and approve in principle the proposed amendment to the Land Use Bylaw to enable and regulate institutional farms within the County and incorporate the changes as part the LUB Rewrite.
2. Review and approve in principle the proposed amendment to the Land Use Bylaw to enable and regulate institutional farms within the County, as a standalone amendment to the current Land Use Bylaw, including a holding a public hearing, and later incorporating the changes into the LUB, if adopted.
3. Deny the request and receive the application from the Worsley Central School for information, as presented.

### RECOMMENDATION:

**RESOLUTION by:**

**Initials show support - Reviewed by:**

**Director:**

**CAO:**



**CLEAR HILLS COUNTY**

Box 240  
Worsley AB T0H 3W0  
Telephone: 780-685-3925  
Fax: 780-685-3960  
Email: [info@clearhillscounty.ab.ca](mailto:info@clearhillscounty.ab.ca)

**FORM H****APPLICATION FOR AMENDMENT  
TO THE LAND USE BYLAW**

FOR ADMINISTRATIVE USE ONLY

APPLICATION NO.:
DATE RECEIVED:
FEES PAID: YES NO N/A

I/We hereby make application to amend the Land Use Bylaw.

APPLICANT INFORMATION				COMPLETE IF DIFFERENT FROM APPLICANT			
NAME OF APPLICANT Worsley Central School				NAME OF REGISTERED LAND OWNER Peace River School Division			
ADDRESS 216 Alberta Ave (PO Box 210) Worsley, AB				ADDRESS 4702 51 Ave Grimshaw, AB			
POSTAL CODE T0H3W0		EMAIL <a href="mailto:danielj@prsd.ab.ca">danielj@prsd.ab.ca</a>		POSTAL CODE T0H 1W0		EMAIL <a href="mailto:danielj@prsd.ab.ca">danielj@prsd.ab.ca</a>	
CONTACT NUMBERS Home 780-685-3842				CONTACT NUMBERS Home 780-624-3601			
Business				Business			
Cell				Cell			
<b>LAND INFORMATION</b>							
Legal description of proposed development site							
QTR/L.S. SW	SEC. 6	TWP. 87	RG. 7	M. W6	OR	REGISTERED PLAN NO. OR CERTIFICATE OF TITLE	BLOCK LOT

Proposed Amendment

FROM	TO
<b>Reasons in Support of Application for Amendment:</b> We are seeing to have section 8.21 "The Keeping of Animals (In Hamlets)" amended to include the keeping of goats. This is for the purpose of continuing our school's agriculture program. Through this program students will gain a deeper understanding of the importance of sustainable agriculture practices and the role that livestock play in providing food and other resources. This will be an invaluable hands-on learning experience for our students. More information about this program and our future plans can be found at: <a href="https://www.worsleycentralschool.ca/download/412937">https://www.worsleycentralschool.ca/download/412937</a>	

DATE: April 21, 2023	SIGNATURE OF APPLICANT: <i>Jennifer Daniel</i>
DATE: April 21, 2023	SIGNATURE OF REGISTERED LAND OWNER: <i>Jennifer Daniel</i>

**APPLICATION FOR  
AMENDMENT TO LAND USE BYLAW**

**FORM H**  
Page 2

**RIGHT OF ENTRY FORM**

As a site inspection may be required of land that is the subject of an application for amendment to the Land Use bylaw, we request that you complete the following authorization and submit it with your application for amendment to the Land use Bylaw.

Section 653(2) of the Municipal Government Act indicates that if consent is given by this form, a notice of inspection is not required to be given under Section 542(1).

I, Jennifer Daniel, Principal of Worsley Central School, do grant consent for an authorized  
(Name in block letters)

person of Clear Hills County to enter upon subject land for the purpose of a site inspection.

Legal Land Description: SW-6-87-7-W6

April 21, 2023  
DATE:

Jennifer Daniel  
SIGNATURE OF APPLICANT:



**WCS**

**Worsley Central School**

Box 210 ~ Worsley, Alberta T0H 3W0  
Phone 780-685-3842 ~ Fax 780-685-3766  
Email: Danielj@prsd.ab.ca

April 5, 2023

Clear Hills County  
Box 240  
Worsley, Alberta  
T0H 3W0

To Whom It May Concern:

I am writing to request an exception to the current bylaw which limits the ownership of livestock within the town. The purpose of this exemption is to allow Worsley Central School to continue with its multi-year agriculture in schools program, which includes a livestock component.

Our goal is to have goats, up to a maximum of four, at the school to begin with. In the coming years, we may wish to add additional livestock, providing we can provide appropriate grazing and shelter for them. We strongly believe that incorporating livestock into our program will provide invaluable hands-on learning experiences for our students. Through this program, students will gain a deeper understanding of the importance of sustainable agriculture practices and the role that livestock play in providing food and other resources.

We have carefully considered the potential impact of having goats on our school property and have developed a comprehensive plan for their care and management. We have identified appropriate grazing areas and have established shelter for the animals. We will also be responsible for managing any waste and ensuring that the animals do not pose a nuisance to neighboring properties.

We respectfully request that the county grant us an exception to the current bylaw to allow us to move forward with this important educational initiative. We believe that this program will have a positive impact on our students, our school community, and the broader community.

Thank you for considering our request.

Sincerely,



Jennifer Daniel, Principal  
Worsley Central School

JD/vn

## Bonnie Morgan

---

**From:** Murray, Adam <murraya@prsd.ab.ca>  
**Sent:** June 19, 2023 10:51 AM  
**To:** Bonnie Morgan  
**Subject:** Support for Goats at WCS

Hello Bonnie,

PRSD is in full support of goats to be a part of WCS project to provide food for their hot lunch program. This program allows students to know where food comes from. It allows students to look after a farm animal and it exposes them to different responsibilities for instance requirements from the Health Inspector to certify the goat cheese they make is safe to consume in their lunch program. I am very supportive of this initiative and would be open to any questions from the county about the program.

Take care,

**Adam Murray**  
Superintendent  
Peace River School Division  
780 624 3650

***Learning Together - Success for All***

A close-up photograph of several leeks, showing their green, ribbed outer layers and the lighter, fibrous inner parts. Some leeks are cut in half, revealing the internal structure. The background is dark, making the leeks stand out.

# Creating a Sustainable Agriculture Program for Worsley Central School

# Overview of Program

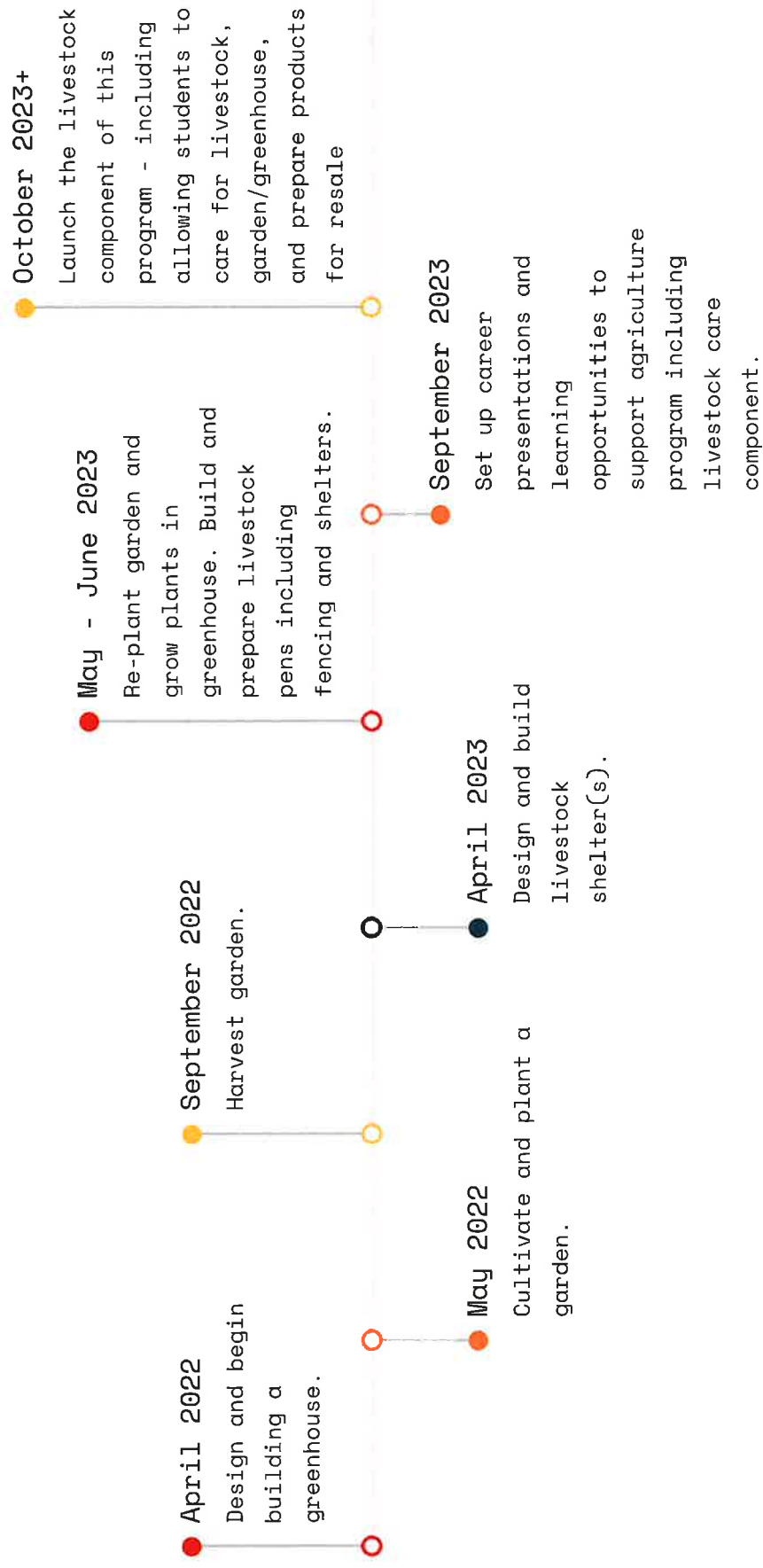
## Goals and Objectives

Worsley Central School is committed to creating a sustainable agriculture program that will provide students with the knowledge and skills to become responsible stewards of the environment, independent adults, and potentially choose a career in an agriculture-related field. The concept of “sustainable” is two-fold in this context: students will learn about sustainable farming techniques and the program itself will eventually become self-sustaining.

The program goals and objectives provide a framework for the school to achieve this goal.



# Project Timeline







# Livestock Component

Livestock plays an important role in the sustainability of Worsley Central School's agriculture program. The school's livestock component includes a variety of animals, such as ducks, sheep, goats, cows, and donkeys. This component will grow and change to meet the needs and interests of the students. Students will start with a smaller animal such as goats and once routines and responsibilities have been established then larger animals such as cattle can be introduced. A donkey (or 2!) may be introduced for the purpose of protecting the livestock from predators. Consideration will be given to other animals depending on availability and student interest. Animals will be "fostered" out during the summer months or extended breaks.

# Garden and Greenhouse

At Worsley Central School, students have the opportunity to learn about sustainable agriculture through the school's garden and greenhouse. The garden and greenhouse provide a hands-on learning experience for students to explore the principles of sustainable agriculture. During the "off-season" students will explore indoor gardening techniques using hydroponics and grow-tower technologies. These lessons will be integrated into the science curriculum as appropriate as well as within the CTF and CTS courses for grades 7+.



# Preparing and Packaging Products for Resale

Packaging products for resale is an important part of creating a sustainable agriculture program for Worsley Central School. To ensure the products are safe and secure, careful preparation and packaging is essential. Students will learn about regulations from Alberta Health Services for resale of produce or prepared products such as canned goods or cheese made in a "home kitchen." Students will explore ways to prepare produce grown or products that can be created from the garden, greenhouse or livestock. Examples of this may include making and selling pickles or cheese. The bulk of these learning opportunities will be a part of the CTF and CTS course offerings at Worsley Central

School. Worsley Central School will continue to supply the school's hot lunch program with potatoes, potentially expanding those offerings to include onions and other produce.





# Team Responsibilities & Career Explorations

STUDENTS WILL LEARN FROM A VARIETY OF TRADES PERSONS, PROFESSIONALS AND EXPERTS IN THEIR FIELD. THEY WILL HELP GUIDE THE PROGRAM AND PROVIDE STUDENTS WITH INFORMATION ABOUT POTENTIAL CAREER OPPORTUNITIES. WORSLEY CENTRAL SCHOOL WILL BE ACTIVELY SEEKING OUT GUIDANCE AND ASSISTANCE FROM COMMUNITY MEMBERS WHO CAN WORK WITH THE STUDENTS.



Teacher



Student



Farmer

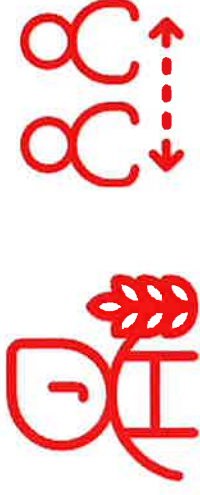


Chef



Vet Tech

# Program Objectives and Goals



- Give K-12 students practical experience in the care, nutrition, and management of animals, while encouraging healthy eating habits and appreciation for locally sourced and sustainable food production.
- Encourage the students to develop responsibility, leadership, and teamwork. Strengthen the sense of community by involving parents, local businesses, and other stakeholders in the planning and upkeep of the garden and greenhouse.
- Continue to investigate career and business opportunities related to agriculture and trades, with a focus on providing opportunities for entrepreneurship and business skills. Examples include selling produce, creating a school-based farmers market, or exploring new methods of sustainable farming and production.
- Teachers will incorporate STEM education into our curriculum by teaching students about plant biology, horticulture, hydroponics, and data analysis. We will also provide students with opportunities to engage in engineering and design processes, as they create shelter blueprints and construction plans for livestock.

The advantages of this program are far-reaching and varied. It includes both academic and extracurricular elements.

# Potential Benefits and Challenges



**Increased Student Engagement**  
Providing students with active and practical learning experiences can heighten their involvement and enthusiasm.



**Educational Opportunities**  
Students will have the chance to gain knowledge of sustainable farming methods, as well as acquire life skills and explore career prospects.



**Financial Challenges**  
The program may necessitate additional funding to be successful, especially in its early stages. This program is designed to become financially independent over time.

Creating a sustainable agriculture program for Worsley Central School has the potential to bring many benefits, but also presents some financial challenges.

#teamwork #communitysupport #ittakesavillage

## How Can You Help?

Donations of Time & Talent will be Appreciated!



Seeds donations - including onions, potatoes, carrot, turnip, beet or cucumber seeds



Straw, hay, feed, mulch, topsoil, potting soil etc.



Assistance with transportation considerations for vet care or securing breeding stock may be needed



Gently used greenhouse materials such as seedling kits or egg cartons



Time & Talent - cultivation of garden, assistance moving materials and shelters, fencing



Time & Talent - summer garden weeders & helpers appreciated



Gently used fencing panels by donation or reduced cost



Time & Talent - experts in livestock, greenhouse, gardening & construction are always helpful



Time & Talent - summer & extended break families willing to "foster" livestock when school is not in session



Time & Talent - assistance filling out grant applications for additional funding to get us started.



The future of our community depends on our ability to create an engaging agriculture program for our children's future.

**Engagement** is not just a word, it is an action. **Collaboration** is the key to making it happen.

AGRICULTURAL LAW AND POLICY  
 AGRICULTURAL ROBOTICS AND AUTOMATION  
 SOIL FERTILITY AND PLANT NUTRITION  
 FARM BUSINESS PLANNING  
 PLANT PATHOLOGY  
 PEST MANAGEMENT  
 AGRICULTURAL STATISTICS  
 ANIMAL SCIENCE  
 AGRICULTURAL CHEMISTRY  
 FOOD SCIENCE AND TECHNOLOGY  
 AGRICULTURAL MACHINERY AND EQUIPMENT  
 PRECISION AGRICULTURE TECHNOLOGIES  
 POST-HARVEST TECHNOLOGY  
 BIOTECHNOLOGY  
 FARM STRUCTURES AND ENVIRONMENTAL CONTROL  
 MARKETING AND DISTRIBUTION OF AGRICULTURAL PRODUCTS  
 FOOD SAFETY AND QUALITY ASSURANCE  
 FOOD PROCESSING TECHNOLOGY  
 AGRICULTURAL TECHNOLOGY  
 ANIMAL NUTRITION AND FEED TECHNOLOGY  
 AQUACULTURE TECHNOLOGY  
 FARM-TO-TABLE  
 PROGRAM  
 COMPOSTING  
 HORTICULTURE  
 HORTICULTURE  
 FARMING  
 ENVIRONMENT  
 AGRICULTURAL TECHNOLOGY  
 BIOTECHNOLOGY  
 AGRICULTURAL METEOROLOGY  
 ANIMAL BREEDING AND GENETICS  
 RURAL DEVELOPMENT  
 EDUCATION  
 NUTRITION  
 ANIMAL SCIENCE  
 AGRICULTURE  
 GREENHOUSE  
 AGRONOMY  
 AGRICULTURAL ENGINEERING  
 FARM MANAGEMENT  
 RURAL SOCIOLOGY  
 ORGANIC FARMING PRACTICES  
 CROP SCIENCE AND PRODUCTION TECHNOLOGY  
 ANIMAL HEALTH AND DISEASE CONTROL  
 FOOD PRESERVATION AND STORAGE TECHNOLOGY  
 SUSTAINABILITY  
 GARDENING  
 LIVESTOCK  
 SCHOOL  
 SO  
 ORGANIC  
 PLANT SCIENCE  
 ENTOMOLOGY  
 PLANT BREEDING AND GENETICS  
 AGRICULTURAL EXTENSION SERVICES  
 AGRICULTURAL ECONOMICS  
 WEED SCIENCE  
 AGRICULTURAL BIOCHEMISTRY

<https://www.agricultureforlife.ca/grant-stream-1>

Potential Grant for an Employee who could “manage” the “farm”

[https://www.agricultureforlife.ca/files/ugd/31c071\\_e0065abeeaf54118be5f3190fb75b501.pdf](https://www.agricultureforlife.ca/files/ugd/31c071_e0065abeeaf54118be5f3190fb75b501.pdf)

Curriculum Connections for Junior High

<https://www.journey2050.com/>

Sustainable Agriculture course for Junior High

<https://www.agricultureforlife.ca/mission-to-mars>

Farm Safety Escape Room (Digital)

<https://agriculture.canada.ca/en/department/initiatives/sustainable-canadian-agricultural-partnership>

Canadian Government Sustainable Agriculture Partnership Program

39

<https://www.ruraldevelopment.ca/initiatives/agri-food>

Farm Ed Toolkit

<https://agriculture.canada.ca/en/programs/agridiversity>

Federal Agriculture Diversity Grant



Ryan Ure  
Worsley Central School  
Bag 210  
Worsley, AB T0h 3WO

Clear Hills County  
Box 240  
Worsley, Ab T0H 3WO

To Clear Hills County,

My name is **Ryan Ure** and our school was interested in purchasing goats. In our CTF class, our principal had given us the option of having a goat, and all our classmates thought it would be an amazing idea, However, we are aware that we require a permit to keep these animals on school grounds. So we would need a permit to be able to have farm animals. It starts with goats and then we can eventually have more animals like cows or even pigs.

