

**AGENDA  
CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
TUESDAY, AUGUST 15, 2023**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, August 15, 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	
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**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, JULY 11, 2023**

PRESENT	Amber Bean Abe Giesbrecht David Janzen Danae Walmsley Jason Ruecker Susan Hansen Nathan Stevenson	Reeve Councillor Deputy Reeve Councillor Councillor Councillor Councillor
ATTENDING	Allan Rowe Bonnie Morgan	Chief Administrative Officer (CAO) Executive Assistant (EA)
ABSENT		
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> <b>C376-23(07-11-23)</b>	<b>RESOLUTION</b> by Councillor Hansen to adopt the agenda governing the July 11, 2023 Regular Council Meeting, with the addition of 6.a. Tender Opening – 2023 Engineering of Bridge Inspections & Maintenance, 11.a. Closed meeting item (Labour) as presented. <span style="float: right;"><b>CARRIED.</b></span>	
<u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes		
<b>C377-23(07-11-23)</b>	<b>RESOLUTION</b> by Deputy Reeve Janzen to adopt the minutes of the June 26, 2023, Policy & Priority Meeting, as presented. <span style="float: right;"><b>CARRIED.</b></span>	
<b>C378-23(07-11-23)</b>	<b>RESOLUTION</b> by Councillor Walmsley to adopt the minutes of the June 27, 2023, Regular Council Meeting, as presented. <span style="float: right;"><b>CARRIED</b></span>	
<u>NEW BUSINESS: COUNCIL</u> Management Team Activity Report	Management activity report was reviewed.	
<b>C379-23(07-11-23)</b>	<b>RESOLUTION</b> by Councillor Giesbrecht that the management activity reports for June 27, 2023, be accepted, as presented. <span style="float: right;"><b>CARRIED.</b></span>	
TENDER OPENING 2023 Engineering of Bridge Inspections &	Councillor Stevenson entered the meeting at 9:35 a.m.	
Maintenance	Council is presented with tenders to open for Tender 2023-07 2023 Engineering of Bridge Inspections and Maintenance.	

**C380-23(07-11-23)** **RESOLUTION by Deputy Reeve Janzen to open tenders at 9:35 a.m. for Tender 2023-07 2023 Engineering of Bridge Inspections and Maintenance, analyze results and bring back a recommendation to a future Regular Council Meeting. CARRIED.**

Company	Amount
WSP Canada Inc.	\$8,750.00

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

**C381-23(07-11-23)** **RESOLUTION by Councillor Stevenson to receive the Council verbal and written reports for information, as presented. CARRIED.**

Application to Amend Land Use Bylaw Section 8.21 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.

**C382-23(07-11-23)** **RESOLUTION by Councillor Walmsley to table the application to amend Land Use Bylaw section 8.21 – The Keeping of Animals until a future Regular Council Meeting. CARRIED.**

Reeve Bean recessed the meeting at 10:36 a.m.  
Reeve Bean reconvened the meeting at 10:41a.m.

CORPORATE SERVICES

Accounts Payable June 28, 2023, to July 11, 2023, 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.

**C383-23(07-11-23)** **RESOLUTION by Councillor Giesbrecht 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. CARRIED.**

Tax Repayment Agreement Administration continues to work to get payment for outstanding taxes.

**C384-23(07-11-23)** **RESOLUTION by Reeve Bean 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. CARRIED.**

FCSS Grants The deadline for the third round of Family and Community Support Services (FCSS) applications was May 31, 2023.

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REGULAR COUNCIL MEETING  
TUESDAY, JULY 11, 2023

**C385-23(07-11-23)** **RESOLUTION by Councillor Ruecker to table the discussion regarding that the remaining Family and Community Support Services (FCSS) grant funds until the next Regular Council meeting. CARRIED.**

COMMUNITY

Clear Hills County  
BBQ

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

Deputy Reeve Janzen left the meeting at 11:17 a.m.

**C386-23(07-11-23)** **RESOLUTION by Councillor Hansen to accept information the Clear Hills County 18th Annual BBQ itinerary. CARRIED.**

Deputy Reeve Janzen entered the meeting at 11:18 a.m.

Worsley Pioneer Day  
Parade

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

**C387-23(07-11-23)** **RESOLUTION by Deputy Reeve Janzen that Council receives for information the discussion of the 21st annual Worsley pioneer days parade. CARRIED.**

Cleardale Fire Hall

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.

**C388-23(07-11-23)** **RESOLUTION by Deputy Reeve Janzen to accept the proposed Cleardale Fire Hall engineered drawings with the discussed amendments, for information. CARRIED.**

Reeve Bean recessed the meeting at 11:45 a.m.

Reeve Bean reconvened the meeting at 12:19 p.m.

PUBLIC WORKS

Request-Range Road  
91 – Rebuild and Pave

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.

**C389-23(07-11-23)** **RESOLUTION by Councillor Walmsley to deny the request to rebuild and pave Range Road 91 to Township Road 860. CARRIED.**

Road Construction  
Policy 3201

Council is presented with Road Construction Policy 3201 for review and approval.

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REGULAR COUNCIL MEETING  
TUESDAY, JULY 11, 2023

**C390-23(07-11-23)**

**RESOLUTION by Reeve Bean to approve amending Policy 3201 Road Construction, Section 1.6 The Master Schedule of Standards and Conditions (MSSC Assessment Study), the County will cover ninety percent (90%) of the costs associated with the initial mandatory MSSC Assessments studies that will determine the compensation and requirements as per Alberta Environment standards. CARRIED.**

Cleardale Large  
Vehicle Parking Lot

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.

**C391-23(07-11-23)**

**RESOLUTION by Councillor Giesbrecht 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 to eliminate large vehicle parking within the hamlet, as presented. CARRIED.**

Reeve Bean recessed the meeting at 1:00 p.m.  
Reeve Bean reconvened the meeting at 1:05 p.m.

WRITTEN REPORTS

Chief Administrative  
Officer's Report

Chief Administrative Officer's report.

**C392-23(07-11-23)**

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

Corporate Services  
Manager's Report

Corporate Services Report

**C393-23(07-11-23)**

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

Public Works  
Manager's Report

Public Works Manager's Report

**C394-23(07-11-23)**

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

COUNCIL  
INFORMATION

Nothing to report

CALENDARS

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

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REGULAR COUNCIL MEETING  
TUESDAY, JULY 11, 2023

C395-23(07-11-23)

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

Date	Meeting	Councillor
July 5	NPHF	Walmsley
July 12	Wildfire Video Tribute	Bean/Janzen
August 14-17	Canadian Beef Industry Conf	Janzen
August 23	NWSAR	Bean/Hansen
		<b>CARRIED.</b>

C396-23(07-11-23)

**RESOLUTION by Councillor Hansen to approve the attendance of Reeve Bean and Deputy Reeve to attend the meeting with the Wildfire Video Tribute producer, on July 12, 2023 in Worsley.**  
**CARRIED.**

C397-23(07-11-23)

**RESOLUTION by Councillor Giesbrecht that Council close the meeting to the public as per Section 27, of FOIP at 1:51 p.m.**  
**CARRIED.**

C398-23(07-11-23)

**RESOLUTION by Councillor Ruecker that Council opens the meeting to the public as per Section 27, of FOIP at 2:34 p.m.**  
**CARRIED.**

ADJOURNMENT

Reeve Bean adjourned the, July 11, 2023 Regular Council Meeting at 2:35 p.m.

\_\_\_\_\_  
DATE REEVE

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

**MINUTES OF CLEAR HILLS COUNTY  
POLICY & PRIORITY MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
MONDAY, JULY 17, 2023**

PRESENT	Amber Bean David Janzen Danae Walmsley Susan Hansen Abe Giesbrecht Jason Ruecker	Reeve Deputy Reeve Councillor Councillor Councillor Councillor
ABSENT	Nathan Stevenson Abe Giesbrecht	Councillor Councillor
ATTENDING	Allan Rowe Bonnie Morgan Natasha Gillett	Chief Administrative Officer (CAO) Executive Assistant (EA) Community Clerk (CC)
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> <b>P399-23(07-17-23)</b>	<b>RESOLUTION</b> by Deputy Reeve Janzen to adopt the agenda governing the July 17, 2023 Policy & Priority Meeting, as presented. <b>CARRIED.</b>	
<u>NEW BUSINESS: COUNCIL</u>		
Policy 6803- Special Event Grant	Council is presented with the amendments to Policy 6803 Special Event Grant Program.	
<b>P400-23(07-17-23)</b>	<b>RESOLUTION</b> by Councillor Hansen to recommend that Council approve the amendments and name change for Policy 6803 – New Event Grant, as presented. <b>CARRIED.</b>	
	Reeve Bean recessed the meeting at 10:41 a.m. Reeve Bean reconvened the meeting at 10:49 a.m.	
Clear Hills County Area Health Care Coverage	Council requested discussions regarding Clear Hills County area Health Care Coverage and the Worsley Health Centre be added to the Policy & Priority Meeting.	
<b>P401-23(07-17-23)</b>	<b>RESOLUTION</b> by Councillor Hansen to bring back information regarding the current Worsley Health Centre and Worsley EMS services and staffing to a future Policy & Priority Meeting. Invite the site managers for the Worsley Health Centre and Worsley EMS to attend a future Regular Council meeting. <b>CARRIED.</b>	
Marketing Position	Council requested a discussion on a proposed marketing position.	

Page 2 of 2  
POLICY & PRIORITY MEETING  
MONDAY, JULY 17, 2023

**P402-23(07-17-23)**

**RESOLUTION by Reeve Bean to bring the Marketing & Economic Coordinator job description to the July 24, 2023, Land Use Bylaw & Procedural Bylaw Review meeting for review. CARRIED.**

ADJOURNMENT

Reeve Bean adjourned the July 17, 2023 Policy & Priority Meeting at 11:59 a.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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



**MINUTES OF CLEAR HILLS COUNTY  
SPECIAL COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
MONDAY, JULY 24, 2023**

**PRESENT**

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

**ABSENT**

Jason Ruecker	Councillor
Abe Giesbrecht	Councillor

**ATTENDING**

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

**CALL TO ORDER**

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

**ACCEPTANCE OF  
AGENDA**

**C403-23(07-24-23)**

**RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the July 24, 2023 Special Council Meeting, as presented. CARRIED.**

**NEW BUSINESS:  
COUNCIL**

Land Use Bylaw  
Review

Council reviewed the Land Use Bylaw.

Councillor Stevenson entered the meeting at 9:49 a.m.

Reeve Bean recessed the meeting at 12:02 p.m.  
Reeve Bean reconvened the meeting at 12:37 p.m.

**C404-23(07-24-23)**

**RESOLUTION by Councillor Hansen to accept for information the review of the draft Land Use Bylaw and bring the updated document to the next regular Council meeting for consideration. CARRIED.**

Procedural Bylaw &  
Councillor Code of  
Conduct Bylaw  
Review

Council reviewed the Draft Procedural Bylaw and Councillor Code of Conduct Bylaws.

Reeve Bean recessed the meeting at 1:03 p.m.  
Reeve Bean reconvened the meeting at 1:08 p.m.

**C405-23(07-24-23)**

**RESOLUTION by Councillor Stevenson to go into closed session at 1:23 p.m. CARRIED.**

Page 2 of 2  
SPECIAL COUNCIL MEETING  
MONDAY, JULY 24, 2023

C406-23(07-24-23)

**RESOLUTION by Deputy Reeve Janzen to come out of closed session at 1:37 p.m. CARRIED.**

C407-23(07-24-23)

**RESOLUTION by Reeve Bean to amend the Draft Procedural Bylaw as discussed and bring the revised draft to the next regular Council Meeting. CARRIED.**

Reeve Bean recessed the meeting at 2:48 p.m.  
Reeve Bean reconvened the meeting at 2:53 p.m.

C408-23(07-24-23)

**RESOLUTION by Councillor Walmsley to amend the Code of Conduct Bylaw as discussed and bring the revised draft to the next regular Council Meeting. CARRIED.**

Deputy Reeve Janzen left the meeting at 3:14 p.m.

Marketing Position

Council requested a discussion on a proposed marketing position.

C409-23(07-24-23)

**RESOLUTION by Councillor Hansen to update the proposed marketing position as discussed. CARRIED.**

ADJOURNMENT

Reeve Bean adjourned the July 24, 2023 Special Council Meeting at 3:36 p.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION- Source Inspired <b>10:15 a.m.</b>
File:	11-02-02

DESCRIPTION:

Michelle Stam with Source Inspired (Brand Strategist and Design) will be in attendance as per Councils request.

ATTACHMENTS:

RECOMMENDED ACTION:

**RESOLUTION** by..... to receive the delegation from Michelle Stam with Source Inspired (Brand Strategist and Design) for information, as presented.

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b> 
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# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 15, 2023
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>Tender Opening - Janitorial Services</b>
File:	63-02-02

### DESCRIPTION:

Council is presented with tenders to open for Tender 2023-08 Janitorial Services.

Tender closed on Monday, August 14, 2023, at 4:00 p.m.

### BACKGROUND:

**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.**

### BUDGET:

\$25,000.00

### RECOMMENDED ACTION:

**RESOLUTION by ...** to open tenders at 9:35 a.m. for Tender 2023-08 Janitorial Services analyze the results and bring back a recommendation.

Initials show support - Reviewed by:

Manager:

CAO:



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Tender Opening- Hamlet of Cleardale Pavement Overlay</b>
File:	32-09-21

### DESCRIPTION:

Council is presented with tenders for Hamlet of Cleardale pavement overlay.

Tenders closed on August 15, 2023, at 9:29 a.m.

### BACKGROUND:

**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.**

### BUDGET:

Estimated cost from WSP Canada Inc.- \$314,000.00

### RECOMMENDED ACTION:

**RESOLUTION by ...** to open tenders at 9:35 a.m. for Hamlet of Cleardale pavement overlay Contract, WSP Canada Inc. will analyze results and bring back a recommendation.