This is an important idea because, if we had goats he could use them to make milk or cheese in our hot lunches. Also from a therapy point of view, we could train them to be a benefit and they can just bring light to our school. Thirdly, our school's students can learn different skills that could help people with certain jobs or tasks in the future.

Since our school is located in town the bylaw states that we can't have livestock on our property. The only way we could get goat was to pass the bylaw so we purchase goats. This is why we are asking you to let us get goats in our school, we have already found a seller so we just need the thumbs up. Thanks for your consideration

Sincerely,

Ryan Ure



Riley Mohr,

Worsley Central School,

PO box 210

Worsley, AB T0H 3W0

Clear Hills County

PO Box 240

Worsley, AB T0H 3W0

**Mar 22, 2023**

Dear Clear Hills County Council:

I am writing to request permission for our school to keep goats on our property. Our school has been interested in incorporating agricultural education into our curriculum, and we believe that having goats would be a valuable learning opportunity for our students.

We understand that there may be regulations in place regarding the keeping of livestock within the county. We are asking that the council to consider changing the bylaw that currently prohibits having animals in our school's yard.

We have conducted extensive research and have found that goats are an ideal animal for our program. They are relatively easy to care for and are well-suited for small-scale farming. Additionally, they produce milk, which can be used in a variety of culinary applications, providing an opportunity for our students to learn about food preparation and sustainability.

We would greatly appreciate your consideration of our request. If you require any further information or documentation, please do not hesitate to contact us. We are committed to working with the county to ensure that our program is both safe and beneficial for our students.

Thank you for your time and attention.

Sincerely,

Riley,Mohr

Worsley Central school

Ryker Basnett  
Worsley Central School  
Box 210  
Worsley, AB T0H 3W0

Clear Hills County  
Box 240  
Worsley, AB T0H 3W0

March 21st, 2023

To Clear Hills County:

My name is Ryker Basnett, and I am a student at Worsley Central School. I am writing this letter to ask permission on behalf of our school to allow us to build a pen for up to 4 small goats.

The pen will be located behind the playground and the teacherages so it will not interfere with any activities such as baseball, and track and field. The students in grades 7/8/9 will build a pen which has the benefit of teaching us about woodworking. We will have permission from the teachers and residents living in the houses to build the pen so you, the county, will be the only ones from whom we need permission.

Goats will be beneficial in many ways for the students. They will provide more than just joy for the students, they will also provide many learning opportunities. These opportunities include but are not limited to, profit, agriculture, food production (making cheese), responsibility, and work/life ethic. We can use the milk and cheese that we will make for hot lunches. They can also work as therapy animals for students who need a bit of emotional support.

I understand that there is currently a bylaw that doesn't support animals in the town area, though we were hoping that you would consider an exception to allow us to have these vast learning opportunities. Thank you for your consideration.

Sincerely,

Ryker Basnett

Alexa Cox  
Worsley Central School  
Bag 210  
Worsley, AB T0H 3W0

Clear Hills County  
PO Box 240  
Worsley, AB T0H 3W0

To Clear Hills County Council

Hello, my name is Alexa. I am a student at Worsley school. We are asking for up to four small goats. We are also asking to build a shed they will be housed in. They will be put between the playground and the teacherages.

Why do we think it's essential to have goats? To learn how to raise livestock and also to teach about entrepreneurship. And how to be responsible for caring for living animals. And also to learn to work with living animals. And for food production. And to help us with agriculture

We would like for you to acknowledge that the bylaw doesn't support this. We are hoping you could consider changing your bylaw to let us have goats. I believe that having goats is a big chance for us to learn about caring for livestock

Sincerely,

Alexa Cox

Lily Sather  
Worsley Central School  
Bag 210  
Worsley, AB T0H 3W0

Clear Hills County  
Box 240  
Worsley, AB T0H 3W0

March 21, 2023

To Clear Hills County Council:

My name is Lily Sather, I am a student at Worsley Central School. Our class is interested in raising goats for our CTF class with Mrs. Daniel.

We would be using them for food production, and caring for livestock, and responsibility + work/life skills. We would be building a shelter for four goats and we would buy/build a fence so that they aren't running free around the place. We would be learning how to take care of them throughout the year and learning about agriculture.

So it would be really awesome if you would let us get goats because the bylaw doesn't support having goats in town, and I was hoping you would consider an exception to support us in this educational opportunity. Thank you for your consideration

Sincerely,

Lily Sather



Nathan Magnowski  
Worsley Central School  
Box 210  
Worsley, AB T0H 3W0

Clear Hills County  
Box 240  
Worsley, Ab T0H 3W0

March 21, 2023

To Clear Hills County Council

My name is Nathan Magnowski and my school was recently interested in raising some goats for our ctf class and would make use of them for food production then use that for profit while we care for these goats. Sometimes Goats can often be overlooked as a valuable addition to households, they offer numerous benefits that are worth considering. Goats are low-maintenance animals that require minimal space and feed unlike other livestock. They graze on a variety of vegetation.

Once we realized we wanted goats, we realized that there was a bylaw that wouldn't let us keep animals in town, since our school is located in town that bylaw affects us and we're asking that you can maybe let us have them because we can use them for class. Some of the benefits we get with the goats are learning about profit, entrepreneurship, caring for livestock, agriculture, food production, and responsibility.

We acknowledge that this bylaw is currently in motion and cannot get livestock but we ask that you let us have some livestock that we can care for.

Thank you for your time and consideration

Sincerely,

Nathan Magnowski

Penny Austin-Mackay  
Worsley Central School  
PO Box 210  
Worsley, AB T0H 3W0

Clear hills county  
PO Box 240  
Worsley, AB T0H 3W0

March 22 2023

To Clear Hills County Council:

My name is Penny Austin-Mackay. I am a student at Worsley central school.

Our school wants to get some animals such as goats. We would be getting at the max four goats we would build a shelter and also a pen for them to live in.

This is important to are school for many reasons. One of them is that we would get to learn about caring for livestock, food production such as cheese and other things similar to that, we would also have the chance to learn how to milk the goat to make the cheese. the goats would also be good for are school because it could help the students including me how to care and take responsibility for living animals it could also be a good thing for learning life skills.

The bylaw right now would make it so we can not have an animal in our school yard. We would like the pen to be in between the playground and the teacherages. We would like it if you could make a couple adjustments for us to have the goats in the back of our school if that would be possible.

Thank you for your time and consideration.

Sincerely,

Penny Austin-MacKay

Kyle Kamphuis  
Worsley Central School  
Bag 210  
Worsley, AB T0H 3W0

Clear Hills County  
Box 240  
Worsley, AB T0H 3W0

Mar 21, 2023

To Clear Hills County Council:

My name is Kyle Kamphuis and our school was recently interested in purchasing some goats for educational purposes, such as responsibility and entrepreneurship. Having animals such as goats at our school would have a lot of benefits for the children here and I would also give us our own job caring for them, which I think is a good way to work on being responsible. We would like to have around 4 goats out behind the school, and we would like to build them a pen to keep them safe and a shed to keep them warm.

Goats are amazing animals that offer many different benefits to their owners. Goats require little maintenance, they are easy to look after, and they can also provide milk for drinking or making cheese. Goats don't require that much food and they can also graze on grass, which means not much money for feeding them. Goats are also excellent companions and can provide the children at our school with comfort and companionship.

After we realized that we would like to have goats, we realized that there was a bylaw that said that you can't have animals (goats) in town, and since our school is located in town, that would mean that we can't get goats. The only way that we could get goats is if the county passes a new bylaw that would allow us to, which is what we are asking you to do. Having goats would benefit our school a ton, and if you made some kind of bylaw that would allow us to have goats, that would mean a lot. Thank you for your consideration.

Sincerely,

Kyle Kamphuis

Arianna Yatchotay  
Worsley Central School  
P.O box 210  
Worsley, AB T0H 3W0

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

To Clear Hills County Council:

Hello, my name is Arianna. I'm a student at Worsley School, and we were wondering if we could get some goats to put in the back of the school. We would be building them a shed that they could be housed in and we would be putting it in between the teacherages and the playground.

What's the need for us to have goats? It would be cool to have some goats because it could teach others how to raise livestock and teach them the importance of raising them, and we would also use them to make cheese and that type of stuff.

We acknowledge that the bylaw doesn't currently support this, we are hoping you would consider an expectation to support us in this educational opportunity. Thank you for your consideration.

Sincerely,

Arianna

Danny -Blake  
Worsley Central School  
Bag 210  
Worsley, AB TOH 3WO

Clear Hills County  
Box 240  
Worsley, AB TOH 3WO

Mar 22,2023

To Clear Hills County

My name is Danny and with my entire school's support we are asking for your permission to have up to 4 goats and care for them on the school premises. It is not just getting animals like a petting zoo. We would learn skills that some kids don't learn at home like caring for animals and work ethic. It will let kids learn how to make cheese and milk goats that will come in hand in a farming work environment.

I know that the current bylaw doesn't support this seeing as how technically we are in the town limits but it will make some kids days if we can have some animals at school.

Thank you for considering us and we will look forward to hearing from you.

Sincerely,

Danny Blake



Zackary Wiebe  
Worsley Central School  
Bag 210  
Worsley, AB T0H 3W0

Clear Hills County  
Box 240  
Worsley, AB T0H3W0

March 21, 2023

To Clear Hills County Council:

My name is Zack, a student at Worsley Central School and our CTF class are intrigued by the idea of building a pen for up to 4 goats on the school grounds.

This favour is being asked because it can be crucial to the school to learn different things that we have not been able to do before. The things we can know about can range from food production to responsibility, work ethic, profit, and agriculture. We also can care for this livestock as a task to do as well.

The school understands that we are not yet allowed to have animals to take care of on our school property, so we are asking you can compromise and create a bylaw stating that we can have animals to raise on school property.

Sincerely,

Zackary Wiebe

**CLEAR HILLS COUNTY  
BYLAW NO. 256-20**

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A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING CLEAR HILLS COUNTY BYLAW NO. 189-16.

WHEREAS Pursuant to the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, Council may amend a Land Use Bylaw, and;

WHEREAS Pursuant to Sections 230, 606 and 692 of the Province of Alberta *Municipal Government Act*, a Council may amend a Land Use Bylaw, and

WHEREAS The Municipal Council of Clear Hills County, in the Province of Alberta, has adopted Clear Hills County Land Use Bylaw No. 189-16, as amended, and;

WHEREAS The Municipal Council of Clear Hills County, in the Province of Alberta, deems it necessary to amend Clear Hills County Land Use Bylaw No. 189-16, as amended, to allow the keeping of poultry in hamlet residential districts.

NOW

THEREFORE The Municipal Council of Clear Hills County, in the Province of Alberta, in Council duly assembled, enacts as follows;

- 1) Replace Section 8.21 under General Land Use Provisions with the following:

8.21 Keeping of Animals

- (1) No livestock or fur-bearing animals, other than domestic pets, shall be raised or kept in any hamlet residential district.
  - (2) The keeping of poultry shall be allowed in any hamlet residential district as a discretionary use, and shall adhere to the County's Poultry Bylaw.
  - (3) Structures related to the keeping of poultry shall require a development permit prior to their erection.
- 2) If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed.
- 3) That this bylaw shall take force and effect on the date of its final passage.

First Reading given on the 8 day of September, 2020.

Second Reading given on the 13 day of October, 2020.

Third Reading and Assent given on the 13 day of October, 2020.

  
Miron Croy, Reeve

  
Allan Rowe, Chief Administrative Officer



## Mackenzie Municipal Service Agency

### Planning Report

MMSA File No.	Date	Category
23010	July 5, 2023	Planning Report to CAO/Council
Municipality	Area Planner	Subject
Clear Hills County	Komiete Tetteh/Hannah Bevins	Proposed Keeping of Animals on School Lands at Worsley
Recommendation Summary		
That Council accept this report and consider the information provided to facilitate its decision on the matter.		

### BACKGROUND

The MMSA Office was contacted by the Chief Administrative Officer on June 20, 2023 to discuss an application for an amendment to the Land Use Bylaw from the Peace River School Division to keep livestock on their Worsley school site for educational purposes. In response, MMSA recommended investigating the issue further and presenting a planning report to Council, outlining what factors and options the County may take into account in dealing with the issue. The following planning report highlights the relevant information and options the County might consider in amending the Land Use Bylaw to facilitate the use.

### PROPOSAL AND SITE CONTEXT

The Worsley Central School is one of five educational facilities operated by the Peace River School Division No. 10 within the County, the others being Menno Simons Community School in Cleardale, Hines Creek Colony School near Hines Creek, Bear Canyon Colony School in Bear Canyon, and Cleardale Colony School near Cleardale.

The school occupies approximately 14.69 acres of land, located at the intersection of North Street and Alberta Avenue, about 2.5 km from the County Office, within the hamlet of Worsley, in the south-central part of the County (figure 1). The legal land description is SW-6-87-7-W6. The existing developments onsite include a school building, library, store, detached garages and a fenced tennis court. Adjacent to the school is the Worsley Agricultural Society Building to the north; an agricultural parcel containing a manufactured home to the east; a vacant farmland to the south; two Telus-owned properties, one of which houses a mobile communications structure, to the west; and a small residential parcel containing a manufactured home to the northwest.

The proposal, according to the Chief Administrative Officer, is to keep a number of goats onsite, the intent being for educational or instructional purposes. As of the time of preparing this report, it is not clear how many and what species of goats the school plans to keep onsite. This, in addition to other information, such as the number and type of structures proposed for the keeping of the animals and whether or not there will be an onsite caretaker, have been requested for but are yet to be provided.

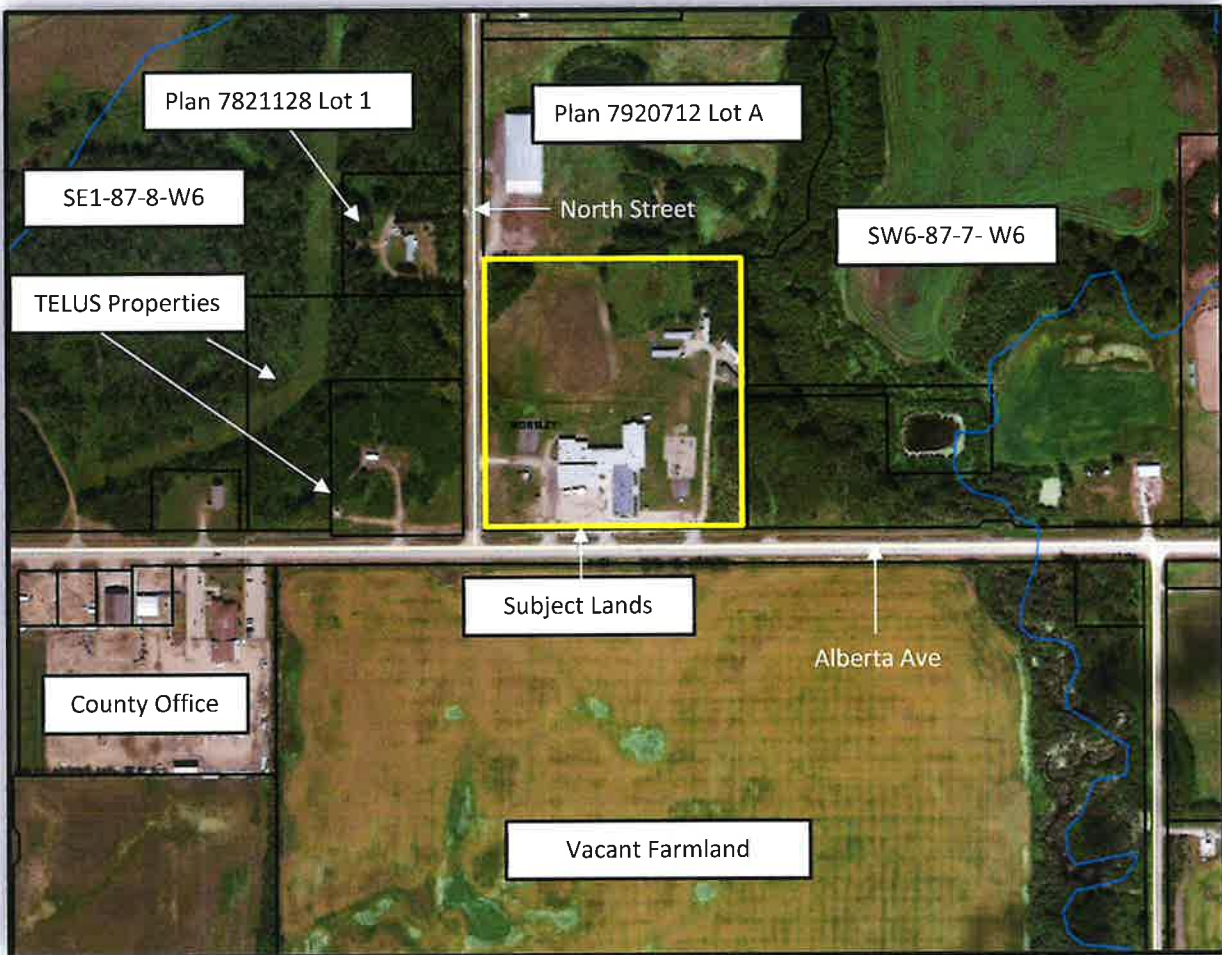


Figure 1: Site Context

Source: Clear Hills County Webmap

## POLICY AND REGULATORY CONTEXT

It is important to evaluate new planning and land use proposals within the context of the County's planning framework. This is to ensure that such proposals are supported by the relevant policies, directions and regulations designed to guide the use of lands and buildings within the municipality. Where there are any inconsistencies between a proposed development or use of land and the planning framework, then an amendment to the relevant document(s) or policies may be necessary in order to facilitate the development, if supported by the Municipality, or the proposal would have to be declined or modified.

The County's planning framework comprise of its statutory plans (including the Municipal Development Plan and Intermunicipal Development Plan), the Land Use Bylaw and as well as other standalone policies, studies and reports adopted or approved by Council pertaining to planning and development.

Adopted by Council in 2019, the Municipal Development Plan (MDP) is the County's primary long-range, municipal planning document, which sets the policy direction and designates the appropriate future uses of all lands within the County. The MDP promotes the provision of quality educational facilities in the County for residents, as evidenced by the following policy statements and objectives:

- To facilitate growth of commercial, industrial, and institutional areas while minimizing the impact on residential areas (P. 4);
- The County will advocate to Alberta Education in improving the level of educational facilities and access to educational services for County residents (p. 40).

Being a predominantly agricultural municipality, the MDP also contains policies supporting responsible development of agricultural operations.

The above statements reflect the County's commitment to prioritizing access to quality education for residents, as well as sustainable agricultural practices.

The Intermunicipal Development Plan (IDP) between the County and the Village of Hines Creek, which was adopted in 2022, also supports the retention and promotion of agricultural and institutional uses, including schools. However, as the subject parcel is located outside the plan area for the IDP, those policies are not relevant to the current proposal.

The Land Use Bylaw, another important component of the planning framework, regulates the uses of lands and buildings within the MD, with the goal of achieving sustainable and economically beneficial use of land. Among others, the LUB divides all the lands within the County into districts (or zones) and then assign uses, which determine the appropriate or compatible uses of lands within those districts, based such factors as location, land characteristics, soil capability and adjacent land uses. It also sets certain standards for the development and subdivision of lands, including parcel size, parcel density and setbacks for buildings and structures.

Within the Land Use Bylaw, the subject parcel is zoned Hamlet Public Institutional (HP). The purpose of the district is *"to regulate the development of land for uses of either a public or private nature providing services to the community"* (p. 147). The only permitted use in the district are signs. Institutional building or use, which include school, is among the discretionary uses enabled in the district. Other uses include cemetery, place of worship, recreational facility, public building, community hall and teacherage. Following is the associated use class definition in section 1.5 of the LUB:

**"INSTITUTIONAL BUILDING OR USE"** means community buildings and/or uses including, but not limited to; a school, a hospital, a correctional centre, an assisted living facility, or a post office.

The proposed keeping or raising of animals on the school site is currently not contemplated within the Land Use Bylaw. Therefore, an amendment to the LUB is necessary to support and regulate the proposed use.



## PROPOSED AMENDMENT

The proposed amendment to the LUB will include:

1. Use Class Definition
2. Enabling the Use, and
3. Regulating the Use

### Use Class Definition

There are a number of options for defining the proposed use to fit the stated purpose or intent. At the same time, however, it is important to ensure that the proposed use class definition is both clear and specific or limited in such way that it cannot be construed to allow uses or activities that are not contemplated by the proposed amendment. Following is the use class definition proposed by MMSA:

**Institutional Farm:** means the planting, growing, keeping or raising of plants, crops and/or animals solely for educational or research purposes by an institution as defined in this Bylaw. An Institutional Farm may either be located on the same site as the host institution as a secondary use, or on a separate parcel of land as the principal use.

The proposed definition above will allow for both keeping of livestock and planting of crops/plants (which is another future possibility), and is limited to institutional uses and exclusively for educational or research purposes, but not for income-generating purposes. The definition is also intended to accommodate two potential scenarios: the first is where the farm is located on the same site as the host institution, as is the case of the current proposal; the other is where the farm is proposed to be located on a different site from that of the institution, which could be another likely future scenario.

### Enabling the Use

In addition to the defining the use, the proposed use would have to be enabled in the appropriate land use district(s) as well as the proper category of use. Currently, institutional uses are enabled in 11 land use districts, namely:

- Agricultural District – 1 (AG-1)
- Agricultural District – 2 (AG-2)
- Country Residential District - 1 (CR-1)
- Country Residential District - 2 (CR-2)
- Highway Development District (HD)
- Hamlet General District (HG)
- Hamlet Residential District – 2 (HR-2)
- Hamlet Residential District - 3 (HR-3)
- Hamlet Commercial District (HC)
- Hamlet Industrial District (HM)
- Hamlet Public/Institutional District (HP)

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Planning Report

Prepared By: Komiete Tetteh, Manager of Planning.

2023-07-05

MMSA recommends that institutional farm be enabled within the following non-residential and non-recreational land use districts:

- Agricultural District – 1 (AG-1)
- Agricultural District – 2 (AG-2)
- Highway Development District (HD)
- Hamlet General District (HG)
- Hamlet Industrial District (HM)
- Hamlet Public/Institutional District (HP)

This will only limit them to non-residential and non-recreational land use districts. It will also ensure consistency with the intent of other parts of the Bylaw, especially considering the fact that keeping of livestock is currently prohibited in hamlet residential districts. Furthermore, enabling institutional farms as discretionary uses within the above-mentioned districts will provide the Development Authority with the discretion to review and decide on each application on a case-by-case basis, taking into account such factors as the suitability of the location and impact on adjacent land uses in their decision-making process. By contrast, enabling them as a permitted use will eliminate the element of discretion, entitling future applicants to a development permit once all other applicable components of the Land Use Bylaw are complied with.

Based on the foregoing, if there are existing or future institutional uses in other (residential) districts that currently support institutional uses, that want to add institutional farm, then a land use bylaw amendment to redistrict the parcel to a district that supports the use would be required. This will also provide the public with an opportunity to comment or have a say on the proposed amendment prior to a decision by Council.

### **Regulating the Use**

Regulating the use constitutes the final part of the proposed amendment. This will ensure that the development occurs in way that is appropriate or acceptable to the County.

### **Institutional Farms**

1. A development permit is required for institutional farms, unless it is part of a comprehensive institutional development application for which a development permit has been issued by the Development Authority.
2. Institutional farms may be approved as a temporary or permanent development.
3. The Development Authority may limit the number of animals kept or raised on the site.
4. Any areas intended for the roaming of animals shall be adequately fenced to the satisfaction of the Development Authority;
5. All structures or buildings shall comply with the applicable setbacks for the subject land use district.

6. No slaughtering of animals shall be allowed onsite.
7. There shall be no retail sale of any produce or products from the farm onsite.
8. The development shall not become unsightly.
9. All required permits and approvals shall be obtained from the appropriate authorities.

While the LUB amendment request came from the Worsley School, the proposed changes, if approved by Council, would benefit other schools in the County, including the one at Cleardale, which, according to the Chief Administrative Officer, may be contemplating having a similar use onsite.

## OPTIONS AND RECOMMENDATION

Based on the issues highlighted above, following are the options Council might consider:

**Option 1:** Review and approve in principle the proposed amendment to the Land Use Bylaw to enable and regulate institutional farms within the County, and incorporate the changes as part of the LUB Rewrite.

**Option 2:** Review and approve in principle the proposed amendment to the Land Use Bylaw to enable and regulate institutional farms within the County, as a standalone amendment to the current Land Use Bylaw, including a holding a public hearing, and later incorporating the changes into the LUB, if adopted.

Option 1 will allow the County to present the proposal as part of comprehensive changes to the Land Use Bylaw, which could be presented to the community at a future Open House prior to formal reading and public hearing of the new LUB, if the timeline also works for the applicant. This may save time and money. Option 2, on the other hand, will allow the public to deal with only the proposed amendment regarding institutional farm. If Council deems the current amendment proposal as potentially controversial or time-sensitive, then option 2 is recommended. If option 2 is chosen, MMSA will prepare a Land Use Amendment Bylaw for Council to provide 1<sup>st</sup> reading and follow the statutory bylaw adoption process.

## CONCLUSION

This planning report has been prepared by MMSA at the request of the Chief Administrative Officer. The report discusses a proposed amendment to the Land Use Bylaw, specifically to allow the keeping of animals on school site by one of the public schools in the County for educational or instructional purposes. In determining the feasibility of the proposal, MMSA has reviewed the proposal, site characteristics, and the County's planning framework, and recommended a proposed amendment to the Land Use Bylaw to facilitate the development. Details of the proposed amendment include a proposed use class definition, enabling the use as a discretionary use within selected land use districts and proposing special regulations to regulate the use. Options for adopting the proposed amendment have also been presented in this report for consideration by Council. Council can recommend additional changes to the proposed amendment as deemed appropriate and determine the path forward.

Should Council or Administration require additional information or discussion on the issue to facilitate a decision, MMSA is open to attending a meeting regarding the subject matter.

Respectfully submitted.

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Finance – Accounts Payable</b>
File:	12-03-02

### DESCRIPTION:

A list of expenditures for Clear Hills County for the period of June 28, 2023 to July 11, 2023 is provided for Council's review.

### BACKGROUND / PROPOSAL:

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

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

### RECOMMENDED ACTION:

**RESOLUTION** by... that Council receives for information the Accounts Payable report for Clear Hills County for the period of June 28, 2023 to July 11, 2023 for a total of \$412,558.84.

Initials show support - Reviewed by:

Manager:



CAO:





System: 7/05/23 2:40:56 PM  
User Date: 7/05/23

Clear Hills County  
CHEQUE DISTRIBUTION REPORT  
Payables Management

Page: 1  
User ID: Dawn

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	6/28/23	7/11/23		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ADVENTURE AUTOMOTIVE LTD	027845	7/11/23	\$724.63
Invoice Description	Invoice Number	Invoice Amount	
Parts Unit 65-56	64393	\$724.63	
ALBERTA JUNIOR FOREST WARDENS	027846	7/11/23	\$1,000.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Volunteer of the Year Don	062923	\$1,000.00	
ALS CANADA LTD	027847	7/11/23	\$422.10
Invoice Description	Invoice Number	Invoice Amount	
Worsley Water Sample	3311334073	\$211.05	
Cleardale Water Sample	3311334072	\$211.05	
AMSC INSURANCE SERVICES LTD	027848	7/11/23	\$10,657.01
Invoice Description	Invoice Number	Invoice Amount	
July Benefits	1754-2023-07	\$10,657.01	
ASPENLEAF ENERGY LIMITED	027849	7/11/23	\$58.86
Invoice Description	Invoice Number	Invoice Amount	
Duplicate Payment Refund	062623	\$58.86	
B & E HOME HARDWARE	027850	7/11/23	\$835.16
Invoice Description	Invoice Number	Invoice Amount	
Parts Unit 64-19	102-61448	\$31.65	
Printer Ink - HCFD	101-141932	\$32.54	
Inverter for Weed Inspectors	101-142040	\$136.49	
HCFD Stationary Supplies	102-61735	\$11.00	
Jet Dry for Office	101-142161	\$27.28	
Shop Supplies/Janitorial Supp	101-142596	\$102.27	
Paint for Unit 64-42	101-142639	\$80.29	
Furnace Filters for Office	101-142723	\$18.88	
HCFD Fire Hall Supplies	101-143034	\$19.94	
HCFD Janitorial Supplies	101-143717	\$8.39	
Bags for Weed Inspectors	101-143982	\$40.94	
Sump Pump - WWTP	101-144200	\$325.49	
BEARCOM CANADA CORP	027851	7/11/23	\$4,103.17
Invoice Description	Invoice Number	Invoice Amount	
WFD New Repeater Installation	5574179	\$1,065.75	
WFD New Repeater	5574171	\$3,037.42	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
BIG EASY WELDING LTD.	027852	7/11/23	\$420.00
Invoice Description	Invoice Number	Invoice Amount	
R&M Unit 63-77	371	\$210.00	
R&M Unit 63-78	372	\$210.00	
BOSCHWICK CONTRACTING	027853	7/11/23	\$15,479.12
Invoice Description	Invoice Number	Invoice Amount	
Bear Canyon GB09	606	\$8,599.51	
Worsley GB01	607	\$6,879.61	
CASH PETTY	027854	7/11/23	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
Loonies for BBQ Sand Pit	070523	\$200.00	
CLEAR HILLS WASTE MANAGEMENT	027855	7/11/23	\$13,705.50
Invoice Description	Invoice Number	Invoice Amount	
Load & Haul Oversized Material	169	\$3,154.88	
Transfer Stations Contract	170	\$10,340.62	
Worsley Hamlet Garbage Haul	171	\$210.00	
CLEARDALE RIDERS CLUB	027856	7/11/23	\$1,000.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Rec Facility Donation	062323	\$1,000.00	
CLEARTECH INDUSTRIES INC.	027857	7/11/23	\$1,839.97
Invoice Description	Invoice Number	Invoice Amount	
Chemical & Freight	INV1074265	\$1,839.97	
COX, GERALD	027858	7/11/23	\$6,155.00
Invoice Description	Invoice Number	Invoice Amount	
Haul Water to BCWP	345	\$380.00	
WTP Operator Contract	355	\$5,775.00	
CUSTOM COMMUNICATIONS & SECURI	027859	7/11/23	\$551.25
Invoice Description	Invoice Number	Invoice Amount	
Comm Centre Sec System Repair	131437	\$551.25	
DHL	027860	7/11/23	\$534.90
Invoice Description	Invoice Number	Invoice Amount	
Wat Samp/HCFD Shipping	10483914	\$281.19	
Wat Samp/T.S Lock Shipping	10501176	\$253.71	