Initials show support - Reviewed by:

Manager:



CAO:



# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Management Team Activity Report</b>
File:	11-02-02

DESCRIPTION:

Management activity report for July 24, 2023

ATTACHMENTS:

- Management Activity Report
- Policy & Priority Activity Report

RECOMMENDED ACTION:

**RESOLUTION** by .... that the management activity report for July 24, 2023, be accepted, as presented.

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

**Activity Report for JULY 24, 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	August 15
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
		<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.	PWM	Tendered



**Management Team**

**Activity Report for JULY 24, 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>CARRIED.</b>		
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	Complete
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 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. CARRIED.	PW	In works
		<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	CS	In waiting (Reeve Bean)





**Management Team**

**Activity Report for JULY 24, 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
		overlay of the Fairview Airport runway until the next Regular Council Meeting. CARRIED.		
		May 23, 2023		
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. CARRIED.	EA	Deputy Reeve Registered
		June 12, 2023 Policy & Priority		
P300-23	06/12/23	RESOLUTION by Councillor Hansen to invite TELUS Cellular service and Broadband local representative to a future meeting. CARRIED.	EA	September
P302-23	06/12/23	RESOLUTION by Deputy Reeve Janzen to invite a rebranding consultant to a future Policy and Priority meeting. CARRIED.	EA	August 15-Delegation
		June 13, 2023		
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	August 15
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	In waiting
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	August 12
C326-23	06/13/23	RESOLUTION by Councillor Hansen to proceed to tender for the 2023 engineering of bridge	PW	Tendered



**Management Team**

**Activity Report for JULY 24, 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>inspections and maintenance, with funds to be allocated from the Bridge Reserve. CARRIED.</b>		
C327-23	06/13/23	<b>RESOLUTION by Councillor Stevenson to proceed to tender for Snow Removal in Worsley Hamlet. CARRIED.</b>	PW	In works
C328-23	06/13/23	<b>RESOLUTION by Deputy Reeve Janzen to proceed to tender for Snow Removal for the Worsley Walking Path. CARRIED.</b>	PW	In works
C329-23	06/13/23	<b>RESOLUTION by Councillor Ruecker to proceed to tender for Snow Removal in Cleardale Hamlet. CARRIED.</b>	PW	In works
C330-23	06/13/23	<b>RESOLUTION by Councillor Stevenson to proceed to tender for Snow Removal for the Cleardale Walking Path. CARRIED.</b>	PW	In works
		<b>June 27, 2023 Regular Council Meeting</b>		
C353-23	06-27-23	<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>	EA	
C366-23	06-27-23	<b>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.</b>	CC	
C367-23	06-27-23	<b>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.</b>	CC	
C368-23	06-27-23	<b>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.</b>	CC	Tendered out
		<b>July 11, 2023</b>		
C380-23	07/11/23	<b>RESOLUTION by Deputy Reeve Janzen to open tenders at 9:35 a.m. for Tender 2023-07 2023 Engineering of Bridge Inspections and Maintenance, analyze results and bring back a recommendation to a future Regular Council Meeting. CARRIED.</b>	PW	



## Management Team

### Activity Report for JULY 24, 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				
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Company</td> <td style="width: 50%;">Amount</td> </tr> <tr> <td>WSP Canada Inc.</td> <td>\$7,500.00</td> </tr> </table>	Company	Amount	WSP Canada Inc.	\$7,500.00		
Company	Amount							
WSP Canada Inc.	\$7,500.00							
C382-23	07/11/23	RESOLUTION by Councillor Walmsley to table the application to amend Land Use Bylaw section 8.21 – The Keeping of Animals until a future Regular Council Meeting. <b>CARRIED</b>	EA	August 15				
C384-23	07/11/23	RESOLUTION by Reeve Bean 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. <b>CARRIED.</b>	CS					
C385-23	07/11/23	RESOLUTION by Councillor Ruecker to table the discussion regarding the remaining Family and Community Support Services (FCSS) grant funds until the next Regular Council meeting. <b>CARRIED.</b>	CS	August 15				
C388-23	07/11/23	RESOLUTION by Deputy Reeve Janzen to accept the proposed Cleardale Fire Hall engineered drawings with the discussed amendments, for information. <b>CARRIED.</b>	CC	Tendered				
C390-23	07/11/23	RESOLUTION by Reeve Bean to approve amending Policy 3201 Road Construction, Section 1.6 The Master Schedule of Standards and Conditions (MSSC Assessment Study), the County will cover ninety percent (90%) of the costs associated with the initial mandatory MSSC Assessments studies that will determine the compensation and requirements as per Alberta Environment standards. <b>CARRIED</b>	PW	August 15				
C391-23	07/11/23	RESOLUTION by Councillor Giesbrecht 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 to eliminate large vehicle parking within the hamlet, as presented. <b>CARRIED.</b>	PW					
C396-23	07/11/23	RESOLUTION by Councillor Hansen to approve the attendance of Reeve Bean and Deputy Reeve to attend the meeting with the Wildfire Video Tribute producer, on July 12, 2023 in Worsley. <b>CARRIED.</b>	EA					



**Management Team**

**Activity Report for JULY 24, 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 17, 2023 Policy &amp; Priority</b>				
P400-23	07-17-23	RESOLUTION by Councillor Hansen to recommend that Council approve the amendments and name change for Policy 6803 – New Event Grant, as presented. CARRIED.	EA	August 15
P401-23	07-17-23	RESOLUTION by Councillor Hansen to bring back information regarding the current Worsley Health Centre and Worsley EMS services and staffing to a future Policy & Priority Meeting. Invite the site managers for the Worsley Health Centre and Worsley EMS to attend a future Regular Council meeting. CARRIED.	EA	In waiting
P402-23	07-17-23	RESOLUTION by Reeve Bean to bring the Marketing & Economic Coordinator job description to the July 24, 2023, Land Use Bylaw & Procedural Bylaw Review meeting for review. CARRIED.		
<b>July 24, 2023 Special Council Meeting</b>				
C404-23	07-24-23	RESOLUTION by Councillor Hansen to accept for information the review of the draft Land Use Bylaw and bring the updated document to the next regular Council meeting for consideration. CARRIED.	EA	August 15
C407-23	07-24-23	RESOLUTION by Reeve Bean to amend the Draft Procedural Bylaw as discussed and bring the revised draft to the next regular Council Meeting. CARRIED.	EA	August 15
C408-23	07-24-23	RESOLUTION by Councillor Walmsley to amend the Code of Conduct Bylaw as discussed and bring the revised draft to the next regular Council Meeting. CARRIED.	EA	August 15
C409-23	07-24-23	RESOLUTION by Councillor Hansen to update the proposed marketing position as discussed. CARRIED.	EA	Advertised
<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✓



## Management Team

### Activity Report for JULY 24, 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. <b>CARRIED.</b>		2024
		<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. <b>CARRIED.</b>	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. <b>CARRIED.</b>	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. <b>CARRIED.</b>	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. <b>CARRIED.</b>	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. <b>CARRIED.</b>	EA	Waiting for Invoice
C44-23	01/24/	RESOLUTION by Councillor Walmsley to approve a	CSM	Waiting for



**Management Team**

**Activity Report for JULY 24, 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										
	23	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.		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 border="1" style="width: 100%; border-collapse: collapse;"> <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.CARRIED.	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 Update

### Activity Report for August 15, 2023

Active Items

Completed Items:

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

Motion & Date	ITEM NAME	Dept.	Policy & Priority Items – Priority Level	Priority order for next P&P	Notes
P342-23 (06-26-23)	Procedural Bylaw	EA	RESOLUTION by Councillor Hansen to accept for information the review of the draft Land Use Bylaw and bring the updated document to the next regular Council meeting for consideration. <b>CARRIED.</b>	July 24	Brought to the July 24 <sup>th</sup> Special Council meeting. Will be brought for final review to August 15 <sup>th</sup> Regular Council Meeting
C390-23(07-11-23)	Policy 3201 Road Construction	PW	RESOLUTION by Reeve Bean to approve amending Policy 3201 Road Construction, Section 1.6 The Master Schedule of Standards and Conditions (MSSC Assessment Study), the County will cover ninety percent (90%) of the costs associated with the initial mandatory MSSC Assessments studies that will determine the compensation and requirements as per Alberta Environment standards. <b>CARRIED.</b>		PW will bring this Policy for final review to the August 15 <sup>th</sup> Regular Council Meeting.
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. <b>CARRIED.</b>		PW will bring this Policy for final review to the August 15 <sup>th</sup> Regular Council Meeting.
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. <b>CARRIED.</b>		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. <b>CARRIED.</b>		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. <b>CARRIED</b>	July 17	Discussion on a marketing position to assist with these types of items.

## Policy & Priority Update

### Activity Report for August 15, 2023

Active Items

Completed Items:

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

Motion & Date	ITEM NAME	Dept.	Policy & Priority Items – Priority Level	Priority order for next P&P	Notes
P400-23(07-17-23)	Policy 6803 Special Event Program	EA	RESOLUTION by Councillor Hansen to recommend that Council approve the amendments and name change for Policy 6803 – New Event Grant, as presented. CARRIED.	July 17	Final Approval at the August 15 <sup>th</sup> Regular Council Meeting.
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	CS will bring this Draft Policy to the August 15 <sup>th</sup> Regular Council Meeting
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.
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
P401-23(07-17-23)	Rural Health services Medi dispensary	EA	RESOLUTION by Councillor Hansen to bring back information regarding the current Worsley Health Centre and Worsley EMS services and staffing to a future Policy & Priority Meeting. Invite the site managers for the Worsley Health Centre and Worsley EMS to attend a future Regular Council meeting. CARRIED.	July 17	A copy of the Worsley Health Centre Services has been provided to all Council via email as well as in Council correspondence (August 15 Reg Council Meeting Agenda)



# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 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.

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b>	
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# Clear Hills County

## Request For Decision (RFD)

	<b>Council Meeting</b>
Meeting Date:	August 15, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Land Use Bylaw 287-23
File:	11-02-02

### DESCRIPTION:

Council is presented with the Land Use Bylaw 287-23 for review.

**C404-23(07-24-23) RESOLUTION by Councillor Hansen to accept for information the review of the draft Land Use Bylaw and bring the updated document to the next regular Council meeting for consideration. CARRIED.**

Council will be presented with a printed copy at the meeting. Emailed copies were sent out with the Council Agenda, Friday, August 11, 2023.

### RECOMMENDED ACTION:

**RESOLUTION by to give first reading to Land Use Bylaw 287-23 being a Bylaw of Clear Hills County in the Province of Alberta to Replace the Clear Hills County Land Use Bylaw 189-16.**

**RESOLUTION by to approve the public hearing date of October 10, 2023, at the Regular Council meeting for the purpose of public input regarding proposed Land Use Bylaw 287-23 being a Bylaw of Clear Hills County in the Province of Alberta to Replace the Clear Hills County Land Use Bylaw 189-16.**

Initials show support - Reviewed by:

Manager:

CAO:



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	August 15, 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:

- Requested Information – Jennifer Daniel - Principal, Worsley Central School
- 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, 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.
2. 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:**



Hi Shelby

At the last council meeting, the council had requested additional information from me regarding my land use application. Can you add this following to their package or send it to them for the meeting? I unfortunately am unable to attend the meeting as I am taking a course next week.

Thank you,

Jennifer Daniel  
Principal, Worsley Central School

\*\*\*\*\*

Dear Council-

My apologies for not being able to attend this meeting. I enjoyed attending the last one and am looking forward to attending more in the future.

At our last meeting, I heard some concerns about our project and you had requested more information. I also read the report from MMSA. Based on our conversation and that report I think the next step would be to amend the bylaw to include Institutional Farms. Then, although that would open things up to other schools, your regulations and requirements for those farms could include acreage requirements as well as or including distance from other property owners. It could also limit the type and amount of livestock allowable by that permit. I do firmly believe that the location of my school, it's distance from residences from non-PRSD property owners, can easily accommodate the 2 Nigerian Dwarf Goats (and their potential pre-weaned offspring).

1. Finances- we are exploring grant applications to fund this project as well as in-kind donations from the school community. **We will keep our accounts separate from the Clear Hills County Trades Training Program as you have requested.** When I spoke of overlap, the only overlap that has occurred to this point was the construction, during shop class, of the wooden goat shelter (and greenhouse in years previous). The other goat "pen" was paid for with school generated funds. While I recognize that we do not have funds for every aspect of this project, many of the grants cannot be applied for if I am not approved to have the goats. We have a chicken-and-egg scenario... We do have enough money in our school generated funds account to pay for feed and vet bills for the first year. I have spoken to a vet tech out of Fairview who keeps goats to get generous estimates on these costs. I have also begun steps to organize a fundraiser for the fall to aid in additional funding.

2. Concerns about the time-consuming nature of this project- as I mentioned in the meeting, while I have not kept livestock, I have been a responsible pet owner for over 30 of my 41 years. My own dog required emergency vet care a few weeks ago as well as an expensive maintenance care procedure- I am quite familiar with vet care and their costs. While I understand there are nuances to livestock care over pets, the time commitment, responsibility and supervision is not something I am unfamiliar with. Also, although I was not raised on a farm, my father was and all my Uncles and many cousins are farmers in the Crooked Creek area. I visited the farms frequently including my Uncles dairy, poultry and pig farms. In fact, one of the reasons I am asking to keep the animals on school grounds is because that is where I live. It will make it easier for me to supervise the animals as the school grounds are in view of my living room. As for concerns about me "moving" or being sick- obviously that is not in the plan, but if it were to happen the incoming administration would have to decide if they were up to carrying on the project or cancel it. If they did terminate the program, then the goats would be rehomed. My goal is to provide adequate leadership so that it would be taken over by either a community member or alternate staff member over time.

3. If, down the road, we explored other animals as school projects, out of respect for the teachers and persons living on school grounds I would explore nearby spaces that are already appropriately zoned. To kickstart this project, to get kids more involved and to establish routines- we are starting with smaller animals on site. I see this project as a multi-year project and the goats at school are going to be a pilot of sort so that we can establish routines and roles. This will be

significantly easier if I don't have to add student transportation to make this work. While I recognize that goats come in a variety of temperaments and breeds, Nigerian Dwarf Goats are of the 80lb variety as opposed to the Boer goats which can be 200-320lbs. They are known for being more friendly (some are trained as emotional support animals) and good milk producers. The smaller size, and limited number is also done to again respect our neighbors.