System: 7/05/23 2:40:56 PM  
 User Date: 7/05/23

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Page: 3  
 User ID: Dawn

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
DOSTALER RICK	027861	7/11/23	\$3,675.00
Invoice Description	Invoice Number	Invoice Amount	
County Office Sidewalk Repair	3605	\$3,675.00	
DRIEDGER AMOS	027862	7/11/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
Band for County BBQ	062823	\$500.00	
END OF STEEL MECHANICAL LTD.	027863	7/11/23	\$25.00
Invoice Description	Invoice Number	Invoice Amount	
Tire Repair Unit 63-78	202106699	\$25.00	
EVANS MIKE	027864	7/11/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
FF Tribute Video	MVCH001	\$500.00	
FAIRVIEW & AREA VICTIM SERVICE	027865	7/11/23	\$5,000.00
Invoice Description	Invoice Number	Invoice Amount	
General Grant 2023-GEN-05	070423	\$5,000.00	
FAIRVIEW CLASSIC COLLISION	027866	7/11/23	\$2,854.91
Invoice Description	Invoice Number	Invoice Amount	
FF Vehicle Repair	6733	\$2,854.91	
FEHR TIRECRAFT LTD.	027867	7/11/23	\$3,778.64
Invoice Description	Invoice Number	Invoice Amount	
Parts/R&M Unit 65-49	51971	\$577.50	
Parts/R&M Unit 65-55	51917	\$173.25	
Tire Rep Unit 63-26/WFD Supp	51625	\$112.35	
Tire Unit 63-26	52221	\$187.95	
Parts Units 63-07 & 63-29	52125	\$199.50	
Tire Unit 64-36	51937	\$192.15	
Tire Unit 64-33	51434	\$303.45	
R&M Unit 65-56	51561	\$141.75	
Fuel, DEF, Parts, Food & Water	51626	\$1,890.74	
FOSTER'S AGRI-WORLD	027868	7/11/23	\$1,578.44
Invoice Description	Invoice Number	Invoice Amount	
Parts Unit 63-78	P0167502	\$1,578.44	
GELECH, TINA	027869	7/11/23	\$180.00
Invoice Description	Invoice Number	Invoice Amount	
Face Painter for County BBQ	062323	\$180.00	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
GLEN ARMSTRONG CONSTRUCTION LT	027870	7/11/23	\$11,471.25
Invoice Description	Invoice Number	Invoice Amount	
Sidewalk Replacement	6501	\$114,715.65	
GLOBAL FLEET INFORMATION	027871	7/11/23	\$1,239.00
Invoice Description	Invoice Number	Invoice Amount	
Monthly Fees	201004	\$619.50	
Monthly Fees - July 2023	220087	\$619.50	
GRADE PRO CONTRACTING LTD.	027872	7/11/23	\$22,556.63
Invoice Description	Invoice Number	Invoice Amount	
Whitelaw GB15	1179	\$7,940.63	
Cleardale GB07	1180	\$14,616.00	
HINES CREEK GENERAL STORE	027873	7/11/23	\$2,337.63
Invoice Description	Invoice Number	Invoice Amount	
Wildfire FF Meals	10110021099	\$343.60	
Wildfire FF Meal Supplies	10110021269	\$29.27	
Wildfire FF Drinks	10110020673	\$59.88	
4H Beef Cutting & Wrapping	10110024961	\$1,904.88	
HINES CREEK MUNICIPAL LIBRARY	027874	7/11/23	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
HC Community Calendar Ad	0000041	\$50.00	
J.R. PAINE & ASSOCIATES LTD.	027875	7/11/23	\$892.50
Invoice Description	Invoice Number	Invoice Amount	
Sieve Analysis	PR4239	\$892.50	
JULIUS PETERS	027876	7/11/23	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	79408-062323	\$100.00	
KEITH JOHNSON	027877	7/11/23	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	79422-062623	\$300.00	
KING JUSTIN	027878	7/11/23	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
FF Years of Serv Recognition	062323	\$300.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
MAD DOG CRESTING	027879	7/11/23	\$378.95
Invoice Description	Invoice Number	Invoice Amount	
Business Directory Printing	8424	\$299.25	
Retirement Plaques	8101	\$79.70	
MANY ISLANDS RECREATION SOCIET	027880	7/11/23	\$1,400.00
Invoice Description	Invoice Number	Invoice Amount	
Generator Rent for BBQ	062723	\$400.00	
County BBQ Facility Donation	062323	\$500.00	
2023 Bus of the Year Donation	07-04-23	\$500.00	
MANY ISLANDS RECREATION SOCIET	027881	7/11/23	\$40,000.00
Invoice Description	Invoice Number	Invoice Amount	
General Grant 2023-GEN-03	070423	\$40,000.00	
MARTENS, PETER	027882	7/11/23	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
FF Years of Serv Recognition	062323	\$150.00	
MENNO SIMONS COMMUNITY LIBRARY	027883	7/11/23	\$65.00
Invoice Description	Invoice Number	Invoice Amount	
Community Calendar Ad	2023-CC3	\$65.00	
MOHR JAYMIE	027884	7/11/23	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
FF Years of Serv Recognition	062323	\$100.00	
NORTH PEACE REGIONAL LANDFILL	027885	7/11/23	\$80,306.02
Invoice Description	Invoice Number	Invoice Amount	
2023 Requisition	REC23-012623	\$160,612.05	
PEACE COUNTRY SUPPLY	027886	7/11/23	\$378.33
Invoice Description	Invoice Number	Invoice Amount	
Trailer Set Up - Wildfires	929-112522	\$79.88	
Battery Unit 63-63	002-112743	\$296.09	
Parts Unit 64-19	929-112238	\$2.36	
PEACE RIVER SCHOOL DIVISION NO	027887	7/11/23	\$80,000.00
Invoice Description	Invoice Number	Invoice Amount	
Trades Training 2022-/023	062123	\$80,000.00	



Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
PETERS ABRAM	027888	7/11/23	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
FF Years of Serv Recognition	062323	\$300.00	
PETERS SIMON	027889	7/11/23	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	79533-063023	\$300.00	
PROGRADE SERVICES LTD.	027890	7/11/23	\$10,101.00
Invoice Description	Invoice Number	Invoice Amount	
Mont GB03	4233	\$10,101.00	
PROVIDENT	027891	7/11/23	\$6,352.00
Invoice Description	Invoice Number	Invoice Amount	
Fire Dept Additional Insurance	230629-05	\$6,352.00	
QUINTEL COMMUNICATIONS	027892	7/11/23	\$41.98
Invoice Description	Invoice Number	Invoice Amount	
Antennas for HCFD	683643	\$41.98	
R&R ROAD LTD.	027893	7/11/23	\$1,470.00
Invoice Description	Invoice Number	Invoice Amount	
SL/SC GB16	4880	\$1,470.00	
ROADATA SERVICES LTD	027894	7/11/23	\$218.40
Invoice Description	Invoice Number	Invoice Amount	
Permitting Services	00081616	\$218.40	
ROAMING TRANSPORT	027895	7/11/23	\$13,554.45
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14	0428	\$7,600.95	
Culvert Replacement	0429	\$5,953.50	
RUSSELL WANDA & BRIAN	027896	7/11/23	\$4,515.00
Invoice Description	Invoice Number	Invoice Amount	
Sulphur Lake Caretaker	063023	\$4,515.00	
SEEBACH JASON	027897	7/11/23	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
FF Years of Serv Recognition	062323	\$100.00	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SHARNA'S OPEN CAMP	027898	7/11/23	\$2,126.25
Invoice Description	Invoice Number	Invoice Amount	
Mtg & Staff Lunches	552	\$2,126.25	
SKERRATT, CLAYTON AND ANN	027899	7/11/23	\$1,950.00
Invoice Description	Invoice Number	Invoice Amount	
June Janitorial Services	223262	\$1,950.00	
SLR CONSULTING (CANADA) LTD.	027900	7/11/23	\$2,941.32
Invoice Description	Invoice Number	Invoice Amount	
Wetlands Assessmnets RR15 & 64	21006116	\$2,941.32	
STEWART, ILEEN	027901	7/11/23	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
FF Years of Serv Recognition	062323	\$150.00	
TRINUS TECHNOLOGIES INC.	027902	7/11/23	\$5,003.48
Invoice Description	Invoice Number	Invoice Amount	
July Services - Agreement #57	3543	\$5,003.48	
URE RYAN	027903	7/11/23	\$8,531.25
Invoice Description	Invoice Number	Invoice Amount	
Running/Stoney Lake Caretaker	082922	\$8,531.25	
URE RYAN	027904	7/11/23	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
FF Years of Serv Recognition	062323	\$100.00	
WILDE & COMPANY	027905	7/11/23	\$3,360.00
Invoice Description	Invoice Number	Invoice Amount	
Triennial LAPP Audit	0790-062923	\$3,360.00	
WORSLEY GATEWAY INN	027906	7/11/23	\$271.38
Invoice Description	Invoice Number	Invoice Amount	
WFD Meals	822	\$271.38	
WORSLEY GRAVEL SUPPLY LTD.	027907	7/11/23	\$21,430.86
Invoice Description	Invoice Number	Invoice Amount	
Rd Repair & Appr Contstruction	7683	\$4,541.71	
Rd Repair/Appr Replacement	7684	\$5,057.99	
Approach Replacement	7682	\$8,273.07	
Gravel	7751	\$3,558.09	

System: 7/05/23 2:40:56 PM  
User Date: 7/05/23

Clear Hills County  
CHEQUE DISTRIBUTION REPORT  
Payables Management

Page: 8  
User ID: Dawn

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WORSLEY HISTORICAL&CULTURAL AS	027908	7/11/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Bus of the Year Donation	070423	\$500.00	
WYCLIFFE ENTERPRISES LTD.	027909	7/11/23	\$11,287.50
Invoice Description	Invoice Number	Invoice Amount	
Eureka GB13	666	\$11,287.50	
ZACHARIAS BENJAMIN	027910	7/11/23	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
FF Years of Serv Recognition	062323	\$150.00	
Report Total			\$412,558.84

Clear Hills County  
 VENDOR CHEQUE REGISTER REPORT  
 Payables Management

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	6/28/23 7/11/23
Vendor ID	First	Last	Chequebook ID	First Last
Vendor Name	First	Last		

Sorted By: Cheque Number

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
027845	ADVENTURE01	ADVENTURE AUTOMOTIVE LTD	7/11/23	ATB	PMCHQ00001236	\$724.63
027846	ALBERTAJR	ALBERTA JUNIOR FOREST WARDENS	7/11/23	ATB	PMCHQ00001236	\$1,000.00
027847	ALSE01	ALS CANADA LTD	7/11/23	ATB	PMCHQ00001236	\$422.10
027848	AMSC05	AMSC INSURANCE SERVICES LTD	7/11/23	ATB	PMCHQ00001236	\$10,657.01
027849	ASPENLEAF	ASPENLEAF ENERGY LIMITED	7/11/23	ATB	PMCHQ00001236	\$58.86
027850	B&EHOME01	B & E HOME HARDWARE	7/11/23	ATB	PMCHQ00001236	\$835.16
027851	BEARCOM	BEARCOM CANADA CORP	7/11/23	ATB	PMCHQ00001236	\$4,103.17
027852	BIGEASY	BIG EASY WELDING LTD.	7/11/23	ATB	PMCHQ00001236	\$420.00
027853	BOSCHWICK01	BOSCHWICK CONTRACTING	7/11/23	ATB	PMCHQ00001236	\$15,479.12
027854	CASH01	LORI JOBSON	7/11/23	ATB	PMCHQ00001236	\$200.00
027855	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	7/11/23	ATB	PMCHQ00001236	\$13,705.50
027856	CLDLRIDER01	CLEARDALE RIDERS	7/11/23	ATB	PMCHQ00001236	\$1,000.00
027857	CLEARTECH01	CLEARTECH INDUSTRIES INC.	7/11/23	ATB	PMCHQ00001236	\$1,839.97
027858	COXGERALD01	GERALD COX	7/11/23	ATB	PMCHQ00001236	\$6,155.00
027859	CUCO06	CUSTOM COMMUNICATIONS & SECURI	7/11/23	ATB	PMCHQ00001236	\$551.25
027860	DHL01	LOOMIS EXPRESS	7/11/23	ATB	PMCHQ00001236	\$534.90
027861	DOSTALER	RICK DOSTALER	7/11/23	ATB	PMCHQ00001236	\$3,675.00
027862	DRIEDGER10	AMOS DRIEDGER	7/11/23	ATB	PMCHQ00001236	\$500.00
027863	ENDMECH	END OF STEEL MECHANICAL LTD.	7/11/23	ATB	PMCHQ00001236	\$25.00
027864	EVANS	MIKE EVANS	7/11/23	ATB	PMCHQ00001236	\$500.00
027865	FAIRVICTIM	FAIRVIEW & AREA VICTIM SERVICE	7/11/23	ATB	PMCHQ00001236	\$5,000.00
027866	FAIRVIEWCL	FAIRVIEW CLASSIC COLLISION	7/11/23	ATB	PMCHQ00001236	\$2,854.91
027867	FEHR14	FEHR TIRECRAFT LTD.	7/11/23	ATB	PMCHQ00001236	\$3,778.64
027868	FOSTERS	FOSTER'S AGRI-WORLD	7/11/23	ATB	PMCHQ00001236	\$1,578.44
027869	GELECHT	TINA GELECH	7/11/23	ATB	PMCHQ00001236	\$180.00
027870	GLENARMS01	GLEN ARMSTRONG CONSTRUCTION LT	7/11/23	ATB	PMCHQ00001236	\$11,471.25
027871	GFI01	GFI SYSTEMS INC..	7/11/23	ATB	PMCHQ00001236	\$1,239.00
027872	GRADEPRO	GRADE PRO CONTRACTING LTD.	7/11/23	ATB	PMCHQ00001236	\$22,556.63
027873	HCGENERAL01	HINES CREEK GENERAL STORE	7/11/23	ATB	PMCHQ00001236	\$2,337.63
027874	HCMUNICIPAL01	HINES CREEK MUNICIPAL LIBRARY	7/11/23	ATB	PMCHQ00001236	\$50.00
027875	JRPAINE01	J.R. PAINE & ASSOCIATES LTD.	7/11/23	ATB	PMCHQ00001236	\$892.50
027876	PETERS20	JULIUS PETERS	7/11/23	ATB	PMCHQ00001236	\$100.00
027877	JOHNSON06	KEITH JOHNSON	7/11/23	ATB	PMCHQ00001236	\$300.00
027878	KING02	JUSTIN KING	7/11/23	ATB	PMCHQ00001236	\$300.00
027879	MADDOG01	MAD DOG CRESTING	7/11/23	ATB	PMCHQ00001236	\$378.95
027880	MANY01	MANY ISLANDS RECREATIONAL	7/11/23	ATB	PMCHQ00001236	\$1,400.00
027881	MANY01	MANY ISLANDS RECREATIONAL	7/11/23	ATB	PMCHQ00001236	\$40,000.00
027882	MARTENSP	PETER MARTENS	7/11/23	ATB	PMCHQ00001236	\$150.00
027883	MENNO02	MENNO SIMONS COMMUNITY LIBRARY	7/11/23	ATB	PMCHQ00001236	\$65.00
027884	MOHR01	MOHR JAYMIE	7/11/23	ATB	PMCHQ00001236	\$100.00
027885	NORTHPEACE01	NORTH PEACE REGIONAL	7/11/23	ATB	PMCHQ00001236	\$80,306.02
027886	PEACECOUNTRYSUP	PEACE COUNTRY SUPPLY	7/11/23	ATB	PMCHQ00001236	\$378.33
027887	PEACE06	PEACE RIVER SCHOOL DIVISION NO	7/11/23	ATB	PMCHQ00001236	\$80,000.00
027888	PETERS13	ABRAM PETERS	7/11/23	ATB	PMCHQ00001236	\$300.00
027889	PETERSS	PETERS SIMON	7/11/23	ATB	PMCHQ00001236	\$300.00
027890	PROGRADE01	PROGRADE SERVICES LTD.	7/11/23	ATB	PMCHQ00001236	\$10,101.00
027891	PROVIDENT	PROVIDENT	7/11/23	ATB	PMCHQ00001236	\$6,352.00
027892	QUINTEL01	QUINTEL COMMUNICATIONS LTD.	7/11/23	ATB	PMCHQ00001236	\$41.98
027893	R&R01	R&R ROAD LTD.	7/11/23	ATB	PMCHQ00001236	\$1,470.00
027894	ROADATA	ROADATA SERVICES LTD	7/11/23	ATB	PMCHQ00001236	\$218.40
027895	ROAMING	ROAMING TRANSPORT	7/11/23	ATB	PMCHQ00001236	\$13,554.45
027896	RUSSELLB	WANDA & BRIAN RUSSELL	7/11/23	ATB	PMCHQ00001236	\$4,515.00
027897	SEEBACHJ	JASON SEEBACH	7/11/23	ATB	PMCHQ00001236	\$100.00
027898	SHARNAS	SHARNA'S OPEN CAMP	7/11/23	ATB	PMCHQ00001236	\$2,126.25

System: 7/05/23 2:46:45 PM  
User Date: 7/05/23

Clear Hills County  
VENDOR CHEQUE REGISTER REPORT  
Payables Management

Page: 2  
User ID: Dawn

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
027899	SKERRATT	CLAYTON AND ANN SKERRATT	7/11/23	ATB	PMCHQ00001236	\$1,950.00
027900	SLR	SLR CONSULTING (CANADA) LTD.	7/11/23	ATB	PMCHQ00001236	\$2,941.32
027901	STEWARTI	ILEEN STEWART	7/11/23	ATB	PMCHQ00001236	\$150.00
027902	TRINUS01	TRINUS TECHNOLOGIES INC.	7/11/23	ATB	PMCHQ00001236	\$5,003.48
027903	URER	RYAN URE	7/11/23	ATB	PMCHQ00001236	\$8,531.25
027904	URER	RYAN URE	7/11/23	ATB	PMCHQ00001236	\$100.00
027905	WILDE01	WILDE & COMPANY	7/11/23	ATB	PMCHQ00001236	\$3,360.00
027906	WGATEWAY	WORSLEY GATEWAY INN	7/11/23	ATB	PMCHQ00001236	\$271.38
027907	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	7/11/23	ATB	PMCHQ00001236	\$21,430.86
027908	WORSLEYHIST	WORSLEY HISTORICAL &	7/11/23	ATB	PMCHQ00001236	\$500.00
027909	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	7/11/23	ATB	PMCHQ00001236	\$11,287.50
027910	ZACHARIAS09	ZACHARIAS BENJAMIN	7/11/23	ATB	PMCHQ00001236	\$150.00
Total Cheques: 66						Total Amount of Cheques: \$412,558.84

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Tax Repayment Agreement</b>
File:	51-02-02

### DESCRIPTION:

Administration continues to work to get payment for outstanding taxes.

### BACKGROUND:

Acquisition Oil Corp. (AOC) was sent a demand letter in May. In response, they requested a tax repayment agreement. Over the last two months Administration, through legal counsel, has been negotiating with AOC to draft the tax repayment agreement.

The highlights of the agreement are:

- All outstanding taxes to be paid by December 31, 2023
- 2023 taxes paid by December 31, 2023
- No penalties waived.

### ATTACHMENTS:

### BUDGET:

### RECOMMENDATION:

**RESOLUTION** by ... that Clear Hills County enter into a tax repayment agreement with Acquisition Oil Corp. whereby all taxes are to be paid by December 31, 2023.

Initials show support - Reviewed by:

Manager:



CAO:





# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>FCSS Grant Funds</b>
File:	51-02-02

### DESCRIPTION:

The deadline for the third round of FCSS applications was May 31, 2023.

### BACKGROUND:

The County received four applications for the third round, however none of the applications met the criteria set out by the province. Administration has spoken to the FCSS Program Consultant for the Northwest Region about the County's Driveway Snowplowing Program. FCSS considers the program a home support program therefore it is eligible to be funded by FCSS grant funds.

The County provides snowplowing for 188 seniors and three individuals with disabilities at a cost of approximately \$71,259.12 annually.

There is \$68,771.51 in unallocated 2023 FCSS grant funds that need to be expended by December 31, 2023.

### ATTACHMENTS:

- 2023 FCSS Budget & Funding Allocation Worksheet
- Driveway Snowplowing Cost Summary

### BUDGET:

The remaining budget for the 2023 FCSS grant funding is \$68,771.51.

### RECOMMENDATION:

**RESOLUTION** by ... that the remaining FCSS grant funds be used to fund the Driveway Snowplowing Program for seniors and the disabled.