4. Regarding our neighbors- there are very few homes in the vicinity but I have no interest in being a source of anger for community members. I also believe that we should be able to manage waste and odor to keep it down. The goat pellets should be able to be used as manure in our garden and urine spoiled straw/bedding can be transported off site (although some can also be used in the garden between the rows). While the odors from the Fairview College farm are familiar to me- the number of animals and size of their organization is significantly larger than my ask for a max of 4 goats. I am hopeful that I will be able to reap the educational benefits of Agricultural educational opportunities while not having a full "farm" at the school. I would hope when discussing this, we are clear on the size of the animals I am requesting as well as the small number of them. I truly do not see a "herd" of anything on school grounds and I am open to any additional limitations that the county wishes to put on our request. I heard Councilor Stevenson voice concerns about our infrastructure- namely, I believe, he was concerned about us not having a large enough "pen". We have the supplies already to make a larger pen (6 foot fence) but I am hesitant to do all the steps involved in putting that fence up if I am not going to be allowed to put goats in it.

5. Other schools- I haven't had a conversation with the admin at HCC about implementing this project and recognize that both HCC and MS are located with more residences close by. I wonder if we couldn't put a limitations on the allowance of the "institutional farm" by acreage or similar as suggested by Counselor Rueker. Or perhaps the amendment includes a clause that requires the "Institutional Farm" to apply yearly for a "permit"? That way if the 2 goats and their potential offspring are a nuisance, the "permit" doesn't get renewed. I have spoken with the 2023-2024 principal for Menno Simons (a former teacher from Worsley) and she has no plans for livestock projects in Menno as she recognizes the location of the school, proximal to the non-prsd residences is different than in Worsley.

I recognize that the above is a lot of information... the most important, I think, is the following:

1. We will keep our finances for this project separate from the Trades Training Program.
2. We are not looking for a herd of animals, just 2 small Nigerian Dwarf Goats and their potential offspring (as babies).
3. If we are approved to be an educational/Institutional farm, we are subject to annual permits with limitations as requested by council.
4. Our request has been published in the minutes of council meetings, and community members have had access to that information for over a month now.
5. Having Worsley Central School be an Institutional Farm is NOT the same as allowing everyone or anyone to have goats "in town" Due to the size of the property and its distance from non-PRSD residence properties. No other residences are even in view of the school property.

Thank you again for your careful consideration of our proposal and project.

Jennifer Daniel

RECEIVED

APR 21 2023

Clear Hills County

FORM H



CLEAR HILLS COUNTY

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

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.

Table with columns: APPLICANT INFORMATION, COMPLETE IF DIFFERENT FROM APPLICANT. Includes fields for Name of Applicant, Address, Contact Numbers, and Land Information.

Proposed Amendment

FROM TO
Reasons in Support of Application for Amendment:
We are seeing to have section 8.21 "The Keeping of Animals (In Hamlets)" amended to include the keeping of goats.

DATE: April 21, 2023 SIGNATURE OF APPLICANT:
DATE: April 21, 2023 SIGNATURE OF REGISTERED LAND OWNER:

**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*



# Creating a Sustainable Agriculture Program for Worsley Central School

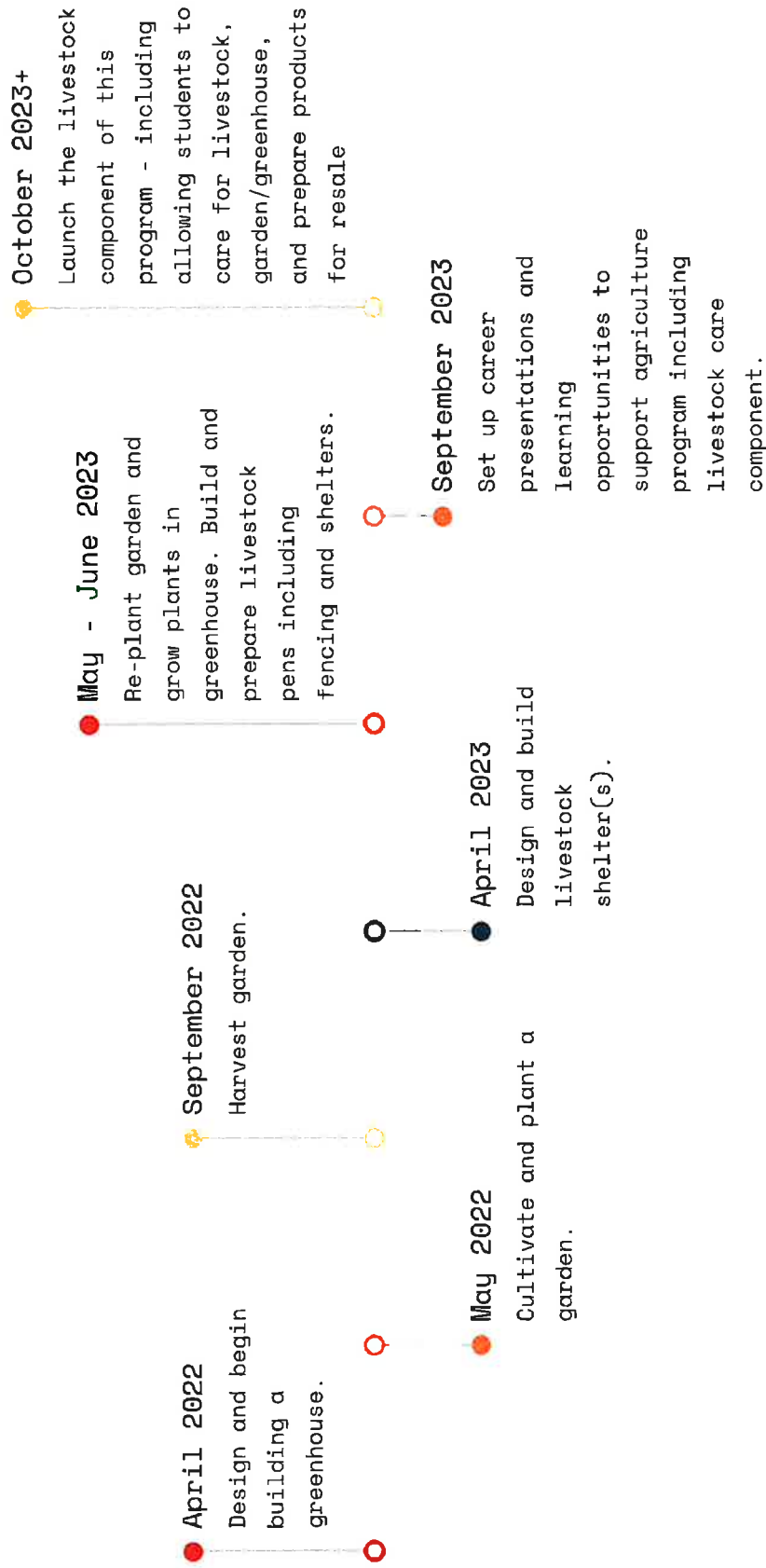
# Overview of Program Goals and Objectives

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.



<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

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<sup>19</sup>  
<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 TOH 3WO

Clear Hills County  
Box 240  
Worsley, AB TOH3WO

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 sperate 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:	August 15, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Policy 6803 –New Event Grant Program
File:	11-02-02

DESCRIPTION:

Council is presented with the amendments to Policy 6803 New Event Grant.

**P400-23(07-17-23) RESOLUTION by Councillor Hansen to recommend that Council approve the amendments and name change for Policy 6803 – New Event Grant, as presented. CARRIED.**

ATTACHMENTS:

Draft Policy 6803 – New Event Grant Program

RECOMMENDED ACTION:

**RESOLUTION by.....** to approve the amendments and name change for Policy 6803 – New Event Grant, as presented.

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

Effective Date: <b>August 15, 2023</b>	Policy Number <b>6803</b>
Title: <b>New Event Grant</b>	

## Purpose

1. **Bringing a new or unique program to Clear Hills County. To encourage and attract “outside of the box thinking” and bring forward imaginative and innovative events.**
2. To enable, encourage and assist Clear Hills County not-for-profit arts, culture, and heritage organizations to produce multi-faceted arts, cultural and/or heritage events that have never been held in Clear Hills County, or have not been held for a minimum of five years. Events must be held on one or more days in Clear Hills County
3. To be considered for funding under this category, the organization must meet the eligibility criteria:
  - Organization must be a Clear Hills County-based, not-for-profit; must have been registered as a Society for one year under one of the following:
    - Societies Act
    - Libraries Act
    - Agricultural Societies Act
4. Community organizations that are not registered may have a sponsor apply on their behalf. The sponsor must be eligible under the Special Events or Festival Grants Program funding criteria and must take full legal and financial responsibility for the grant funds approved.
5. The programs and services provided by the organization must be of value and available to the residents of Clear Hills County.
6. Only one application per event can be submitted at one time.
7. What is not eligible for funding?
  - Existing repeat event.
    - *Examples may include but are not limited too, Music Festivals, Gymkhana, Horse Clinics, Dine & Dances.*
  - Direct grants to individual artists
  - For-profit organizations
  - Fundraising costs

- Travel expenses
- Capital or equipment expenditures.
- Liquor license, liquor, food
- Retroactive funding for events/festivals that have already been held.
- Re-applying for additional grant funds for an event/festival already funded during the same calendar year.

### Grant Amounts

8. Applicants may apply for up to \$5,000.00 (five thousand dollars) of their event or festival expense budget. For a collaborative project or event only one application can be submitted. Funds must be spent in the year they are awarded.
9. Evaluation Criteria (All applications are presented to Council for consideration and approval) the following factors are considered in evaluating grant requests:
  - Bringing a new or unique program or event to Clear Hills County.
  - Clearly articulated artistic program plan which reflects and fulfills the organization's mandate.
  - An exhibition, special event or festival that is of community value and encourages the development of arts, culture and/or heritage to a broad base of citizens.
  - Availability of the program to all Clear Hills County residents.
  - Viability of the project (realistic goals, appropriate planning, effective budgeting, cost-effectiveness).
  - Marketing and promotion strategies demonstrated.
  - Organizational competence that is demonstrated through the application process and past history in the community.
  - Collaboration with other not-for-profit arts and culture organizations (where relevant) would be considered a strength.

### Consideration:

10. ***All applications are presented to Council at a Regular Council Meeting for Councils consideration.***
11. Major Enhancements to a current event that have not been done previously that improves or adds value, may be subject to consideration by Council.

### Financial

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

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

### **Reporting**

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

### **Public Acknowledgement**

15. Clear Hills County must be given public recognition for funding support. Advertisements of event must be shared with Clear Hills County. The Clear Hills County logo is available upon request.

### **First Time Applicants**

16. Organizations applying for funding with questions should contact the Executive Assistant at Clear Hills County office.  
Telephone: 780-685-3925 Extension 120, Email: [bonnie@clearhillscounty.ab.ca](mailto:bonnie@clearhillscounty.ab.ca)

### **Application Deadlines**

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

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

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

#### **Emailed**

Signed applications may be scanned and emailed to: [bonnie@clearhillscounty.ab.ca](mailto:bonnie@clearhillscounty.ab.ca)

When submitting by email you must ensure receipt at Clear Hills County through reply by County staff.

#### **Dropped Off**

Clear Hills County Office

Executive Assistant

313 Alberta Avenue

Worsley, AB

Monday – Friday from 8:00 am – Noon, 1:00 pm - 4:30 pm (except on Statutory Holidays)

#### **Mailed**

Clear Hills County Office  
Executive Assistant  
Box 240  
Worsley, AB T0H 3W0

**End of Policy**

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ADOPTED:

Resolution # C339-22 June 28, 2022

AMENDED:

Resolution #



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

**Before completing, please ensure that you have read Policy 6803- New Events Grant as your event may not qualify.**

**\*All applications are presented to Council at a Regular Council Meeting, for Councils consideration.**

**Applicant information:**

Event name \_\_\_\_\_

Legal name of applicant \_\_\_\_\_

Act incorporated under \_\_\_\_\_ Incorporation Number \_\_\_\_\_

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

Phone: \_\_\_\_\_ Email address \_\_\_\_\_

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

**Required Attachments:**

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

**Declaration**

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

Name \_\_\_\_\_ Name \_\_\_\_\_

Position \_\_\_\_\_ Position \_\_\_\_\_

Signature \_\_\_\_\_ Signature \_\_\_\_\_

Date (yyyy-mm-dd) \_\_\_\_\_ Date (yyyy-mm-dd) \_\_\_\_\_



- **To your knowledge has this Event occurred within the last 5 years?**
  
- **If yes?** (*Refer to Policy 6803 – New Event Grant (Section 1. Purpose)*)
  
- **Describe your event.**  
Provide as much detail as possible to give a clear idea of what your event will include. List any other groups that will be collaborating with you (if any). How will the grant funds be used?

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- **Community need**  
What service gap has been identified that shows the need for this event in our community? Are others in the community offering a similar service?
  
- **Purpose and objectives of the event**  
Describe the purpose of your event. How will your event enhance and encourage the development of arts, culture and heritage in our community.
  
- **Fitting your mission/mandate**  
How does this event fit your organization's mandate and how does it relate to your organization's goals? Or, if this is an application on behalf of another organization, how does the event fit their mandate and goals?
  
- **What are the proposed dates and times for your event?**

• **Community participation**

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

• **Funding sources**

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

• **Marketing strategies**

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

**SPECIAL EVENT BUDGET**

**INSTRUCTIONS**

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

Please note, the following are ineligible for funding:

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

4. The Revenue sections should identify the various source(s) of funding for the project.

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

\$ \_\_\_\_\_  
(Include this number in the revenue section below)

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

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

<p><b>EMAIL:</b> Signed applications can be scanned and emailed to:  <a href="mailto:bonnie@clearhillscounty.ab.ca">bonnie@clearhillscounty.ab.ca</a>                  when submitting by email if you have not received a response within 4 business days please follow up via telephone.</p>
<p><b>DROP OFF:</b> Clear Hills County Administration Building                  313 Alberta Avenue                  Worsley, AB                  Monday – Friday from 8:00 a.m.-noon, 1:00 p.m. – 4:30 p.m. except on Statutory Holidays.</p>
<p><b>MAIL IN:</b> Clear Hills County                  Executive Assistant                  Box 240                  Worsley, AB T0H 3W0</p>

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

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Northwest Species at Risk Committee
File:	11-02-02

**DESCRIPTION:**

Council is presented with a request from Councillor Hansen to have herself removed as the representative for the Northwest Species at Risk Committee due to the meetings do not align with her current schedule.

**BACKGROUND:**

**O559-22(11-01-22)**

**RESOLUTION by Deputy Reeve Janzen to appoint Reeve Bean, & Councillor Hansen as the Clear Hills County representative and Councillor Ruecker as the alternate to the Northwest Species at Risk Committee on the council appointed boards and committees list as of November 1, 2022, and up to the 2023 Organizational Council Meeting. **CARRIED.****

This Committee meets approximately 6 times throughout the year, the majority of the meetings are held in Northern Lights County.