Initials show support - Reviewed by:	Manager: 	CAO: 
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## 2023 FCSS Grant Funding Breakdown

2023 CHC FCSS Grants Budget	121,301.51
2023 Village of Hines Creek Grant Funding	17,538.00
<b>Total 2023 FCSS Grants Budget</b>	<b><u>138,839.51</u></b>

### **Prior Approvals and Ongoing Commitments:**

Fairview FCSS Resource Center	500.00
Seniors Teas (Worsley & Menno Simons Schools host)	550.00
Fairview & Area Seniors Check-in Line	5,900.00
Worsley Early Childhood Foundation	23,100.00
Youth Enhancement Society - Y.E.S. Program	30,000.00
Hines Creek Playschool Society	3,000.00
Fairview FCSS	7,018.00
	<b><u>70,068.00</u></b>

<b>Remaining 2023 FCSS Grants Budget:</b>	<b>68,771.51</b>
---	------------------

## Driveway Snowplowing Cost Summary

Number of seniors	188
Number of disabled	3
Average snowplowing time per driveway	25 minutes
Average grader rate/hour	\$127.92
Cost Per Driveway	\$53.25

### Estimated cost per snowfall

Hours to snowplow driveways:	79.58
Cost:	\$10,179.87

### Estimated cost per season (average 7 rounds)

Hours to snowplow driveways:	557.06
Cost:	\$71,259.12

\*Estimate does not include travel time

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 11, 2023
Originated By:	Crystal Dei Community Service Coordinator
Title:	<b>County BBQ Itinerary</b>
File:	62-02-02

### DESCRIPTION:

Council is presented with information on the 18<sup>th</sup> Annual Clear Hills County BBQ held on July 20, 2023.

### Attachment:

- Itinerary for the 18<sup>th</sup> Annual Clear Hills County BBQ

### RECOMMENDATION:

RESOLUTION BY .....to accept information the Clear Hills County 18<sup>th</sup> Annual BBQ itinerary.

Initials show support - Reviewed by:

Manager:

CAO:



## Clear Hills County 18<sup>th</sup> Annual BBQ Itinerary

- 5:00 p.m.      -Coffee on
- Band will play
- 5:30 p.m.      -food will be ready
- Greg will do itinerary for evening
- Face painting for kids
- Loonie pit for kids
- Door prize, t-shirt and candy table-Staff
- 6:00 p.m.      -Introduction of Reeve Bean
- Reeve Bean will introduce Council and do a welcome.
- Slide Show
- Councillors hand out ice Cream
- 7:15p.m.      -Awards
  - Recreation Facility of the year
  - Volunteer of the year
  - Business of the year
- 7:30 p.m.      Fire Fighter Years of Service award
- 7:45 p.m.      -Reeve Bean Thank you
- MC Door prizes

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 11, 2023
Originated By:	Crystal Dei, Community Service Coordinator
Title:	<b>PARADE FLOAT</b>
File:	62-02-02

### DESCRIPTION:

Council is presented with information regarding the 21<sup>st</sup> Annual Worsley Pioneer Days held Saturday August 12, 2023.

### BACKGROUND:

**C325-23(06-13-23) RESOLUTION by Reeve Bean to enter a Clear Hills County float for the Worsley Historical Society parade in August.**  
**CARRIED.**

The float will consist of a truck and trailer with benches decorated with balloons, streamers garland etc.

**Date: Saturday August 12, 2023**

**Time: 12:30 p.m.**

**Location: Museum (On the big barn side)**

Councilors and Staff to meet at Clear Hills County at 12:00 p.m. Saturday August 12, 2023

Options:

1. Council on float and driving truck throwing out candy bags
2. Council and Staff on float throwing out Candy bags
3. Council to walk behind float on float handing out Candy bags.

### RECOMMENDED ACTION:

RESOLUTION by \_\_\_\_\_ That Council receives for information the discussion of the 21<sup>st</sup> annual Worsley pioneer days parade.

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**





# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 11, 2023
Originated By:	Crystal Dei, Community Service Coordinator
Title:	<b>Cleardale Fire Hall</b>
File:	23-02-02

### DESCRIPTION:

Council is presented with the attached engineered drawings for the proposed Cleardale Fire Hall. The drawings are presented to Council at 90% complete for final review and discussion prior to tender.

### BACKGROUND:

March 16 Council went forward with getting drawings done from SPA Engineering with measurements and requirements for Cleardale Firehall.

June 12 Drawings were reviewed at P & P meeting.

**C368-23(06-27-23) RESOLUTION by Deputy Reeve Janzen to approve the drawings for the Cleardale Fire Hall and proceed to a full set of drawings for tender. CARRIED.**

### ATTACHMENTS:

- Explanation of Cleardale Firehall drawings.
- PDF of Drawings emailed to Council July 06, 2023.

### RECOMMENDATION:

**RESOLUTION by .....** to accept the proposed Cleardale Fire Hall engineered drawings for information.

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b>
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## Cleardale Fire Hall

What Council asked for to be included in the Cleardale Fire Hall:

1. Drawing Number A0.2 B of engineered drawing shows
  - a. Exterior measurements of Fire Hall 40 feet x 60 feet.
  - b. Concrete Apron front 40 x 20
  - c. Front 2 doors on the Cleardale drive side, back door Entrance from Poplar drive.
  - d. Position of fire hall on lots
2. Drawing Number A1.2 B of engineered drawing shows.
  - a. Front and back man door
  - b. Overhead 14-foot doors with windows, 2 on the front and 1 in the back
  - c. 2 Floor Sumps
  - d. 10 x 10 washroom with toilet, sink and shower.
  - e. Washer and dryer hook ups now located on outside of washroom due to space.
  - f. Wall Schedule W1 & W2 exterior Corrugated Metal Cladding.
  - g. P2 & P2 G.W.B (Gypsum Wall Board) around exterior and interior of washroom.
  - h. Exterior down spouts and concrete splash pads.
3. Drawing number A1.3 B
  - a. Overhang with Gutters
4. Drawing number A2.1 B
  - a. Exterior view of front and side of fire hall with doors and gutters
5. Drawing number A2.2 B
  - a. Exterior view of band and side of fire hall with doors and gutters
6. Page 01 of 01
  - a. Grade of lots
7. Drawing number S1.1 A
  - a. Concrete apron on front and rear of building.
8. Drawing Number M1.2A, M1.3 A & M2.1 A
  - a. Radiant Heat
  - b. # 11 on drawing pressure washer.  
# 13 on both walls hose reels for pressure washer
  - c. #8 on drawing 1.5 "truck fill (Overhead)
9. Drawing Number E1.2 A
  - a. Ceiling plug ins
  - b. Backup Generator

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 11, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Range Road 91 - Rebuild and Pave</b>
File:	32-23-02

### DESCRIPTION:

Council is presented with a request from residents to rebuild and pave Range Road 91 to Township Road 860. This is approximately 5 miles of road.

### BACKGROUND:

### ATTACHMENTS:

Map  
Request from residents

### RECOMMENDED ACTION:

**RESOLUTION** by...to receive for information the request to rebuild and pave RGE RD 91 to TWP RD 860, as presented.

Initials show support - Reviewed by:

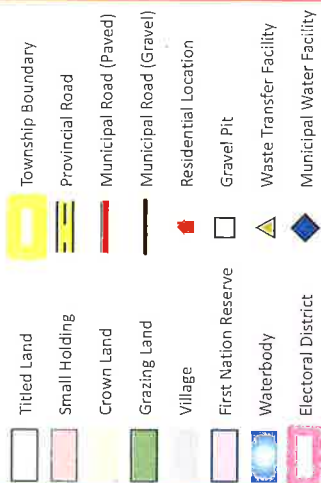
Manager:

CAO:





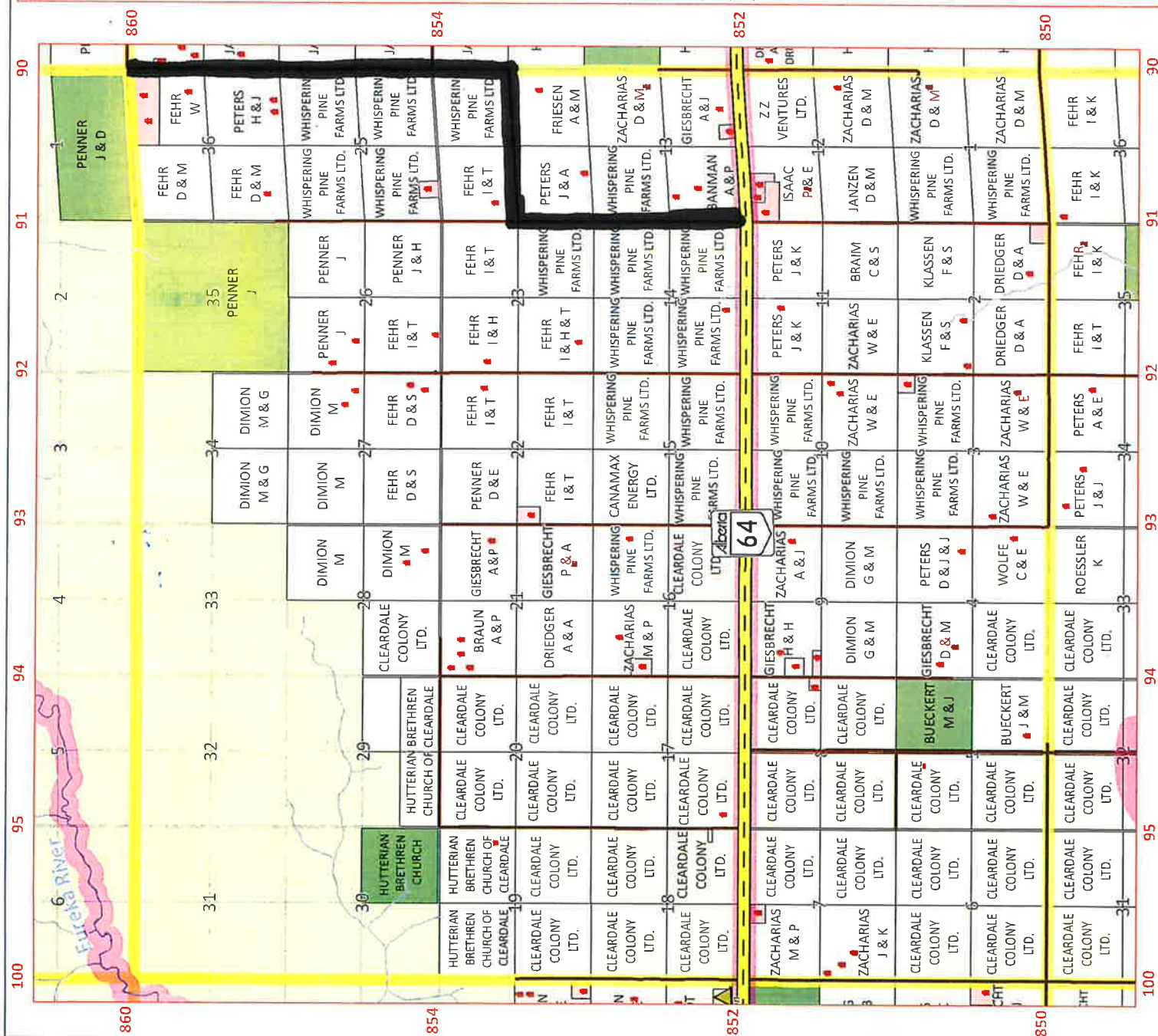
TWP 85 - RGE 09



**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

May 2021

Page 35 of 57



# PETITION

TO PAVE RANGE ROAD 91 THROUGH TO TOWNSHIP ROAD 860.  
(A.K.A. THE TIRE ROUTE)

PRINCIPAL PETITIONER:	CONTACT INFO:	SIGNATURE:
Eva Fehr	780 251 0008	Mrs Eva Fehr

DATE: April 24, 2023

To the Clear Hills County of Alberta:

We, the undersigned, are concerned citizens of Cleardale and Worsley who request the paving of Range Road 91 through to Township Road 860. This gravel road is heavily used by local residents and the surrounding community as it connects the communities of Cleardale and Worsley. Due to heavy traffic volume it has become a safety concern.














In recent years, the population living along this route has greatly increased. Currently, there are 25 residences along Range Road 860 alone, including one six semi-truck owners, of which some own more than one truck. The increased traffic volume has led to safety concerns about potholes, dust, and visibility. Some residents try calcium dust control; however, rainwater does not absorb well on the calcium-infused dirt and the heavy traffic soon results in large potholes, causing the condition of the road to worsen even more.

Because this route is a popular connector road between Cleardale and Worsley, traffic often travels at high speeds. Residents report that they don't feel safe to be out walking as traffic doesn't always slow down for pedestrians and that they get sprayed with gravel. This road often gets treated as a main road between our communities but it is not in the condition to be one.

By signing this petition, we request that the councillors of Clear Hills County consider and budget for the paving of Range Road 91 through to Township Road 860 and to prioritise the completion of it in the near future.

# PETITION


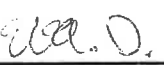
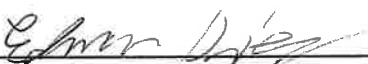




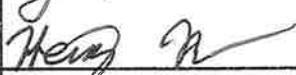





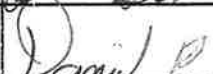
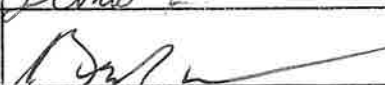

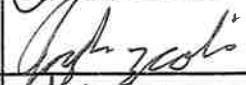

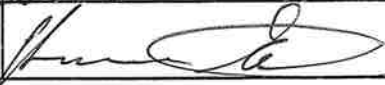
TO PAVE RANGE ROAD 91 THROUGH TO TOWNSHIP ROAD 860.  
(A.K.A. THE TIRE ROUTE)

NAME	ADDRESS	SIGNATURE
Peter Martens	860033 RR 84	
Markus Fehr	Box 58 Cleardale	
Herman Peters	Box 365 Hines Creek	
Rebecca Fehr	Box 58 Cleardale	Rebecca Fehr
Edith Friesen	Box 5 Worsley	Edith Friesen
Martha Bergen	Box 183 Cleardale T4H3Y0	
Justine Driedger	Box 87 Cleardale, AB.	Justine
Margaret Friesen	Box 5 Worsley, AB	Margaret Friesen
Anna Driedger	860046 RGE RD 83	Anna Driedger
Helena Fehr	86005 RGE RD 83	
Elizabeth Janzen	860008 RGE RD 83	
Margaret Martens	860033 RR 84	
Martha Peters	810 33 TWP RD 860	
Abraham Peters	810 33 TWP RD 860	
Martin Peters	810 36 " " "	
Margareta Peters	" " " "	Margareta
Elizabeth Penner	83044B TWP RD 860	
Abe D. Friesen	South west 6-86-8W6	
Joseph Wolfe	Box 149 Cleardale	



# PETITION

TO PAVE RANGE ROAD 91 THROUGH TO TOWNSHIP ROAD 860.  
(A.K.A. THE TIRE ROUTE)

NAME	ADDRESS	SIGNATURE
Margaretha Wolfe	Box 149, Cleardale, AB	
Eva Driedger	Box 348 Worsley AB	
Erdman Driedger	Box 131 Cleardale AB	
Margaret Driedger	Box 131 Cleardale AB	
Helena Penner	Box 256 Worsley AB	
John Penner	Box 256 Worsley AB	
Johan Penner	Box 353 Worsley AB	
Henry Penner	Box 256 Worsley AB	
Eva Penner	Box 279 Worsley AB	
Anna Penner	Box 279 Worsley AB	
Herman Penner	Box 334 Worsley AB	
Isaac Penner	Box 279 Worsley AB	
Abram Giesbrecht	Box 21 Hines creek AB	
Daniel Penner	Box 73 Cleardale AB	
Bernard Penner	Box 395 Worsley AB	
David L Penner	Box 279 Worsley AB	
Joseph D Zacharia	Box 182 Cleardale AB	
Sarah Giesbrecht	Box 376 Worsley AB	
Herman Giesbrecht	Box 376 Worsley AB	

Julius Giesbrecht	Box 376	Worsley AB	
Helena Zacharias	Box 182	Cleardale AB.	Helena zacharias
Agatha Penner	Box 334	Cleardale AB	Agatha Penner
Katharina Penner	Box 73	Cleardale AB	Katharina Penner
Helena Giesbrecht	Box 21	Hines Creek AB	Helena Giesbrecht
Margaretha Penner	Box 395	Worsley AB	Margaret Penner
Annie Janzen	Box 21	Cleardale AB	Annie Janzen
Helena Peters	Box 117	Cleardale AB	Helena Peters
Jake Peters	Box 117	Cleardale AB	Jake Peters
Margaret Janzen	Box 39	Cleardale AB	Margaret Janzen
Daniel Janzen	Box 39	Cleardale AB	Daniel Janzen
Nettie Peters	Box 62	Cleardale AB	Nettie Peters
Peter Banman	Box 392	Worsley AB	Peter Banman
Agatha Banman	Box 392	Worsley AB	Agatha Banman
Sarah Banman	Box 82	Hines Creek AB	Sarah Banman
Menno Janzen	Box 21	Cleardale AB	Menno Janzen
David Janzen	Box 39	Cleardale AB	David Janzen
Phillip Fehr	Box 212	Cleardale AB	Phillip Fehr
Amariah Fehr	Box 212	Cleardale AB	Amariah Fehr
Jake Friesen	Box 308	Worsley AB	Jake Friesen
Katharina Dyck	Box 423	Worsley AB	Katharina Dyck
William Peters	Box 51	Cleardale AB	William Peters
Eva Peters	Box 51	Cleardale AB	Eva Peters
Jake Fehr	Box 81	Cleardale	Jake Fehr
Nella Z.	Box 202	Cleardale AB	Nella Z.
Herman Zacharias	Box 202	Cleardale AB	Herman Zacharias
Peter Friesen	Box 5	Worsley AB	Peter Friesen
Anne Driedger	Box 63	Cleardale AB	Anne Driedger
Abe Driedger	Box 63	Cleardale AB	Abe Driedger
Michelle Driedger	Box 197	Cleardale AB	Michelle Driedger
Paul Driedger	Box 197	Cleardale AB	Paul Driedger

# Petition to Pave The Tire Route

Andrew Janzen	860008	RGE RD 83	/ <i>Andrew Janzen</i>
Johnny Driedger	860043	RGE RD 84	/ <i>Johnny Driedger</i>
Derick Driedger	860046	RGE RD 83	/ <i>Derick Driedger</i>
Lisa Driedger	860043	RGERD 84	<i>Lisa Driedger</i>
Grace Cox	860030	R+R 84	<i>Grace Cox</i>
Floyd Cox	860030	RR 84	<i>Floyd Cox</i>
Dawn Cox	Box 324	Twp 860	<i>Dawn Cox</i>
Clifford Cox	Box 324	Twp 860	<i>Clifford Cox</i>
David Fehr	Box 134	86005 RR 83	<i>David Fehr</i>
Eva Fehr	Box 107	Cleardale	<i>Eva Fehr</i>
Henry Fehr	83005	Twp 860	<i>Henry Fehr</i>
Willy Penner	83004B	Twp 860	<i>Willy Penner</i>
Andrew Penner	Box 408	Worsley	<i>Andrew Penner</i>
Julius Penner	Box 425	Worsley	<i>Julius Penner</i>
Jacob Penner	Box 14	Worsley	<i>Jacob Penner</i>
Apton Penner	Box 11	Worsley	<i>Apton Penner</i>
Derek Penner	Box 401	Worsley	<i>Derek Penner</i>

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 11, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Road Construction Policy 3201</b>
File:	32-02-02

### DESCRIPTION:

Council is presented with a draft of Road Construction Policy 3201, as requested.

### BACKGROUND:

**P343-23(06-26-23)** RESOLUTION by Reeve Bean to include in Policy 3201 Road Construction, that each Road Access request application requiring wetland compensation amounts, Clear Hills County will pay up to a maximum of \$10,000.00 towards the compensation. **CARRIED.**

**P344-23(06-26-23)** RESOLUTION by Reeve Bean include in Policy 3201 Road Construction, that Clear Hills County will pay up to a maximum of \$200,000.00 per ½ mile for the engineering and construction of Road Access on approved requests. All road requests will be reviewed in order of received and to a maximum of \$1,000,000.00 annually to be allocated from the New Road Construction Reserve. **CARRIED.**

### ATTACHMENTS:

Road Construction Policy 3201 Draft

### OPTIONS:

- 1- The County will cover 50% of the costs associated with the initial wetlands assessment.
- 2- The County will cover all of the costs associated with the initial wetlands assessment.

### RECOMMENDED ACTION:

**RESOLUTION by...**

**Initials show support** - Reviewed by:

**Manager:**



**CAO:**



## Clear Hills County

Effective Date <b>DRAFT</b>	Policy Number: <b>3201</b>
Title: <b>ROAD CONSTRUCTION</b>	

### 1. POLICY STATEMENT

- 1.1 Clear Hills County will develop and enhance the vital road network system within the County for the safe transportation of passengers, tourists, industry and goods.
- 1.2 The County will evaluate and prioritize road construction.
- 1.3 All Road Construction Requests will require a completed road request application form to be filled out and submitted to the Clear Hills County office by **March 1<sup>st</sup>** to be considered for construction in the following year.
- 1.4 Prior to the approval of new or existing requests, the County will proceed with the required assessment standards set out by Alberta Environments within the MSSC.  
 Definition - The Master Schedule of Standards and Conditions (MSSC) identifies conditions that apply to formal disposition applications approved under the Public Land Act. Conditions in this document are part of multiple approval systems and processes.
- 1.5 Following the assessment, a full report will be brought back to Council to present compensation costs and requirements that will need to be met as per Alberta Environment standards prior to proceeding with construction.
- 1.6 MSSC Assessment Study  
 Options:
  - 1- The County will cover fifty percent (50%) of the costs associated with the initial mandatory MSSC Assessments studies that will determine the compensation and requirements as per Alberta Environment standards. The applicant is required to pay the additional fifty percent (50%) of the costs.
  - 2- The County will cover all costs associated with the initial mandatory MSSC Assessments studies that will determine the compensation and requirements as per Alberta Environment standards.
- 1.7 Study Outcome Compensation  
 The County will pay up to a maximum of \$10,000.00 (ten thousand dollars) of the Compensation Costs, per road construction application. All compensation costs will be required to be paid in full by the applicant prior to the commencement of construction.
- 1.8 Construction  
 The County will pay up to a maximum of \$200,000.00 (two hundred thousand dollars), per ½ mile, for the engineering and construction cost on approved road construction applications.

### 2. ROAD CONSTRUCTION PRIORITIZATION

- 2.1 The CAO shall present to Council the **new road construction request** applications for Councils review and approval annually in **March** of each year.



Effective Date \_\_\_\_\_

- 2.2 The list will include estimated costs to construct ~~the requests~~ **new roads** that are presented for prioritization.
- 2.3 Council will allocate an annual budget of \$1,000,000.00 for ~~local~~ **new** road ~~access~~ construction.
- 2.4 All road requests will be on a first come basis.

**3. TO BE COMPLETED BY APPLICANT/LANDOWNER**

- 3.1 Proof of ownership by applicant.

Name of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Legal Land Location: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

- 3.2 Purpose for requesting new or upgraded road:

New Yard Site ☐Existing Yard Site ☐Upgrading Access ☐Crop/Grazing ☐Timber Salvage ☐Subdivision ☐Other ☐ Explanation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- 3.3 2.3.1. If for farmland, do you have:

a. At least ½ (minimum 80 acres) in seedbed condition ☐b. The property is fenced for pasture ☐

- 2.3.2 If for residential purpose, do you:

a. Currently live on the land? Yes ☐ No ☐b. Where is your primary residence? \_\_\_\_\_ N/A ☐c. When will you reside on the land and will be claiming it as your primary residence? \_\_\_\_\_ N/A ☐d. Have you applied for utilities? Power ☐ Gas ☐ N/A ☐e. Have you submitted a subdivision or development application? Yes ☐ No ☐ N/A ☐

- 2.3.3 How have you been getting to this land previously?

\_\_\_\_\_

2.3.4 What is the condition of the present access? Good ☐ Fair ☐ Poor ☐ None ☐

2.3.5 Date the land was acquired? \_\_\_\_\_

2.3.7 Have you received and reviewed the County's policy for Road Construction requests, and will you provide the required compensation costs? Yes ☐ No ☐

Landowners Name \_\_\_\_\_ Signature \_\_\_\_\_

Witness Name \_\_\_\_\_ Signature \_\_\_\_\_

**4. END OF POLICY**

**Related Policies:**

3202 Road Construction Specifications

3203 Approach Construction

3205 Land Need and Acquisition

**ADOPTED**

Resolution #C190-03

Date: March 25, 2003

**AMENDED**

Resolution #C876-03

Date: November 25, 2003

**AMENDED**

Resolution #C153(03/13/07)

Date: March 13, 2007

**AMENDED**

Resolution #C180(02/23/10)

Date: February 23, 2010

**AMENDED**

Resolution #C393-12

Date: July 10, 2012

**AMENDED**

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

Date: July 24, 2012

**AMENDED**

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

Date: June 24, 2014

**AMENDED**

Resolution # C413-17 08/22/17

Date: August 22, 2017

**AMENDED**

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

Date: October 13, 2020

**AMENDED**

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

Date: July 12, 2022



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 11, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Cleardale Large Vehicle Parking Lot</b>
File:	32-09-21

### DESCRIPTION:

Council is presented with information regarding gravelling approximately a 100m x 100m area of the large vehicle parking lot within the Cleardale Hamlet, as requested.

### BACKGROUND:

**P345-23(06-26-23) RESOLUTION by Councillor Giesbrecht to bring back more information on graveling the Cleardale Large Vehicle Parking lot to a future Regular Council meeting. CARRIED.**

### BUDGET:

The approximate cost associated with gravelling a 100m x 100m area of the Cleardale large vehicle parking lot is \$9,000.00.

### ATTACHMENTS:

Map  
RFD Cleardale industrial (Large Vehicle) Parking Lot

### RECOMMENDED ACTION:

**RESOLUTION by...to receive the information on gravelling approximately 100m x 100m area of the Cleardale large vehicle parking lot, and to proceed with gravelling the area, as presented.**

Initials show support - Reviewed by:

Manager:



CAO:





# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Policy &amp; Priority Meeting</b>
Meeting Date:	<b>June 26, 2023</b>
Originated By:	<b>Councillor Giesbrecht</b>
Title:	<b>Cleardale Industrial (Large Vehicle) Parking Lot</b>
File:	<b>11-02-03</b>

### DESCRIPTION:

Councillor Giesbrecht requested a discussion regarding Cleardale Industrial (Large Vehicle) Parking Lot that was built in the spring of 2016.

### BACKGROUND:

- April 2016-Discussions on turning the 6.72 acres lot south of Cleardale into a Industrial (Large Vehicle) Parking Lot
- April 2016- Dirt work and construction Tendered out.
- May 2016- Council rejected all tenders due to over budget.
- June 2016- Cleardale Industrial (Large Vehicle) Parking Lot clearing and graveling done off Equipment registry **\$39,735.57**.
- Parking lot is snowplowed on a as needed and when requested.

### ATTACHMENTS:

- Motions
- Map
- Parking Lot design
- WSP Tender for Cleardale Industrial (Large Vehicle) Parking Lot

### RECOMMENDED ACTION:

**RESOLUTION by...**

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**

*me*





**C154-16(03/22/16)**      **RESOLUTION by Councillor Fletcher proceeds to tender for the dirt work and construction for the Cleardale Industrial Parking lot south of the Cleardale residential lots on the 6.72 acres. CARRIED.**

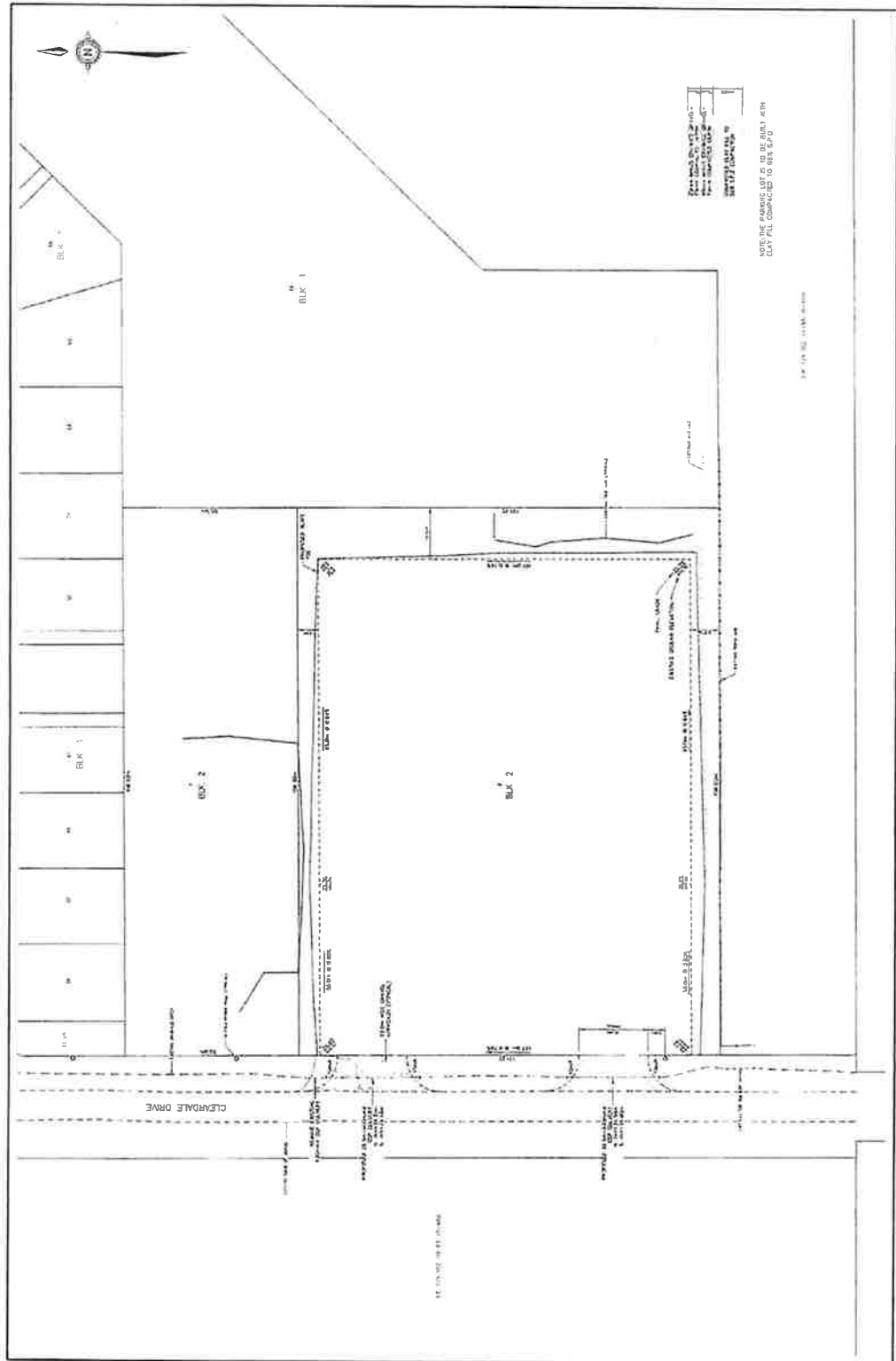
**C215-16(4/26/16)**      **RESOLUTION by Councillor Croy to open Tender 2016-12 Cleardale Large Vehicle Gravel Parking Lot, have WSP analyze results and bring back recommendations. CARRIED.**

<b>Company</b>	<b>Amount</b>
Northern Road Builders	<b>\$279,405.00</b>
D. Harms Contracting	<b>\$370,532.00</b>
Amarillo Contractors Ltd.	<b>\$422,550.00</b>
Driedger Construction	<b>\$378,050.00</b>
LaPrairie Works Inc.	<b>\$723,686.13</b>
Waymor Construction	<b>\$282,580.50</b>
Cal-R Contracting 2001 Ltd.	<b>\$324,965.00</b>
MDP Oilfield Services Ltd.	<b>\$346,676.46</b>
Bjornson Enterprises Ltd.	<b>\$344,164.50</b>
Petrowest Construction LP	<b>\$388,839.71</b>
F.M.C. Contracting Ltd.	<b>\$363,225.40</b>
Tyran Transport	<b>\$289,153.92</b>
Holder Construction	<b>\$592,975.00</b>
Granite Energy Corp.	<b>\$327,785.00</b>

**C288-16(05/10/16)**      **RESOLUTION by Councillor Croy to reject all tenders for tender 2016-12 Cleardale Large Vehicle Gravel Parking Lot due to them all coming in over budget. CARRIED.**

**C289-16(05/10/16)**      **RESOLUTION by Councillor Fletcher to hire off of the equipment registry for the clearing and graveling of the Cleardale Large Vehicle Gravel Parking Lot. CARRIED.**

**C561-18(11-13-18)**      **RESOLUTION by Reeve Croy to snow plow the Cleardale Truck parking lot only as requested. CARRIED.**



<b>CLEAR HILLS COUNTY</b> CLEARDALE, ALBERTA PROPOSED PARKING LOT DETAILED SITE PLAN		Project No. 19-00000 Date 10/1/19
Project Name Project Location Project Description Project Engineer Project Designer Project Checker Project Approver	<b>WSP</b> WSP Engineering Ltd. 10000 100th Ave. S.E. Unit 100 Surrey, B.C. V3V 2K2 Tel: 604-581-1111 Fax: 604-581-1112 Email: info@wsp.ca Website: www.wsp.ca	Scale 1:1 Date 10/1/19
<b>PERMIT TO PRACTICE</b> PERMIT NUMBER 100041 The holder of this permit is authorized to practice as a Professional Engineer in the Province of Alberta.		
Project Engineer Project Designer Project Checker Project Approver		



## REQUEST FOR QUOTATION Clear Hills County

Plans may be obtained from Clear Hills County in Worsley, Alberta or from the office of the Engineer, WSP, at 7710 Edgar Industrial Court, Red Deer, Alberta on or after **April 14, 2016**.

Deposit: \$25.00 payable to WSP (Non-refundable)

Quotations will be received by the undersigned until **4:00 p.m. local time on April 25, 2016**.

At the office of:

Clear Hills County  
P.O. Box 240  
313 Alberta Ave.  
Worsley, AB T0H 3W0  
Phone: 780-685-3925  
Fax: 780-685-3960

For the following work:

**RFQ No.:161-04826-00**

Site Grading and Other Work

### **2016 Cleardale Truck Parking Lot**

Clear Hills County is inviting Quotes for the supply of all manpower, equipment and materials to construct a 145m x 107m parking lot located in the Hamlet of Cleardale. The scope of work will consist of, but is not limited to, common excavation, borrow excavation, culvert installation, and gravel surfacing.