**ATTACHMENTS:**

**RECOMMENDED ACTION:**

**RESOLUTION by..... to appoint Reeve Bean, & ..... as the Clear Hills County representative and Councillor Ruecker as the alternate to the Northwest Species at Risk Committee on the council appointed boards and committees list as of August 15, 2023, and up to the 2023 Organizational Council Meeting.**

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 2023
Originated By:	Councillor- Jason Ruecker
Title:	<b>Transfer Station- Sorting of Waste</b>
File:	43-20-02

### DESCRIPTION:

Councillor Ruecker has been requested by the North Peace Regional Landfill Board to bring forward information regarding the sorting of waste at the local Transfer Stations.

### BACKGROUND:

Currently at all nine Transfer Stations the waste is sorted as follows:

- White metals that require environmental cleaning (fridges, etc.)
- Metals
- Tires
- Electronics
- Burnable wood
- Non-burnable wood
- Batteries
- Cardboard and paper
- Household materials
- Oversized furniture
- Pressurized containers
- Hazardous material

Grain bags are accepted at the Cleardale and Hines Creek Transfer Stations

Clear Hills County Transfer Stations are no longer accepting chemical jugs or oil jugs.

### RECOMMENDED ACTION:

**RESOLUTION** by... to accept for information North Peace Regional Landfills notion regarding the sorting of waste at the local Transfer Stations, as presented.

Initials show support - Reviewed by:

Manager:

CAO:



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 15, 2023
Originated By:	Greg Coon, Agricultural Fieldman
Title:	<b>Tender Awarding - Janitorial Services</b>
File:	63-02-02

### DESCRIPTION:

Council is presented with the analyzed results of Tender 2023-08 Janitorial Services.

Tender closed on Monday, August 14, 2023, at 4:00 p.m.

Tender opening was on Tuesday, August 15, 2023, at 9:35 a.m.

### BACKGROUND:

**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.**

### BUDGET:

\$25,000.00

### RECOMMENDED ACTION:

**RESOLUTION by ... to award Tender 2023-08 Janitorial to... for the amount of ... (.... per month), as presented.**

Initials show support - Reviewed by:

Manager:

CAO:



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 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 July 12, 2023 to August 8, 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 July 12, 2023 to August 8, 2023 for a total of \$680,500.86.

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b> 	<b>CAO:</b> 
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Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 7/12/23 8/08/23  
 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
027912	AMART	A-MART FAMILY VARIETY STORE	7/25/23	ATB	PMCHQ00001238	\$358.14
027913	AXIA01	AXIA SUPERNET LTD.	7/25/23	ATB	PMCHQ00001238	\$737.52
027914	BASNETTV01	VANESSA BASNETT	7/25/23	ATB	PMCHQ00001238	\$200.00
027915	BENNETTR	RICKY BENNETT	7/25/23	ATB	PMCHQ00001238	\$463.04
027916	BOSCHWICK01	BOSCHWICK CONTRACTING	7/25/23	ATB	PMCHQ00001238	\$9,766.58
027917	BOUNDARY	BOUNDARY LAKE SAND & GRAVEL LT	7/25/23	ATB	PMCHQ00001238	\$3,638.20
027918	BROWNLEE01	BROWNLEE LLP	7/25/23	ATB	PMCHQ00001238	\$1,307.52
027919	BUBBLEUP01	BUBBLE UP MARKETING	7/25/23	ATB	PMCHQ00001238	\$479.85
027920	CALR01	CAL-R CONTRACTING LTD.	7/25/23	ATB	PMCHQ00001238	\$15,330.00
027921	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	7/25/23	ATB	PMCHQ00001238	\$10,340.62
027922	CLECO06	CLEARDALE CO-OPERATIVE LTD.	7/25/23	ATB	PMCHQ00001238	\$157.15
027923	CLEARTECH01	CLEARTECH INDUSTRIES INC.	7/25/23	ATB	PMCHQ00001238	\$2,979.75
027924	PETERS12	CORNELIUS PETERS	7/25/23	ATB	PMCHQ00001238	\$200.00
027925	COXGERALD01	GERALD COX	7/25/23	ATB	PMCHQ00001238	\$1,296.75
027926	CYCLE01	CYCLE WEST LTD.	7/25/23	ATB	PMCHQ00001238	\$286.43
027927	DHL01	LOOMIS EXPRESS	7/25/23	ATB	PMCHQ00001238	\$870.26
027928	ENDMECH	END OF STEEL MECHANICAL LTD.	7/25/23	ATB	PMCHQ00001238	\$515.29
027929	GREGG01	GREGG DISTRIBUTORS CO. LTD.	7/25/23	ATB	PMCHQ00001238	\$296.42
027930	GRIMSHAW02	GRIMSHAW GRAVEL SALES	7/25/23	ATB	PMCHQ00001238	\$2,290.47
027931	HKPTRUCK01	H.K.P. TRUCKING	7/25/23	ATB	PMCHQ00001238	\$14.98
027932	HCGENERAL01	HINES CREEK GENERAL STORE	7/25/23	ATB	PMCHQ00001238	\$146.05
027933	MANY01	MANY ISLANDS RECREATIONAL	7/25/23	ATB	PMCHQ00001238	\$650.00
027934	MORGAN05	JESSIE MORGAN	7/25/23	ATB	PMCHQ00001238	\$200.00
027935	NPGAS01	NORTH PEACE GAS COOP LTD.	7/25/23	ATB	PMCHQ00001238	\$268.00
027936	OUTBACK	OUTBACK TRANSPORT	7/25/23	ATB	PMCHQ00001238	\$2,491.50
027937	PARTLINE	PARTLINE PLUS	7/25/23	ATB	PMCHQ00001238	\$77.67
027938	PEACECOUNTRYSUP	PEACE COUNTRY SUPPLY	7/25/23	ATB	PMCHQ00001238	\$818.11
027939	PRT	PRT GROWING SERVICES LTD.	7/25/23	ATB	PMCHQ00001238	\$999.34
027940	QUINTEL01	QUINTEL COMMUNICATIONS LTD.	7/25/23	ATB	PMCHQ00001238	\$476.59
027941	RELIANCE	RELIANCE ASSESSMENT	7/25/23	ATB	PMCHQ00001238	\$6,835.50
027942	RMANS	RMA INSURANCE LTD.	7/25/23	ATB	PMCHQ00001238	\$18.54
027943	SCOTTA	ALEX SCOTT	7/25/23	ATB	PMCHQ00001238	\$1,750.00
027944	SIDOR01	SIDOR DARIAN	7/25/23	ATB	PMCHQ00001238	\$3,000.00
027945	SPAENGINEERING	SPA ENGINEERING	7/25/23	ATB	PMCHQ00001238	\$21,999.60
027946	UFA01	UNITED FARMERS OF ALBERTA	7/25/23	ATB	PMCHQ00001238	\$251.78
027947	WGATEWAY	WORSLEY GATEWAY INN	7/25/23	ATB	PMCHQ00001238	\$76.95
027948	WGENERAL01	4D HOLDINGS LTD.	7/25/23	ATB	PMCHQ00001238	\$1,184.87
027949	1823625	1823625 ALBERTA LTD. OA MARSHA	8/08/23	ATB	PMCHQ00001239	\$65,835.00
027950	AFCA06	ALBERTA FIRE CHIEFS ASSOCIATIO	8/08/23	ATB	PMCHQ00001239	\$189.00
027951	ARMELLA-GORDON	TRENT ARMELLA-GORDON	8/08/23	ATB	PMCHQ00001239	\$465.00
027952	BEAN01	HERB BEAN	8/08/23	ATB	PMCHQ00001239	\$50.00
027953	BEARCOM	BEARCOM CANADA CORP	8/08/23	ATB	PMCHQ00001239	\$145.43
027954	BJKE06	KEN BJORKLUND	8/08/23	ATB	PMCHQ00001239	\$100.00
027955	BOSCHWICK01	BOSCHWICK CONTRACTING	8/08/23	ATB	PMCHQ00001239	\$23,280.13
027956	BRAUER01	ERNIE BRAUER	8/08/23	ATB	PMCHQ00001239	\$1,113.75
027957	BRIDGEMEN	BRIDGEMEN SERVICES LTD.	8/08/23	ATB	PMCHQ00001239	\$68,512.50
027958	CALR01	CAL-R CONTRACTING LTD.	8/08/23	ATB	PMCHQ00001239	\$1,029.00
027959	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	8/08/23	ATB	PMCHQ00001239	\$8,975.62
027960	D'ECKENBRUGGE	JEAN D'ECKENBRUGGE	8/08/23	ATB	PMCHQ00001239	\$352.50
027961	DMK	DMK SIGNS & DESIGNS	8/08/23	ATB	PMCHQ00001239	\$31.50
027962	ENDMECH	END OF STEEL MECHANICAL LTD.	8/08/23	ATB	PMCHQ00001239	\$914.23
027963	FEHR14	FEHR TIRECRAFT LTD.	8/08/23	ATB	PMCHQ00001239	\$3,047.35
027964	PETERSF	FRANK PETERS	8/08/23	ATB	PMCHQ00001239	\$100.00
027965	FRESON	FRESON BROS-FAIRVIEW	8/08/23	ATB	PMCHQ00001239	\$1,196.59



\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
027966	FRIESEN05	ABE FRIESEN	8/08/23	ATB	PMCHQ00001239	\$6,202.50
027967	FRIESENLA	LAVERNE FRIESEN	8/08/23	ATB	PMCHQ00001239	\$80.00
027968	FRIESENR	RUDY FRIESEN	8/08/23	ATB	PMCHQ00001239	\$899.00
027969	FRIESENM	MATTHEW FRIESEN	8/08/23	ATB	PMCHQ00001239	\$298.50
027970	FRIESENN	NICHOLAS FRIESEN	8/08/23	ATB	PMCHQ00001239	\$736.50
027971	FRYKAS02	FRYKAS FARMS	8/08/23	ATB	PMCHQ00001239	\$100.00
027972	GOVERNMENT02	GOVERNMENT OF ALBERTA	8/08/23	ATB	PMCHQ00001239	\$66,410.45
027973	GOVERNMENT02	GOVERNMENT OF ALBERTA	8/08/23	ATB	PMCHQ00001239	\$53.66
027974	GRADEPRO	GRADE PRO CONTRACTING LTD.	8/08/23	ATB	PMCHQ00001239	\$23,354.63
027975	GRIMSHAW02	GRIMSHAW GRAVEL SALES	8/08/23	ATB	PMCHQ00001239	\$2,003.40
027976	GROSS02	MARKUS GROSS	8/08/23	ATB	PMCHQ00001239	\$315.00
027977	HKPTRUCK01	H.K.P. TRUCKING	8/08/23	ATB	PMCHQ00001239	\$46.76
027978	HICKOK02	BRUCE HICKOK	8/08/23	ATB	PMCHQ00001239	\$1,425.75
027979	HICKOK03	RUEBEN HICKOK	8/08/23	ATB	PMCHQ00001239	\$971.75
027980	HIEBERT	FRANK HIEBERT	8/08/23	ATB	PMCHQ00001239	\$43.27
027981	HIEBERTP	PETER HIEBERT	8/08/23	ATB	PMCHQ00001239	\$564.00
027982	HITECH01	HITECH BUSINESS SYSTEMS LTD.	8/08/23	ATB	PMCHQ00001239	\$399.43
027983	HOFFMANA	AMIE HOFFMAN	8/08/23	ATB	PMCHQ00001239	\$85.00
027984	HOFFMAN01	HENRY HOFFMAN	8/08/23	ATB	PMCHQ00001239	\$1,522.50
027985	HOFFMAN02	HENRY CHRISTOPHER HOFFMAN	8/08/23	ATB	PMCHQ00001239	\$194.00
027986	JANZEN14	ANTONEO JANZEN	8/08/23	ATB	PMCHQ00001239	\$1,406.25
027987	JANZENEL	JANZEN ELIZABETH	8/08/23	ATB	PMCHQ00001239	\$1,500.00
027988	JANZENPA	PAULUS JANZEN	8/08/23	ATB	PMCHQ00001239	\$557.25
027989	JANZENP	PHILLIP JANZEN	8/08/23	ATB	PMCHQ00001239	\$400.00
027990	KING02	JUSTIN KING	8/08/23	ATB	PMCHQ00001239	\$2,092.50
027991	KRAUSEE	ELIZABETH KRAUSE	8/08/23	ATB	PMCHQ00001239	\$2,426.25
027992	MADDOG01	MAD DOG CRESTING	8/08/23	ATB	PMCHQ00001239	\$16,721.28
027993	MARTENSP	PETER MARTENS	8/08/23	ATB	PMCHQ00001239	\$2,395.00
027994	MOHR01	MOHR JAYMIE	8/08/23	ATB	PMCHQ00001239	\$401.75
027995	MUELLER01	MUNATHAN MUELLER	8/08/23	ATB	PMCHQ00001239	\$4,029.00
027996	OBRIGEWITCHS	STACEY OBRIGEWITCH	8/08/23	ATB	PMCHQ00001239	\$205.00
027997	PCBFA	PEACE COUNTRY BEEF &	8/08/23	ATB	PMCHQ00001239	\$150.00
027998	PETERS13	ABRAM PETERS	8/08/23	ATB	PMCHQ00001239	\$3,011.25
027999	PETERSGO	BENJAMIN G PETERS	8/08/23	ATB	PMCHQ00001239	\$80.00
028000	PETERS16	FRANK PETERS	8/08/23	ATB	PMCHQ00001239	\$1,566.75
028001	PETERSJ02	JOHAN PETERS	8/08/23	ATB	PMCHQ00001239	\$1,023.75
028002	PETERS21	JOSEPH PETERS	8/08/23	ATB	PMCHQ00001239	\$45.00
028003	PETERSW01	WILLIAM PETERS	8/08/23	ATB	PMCHQ00001239	\$1,915.50
028004	PRAIRIE03	PRAIRIE DISPOSAL LTD.	8/08/23	ATB	PMCHQ00001239	\$22,652.45
028005	PRO-WEST	PRO-WEST REFRIGERATION LTD.	8/08/23	ATB	PMCHQ00001239	\$2,921.98
028006	PROGRADE01	PROGRADE SERVICES LTD.	8/08/23	ATB	PMCHQ00001239	\$10,715.25
028007	QUINTEL01	QUINTEL COMMUNICATIONS LTD.	8/08/23	ATB	PMCHQ00001239	\$290.82
028008	R&R01	R&R ROAD LTD.	8/08/23	ATB	PMCHQ00001239	\$1,470.00
028009	ROAMING	ROAMING TRANSPORT	8/08/23	ATB	PMCHQ00001239	\$9,134.48
028010	ROMO06	ROCKY MOUNTAIN PHOENIX	8/08/23	ATB	PMCHQ00001239	\$654.68
028011	RUECKERJ01	JASON RUECKER	8/08/23	ATB	PMCHQ00001239	\$1,455.00
028012	RUSSELLB	WANDA & BRIAN RUSSELL	8/08/23	ATB	PMCHQ00001239	\$4,620.00
028013	SCANALTA01	SCANALTA POWER SALES LTD.	8/08/23	ATB	PMCHQ00001239	\$134.32
028014	SEEBACHJ	JASON SEEBACH	8/08/23	ATB	PMCHQ00001239	\$283.00
028015	SIGNS02	SIGNS BY LORI	8/08/23	ATB	PMCHQ00001239	\$238.77
028016	SIZER01	NICK SIZER	8/08/23	ATB	PMCHQ00001239	\$50.00
028017	STEWARTS	STEVEN STEWART	8/08/23	ATB	PMCHQ00001239	\$455.25
028018	URER	RYAN URE	8/08/23	ATB	PMCHQ00001239	\$378.25
028019	WALMSLEY02	EDWARD WALMSLEY	8/08/23	ATB	PMCHQ00001239	\$945.00
028020	WOLFEG	GIERHARDT WOLFE	8/08/23	ATB	PMCHQ00001239	\$730.50
028021	WOLFEG	JOHAN WOLFE	8/08/23	ATB	PMCHQ00001239	\$1,073.75
028022	WOLFEC	CORNELIUS WOLFE	8/08/23	ATB	PMCHQ00001239	\$612.75
028023	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	8/08/23	ATB	PMCHQ00001239	\$5,740.26
028024	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	8/08/23	ATB	PMCHQ00001239	\$8,728.13
028025	ZACHARIAS03	ABRAHAM ZACHARIAS	8/08/23	ATB	PMCHQ00001239	\$2,478.75
028026	ZACHARIASA	ANTON ZACHARIAS	8/08/23	ATB	PMCHQ00001239	\$330.00

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
028027	ZACHARIAS09	BENJAMIN ZACHARIAS	8/08/23	ATB	PMCHQ00001239	\$1,396.50
028028	ZACHARIAS39	DERICK ZACHARIAS	8/08/23	ATB	PMCHQ00001239	\$1,187.50
028029	ZACHARIASG	GERHARD ZACHARIAS	8/08/23	ATB	PMCHQ00001239	\$801.00
028030	ZACHARIASH02	HEINRICH ZACHARIAS	8/08/23	ATB	PMCHQ00001239	\$315.00
028031	ZACHARIASHE	HENRY ZACHARIAS	8/08/23	ATB	PMCHQ00001239	\$1,152.00
028032	ZACHARIASW	WILLIAM ZACHARIAS	8/08/23	ATB	PMCHQ00001239	\$2,001.00
028033	ZACHRIASB	BEN ZACHARIAS	8/08/23	ATB	PMCHQ00001239	\$2,040.75
028034	ZACHARIASJU	JULIUS ZACHARIAS	8/08/23	ATB	PMCHQ00001239	\$200.00
028035	EUREKA01	EUREKA RIVER AG SOCIETY	8/08/23	ATB	PMCHQ00001240	\$60,000.00

Total Cheques: 124

Total Amount of Cheques: \$558,920.84

027911 CALGARY COURTESY CHRYSLER 07/11/23

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\$ 121,580.02

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\$ 680,500.86

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	7/12/23	8/08/23		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
A-MART FAMILY VARIETY STORE	027912	7/25/23	\$358.14
Invoice Description      Invoice Number      Invoice Amount			
Candy for 2023 BBQ      4286      \$358.14			
AXIA SUPERNET LTD.	027913	7/25/23	\$737.52
Invoice Description      Invoice Number      Invoice Amount			
July Supernet Agmt #644      1000265654      \$737.52			
BASNETT VANESSA	027914	7/25/23	\$200.00
Invoice Description      Invoice Number      Invoice Amount			
BBQ Tent Set Up/Take Down      071823      \$200.00			
BENNETT RICKY	027915	7/25/23	\$463.04
Invoice Description      Invoice Number      Invoice Amount			
Tax Payment Refund      070723      \$463.04			
BOSCHWICK CONTRACTING	027916	7/25/23	\$9,766.58
Invoice Description      Invoice Number      Invoice Amount			
Bear Canyon GB09      608      \$3,316.95			
Worsley GB01      609      \$6,449.63			
BOUNDARY LAKE SAND & GRAVEL LT	027917	7/25/23	\$3,638.20
Invoice Description      Invoice Number      Invoice Amount			
Gravel/Dirt/Trucking/Etc.      1577      \$3,638.20			
BROWNLEE LLP	027918	7/25/23	\$1,307.52
Invoice Description      Invoice Number      Invoice Amount			
Legal Opinion      551646      \$426.83			
O&G Tax Collection      551631      \$880.69			
BUBBLE UP MARKETING	027919	7/25/23	\$479.85
Invoice Description      Invoice Number      Invoice Amount			
Website Agreement #625      19647      \$479.85			
CAL-R CONTRACTING LTD.	027920	7/25/23	\$15,330.00
Invoice Description      Invoice Number      Invoice Amount			

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Rd Repair/Beaver Dam Removal	13174		\$924.00
Centreline Replace/Culv Clean	13328		\$1,039.50
Centreline Replacement	13175		\$1,039.50
App Culvert Replacement	13127		\$1,039.50
Culv Replace/Installation	13329		\$924.00
Culvert Replacement	13128		\$1,039.50
Tree Removal - Road Repair	13129		\$924.00
Tree Removal	13130		\$924.00
Tree Removal	13131		\$577.50
App Centreline Install/Etc.	13330		\$1,270.50
Approach Install/Trucking/Etc.	13331		\$1,270.50
Culvert Replacement/Trucking	13389		\$2,257.50
Culvert Replacement/Trucking	13390		\$2,100.00
<hr/>			
CLEAR HILLS WASTE MANAGEMENT	027921	7/25/23	\$10,340.62
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Invoice Description	Invoice Number	Invoice Amount	
Transfer Stations Contractor	172	\$10,340.62	
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CLEARDALE CO-OPERATIVE LTD.	027922	7/25/23	\$157.15
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Invoice Description	Invoice Number	Invoice Amount	
Wildfire Fuel - WFD	582568	\$139.65	
Wildfire Fire FIGHTER Supplies	581163	\$17.50	
<hr/>			
CLEARTECH INDUSTRIES INC.	027923	7/25/23	\$2,979.75
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Invoice Description	Invoice Number	Invoice Amount	
Chemical & Freight	INV1068538	\$4,237.46	
<hr/>			
CORNY PETERS	027924	7/25/23	\$200.00
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	79648-071023	\$200.00	
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COX, GERALD	027925	7/25/23	\$1,296.75
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Invoice Description	Invoice Number	Invoice Amount	
Vac Out Worsley Lift Station	245	\$288.75	
Vac Out Worsley Lift Station	246	\$1,008.00	
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CYCLE WEST LTD.	027926	7/25/23	\$286.43
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Invoice Description	Invoice Number	Invoice Amount	
WFD Pump Repair	117427	\$128.93	
WFD Tire Repair	117430	\$157.50	
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DHL	027927	7/25/23	\$870.26
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Invoice Description	Invoice Number	Invoice Amount	
Wat Samp/Nwsltr Shipping	10510013	\$870.26	
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END OF STEEL MECHANICAL LTD.	027928	7/25/23	\$515.29
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Invoice Description	Invoice Number	Invoice Amount	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Tire Unit 63-78		202106752	\$231.00
Parts Unit 63-77 & 63-78		202106787	\$284.29
<hr/>			
GREGG DISTRIBUTORS CO. LTD(FAI 027929		7/25/23	\$296.42
Invoice Description		Invoice Number	Invoice Amount
Part for Pressure Washer		036-336676	\$26.99
Fuel Nozzle - Mowing		036-336675	\$269.43
<hr/>			
GRIMSHAW GRAVEL SALES	027930	7/25/23	\$2,290.47
Invoice Description		Invoice Number	Invoice Amount
Trucking/Gravel/Clay/Etc.		23190	\$2,290.47
<hr/>			
H.K.P. TRUCKING	027931	7/25/23	\$14.98
Invoice Description		Invoice Number	Invoice Amount
Parts Unit 63-07		53519379	\$14.98
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HINES CREEK GENERAL STORE	027932	7/25/23	\$146.05
Invoice Description		Invoice Number	Invoice Amount
HCFD Call Out Meal		10110024524	\$38.83
HCFD Food & Drinks		10110023007	\$107.22
<hr/>			
MANY ISLANDS RECREATION SOCIETY	027933	7/25/23	\$650.00
Invoice Description		Invoice Number	Invoice Amount
Tent Rental for 2023 BBQ		071323	\$650.00
<hr/>			
MORGAN JESSIE	027934	7/25/23	\$200.00
Invoice Description		Invoice Number	Invoice Amount
BBQ Tent Set Up/Take Down		071823	\$200.00
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NORTH PEACE GAS COOP LTD.	027935	7/25/23	\$268.00
Invoice Description		Invoice Number	Invoice Amount
WWTP Heat		880810	\$69.80
BCWP Heat		882321	\$73.42
CWP Heat		881298	\$51.57
Cldl Reg Water Pumphouse Heat		882222	\$73.21
<hr/>			
OUTBACK TRANSPORT	027936	7/25/23	\$2,491.50
Invoice Description		Invoice Number	Invoice Amount
Gravel Haul		3909-062323	\$1,263.00
Gravel Haul Trucking		124	\$1,228.50
<hr/>			
PARTLINE PLUS	027937	7/25/23	\$77.67
Invoice Description		Invoice Number	Invoice Amount
Parts for WFD Vehicle		001-028538	\$77.67

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
PEACE COUNTRY SUPPLY	027938	7/25/23	\$818.11
Invoice Description	Invoice Number	Invoice Amount	
Rental Equipment Supplies	002-113900	\$35.37	
DEF	002-114197	\$209.90	
Floor Jack - Mowing	002-114122	\$525.00	
Clamp & Hose - WWTP	002-112686	\$47.84	
PRT GROWING SERVICES LTD.	027939	7/25/23	\$999.34
Invoice Description	Invoice Number	Invoice Amount	
Shelterbelt Seedlings	AS-009866	\$999.34	
QUINTEL COMMUNICATIONS	027940	7/25/23	\$476.59
Invoice Description	Invoice Number	Invoice Amount	
Radio Cable Unit 65-59	684034	\$28.35	
Radio Attachments Unit 65-61	684050	\$80.74	
Radio Rental	684061	\$367.50	
RELIANCE ASSESSMENT CONSULTANT	027941	7/25/23	\$6,835.50
Invoice Description	Invoice Number	Invoice Amount	
July Assessment Services	102	\$6,835.50	
RMA INSURANCE LTD.	027942	7/25/23	\$18.54
Invoice Description	Invoice Number	Invoice Amount	
Water Pump Trailer Insurance	INS00055803	\$18.54	
SCOTT ALEX	027943	7/25/23	\$1,750.00
Invoice Description	Invoice Number	Invoice Amount	
Picnic Tables for Stoney Lake	000011	\$1,750.00	
SIDOR DARIAN	027944	7/25/23	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Ed Scholarship	071723	\$3,000.00	
SPA ENGINEERING	027945	7/25/23	\$21,999.60
Invoice Description	Invoice Number	Invoice Amount	
Cleardale Firehall Drawings	230882	\$21,999.60	
UNITED FARMERS OF ALBERTA	027946	7/25/23	\$251.78
Invoice Description	Invoice Number	Invoice Amount	
Fuel Transfer Pump - Mowing	SOINV4844402	\$776.99	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WORSLEY GATEWAY INN	027947	7/25/23	\$76.95
Invoice Description	Invoice Number	Invoice Amount	
WFD Callout Meal	825	\$76.95	
WORSLEY GENERAL STORE	027948	7/25/23	\$1,184.87
Invoice Description	Invoice Number	Invoice Amount	
Grocery Order	36732	\$608.52	
WFD Meals	37013	\$31.23	
WFD Meals/Supplies	36613	\$76.96	
Ice for WFD	36077	\$3.00	
WFD Meals	36067	\$71.92	
WFD Drinks	36730	\$393.24	
1823625 ALBERTA LTD. OA MARSHA	027949	8/08/23	\$65,835.00
Invoice Description	Invoice Number	Invoice Amount	
Crack Sealing	729	\$65,835.00	
ALBERTA FIRE CHIEFS ASSOCIATIO	027950	8/08/23	\$189.00
Invoice Description	Invoice Number	Invoice Amount	
Worsley Fire Chief Membership	#A-23-1066	\$189.00	
ARMELLA-GORDON TRENT	027951	8/08/23	\$465.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	TAG01-080823	\$465.00	
BEAN HERB	027952	8/08/23	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	79963-071923	\$50.00	
BEARCOM CANADA CORP	027953	8/08/23	\$145.43
Invoice Description	Invoice Number	Invoice Amount	
HC Fire Dept. Antenna/Shipping	5585718	\$145.43	
BJORKLUND KEN	027954	8/08/23	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80013-072123	\$100.00	
BOSCHWICK CONTRACTING	027955	8/08/23	\$23,280.13
Invoice Description	Invoice Number	Invoice Amount	
Bear Canyon GB09	610	\$13,513.53	
Worsley GB01	611	\$9,766.60	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
BRAUER ERNIE	027956	8/08/23	\$1,113.75
Invoice Description                      Invoice Number                      Invoice Amount			
2nd Qtr Fire Honorarium	EB01-080823		\$1,113.75
BRIDGEMEN SERVICES LTD.	027957	8/08/23	\$68,512.50
Invoice Description                      Invoice Number                      Invoice Amount			
2022 Bridge Maint Contract	00-1326		\$76,125.00
CAL-R CONTRACTING LTD.	027958	8/08/23	\$1,029.00
Invoice Description                      Invoice Number                      Invoice Amount			
Approach Installation/Trucking	13391		\$1,029.00
CLEAR HILLS WASTE MANAGEMENT	027959	8/08/23	\$8,975.62
Invoice Description                      Invoice Number                      Invoice Amount			
Transfer Station Contract	173		\$10,340.62
Worsley Hamlet Garbage Haul	174		\$210.00
D'EECKENBRUGGE, JEAN	027960	8/08/23	\$352.50
Invoice Description                      Invoice Number                      Invoice Amount			
2nd Qtr Fire Honorarium	JD01-080823		\$352.50
DMK SIGNS & DESIGNS	027961	8/08/23	\$31.50
Invoice Description                      Invoice Number                      Invoice Amount			
Rural Address Sign	2922		\$31.50
END OF STEEL MECHANICAL LTD.	027962	8/08/23	\$914.23
Invoice Description                      Invoice Number                      Invoice Amount			
Whitelaw Fire Trailer Tire	202106837		\$164.36
R&M Unit 63-04	202106750		\$124.98
R&M Unit 63-04	202106737		\$624.89
FEHR TIRECRAFT LTD.	027963	8/08/23	\$3,047.35
Invoice Description                      Invoice Number                      Invoice Amount			
Sprayer & Washer Fluid - WFD	52548		\$42.00
Hitch for Unit 63-20	53243		\$84.00
DEF Units 63-29 & 63-20	52633		\$88.20
DEF Unit 63-29	52402		\$37.00
R&M/Parts Unit 65-52	52783		\$205.80
Parts/R&M Unit 65-48	52593		\$173.25
R&M/Parts Unit 65-60	52751		\$176.40
Parts/R&M Units 65-49 & 65-54	52762		\$493.50
Tires/R&M Unit 65-39	53035		\$1,589.70
Trailer Rental for Shelterbelt	52620		\$157.50