#### **Approximate Quantities:**

Common Excavation (Lump Sum)	4,160 m <sup>3</sup>
Borrow Excavation – Contractor Supplied	17,150 m <sup>3</sup>
Gravel Surfacing	5,850 t

**Note:** This Contract has a completion date of **June 30, 2016**.

If quote documents are obtained from COOLNet, it is the Bidder's responsibility to ensure that addenda have been received prior to tender closing. Lowest or any quotation will not necessarily be accepted. The successful contractor will be required to provide contract security. If further information is required, please contact Mr. Ron Jensen, Public Works Manager for Clear Hills County, at 780-685-3925.

For technical or engineering information, please contact Mr. Doug Buyar, Area Manager, WSP, at 780-538-2667.





Addendum No. _____	Date: _____
Addendum No. _____	Date: _____
Addendum No. _____	Date: _____

RFQ NUMBER: 161-04826-00

## **CONTRACT AND SPECIFICATIONS**

### **CLEAR HILLS COUNTY**



for

### **CLEARDALE TRUCK PARKING LOT**

**Hamlet of Cleardale**

**Site Grading and Other Work**

April 2016

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**INSTRUCTIONS TO RESPONDENTS**

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**1. INSTRUCTIONS TO RESPONDENTS****1.1 REQUEST FOR QUOTE**

Quotations must be submitted enclosed in a sealed envelope plainly marked "**Cleardale Truck Parking Lot**" and addressed to:

Mr. Ron Jensen, Public Works Manager  
Clear Hills County  
Box 240  
313 Alberta Ave  
Worsley, AB T0H 3W0

**PROJECT INFORMATION**

Clear Hills County is inviting Quotes as for the supply of all manpower, equipment and materials (as described in this document) to:

*Construct a 145m by 107m truck parking lot located in the Hamlet of Cleardale. The scope of work includes common excavation, borrow excavation, gravel surfacing and other work.*

The Quotation closing date is **4:00 p.m.** local time on **April 25, 2016**. Quotes received after this time will not be considered and will be returned to the bidder unopened. Quotes by facsimile will be accepted. If this method of submission is used, it is the contractor's responsibility to ensure that the Quote is received.

This Quote shall be evaluated by Clear Hills County (the "Owner"), in its sole discretion and in the best interest of the Owner.

The Owner may consider some or all of the following criteria in evaluating those Quotes, which comply with the Instructions to Bidders:

- I. Cost to the Owner; considering existing budgets, unbalanced bids, and cost estimates to complete the proposed work;
- II. Best evaluated product for the currency expended;
- III. Delivery time from placement of order;
- IV. Availability and applicability of warranty;
- V. Capacity and capability to complete the contract;
- VI. Ability to meet the Quote conditions and specifications;
- VII. Past performance, including previous work for the Owner; and
- VIII. Any other relevant factors.

The lowest, or any Quote, may not necessarily be accepted and the Owner reserves the right to reject or accept any bid. This Quote may be cancelled at any time prior to notification of award of the Contract. The Owner need not award any contract. If the Owner rejects all Quotes, the



**INSTRUCTIONS TO RESPONDENTS**

Owner will not be liable to any bidder for any claims, whether for costs or damages incurred in preparing the Quote, loss of anticipated profits, or for any other matter whatsoever.

Any items omitted from the Quote or any additions, alterations, conditions or qualifications added to the Quote or failure to properly sign the Quote may cause the quotation to be rejected. The determination of whether or not to reject any Quote or to remove any Quote from the evaluation process will be made in the absolute discretion of the Owner.

All Quotes are irrevocable for a period of thirty (30) days.

Any inquiries regarding this Quote may be directed to:

Attention: Doug Buyar, Area Manager  
WSP  
10070 - 117 Ave, Grande Prairie, AB T8V 7S4  
Phone: 780-538-2667  
Fax: 780-538-2951  
Email: [doug.buyar@wspgroup.com](mailto:doug.buyar@wspgroup.com)

The bidder, by submitting a Quote, agrees that it will not claim damages incurred by the bidder in preparing its Quote for matters relating to the award of a contract or to the Quoting process, and the bidder waives any claim for the loss of profits if no award is made to the bidder.

Prior to submitting a Quote the Contractor shall visit the site of the proposed work and shall fully inform themselves as to all existing conditions and limitations, which will affect its execution.

**1.2 PAYMENT**

Provided all terms and conditions on the part of the construction contractor or supplier have been complied with, each invoice shall be paid thirty (30) calendar days after receipt of the invoice, or thirty (30) calendar days after receipt of the total order by the construction contractor, whichever is later, as certified by the construction contractor and the Owner's representative in writing.

A holdback of 10% of the total Contract amount of the invoice shall be retained by the Owner. Release of holdback will be paid 45 days after issuance of a Construction Completion Certificate or a final invoice date providing no claims have been filed against the contractor and the contractor provides the Owner with a letter from the WCB and a Statutory Declaration stating that the Contractor has paid for all of the labour, materials and suppliers for the execution of this project.

**1.3 TERMINATION OF CONTRACT**

Any contract awarded to a bidder may be terminated by the Owner if the product/service is not as Quoted. In the event the contract must be terminated, the Owner reserves the right to exercise all available remedies including, but not limited to, the recovery of incidental and consequential damages.



**INSTRUCTIONS TO RESPONDENTS**

Failure to comply with any condition of this Quote may result in the contract cancellation without subsequent cost or liability to the Owner.

**1.4 WARRANTY/MAINTENANCE**

It is the Owner's intention to require the construction contractor to remedy all defects or deficiencies in the work, whether from the quality of workmanship or materials, during construction, and during the one-year warranty period following issuance of a Construction Completion Certificate.

**1.5 BASIS OF QUOTE**

Estimated quantities are approximate only and are subject to increase, decrease, or deletion. Whether the quantities are increased or decreased, the unit prices stated in the Unit Price Schedule shall apply, and the contract price shall be adjusted accordingly to the final quantities incorporated into the Work. Work items not identified in the Contract but required for the project will be paid from Contingency based upon an agreed to lump sum amount or by force account unit rates approved in writing by the Consultant prior to the execution of the Work.

The Owner reserves the right to increase, decrease or delete any Quote item and may award portions of the work.

If a discrepancy is found between a Unit Price and a Total Amount, the unit price shall be considered as representing the intention of the construction contractor or supplier and the Total Amount will be recalculated accordingly.

**1.6 BID DEPOSIT**

**This quotation does not require a bid deposit.**

**1.7 CONTRACT SECURITY**

The Contractor's attention is drawn to "Section 1.2.9, Security", of the General Specifications. The successful Contractor shall furnish security in the amount of a 10% Performance Bond and a 10% Labour and Material Payment Bond or, alternatively; in accordance with Section 1.2.9.2 of the General Specifications, an alternative form of security which includes the following options: an Irrevocable Letter of Credit, Letter of Guarantee, Certified Cheque, Bank Draft or Money Order in the amount of 20% of the total quotation price.

**1.8 SCHEDULE OF COMPLETIONS**

All work including provisional items if required, rectification of all deficiencies, clean up and issuance of a Construction Completion Certificate shall be fully completed no later than **June 30, 2016** (the "Completion Date"). There will be no extensions to the Completion Date except for delays deemed, by the Consultant, to be beyond the control of the Contractor.

If the work is not completed on or before the Completion Date, the Contractor shall be liable for all damages including but not limited to additional engineering and/or Owner costs, third party claims being charged to the Owner due to late completion, and any other costs or damages incurred by the Owner.

**1.9 CERTIFICATES OF INSURANCE**

Contractor shall provide Certificates of Insurance prior to start of construction and the insurance shall be maintained continuously until the issuance of the Final Acceptance Certificate.



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**INSTRUCTIONS TO RESPONDENTS**

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The Contractor shall provide and maintain, either by way of a separate policy or by an endorsement to its existing policy, Comprehensive General Liability Insurance acceptable to the Owner and subject to limits of not less than five million dollars (\$5,000,000.00) inclusive per occurrence for bodily injury, death, and damage to property including loss of use thereof. Where the Contractor's current Insurance policy fails to provide adequate coverage, such policy may be combined with an Umbrella or excess Liability Policy to provide the necessary coverage.

The Contractor shall have **Clear Hills County and WSP Canada Inc.** added as an additional insured, with cross-liability to such insurance.

**1.10 SAFETY PRE-QUALIFICATION**

Contracts will only be awarded to Bidders who, prior to the time fixed for receiving Quotation, possess a Certificate of Recognition (COR) which is relevant to their industry and which is recognized by Alberta Human Resources and Employment, Workplace Health and Safety.

Bidders are advised that a small employer Certificate of Recognition (for employers with less than ten employees) is considered acceptable.

For Bidders who have not obtained a Certificate of Recognition, a valid Temporary Letter of Certification (TLC) issued by the Alberta Construction Safety Association (ACSA) will be considered acceptable.

Confirmation that the Bidder possesses a COR or a valid TLC will be obtained through the Alberta Construction Safety Association.

Prospective Bidders who do not possess a COR and wish to obtain information about obtaining a COR or TLC, are advised to contact:

The Alberta Construction Safety Association

Edmonton Office  
225 Parsons Road SW  
Edmonton, AB T6X 0W6  
Phone: (780) 453-3311  
Fax: (780) 455-1120  
Email: edmonton@acsa-safety.org

Calgary Office  
#101, 292060 Wagon Wheel Link  
Rocky View, AB T4A 0E2  
Phone: (403) 291-3710  
Fax: (403) 250-2852  
Email: calgary@acsa-safety.org

Toll Free Numbers:  
Phone: 1-800-661-2272  
Fax: 1-877-441-0440

Phone: 1-800-661-6090  
Fax: 1-877-258-5881

**1.11 ACCEPTANCE OR REJECTION OF QUOTES**

The Owner reserves the right to reject any or all Quotes, to accept individual items of any Quote and award more than one contract for supply, in a manner that the Owner, at their sole discretion, deems to be in their best interests.



**QUOTE PRICE SCHEDULE**

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**Signing**

Contractor: \_\_\_\_\_  
(PRINTED COMPANY NAME AND ADDRESS)

\_\_\_\_\_

(PRINTED REPRESENTATIVE'S NAME AND TITLE)

\_\_\_\_\_

(CONTRACTOR'S SIGNATURE) \_\_\_\_\_ (DATE)

Construction Schedule: \_\_\_\_\_

(START DATE) \_\_\_\_\_ (COMPLETION DATE)



**QUOTE PRICE SCHEDULE****2. QUOTE PRICE SCHEDULE**

Bid Item	Description	Estimated Quantities		Unit Price		Total Bid
1	Mobilization (1.2.13)	1		lump sum		\$ _____
2	Site Occupancy (1.2.21)	—	days	\$900	per day	\$ _____
3	Common Excavation (2.3.6)(Special Provisions)	4,160	m <sup>3</sup>	lump sum		\$ _____
4	Borrow Excavation - Contractor Supplied (2.3.6) (Special Provisions)	17,150	m <sup>3</sup>	\$ _____	per cubic metre	\$ _____
5	Culverts - Remove and Dispose (C.S.P.) (up to 700 mm dia.) (2.4.4)	30	m	\$ _____	per metre	\$ _____
6	Culverts - Supply and Install (600 mm dia. C.S.P.) (2.4.4) (5.23.4) (Special Provisions)	54	m	\$ _____	per metre	\$ _____
7	Gravel Surfacing (3.3.4) (Special Provisions)	5,850	t	lump sum		\$ _____
8	Topsoil Distribution (2.6.4) (Special Provisions)	2,000	m <sup>2</sup>	\$ _____	per square metre	\$ _____
9	Broad-cast Seeding (2.20.4) (Special Provisions)	2,000	m <sup>2</sup>	\$ _____	per square metre	\$ _____
<b>TOTAL QUOTE PRICE</b>						\$ _____





**CONTRACT FORMS****3. CONTRACT FORMS**

THIS Agreement made and concluded in triplicate as of this \_\_\_\_\_ day of \_\_\_\_\_, 2016, between Clear Hills County (hereinafter called the County) of the first part and \_\_\_\_\_ of the \_\_\_\_\_ in the Province of \_\_\_\_\_ (hereinafter called "the Contractor") of the second part.

WITNESSETH, that for and in consideration of the covenants and agreements on the part of the County, hereinafter contained and the prices hereinafter mentioned, the Contractor for himself, his executors, administrators and assigns, covenants and agrees with the County to do, furnish and perform the works, materials, matters, and things required to be done, furnished and performed, in the manner hereinafter described, in connection with the following work or works, namely:

**Cleardale Truck Parking Lot**

in strict accordance with the plans and specifications of said work hereto attached, and to deliver the same over, complete and fully finished in every particular to the County on or before June 30, 2016. It is mutually agreed that the attached Quote or proposal and bond of the Contractor, together with the plans, specifications and any special provisions herein designated and referred to are hereby made and shall be considered part of this Agreement the same as if herein fully set forth.

IN CONSIDERATION WHEREOF, and upon the Contractor fully completing and executing in every particular the work herein contracted for within the time hereinbefore set out, and upon the said Contractor satisfying the said County that all just claims for labour and materials and for damages in connection with the work have been paid, the said County covenants, promises and agrees to pay unto and to the said Contractor for the actual amount of work done and materials in place at the unit prices stated in the Contractor's attached proposal or Quote.

IN WITNESS WHEREOF, the Contractor has hereunto set his hand and seal as of the day and year herein mentioned, and these presents have been signed and sealed by the representatives of the County, on behalf of Clear Hills County.

SIGNED, SEALED AND DELIVERED BY  
THE CONTRACTOR IN THE PRESENCE OF:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Contractor (Authorized Signature)

\_\_\_\_\_  
Contractor (Printed Name)

SIGNED AND SEALED ON BEHALF OF  
CLEAR HILLS COUNTY

\_\_\_\_\_  
Witness

per \_\_\_\_\_  
per \_\_\_\_\_



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**SPECIAL PROVISIONS**

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**4. SPECIAL PROVISIONS****4.1 SCOPE OF WORK AND SPECIFICATIONS**

All reference to "Specifications" in this Request for Quotation document will be understood to mean "*Government of Alberta-Transportation: Standard Specifications for Highway Construction – Edition 15, 2013.*"

The specifications for highway and bridge construction work, which shall form part of the Contract Agreement, are published in the following Government of Alberta – Transportation manuals:

- Standard Specifications for Highway Construction - Edition 15, 2013
- Specifications for Bridge Construction - Edition 15, 2013
- General Specification, Specification Amendments and Supplemental Specifications for Highway and Bridge Construction, Edition 15, 2013

In the Hamlet of Cleardale, a 145m x 107m truck parking lot shall be constructed at the locations and dimensions shown on the drawings and/or as directed by the Consultant. The Contractor shall strip the required area of topsoil; perform grading work to prepare the subgrade to meet a minimum of 100% compaction prior to placing gravel surfacing. The finished surface shall ensure the positive drainage of water from the site. Preparation of the area will be paid for under the unit price bid for "Common Excavation" and will be inclusive of topsoil removal, grading and shaping, compaction and all other work and materials necessary to complete the work to the satisfaction of the Consultant.

In areas, the finished truck parking lot may be slightly higher than the existing terrain. In these areas the Contractor shall landscape the area with gradual even slopes.

The Scope of Work includes, but is not limited to, the following:

- Common excavation
- Borrow excavation
- Culvert Installation
- Gravel Surfacing
- Other work as indicated in the unit price schedule and special provisions

Unless otherwise specified, the Contractor shall supply all materials necessary to complete the Work. A complete job is called for, therefore, any labour, material, equipment, tool or incidental item not specifically mentioned, but necessary to completeness will be considered incidental to the Work and no separate or additional payment will be made.

**4.2 SUPPLY OF AGGREGATE (CONTRACTOR SUPPLY WITH NO OPTION)**

The Contractor shall supply aggregates entirely from sources of his own choice. Supply of aggregate will not be paid for separately. The cost of supplying aggregate is considered incidental to the work, or included in the unit price bid for the work for which the aggregate is being produced.



**SPECIAL PROVISIONS****4.3 CONSTRUCTION STAKING**

The Contractor is responsible for field engineering survey services to control the installation of the Work, using the horizontal and vertical survey control reference points established or set by the Consultant. The Contractor is to determine that all survey information is correct prior to starting construction.

The Consultant will set a reference point hub line, for elevations and lines, with hubs at intervals which the Consultant deems suitable for the performance of the Work. Only one set of reference points will be established for the Work.

The Contractor shall give forty-eight (48) hours notice of the need for reference points. The Contractor shall discontinue Work and advise the Consultant immediately if an error is suspected in drawings, specifications, reference points, string lines, grade sheets or any other aspect of the work. To proceed with the Work where an error in survey is suspected constitutes full acceptance for costs associated with correction of the Work.

The Consultant will provide:

- One set of survey control reference points and work stakes
- Culvert installation locations and elevations
- One set of final grade stakes

Any further or additional staking shall be the responsibility of the Contractor. The Contractor shall be required to provide a survey aid occasionally to assist the Project Manager in any measurements or survey requirements during construction.

**4.4 COMMON EXCAVATION****4.4.1 Definition**

For the purpose of this Contract all excavation and placement of material from within the right-of-way, shall be defined as "Common Excavation".

Should construction work-stake limits extend outside the right-of-way to include design backslopes or adjacent access road construction and roadway obliterations, the excavation, placement and/or disposal of the materials from within these expanded limits shall also be classified as "Common Excavation."

Unusable common material will require removal off-site. Any unusable common excavation material which exceeds the fill requirements or is deemed as unsuitable for re-use on-site in the graded areas shall be removed off-site. The Contractor shall assume ownership of all unusable excavated material and dispose of the material in a manner acceptable to the Consultant. Disposal off-site shall be considered incidental to "Common Excavation" and no separate or additional payment will be made.

Surplus topsoil may be stockpiled on site as directed by the consultant or the County Representative. A designated area for stockpiling of surplus material may be arranged through the County at the time of construction.