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
FRANK PETERS	027964	8/08/23	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80015-072123	\$100.00	
FRESON BROS-FAIRVIEW	027965	8/08/23	\$1,196.59
Invoice Description	Invoice Number	Invoice Amount	
Groceries for BBQ	020102818409	\$1,196.59	
FRIESEN ABE	027966	8/08/23	\$6,202.50
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	AF02-080823	\$6,202.50	
FRIESEN LAVERNE	027967	8/08/23	\$80.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	LF02-080823	\$80.00	
FRIESEN RUDY	027968	8/08/23	\$899.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	RF02-080823	\$899.00	
FRIESEN, MATTHEW	027969	8/08/23	\$298.50
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	MF04-080823	\$298.50	
FRIESEN, NICHOLAS	027970	8/08/23	\$736.50
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	NF01-080823	\$736.50	
FRYKAS FARMS	027971	8/08/23	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80044-072423	\$100.00	
GOVERNMENT OF ALBERTA	027972	8/08/23	\$66,410.45
Invoice Description	Invoice Number	Invoice Amount	
2023 DIP Requisition	0504-033123	\$66,410.45	
GOVERNMENT OF ALBERTA	027973	8/08/23	\$53.66
Invoice Description	Invoice Number	Invoice Amount	
Cldl Trans Station Rent	0005769429	\$53.66	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
GRADE PRO CONTRACTING LTD.	027974	8/08/23	\$23,354.63
Invoice Description	Invoice Number	Invoice Amount	
Cleardale GB07	1186	\$15,939.00	
Whitelaw GB15	1187	\$7,415.63	
GRIMSHAW GRAVEL SALES	027975	8/08/23	\$2,003.40
Invoice Description	Invoice Number	Invoice Amount	
Approach Construction	23199	\$2,003.40	
GROSS MARKUS	027976	8/08/23	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	MG02-080823	\$315.00	
H.K.P. TRUCKING	027977	8/08/23	\$46.76
Invoice Description	Invoice Number	Invoice Amount	
Parts Unit 63-13	53519283	\$46.76	
HICKOK BRUCE	027978	8/08/23	\$1,425.75
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	BH01-080823	\$1,425.75	
HICKOK RUEBEN	027979	8/08/23	\$971.75
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	RH01-080823	\$971.75	
HIEBERT FRANK	027980	8/08/23	\$43.27
Invoice Description	Invoice Number	Invoice Amount	
Reimbursement for Parts	072723	\$43.27	
HIEBERT, PETER	027981	8/08/23	\$564.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	PH02-080823	\$564.00	
HITECH BUSINESS SYSTEMS LTD.	027982	8/08/23	\$399.43
Invoice Description	Invoice Number	Invoice Amount	
Copier Agreement	1712676	\$399.43	
HOFFMAN AMIE	027983	8/08/23	\$85.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	AH03-080823	\$85.00	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
HOFFMAN HENRY	027984	8/08/23	\$1,522.50
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	HF01-080823	\$1,522.50	
HOFFMAN, HENRY CHRISTOPHER	027985	8/08/23	\$194.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	HH03-080823	\$194.00	
JANZEN ANTONEO	027986	8/08/23	\$1,406.25
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	AJ02-080823	\$1,406.25	
JANZEN ELIZABETH	027987	8/08/23	\$1,500.00
Invoice Description	Invoice Number	Invoice Amount	
Cleaning WFD Fire Trucks	06-071423	\$1,500.00	
JANZEN, PAULUS	027988	8/08/23	\$557.25
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	PJ02-080823	\$557.25	
JANZEN, PHILLIP	027989	8/08/23	\$400.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	PJ03-080823	\$400.00	
KING JUSTIN	027990	8/08/23	\$2,092.50
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	JK01-080823	\$2,092.50	
KRAUSE, ELIZABETH	027991	8/08/23	\$2,426.25
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	EK02-080823	\$2,426.25	
MAD DOG CRESTING	027992	8/08/23	\$16,721.28
Invoice Description	Invoice Number	Invoice Amount	
Gravel Haul Card Printing	830065	\$613.83	
FF Years of Serv Plaques/etc.	8521	\$613.33	
FF Years of Service Swag	45441	\$468.51	
Wildfire T-Shirts for BBQ	45418	\$15,025.61	
MARTENS, PETER	027993	8/08/23	\$2,385.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	PM03-080823	\$2,385.00	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
MOHR JAYMIE	027994	8/08/23	\$401.75
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	JM05-080823	\$401.75	
MUELLER JONATHAN	027995	8/08/23	\$4,029.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	JM03-080823	\$4,029.00	
OBRIGEWITCH STACEY	027996	8/08/23	\$205.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	S002-080823	\$205.00	
PEACE COUNTRY BEEF & FORAGE AS	027997	8/08/23	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
ASB Pasture Rejuv Field Day	22-048-010123	\$150.00	
PETERS ABRAM	027998	8/08/23	\$3,011.25
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	AP02-080823	\$3,011.25	
PETERS BENJAMIN G	027999	8/08/23	\$80.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	BP04-080823	\$80.00	
PETERS FRANK	028000	8/08/23	\$1,566.75
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	FP01-080823	\$1,566.75	
PETERS JOHAN	028001	8/08/23	\$1,023.75
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	JP04-080823	\$1,023.75	
PETERS JOSEPH	028002	8/08/23	\$45.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	JP01-080823	\$45.00	
PETERS, WILLIAM	028003	8/08/23	\$1,915.50
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	WP01-080823	\$1,915.50	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
PRAIRIE DISPOSAL LTD.	028004	8/08/23	\$22,652.45
Invoice Description	Invoice Number	Invoice Amount	
Additional Hauling	0000662154	\$6,923.44	
Recycle Bin Maintenance	0000662343	\$4,273.50	
Recycle Bin Maintenance	0000666908	\$3,908.63	
Additional Hauling	0000666721	\$7,546.88	
PRO-WEST REFRIGERATION LTD.	028005	8/08/23	\$2,921.98
Invoice Description	Invoice Number	Invoice Amount	
Office AC Repair	00087790	\$2,921.98	
PROGRADE SERVICES LTD.	028006	8/08/23	\$10,715.25
Invoice Description	Invoice Number	Invoice Amount	
Mont GB03	4241	\$10,715.25	
QUINTEL COMMUNICATIONS	028007	8/08/23	\$290.82
Invoice Description	Invoice Number	Invoice Amount	
Radio Rental - WFD	684203	\$105.00	
Unit 65-61 Radio Access	684106	\$101.83	
Ag Fieldman Phone Case	684194	\$83.99	
R&R ROAD LTD.	028008	8/08/23	\$1,470.00
Invoice Description	Invoice Number	Invoice Amount	
SL/SC GB16	4926	\$1,470.00	
ROAMING TRANSPORT	028009	8/08/23	\$9,134.48
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14	0436	\$9,134.48	
ROCKY MOUNTAIN PHOENIX	028010	8/08/23	\$654.68
Invoice Description	Invoice Number	Invoice Amount	
Lights Unit 63-07	IN0141439	\$654.68	
RUECKER JASON	028011	8/08/23	\$1,455.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	JR04-080823	\$1,455.00	
RUSSELL WANDA & BRIAN	028012	8/08/23	\$4,620.00
Invoice Description	Invoice Number	Invoice Amount	
Sulphur Lake Caretaker	073123	\$4,620.00	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
SCANALTA POWER SALES LTD.	028013	8/08/23	\$134.32
Invoice Description	Invoice Number	Invoice Amount	
Royce Fire Trailer Pump Repair	027410	\$57.75	
Trimmer Line & Oil	I0089797	\$76.57	
SEEBACH JASON	028014	8/08/23	\$283.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	JS04-080823	\$283.00	
SIGNS BY LORI	028015	8/08/23	\$238.77
Invoice Description	Invoice Number	Invoice Amount	
County Decals for Vehicles	13462	\$238.77	
SIZER NICK	028016	8/08/23	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80057-072523	\$50.00	
STEWART, STEVEN	028017	8/08/23	\$455.25
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	SS03-080823	\$455.25	
URE RYAN	028018	8/08/23	\$378.25
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	RU01-080823	\$378.25	
WALMSLEY EDWARD	028019	8/08/23	\$945.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	EW01-080823	\$945.00	
WOLFE GIERHARDT	028020	8/08/23	\$730.50
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	GW01-080823	\$730.50	
WOLFE JOHAN	028021	8/08/23	\$1,073.75
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	JW06-080823	\$1,073.75	
WOLFE, CORNELIUS	028022	8/08/23	\$612.75
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	CW03-080823	\$612.75	

Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WORSLEY GRAVEL SUPPLY LTD.	028023	8/08/23	\$5,740.26
Invoice Description	Invoice Number	Invoice Amount	
Approach Gravel & Trucking	7687	\$1,806.69	
App Const/Dirt/Grav/Trucking	7688	\$2,143.32	
Approach Const/Dirt/Trucking	7839	\$1,790.25	
WYCLIFFE ENTERPRISES LTD.	028024	8/08/23	\$8,728.13
Invoice Description	Invoice Number	Invoice Amount	
Eureka River GB13	681	\$8,728.13	
ZACHARIAS ABRAHAM	028025	8/08/23	\$2,478.75
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	AZ03-080823	\$2,478.75	
ZACHARIAS ANTON	028026	8/08/23	\$330.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	AZ05-080823	\$330.00	
ZACHARIAS BENJAMIN	028027	8/08/23	\$1,396.50
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	BZ02-080823	\$1,396.50	
ZACHARIAS DERICK	028028	8/08/23	\$1,187.50
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	DZ02-080823	\$1,187.50	
ZACHARIAS GERHARD	028029	8/08/23	\$801.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	GZ02-080823	\$801.00	
ZACHARIAS HEINRICH	028030	8/08/23	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	HZ02-080823	\$315.00	
ZACHARIAS HENRY	028031	8/08/23	\$1,152.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	HZ01-080823	\$1,152.00	
ZACHARIAS WILLIAM	028032	8/08/23	\$2,001.00
Invoice Description	Invoice Number	Invoice Amount	
2nd Qtr Fire Honorarium	WZ03-080823	\$2,001.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount						
ZACHARIAS, BEN	028033	8/08/23	\$2,040.75						
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>2nd Qtr Fire Honorarium</td> <td>BZ01-080823</td> <td>\$2,040.75</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	2nd Qtr Fire Honorarium	BZ01-080823	\$2,040.75
Invoice Description	Invoice Number	Invoice Amount							
2nd Qtr Fire Honorarium	BZ01-080823	\$2,040.75							
ZACHARIAS, JULIUS	028034	8/08/23	\$200.00						
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Rental Deposit Refund</td> <td>79815-071723</td> <td>\$200.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Rental Deposit Refund	79815-071723	\$200.00
Invoice Description	Invoice Number	Invoice Amount							
Rental Deposit Refund	79815-071723	\$200.00							
EUREKA RIVER AG SOCIETY	028035	8/08/23	\$60,000.00						
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>General Grant 2023-GEN-04</td> <td>080423</td> <td>\$60,000.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	General Grant 2023-GEN-04	080423	\$60,000.00
Invoice Description	Invoice Number	Invoice Amount							
General Grant 2023-GEN-04	080423	\$60,000.00							
Report Total			\$558,920.84						
COURTESY CHRYSLER 027911 07/11/23			<u>\$121,580.02</u>						
			\$ 680,500.86						

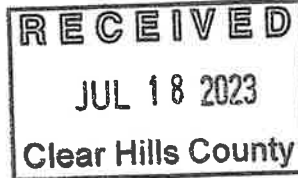


<b>ATB MASTER CARD DETAILS</b>		
<b>DATE OF PURCHASE</b>	<b>PLACE OF PURCHASE</b>	<b>DESCRIPTION</b>
6/19/23	CBIC	Councillor Canadian Beef Conference - EA
6/22/23	FCM	Credit for FCM Cancellation - EA
6/23/23	GoTo Technologies Canada Ltd	Video Conferencing Account - EA
6/17/23	CFS-Safecheck	Community Services Co-ordinator Food Safe Course - CSM
6/07/23	A-Mart	Coffee for Office - AP
6/08/23	Canada Post	Newsletter Mailout - AP
6/09/23	Canada Post	Transfer Station Lock Shipping - AP
6/09/23	Amazon	Bulldog Clips for Running Lake - AP
6/09/23	Amazon	BBQ Supplies (Multiple Orders) - AP
6/10/23	HP	Corporate Printer Ink - AP
6/13/23	Peace River Forage Association of British Columbia	PRFA Pasture Tour - AP
6/15/23	Amazon	Parade Float Decorations (Multiple Orders) - AP
6/28/23	Amazon	Plastic Containers for Office - AP
7/05/23	Amazon	Community Development Manager's Retirement Gift - AP
7/05/23	Annual Fee	Mastercard



ATB

**MONTHLY STATEMENT**  
**JUN 07 to JUL 07, 2023**



CLEAR HILLS COUNTY \*  
Account Number:  
Alberta BusinessCard

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

**YOUR ACCOUNT SUMMARY**

Statement date: July 07, 2023

PREVIOUS CHARGES AND PAYMENTS

<b>Your previous balance</b>		<b>\$940.39</b>
Payments made from Jun 07 to Jul 07 - Thank you	-\$940.39	
Credits	\$0.00	
<b>Total payments and credits</b>	<b>-\$940.39</b>	
<b>NEW CHARGES</b>		
Purchases and returns	\$3,634.21	
Cash advances and Mastercard cheques	\$0.00	
Fees and adjustments	\$35.00	
Interest charges	\$0.00	
<b>Total new charges</b>	<b>\$3,669.21</b>	
<b>Your new balance</b>		<b>\$3,669.21</b>

**MINIMUM PAYMENT AND CREDIT LIMIT**

<b>Minimum payment due</b>	<b>\$111.00</b>	Your credit limit	<b>\$60,000.00</b>
<b>Payment due date</b>	<b>July 28, 2023</b>	Available credit on Jul 07	<b>\$56,330.79</b>

Page 1 of 6

**ATB Financial**



**Payment Slip**

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

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

Account number:

Your new balance : **\$3,669.21**  
 Minimum payment due: **\$111.00**  
 Payment due date: **July 28, 2023**

Amount enclosed: \$

PFDATFXH 004411  
CLEAR HILLS COUNTY \*  
PO BOX 240  
WORSLEY AB T0H 3W0

## PAYMENTS AND CREDITS

Any payments you made that we received after July 07, 2023 will appear on your next statement.

Date Posted	Description	Amount (\$)
Jun 27	AUTOMATIC PAYMENT-THANKS	-940.39
<b>Total payments and credits</b>		<b>-\$940.39</b>

**!** \$3,669.21 will be debited from your account and credited as your automatic payment on Jul 28, 2023.

## PURCHASES AND RETURNS

Date Charged	Date Posted	Description	Amount (\$)
Jun 19	Jun 19	EVENT* CANADIAN BEEF I FREDERICTON NB	525.00
Jun 22	Jun 22	FCM - FED.OF CDN MUN OTTAWA ON CREDIT	-1,140.17
Jun 22	Jun 22	FCM - FED.OF CDN MUN OTTAWA ON CREDIT	-27.12
Jun 23	Jun 23	GOTOCOM*GOTOMEETING GOTO.COM QC	27.30
<b>Total for</b>			<b>-\$614.99</b>

Date Charged	Date Posted	Description	Amount (\$)
Jun 17	Jun 17	CFS-SAFECHECK 1 866-258-0643 AB	24.98
<b>Total for</b>			<b>\$24.98</b>

Date Charged	Date Posted	Description	Amount (\$)
Jun 07	Jun 07	AMART FAMILY VARIETY S WORSLEY AB	115.08
Jun 08	Jun 08	CPC / SCP 577944 WORSLEY AB	205.55
Jun 09	Jun 09	CPC / SCP 577944 WORSLEY AB	17.52
Jun 09	Jun 09	AMAZON.CA*Y87WN6R53 AMAZON.CA ON	50.26
Jun 09	Jun 09	AMZN MKTP CA*ST9V52G83 WWW.AMAZON.CA ON	115.16
Jun 10	Jun 10	HP *CANADA CO 877-231-4351 NS	2,564.02
Jun 11	Jun 11	AMZN MKTP CA*UV3H54YC3 WWW.AMAZON.CA ON	102.09
Jun 13	Jun 13	PEACEFORAGE.BC.CA DAWSON CREEK BC	52.50

(continued on next page)

Page 2 of 6

Making payments

You can make your payment by:

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

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

Mail your payments and enquiries to:

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



**MONTHLY STATEMENT**  
**JUN 07 to JUL 07, 2023**

PURCHASES AND RETURNS (continued)

<u>Date Charged</u>	<u>Date Posted</u>	<u>Description</u>	<u>Amount (\$)</u>
Jun 15	Jun 15	AMZN MKTP CA*F151Z4R33 WWW.AMAZON.CA ON	17.84
Jun 16	Jun 16	AMZN MKTP CA*8N1RQ71W3 WWW.AMAZON.CA ON	240.23
Jun 16	Jun 16	AMZN MKTP CA*W12BV9UF3 WWW.AMAZON.CA ON	55.62
Jun 20	Jun 20	AMZN MKTP CA*G64SO9043 WWW.AMAZON.CA ON	68.61
Jun 27	Jun 27	AMZN MKTP CA*1D0K46H63 WWW.AMAZON.CA ON	53.52
Jun 27	Jun 27	AMZN MKTP CA*YY0BI13S3 WWW.AMAZON.CA ON	195.11
Jun 27	Jun 27	AMZN MKTP CA*T16W95TV3 WWW.AMAZON.CA ON	146.92
Jun 28	Jun 28	AMZN MKTP CA*LZ2373103 WWW.AMAZON.CA ON	75.28
Jul 04	Jul 04	AMZ*ANCHENG STORE WWW.AMAZON.CA O CREDIT	-8.58
Jul 05	Jul 05	AMZN MKTP CA*UR8N04SK3 WWW.AMAZON.CA ON	157.49
<b>Total for</b>			<b>\$4,224.22</b>
<b>Total purchases and returns</b>			<b>\$3,634.21</b>

FEES AND ADJUSTMENTS

<u>Date Posted</u>	<u>Description</u>	<u>Amount (\$)</u>
Jul 05	ANNUAL FEE	35.00
<b>Total fees and adjustments</b>		<b>\$35.00</b>

INTEREST CHARGES

<u>Balance Type</u>	<u>Interest Charged (\$)</u>	<u>Annual Interest Rate (%)</u>
Purchases	0.00	8.95 (v)
Cash advances and Mastercard cheques	0.00	8.95 (v)
<b>Total interest charges</b>	<b>\$0.00</b>	

(v) - Variable (f) - Fixed

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	August 15, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>June Financial Report</b>
File:	12-05-03

### DESCRIPTION:

The Operating & Capital Budget Performance Reports for the Clear Hills County for the period ending June 30, 2023.

### BACKGROUND / PROPOSAL:

This is the report showing actual revenues and expenses compared to budget for the period ending June 30, 2023, showing the budget amounts and percentages remaining for 2023.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

### ATTACHMENTS

Consolidated Statement of Financial Position  
Operating Budget Performance Reports  
Council Expenditure Report  
Capital Budget Performance Reports  
Schedule of Reserve Balances

### RECOMMENDED ACTION:

**RESOLUTION** by Councillor ... that Council accepts for information the financial report for the period ending June 30, 2023.

Initials show support - Reviewed by:	Manager:		CAO:	
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**CLEAR HILLS COUNTY****CONSOLIDATED STATEMENT OF FINANCIAL POSITION**

As at: June 30, 2023

and: December 31, 2022

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
<b>FINANCIAL ASSETS</b>		
Cash and Temporary Investments	12,157,752	3,988,971
Taxes Receivable	10,204,522	713,306
Trade and Other Receivables	279,271	767,096
Land for Resale Inventory	462,186	462,186
Investments	<u>41,211,313</u>	<u>48,342,635</u>
	<b><u>64,315,044</u></b>	<b><u>54,274,195</u></b>
<b>LIABILITIES</b>		
Employee benefit obligations	0	211,697
Accounts Payable and Accrued Liabilities	2,446,222	871,626
Deferred Revenue	0	0
Deposit Liabilities	72,830	69,630
Provision for Gravel Pit & Landfill Closure	<u>648,147</u>	<u>648,701</u>
	<b><u>3,167,199</u></b>	<b><u>1,589,957</u></b>
<b>NET FINANCIAL ASSETS (DEBT)</b>	<b><u>61,147,845</u></b>	<b><u>52,684,238</u></b>
<b>NON FINANCIAL ASSETS</b>		
Tangible Capital Assets	71,327,931	71,170,546
Inventory for Consumption	698,848	564,681
Prepaid Expenses	<u>13,940</u>	<u>125,601</u>
	<b><u>72,040,719</u></b>	<b><u>71,860,829</u></b>
<b>ACCUMULATED SURPLUS</b>	<b><u>133,188,564</u></b>	<b><u>124,545,067</u></b>

**Clear Hills County  
2023 Operating Revenue Report**

Description	2021 Actual 12/31/21	2022 Actual 12/31/22	2023			
			Actual 6/30/23	Budget	\$	Remaining %
PROPERTY TAXES	17,295,908	17,140,422	17,518,697	17,536,595	17,899	0%
REQUISIT - SCHOOL - Prov. Government Dept.	(3,116,943)	(3,147,217)	(3,146,028)	(3,146,028)	-	0%
REQUISIT - SENIORS - Other Municipal Agencies	(534,214)	(558,066)	(606,214)	(606,214)	-	0%
REQUISIT - Linear & Industrial Assessment	(66,838)	(65,862)	(66,410)	(66,410)	-	0%
ESTIMATED UNCOLLECTABLE TAXES	-	-	-	(1,250,000)	-	-
<b>NET PROPERTY TAXES</b>	<b>13,577,913</b>	<b>13,369,277</b>	<b>13,700,044</b>	<b>12,467,943</b>	<b>17,899</b>	<b>0%</b>
HIGHWAY TRAFFIC/BYLAWS FINES	-	-	-	-	-	-
LAND SALES - TAX RECOVERY	-	-	-	-	-	-
COMPUTER PURCHASE REIMBURSEMENT	-	-	-	-	-	-
GEN ADMIN - SALE OF GOODS & SERVICES	-	-	-	-	-	-
GEN ADMIN - TAX CERTIFICATES	5,835	6,510	2,275	5,000	2,725	55%
GEN ADMIN - SALE OF MAPS	1,160	1,855	345	1,250	905	72%
GEN ADMIN - SALE OF FIXED ASSETS	-	-	-	-	-	-
GEN ADMIN - SALE OF PHOTOCOPIES, FAX, ETC.	193	193	114	100	(14)	-14%
<b>ADMINISTRATION</b>	<b>7,188</b>	<b>8,558</b>	<b>2,734</b>	<b>6,350</b>	<b>3,616</b>	<b>57%</b>
FIRE FIGHTING CHARGES	1,626	800	10,118	1,000	(9,118)	-912%
<b>PROTECTIVE SERVICES - Fire Departments</b>	<b>1,626</b>	<b>800</b>	<b>10,118</b>	<b>1,000</b>	<b>9,118</b>	<b>-912%</b>
ROADS - SALE OF SALVAGE/DUST CONTROL	6,900	24,957	9,600	7,500	(2,100)	-28%
ROADS - SALE OF FIXED ASSETS	-	-	-	-	-	-
<b>ROADS</b>	<b>6,900</b>	<b>24,957</b>	<b>9,600</b>	<b>7,500</b>	<b>2,100</b>	<b>-28%</b>
WATER-WORSLEY FRONTAGE	-	-	-	-	-	-
WATER-WORSLEY SALE OF WATER	-	-	-	-	-	-
WATER-WORSLEY SALE OF WATER	136,538	128,730	84,120	135,000	50,880	38%
WATER-CLEARDALE SALE OF WATER	62,937	61,388	34,182	50,000	15,818	32%
WATER-BEAR CANYON-SALE OF WATER	720	650	195	700	505	72%
WATER-SALE OF SERVICES	2,620	2,340	1,185	2,500	1,315	53%
WATER-REGIONAL WATERLINE TIE-IN	-	4,382	-	4,000	4,000	100%
<b>UTILITIES - Water</b>	<b>202,815</b>	<b>197,490</b>	<b>119,683</b>	<b>192,200</b>	<b>72,517</b>	<b>38%</b>
SEWER-WORSLEY FRONTAGE	-	-	-	-	-	-
SEWER-WORSLEY SALE OF SERVICE	14,535	14,410	7,997	14,000	6,003	43%
SEWER-CLEARDALE SALE OF SERVICE	6,982	6,927	3,432	6,000	2,568	43%
<b>UTILITIES - Sewer</b>	<b>21,516</b>	<b>21,338</b>	<b>11,429</b>	<b>20,000</b>	<b>8,571</b>	<b>43%</b>
GARBAGE-SALE OF GOODS & SERVICES	-	-	-	-	-	-
UTILITIES - Garbage	-	-	-	-	-	-
<b>UTILITIES - TOTAL</b>	<b>224,331</b>	<b>218,828</b>	<b>131,111</b>	<b>212,200</b>	<b>81,089</b>	<b>38%</b>