**SPECIAL PROVISIONS****4.4.2 Measurement and Payment**

For the purpose of this Contract all excavation and placement of common excavation (including topsoil stripping, initial handling of topsoil, design undercut, design ditch excavation, waste material and channel excavation) will be paid for at the stipulated lump sum price bid for "Common Excavation" and will be based on the design quantities. It shall be the Contractor's responsibility to ensure acceptance of the estimated design quantities provided by the Consultant prior to bidding on this project.

Should additional payment be required for Common Excavation due to design alterations or excavation to remove unsuitable material, payment to the Contractor will be made by taking the Lump Sum bid price and dividing it by the quantity of design Common Excavation to obtain a per cubic metre unit price.

Procuring waste material disposal areas and hauling unsuitable material to them shall be the responsibility of the Contractor and no additional payment shall be made as payment for this work shall be considered incidental to the lump sum price bid for "Common Excavation".

There will be no separate payment made for arranging temporary or permanent locations of topsoil stockpiles or for overhaul of topsoil to these locations. Payment for stripping topsoil and hauling to stockpile locations shall be included in the unit price bid for "Common Excavation."

**A separate payment will be made only for the 2<sup>nd</sup> handling and distribution of topsoil within the right - of - way on this project as per Special Provision "Topsoil Distribution".**

Final payment of Common Excavation will be based on the design quantities listed in the estimated quantities and any additional quantities required as outlined in this Special Provision.

**4.5 SUPPLY OF BORROW**

"Borrow Material" for this Contract shall be arranged for and supplied by the Contractor from locations of his own choosing. Payment for the supply of Borrow materials will be made at the unit price bid per cubic metre for "Borrow Excavation – Contractor Supplied".

**Borrow Excavation will be measured by the Consultant to determine the actual cubic metres utilized and payment will be based on the actual cubic metres used.**

Original ground measurements will be taken by the Consultant, once the Contractor has stripped the borrow site and again upon conclusion of the borrow excavation. The Contractor shall be responsible for procuring the borrow site, acquiring of reclamation certificates, and all site restoration. All work involving the removal or replacement of borrow material, haul road construction, fencing, clearing and timber salvage and site reclamation will be considered incidental to the unit price bid for "Borrow Excavation – Contractor Supplied".

The Contractor shall be responsible to arrange for and ensure that the borrow material and locations are satisfactory to his requirements.

All terms and payments under the agreements established by the Contractor and any affected landowner shall remain the responsibility of the Contractor.



**SPECIAL PROVISIONS**

The Contractor shall retain the responsibility of ensuring the material type and quantity is satisfactory to meet contract requirements. Borrow locations and sources must be approved by the Consultant prior to construction.

The Contractor shall contact:

**Land Reclamation Division**  
Alberta Environmental Protection  
3rd Floor, Oxbridge Place  
9820 -106 Street  
Edmonton, AB T5K 2J6

Phone: 780-427-6202

before doing any work on any borrow site to ascertain the operation and reclamation requirements for obtaining borrow from that location.

The Contractor shall also contact:

**Resource Planner**  
Historic Site and Archives Services  
Cultural Facilities and Historical Resources Division  
Alberta Community Development  
Old St. Stephen's College  
8820 - 112 Street  
Edmonton, AB

Phone: 780-431-2300  
Fax: 780-432-1376

before doing any work on any borrow site to ascertain the potential for Archaeological, Paleontological and Historical Resources Prior to obtaining borrow from that location.

The Contractor shall ensure that a Conservation and Reclamation Approval from Alberta Environmental Protection and clearance from the Archaeological Survey of Alberta are in place prior to the removal of any borrow material from the Contractor's source.

The Contractor is advised that it may take up to six weeks to obtain the above approvals and clearances.

Environmental regulations for borrow material must be adhered to and the Contractor shall ensure that this work is in compliance with Local Road Authority guidelines.

All dugout borrow adjacent to the local roads shall be set at a minimum of 40 metres from the local road right-of-way boundary. If required, the Contractor must also obtain approval from the local authorities prior to constructing a dugout. The Contractor shall also obtain clearance from environmental authorities.

No additional payment will be made for the supplying of borrow material, excavating, loading, hauling, placing, spreading, trimming, fencing, topsoil removal or replacement, constructing access roads, pit sealing, reseeding of the borrow, or obtaining environmental approvals or studies but will all be considered incidental to the unit prices bid for "Borrow Excavation – Contractor Supplied".



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**SPECIAL PROVISIONS**

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**4.6 OVERHAUL**

There will be no separate bid item for overhaul on this project. No separate payment will be made for relocating topsoil or common excavation material to different locations but will be incidental to the bid item "Common Excavation".

**4.7 ROCK EXCAVATION**

There will be no classification of or separate payment for "Solid Rock Excavation". References to classification and payment for solid rock excavation in Specification 2.3 are deleted. Approved excavation of material which otherwise would have met the classification for solid rock will be classified and paid for as "Common Excavation" as applicable.

**4.8 GRAVEL SURFACING (SUPPLY AND PLACE)**

Upon completion of the grading work, the compacted roadway shall be graveled. Gravel shall be applied in two separate lifts of 75 mm each.

**4.8.1 Application and Compaction**

The first lift (Des. 4 Class 40) shall be applied upon completion of a section of roadway, and the second lift (Des. 4 Class 25) shall be applied once the first lift has been compacted onto the subgrade surface at a design depth of 75mm per lift.

The initial lift of surfacing gravel shall be compacted onto the subgrade surface. The gravel shall be windrowed and spread uniformly across the subgrade surface. Water shall be applied to the surface until acceptable moisture content is attained, as directed by the Consultant. The gravel shall then be compacted by means of a vibratory smooth drum compactor, to the satisfaction of the Consultant. The Final lift of surfacing gravel will be applied utilizing the same procedure as the initial lift.

The surfacing gravel material is required to be fully watered and compacted in conjunction with the placement of the material on the roadway surface. Failure to complete this process may result in non payment for material hauled and insufficiently spread, watered, and compacted. The Contractor may be required to re-apply surface gravel to these sections at the appropriate application rate at no cost to the Owner.

The final lift of granular material shall be compacted to an average of 98.0% of the maximum dry density established by the moisture-density relation test using standard compaction.

**4.8.2 Payment**

Payment for the supplying, processing, loading, hauling, placing, spreading, watering and compacting of the surface gravel on the project will be made at the stipulated lump sum price bid for "Gravel Surfacing" and will be based on the design quantities. It shall be the Contractor's responsibility to ensure acceptance of the estimated design quantities provided by the Consultant prior to bidding on this project.

**4.9 TOPSOIL DISTRIBUTION****4.9.1 General**

All topsoil in disturbed areas within the right-of-way, shall be salvaged for reuse. Any required stockpiling of the topsoil material shall be performed so as to minimize topsoil losses and



**SPECIAL PROVISIONS**

contamination of the topsoil and surrounding materials, using methods and locations approved by the Consultant.

Upon completion of the roadway work, the Contractor shall evenly redistribute the salvaged topsoil along the sideslopes, backslopes and ditch bottoms or to the limits identified by the Consultant.

**4.9.2 Measurement and Payment**

Measurement of the "Topsoil Distribution" shall be made based upon the square metre area of disturbed right-of-way, which has been re-topsoiled to a depth of no less than 70 mm of material. The area measured for payment shall be based on horizontal measurements with no allowances made for uneven or sloping ground.

This **second movement and placement of topsoil material** shall be paid for at the unit price bid per square metre for **"Topsoil Distribution."**

No additional payment will be made for the excavating, loading, hauling (including overhaul), placing, spreading and trimming of the topsoil material, which shall be considered incidental to the unit price bid for "Topsoil Distribution".

**4.10 CULVERTS****4.10.1 General**

The Contractor shall supply and install all new galvanized corrugated steel pipe (CSP) of the sizes and lengths shown on the drawings or as directed by the Consultant. Sloped end sections (4:1) are required for each culvert. The culverts are to be installed as per the plans and specifications or as directed by the Consultant.

Payment for CSP culverts supplied and installed by the Contractor will be made at the unit price bid for "Culverts - Supply and Install" for the applicable size of culvert. This payment will be compensation in full for supplying and hauling the culvert material, installing the pipe, including all appurtenances as required, channel excavation, preparation of the bed, back-filling, compacting, and the use of all equipment, tools, labour and incidentals necessary to complete the work.

**4.10.2 Hand Laid Riprap**

All culverts supplied and installed by the Contractor shall be rip rapped as per Drawing CB6-2.5M1 and shall be considered part of the unit price bid for "Culverts – Supply and Install". No additional payment shall be made for the supplying and hauling of the riprap material, preparation of the placement area, placement of the riprap and/or the use of all equipment, tools, labour and incidentals necessary to complete the work.

**4.10.3 Channel Excavation for Roadway Culverts**

There will be no separate payment for Channel Excavation under this contract. The cost incurred for Channel Excavation will be incidental to the unit prices bid for "Culverts - Supply and Install".





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**SPECIAL PROVISIONS**

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**4.11 BROADCAST SEEDING**

All species of grass/grain shall meet the requirements of the Canada Seed Act for Certified Seed Canada #1. The seed shall be tested by a recognized seed house with an attached weed seed analysis certificate, which is free of Noxious Weeds as indicated by the Weed Control Act of Alberta, or by law.

In addition to the above specifications, the seed shall have 0 (zero) tolerance to Sweet Clover. The recommended basic mixture for Clear Hills County shall be:

(60%) Fall Rye  
(16%) Creeping Red Fescue  
(12%) Brome  
(05%) Timothy  
(07%) Alsike Clover  
(100%) Total

Grass seed mix shall be applied at a minimum rate of 30 kg/ha. The grade of fertilizer used on the project shall be 11-52-0 applied at a minimum rate of 75 kg/ha.

**4.11.1 Measurement and Payment**

Broad-Cast Seeding will be measured by the square metre based on horizontal measurements as determined by the Consultant. No allowance will be made for uneven or sloping ground, overlap.

Payment for "Broad-Cast Seeding" will be made at the unit price bid per square metre. This payment will be considered full compensation for the supply and placement of seed, fertilizer, harrowing, and reseeding as applicable, and includes all labour, materials, equipment, tools and incidentals necessary to complete the Work to the satisfaction of the Consultant.



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**SPECIFICATION AMENDMENTS**

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**5. SPECIFICATION AMENDMENTS****5.1 AMENDMENT TO SPECIFICATION 1.2, GENERAL, RE: INSURANCE**

Section 1.2.10, "Insurance" of the General Specifications shall be modified to require the inclusion of the Owner and WSP Canada Inc. as additional insured for this project.

Sub-section 1.2.10(i) is modified to read: "General Liability Insurance in an amount not less than five million dollars (\$5,000,000) inclusive per occurrence, ..."

**5.2 AMENDMENT TO SPECIFICATION 1.2, GENERAL, RE: CLAIMS AND DISPUTE RESOLUTION**

Delete the contents of Section 1.2.54.1.2 Resolution of Claims and 1.2.54.2, Dispute Resolution Process and replace with:

**1.2.54.1.2 Resolution of Claims**

Where the Owner (or their Representative) or the Contractor considers that a Claim has arisen under the Contract, the Owner (or their Representative) or the Contractor shall issue a Notice of Claim to the other party.

A Notice of Claim shall be in writing and shall state the details of the claim. A Notice of Claim issued by the Contractor to the Owner pursuant to this Contract shall be served to the Consultant.

A Notice of Claim shall be served as soon as possible after the occurrence of the circumstance giving rise to the Claim and not later than seven (7) days after the occurrence of the circumstance, or the claimant becoming aware of the circumstance. Failure to serve a Notice of Claim within the prescribed time period will preclude the claimant from proceeding with the Claim.

The Parties shall make bona fide efforts to resolve a claim and the Work shall proceed without delay during the claims resolution process. This shall include both parties actively participating in the resolution of the claim, neither of whom may delegate the resolution of the claim to another party. Attempts to resolve claims shall sequentially follow the administrative review structure as follows:

1. Consultant - Project Manager / Area Manager / Regional Manager
2. The Public Works Manager / Ron Jensen / Clear Hills County

If there is failure to reach agreement through this administrative review, either party may proceed to litigation either with or without the agreement of the other party.

**5.3 AMENDMENT TO HIGHWAY CONSTRUCTION SPECIFICATION 7.1, RE: TRAFFIC ACCOMODATION AND TEMPORARY SIGNING**

Delete the third paragraph of Section 7.1.15.2, Bonus and Penalty Assessment. A lump sum bonus payment will not be considered for this Contract.



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**PLAN AND PERMITS**

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**6. PLANS AND PERMITS**

The following plans included in this contract shall form part of the Contract Documents:

Drawing Number	Plan Type and Description
131-12663-00	Proposed Parking Lot - Detailed Site Plan



**ADDENDA**

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**7.      ADDENDA**



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	June 27, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Chief Administrative Officer Report</b>
File Code:	11-02-02

- Current Wildfire update
  - **PWF082** was discovered on June 30. It is approximately 4,325 hectares in size and classified as out of control (OC). It is located south of Chinchaga Wildland Provincial Park. An assessor flew this fire today and Peace wildfire is developing an operational plan for this wildfire.
  - **GWF018** is currently classified as being held (BH). It is now estimated to be 49,327 ha in size. Firefighters and helicopters continue to action and monitor the area. Islands within the interior of the fire perimeter continue to show active fire behaviour, however they are not threatening guards and do not pose a threat of fire escape.
  - **PWF034** is located approximately 21 kilometers east and northeast of Worsley and 21 kilometers North of Cleardale. It is classified as under control (UC) at 587 ha. Firefighters continue to patrol this wildfire and action any hotspots found.
- B.C. Fire Costs/Invoices (G80220) Bear Canyon – update
- Wildfire cost projection information
- Worsley Water Treatment Plant Update
- Chemical Jugs - Containers up to 23L
  - Cleanfarms Collection Sites:
    - Nutrien Ag Solutions - Hines Creek
    - UFA – Fairview
    - Nutrien Ag Solutions – Fairview
    - Richardson Pioneer – Fairview
    - Hawkview Ag – Fairview
    - Cargill – Fairview
    - Rolla Agricultural Services LTD
    - Nutrien Ag Solutions - Fort St. John
- July 20<sup>th</sup> Clear Hills County BBQ update (Many Islands Campground)

### RECOMMENDED ACTION:

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

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

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>CSM Report</b>
File:	12-02-02

### DESCRIPTION:

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

### BACKGROUND:

- The County along with the FCSS Program Consultant for the Northwest Region will be providing training for not-for-profit groups who wish to apply for FCSS grant funds in the 2024 fiscal year. The training will help groups understand what is eligible to be funded, how to complete their applications etc. The training will be mandatory.
- The deadline to pay 2023 property taxes is July 17, 2023.
- Met with Belinda Brandt from 8760 Energy Operations on June 20, 2023 to discuss our current electricity and natural gas tenders, upcoming electricity tender, energy audits etc. We are saving approximately \$34,000 on electricity and \$1,200 on natural gas annually through our current tenders.

### ATTACHMENTS:

### RECOMMENDATION:

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

**Initials show support - Reviewed by:**

**Manager:**



**CAO:**

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	July 11, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Public Works Manager's Report</b>
File:	32-02-02

### Graders

- Graders are grading where needed due to the dry conditions.

### Roads, Culverts & Approaches

- Ongoing spot graveling throughout the County where needed.
- Pavement crack sealing to begin in the upcoming weeks.
- Construction and repair of approaches, culverts and center lines is ongoing.
- SLR has begun the wetlands assessment on Range Road 15 and Range Road 64. Update to come at a later date.
- Cleardale pavement overlay tender will be out shortly for bidding.
- Range Road 25 and Range Road 64 new road construction tenders are in the final stages of preparation, the tenders will be released shortly.


### Other

- Road and Rural Address sign replacement is ongoing.
- The two new pickup trucks will be delivered as soon as they are ready.
- Ongoing Hamlet of Cleardale water and sewer upgrade meetings. Parties involved are in discussion and will be reaching out to the County with proposals.
- Sulphur Lake and Stoney Lake campsite rejuvenation is underway. SWeld will be clearing the brush throughout each of the campsites as well as gravelling the sites.
- Currently looking for a contractor for the Running Lake campsite rejuvenation.

### 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)

<b>Regular Council Meeting</b>	
Meeting Date:	July 11, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Council Information</b>
File:	11-02-02

### DESCRIPTION:

Council is presented with correspondence, for information.

### BACKGROUND / PROPOSAL:

### ATTACHMENTS:

### RECOMMENDED ACTION:

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

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

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	July 11, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Calendars</b>
File:	11-02-02

### DESCRIPTION:

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

### UPCOMING CONFERENCES:

Conference	Date	Location	Attendance
Canadian Beef Industry Conference	August 14-17	Calgary	Janzen

### ATTACHMENTS:

- Calendar of upcoming meetings and conferences

### RECOMMENDED ACTION:

**RESOLUTION by ....** to accept for information July, August and September 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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# JULY 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
25	26	27	28	29	30	1  Canada Day
2	3  Office Closed	4	5	6	7  NWSAR-AB, NS	8
9	10	11  Council	12	13	14  FV Med- SH	15
16	17  P&P-ALL	18  ASB Chair Mtg-DJ	19	20  County BBQ- Many Islands- ALL	21	22  PLS-AB
23	24  LUB & Procedural Bylaw Review-ALL	25  ASB-DJ.JR	26	27	28	29
30	31					5

# AUGUST 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1	2	3	4	5
6	7 Alberta Heritage Day Office Closed	8	9	10	11 Zone 4- All	12 Worsley Pioneer Parade-ALL
13	14	15 Council	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
	MPTA-AB					

# SEPTEMBER 2023

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

## 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