**Clear Hills County  
2023 Operating Revenue Report**

Description	2021 Actual 12/31/21	2022 Actual 12/31/22	2023			
			Actual 6/30/23	Budget	Remaining	
					\$	%
ASB-SALE OF SERVICE	50	350	300	600	300	50%
TRADESHOW - Breakfast	-	-	-	-	-	
TRADESHOW - Banquet	-	-	1,050	3,000	1,950	65%
TRADESHOW -Dance	-	-	7,870	-	(7,870)	
TRADESHOW - Bar	-	-	-	-	-	
TRADESHOW - Miscellaneous	-	-	-	-	-	
TRADESHOW - Exhibitors	-	-	13,025	14,000	975	7%
TRADESHOW - Other	-	-	-	-	-	
TRADESHOW - Sponsorship	-	-	22,450	17,000	(5,450)	-32%
ASB - Weed Enforcement Chargebacks	-	2,691	-	5,000	5,000	100%
AG SERVICES - V.S.I. - Memberships	2,940	850	1,000	1,050	50	5%
ASB-EXTENSION MISC REVENUE	1,535	200	200	600	400	67%
ASB-REGISTRATIONS TRADE FAIR/TOURS	-	-	-	-	-	
ASB-VSI RETURNS	4,044	3,160	6,046	3,500	(2,546)	-73%
<b>ASB</b>	<b>8,569</b>	<b>7,251</b>	<b>51,941</b>	<b>44,750</b>	<b>7,191</b>	<b>-16%</b>
<b>USER FEES AND SALES OF GOODS</b>	<b>248,614</b>	<b>260,394</b>	<b>205,504</b>	<b>271,800</b>	<b>66,296</b>	<b>24%</b>
PROVINCIAL CONDITIONAL GRANTS	-	-	-	-	-	
GEN ADMIN - CONDITIONAL GRANT	458,156	137,004	-	137,004	137,004	100%
FIRE - PROVINCIAL CONDITIONAL GRANT	-	-	-	-	-	
DISASTER - PROV. COND. GRANTS	-	-	-	-	-	
ROADS - PROVINCIAL CONDITIONAL GRANT	-	1,282,811	-	-	-	
WATER - PROVINCIAL CONDITIONAL GRANT	-	-	-	-	-	
FCSS PROVINCIAL CONDITIONAL GRANT	93,116	93,873	55,706	93,873	38,168	41%
ASB-PROVINCIAL COND GRANTS	233,907	233,907	-	233,907	233,907	100%
ASB-REGIONAL SPECIAL WEED GRANT	-	-	-	-	-	
Economic Development-PROVINCIAL COND GRANTS	-	-	-	-	-	
<b>PROVINCIAL CONDITIONAL GRANTS</b>	<b>785,179</b>	<b>1,747,595</b>	<b>55,706</b>	<b>464,784</b>	<b>409,079</b>	<b>88%</b>
ROADS - CONT FROM NON GOVERNMENT	-	-	-	-	-	
RECREATION - CONT FROM NON GOVERNMENT	24,500	30,425	-	28,000	28,000	100%
RECREATION - MISC.	-	-	-	-	-	
<b>CONTRIBUTIONS FROM NON GOVERNMENT SOURCE</b>	<b>24,500</b>	<b>30,425</b>	<b>-</b>	<b>28,000</b>	<b>28,000</b>	<b>100%</b>
RETURN ON INVESTMENT-INTEREST	870,881	467,534	(590,884)	216,625	807,509	373%
PENALTIES & COSTS ON TAXES	1,365,441	1,628,033	900,676	500,000	(400,676)	-80%
GEN ADMIN - PENALTY ACCT RECEIVABLE	4,744	207	257	250	(7)	-3%
WATER-UTILITY PENALTY	4,830	3,936	1,257	4,500	3,243	72%



**Clear Hills County  
2023 Operating Revenue Report**

Description	2021 Actual 12/31/21	2022 Actual 12/31/22	2023			
			Actual 6/30/23	Budget	Remaining \$	Remaining %
Development - Penalty	-	-	-	-	-	
<b>PENALTIES &amp; COSTS ON TAXES</b>	<b>1,375,016</b>	<b>1,632,176</b>	<b>902,190</b>	<b>504,750</b>	<b>397,440</b>	<b>-79%</b>
ROADS - PERMIT FEES	6,626	11,014	4,618	5,000	382	8%
DEVELOPMENT - OTHER LOCAL GOVERNMENTS	-	-	-	-	-	
PLANNING - APPROVAL FEES	900	1,950	300	1,800	1,500	83%
PLANNING - LICENSES, PERMITS	100	-	500	100	(400)	-400%
SUBDIVISION APPLICATION FEES	-	-	-	-	-	
<b>LICENSES AND PERMITS</b>	<b>7,626</b>	<b>12,964</b>	<b>5,418</b>	<b>6,900</b>	<b>1,482</b>	<b>21%</b>
RENTAL REVENUE	11,100	11,400	5,716	11,400	5,684	50%
GEN ADMIN - STAFF HOUSE RENT	-	-	-	-	-	
ASB-RENTAL EQUIPMENT REVENUE	31,173	31,138	9,505	20,000	10,495	52%
RECREATION - RENTAL REVENUE	9,331	7,093	3,220	10,000	6,780	68%
<b>RENTALS</b>	<b>51,604</b>	<b>49,631</b>	<b>18,440</b>	<b>41,400</b>	<b>22,960</b>	<b>55%</b>
OIL WELL DRILLING	-	-	-	-	-	
MISC REVENUE	926	4,527	15,574	-	(15,574)	
GEN ADMIN - Misc. Other Revenue	4,807	3,645	1,031	1,500	469	31%
GEN ADMIN - Cash Over/Short	1	0	(2)	-	2	
FIRE - Other Revenue	13,475	13,426	15,030	16,228	1,198	7%
PUBLIC WORKS - Miscellaneous Revenue	-	-	-	-	-	
PUBLIC WORKS - Miscellaneous Revenue	79,120	20,852	-	-	-	
Contribution from other Municipalities	3,044	1,082	2,459	3,800	1,341	35%
<b>OTHER</b>	<b>101,373</b>	<b>43,533</b>	<b>34,092</b>	<b>21,528</b>	<b>12,564</b>	<b>-58%</b>
GAIN/LOSS ON DISPOSAL OF CAPITAL ASSETS	6,052	42,579	-	(9,456)	(9,456)	100%
<b>TOTAL REVENUE</b>	<b>17,048,757</b>	<b>17,656,108</b>	<b>14,330,510</b>	<b>14,014,274</b>	<b>933,763</b>	<b>7%</b>

**CLEAR HILLS COUNTY  
2023 Operating Expense Report**

FUNCTION	2021	2022	2023			
	Actual	Actual	Actual	Budget	Remaining	
	12/31/21	12/31/22	6/30/23		\$	%
Salaries, Wages, and Benefits	278,675	317,088	158,038	337,500	179,462	53%
Contracted & General Services	74,632	129,577	68,516	154,316	85,800	56%
Purchases From Other Governments	-	-	-	-	-	
Materials, Goods & Utilities	14,751	18,225	11,438	20,250	8,812	44%
Transfer Payments	-	-	-	-	-	
Financial Services & Other Charges	-	-	-	-	-	
<b>Council</b>	<b>368,058</b>	<b>464,889</b>	<b>237,991</b>	<b>512,066</b>	<b>274,075</b>	<b>54%</b>
Salaries, Wages, and Benefits	774,042	789,922	284,646	945,000	660,354	70%
Contracted & General Services	444,831	464,979	224,048	484,725	260,678	54%
Purchases From Other Governments	-	-	-	-	-	
Materials, Goods & Utilities	3,692	4,915	11,143	7,250	(3,893)	-54%
Transfer Payments	37,761	37,761	-	37,761	37,761	100%
Financial Services & Other Charges	5,547	(3,767)	4,117	-	(4,117)	
Other Transactions	2,303,506	1,588,234	-	-	-	
<b>Administration</b>	<b>3,569,380</b>	<b>2,882,044</b>	<b>523,954</b>	<b>1,474,736</b>	<b>950,782</b>	<b>64%</b>
Policing	90,024	46,119	177,626	177,626	-	0%
Fire Fighting	325,017	380,769	85,610	431,422	345,812	80%
Disaster Services & Emergency Measures	5,953	11,935	239,299	11,000	(228,299)	-2075%
Ambulance & Medical Support	129,248	126,910	15,200	124,784	109,584	88%
<b>Protective Services</b>	<b>550,241</b>	<b>565,734</b>	<b>517,735</b>	<b>744,832</b>	<b>227,098</b>	<b>30%</b>
Buildings	-	-	-	0	0	100%
Equipment	-	-	-	0	0	100%
Rental Equipment	-	-	-	-	-	
Vehicles	-	-	-	0	0	100%
Mapping	-	-	-	-	-	
Communications	-	-	-	-	(0)	
<b>Common Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>1</b>	<b>100%</b>

**CLEAR HILLS COUNTY**  
**2023 Operating Expense Report**

FUNCTION	2021	2022	2023			
	Actual	Actual	Actual	Budget	Remaining	
	12/31/21	12/31/22	6/30/23		\$	%
Administration	420,209	320,937	93,153	411,145	317,992	77%
Road Maintenance - General	1,632,880	1,767,935	827,434	2,391,000	1,563,566	65%
Bridges - Annual Maintenance	853,507	416,117	-	426,590	426,590	100%
Roads - Hamlets	114,257	118,809	27,834	188,099	160,265	85%
Roads - Approach Construction	59,844	81,626	29,039	142,595	113,556	80%
Roads - Brushing	19,373	13,631	5,811	20,162	14,351	71%
Roads - Dust Control	16,231	20,498	13,719	37,000	23,281	63%
Roads - Hard Surfaces	320,654	290,025	99,456	435,500	336,044	77%
Roads - Mowing	208,422	238,674	47,685	277,685	230,000	83%
Roads - Gravel	1,088,692	1,226,619	1,001,651	1,488,312	486,661	33%
Roads - Signage	27,073	38,728	27,067	38,882	11,815	30%
Roads - Road Repairs	577,427	668,659	149,727	701,155	551,428	79%
Roads - New Roads	3,144,421	3,108,280	-	3,096,564	3,096,564	100%
Roads - Regrade	-	-	-	-	-	
Roads - Gravel Pits	8,075	5,237	-	11,500	11,500	100%
Roads - Licensed Drainage Ditches	-	875	-	25,000	25,000	100%
<b>Transportation (Roads, streets, walks, lighting)</b>	<b>8,491,064</b>	<b>8,316,650</b>	<b>2,322,577</b>	<b>9,691,190</b>	<b>7,368,613</b>	<b>76%</b>
Water	842,202	911,710	154,614	1,123,516	968,902	86%
Sewer	31,491	43,439	9,846	48,296	38,450	80%
Waste Collection	1,831	2,439	1,200	2,400	1,200	50%
Landfills	9,525	9,525	-	9,522	9,522	100%
Transfer Stations	423,773	420,023	315,145	500,285	185,140	37%
Recycling	58,534	50,005	23,733	62,000	38,268	62%
<b>Utilities</b>	<b>1,367,357</b>	<b>1,437,141</b>	<b>504,537</b>	<b>1,746,019</b>	<b>1,241,481</b>	<b>71%</b>
FCSS	111,451	118,459	69,028	123,328	54,300	44%
Cemeteries	10,000	11,000	7,500	13,500	6,000	44%
<b>Social Services</b>	<b>121,451</b>	<b>129,459</b>	<b>76,528</b>	<b>136,828</b>	<b>60,300</b>	<b>44%</b>
Municipal Planning & Development - General	200,792	185,160	156,707	200,628	43,920	22%

**CLEAR HILLS COUNTY**  
**2023 Operating Expense Report**

FUNCTION	2021	2022	2023			
	Actual	Actual	Actual	Budget	Remaining	
	12/31/21	12/31/22	6/30/23		\$	%
<b>Municipal Planning &amp; Development</b>	<b>200,792</b>	<b>185,160</b>	<b>156,707</b>	<b>200,628</b>	<b>43,920</b>	22%
Community - General	491,083	625,744	501,735	373,014	(128,721)	-35%
Community - Seniors	5,745	7,788	4,942	10,059	5,117	51%
Community - Community	-	-	-	-	-	
<b>Community Services</b>	<b>496,828</b>	<b>633,532</b>	<b>506,677</b>	<b>383,073</b>	<b>(123,604)</b>	-32%
Ag Svc - General	253,642	261,890	104,230	284,808	180,578	63%
Ag Svc - Improvement	134,206	152,528	191,297	309,763	118,466	38%
Ag Svc - A.E.S.A.	117,500	117,500	-	117,500	117,500	100%
Ag Svc - Control	74,524	101,346	25,487	135,311	109,824	81%
<b>Agricultural Services</b>	<b>579,872</b>	<b>633,264</b>	<b>321,014</b>	<b>847,382</b>	<b>526,369</b>	62%
Economic Development - General	167,362	175,289	68,376	160,336	91,960	57%
Economic Development - Tourism	16,810	9,447	8,206	10,852	2,646	24%
Economic Development - Special Project	597	41	-	-	-	
<b>Economic Development</b>	<b>184,769</b>	<b>184,777</b>	<b>76,583</b>	<b>171,188</b>	<b>94,605</b>	55%
Recreation	432,012	863,773	458,190	595,375	137,185	23%
Culture	49,043	51,389	50,770	53,193	2,423	5%
<b>Recreation &amp; Culture</b>	<b>481,055</b>	<b>915,162</b>	<b>508,960</b>	<b>648,568</b>	<b>139,608</b>	22%
<b>Subtotal</b>	<b>16,410,867</b>	<b>16,347,811</b>	<b>5,753,263</b>	<b>16,556,511</b>	<b>10,803,248</b>	65%

**Clear Hills County  
Council Expenditure Report  
For the Year to Date Period Ending June 30, 2023**

	Employer		Training	Travel & Membership & Conference		Internet	Other Costs	Totals
	Honorariums	Contributions		Subsistence	Fees			
Ward 1	21,047	2,923	0	6,274	1,892	775	154	<b>33,065</b>
Ward 2	18,747	3,223	0	7,043	1,667	800	154	<b>31,634</b>
Ward 3	27,951	2,400	0	6,443	1,453	800	166	<b>39,212</b>
Ward 4	16,690	2,363	0	3,204	578	725	154	<b>23,714</b>
Ward 5	26,103	2,157	0	8,854	1,228	640	154	<b>39,135</b>
Ward 6	14,512	1,934	0	1,753	0	555	154	<b>18,908</b>
Ward 7	<u>11,123</u>	<u>610</u>	<u>0</u>	<u>386</u>	<u>0</u>	<u>300</u>	<u>154</u>	<u><b>12,573</b></u>
<b>Total Expenditures</b>	<b>136,174</b>	<b>15,609</b>	<b>0</b>	<b>33,957</b>	<b>6,817</b>	<b>4,595</b>	<b>1,090</b>	<b>198,242</b>



**2023 CAPITAL PROJECTS REPORT**  
Year to Date June 30, 2023

Class	Area	Project	Source	Actual	Budget	Remaining	
						\$'s	%
	31	Photocopiers	Reserve	-	30,000	30,000	
		<b>Photocopiers Total</b>		-	<b>30,000</b>	<b>30,000</b>	<b>100.00%</b>
		Administration Building Renovations	Reserve	58,665.00	200,000	141,335	
		<b>Administration Building Renovations Total</b>		<b>58,665.00</b>	<b>200,000</b>	<b>141,335</b>	<b>70.67%</b>
		<b>31 Total</b>		<b>58,665.00</b>	<b>230,000</b>	<b>171,335</b>	
610 Infrastructure	32	SW8-83-2-W6M Access - RR25 South of Twp Rd 832	Reserves	-	400,000	400,000	
		<b>SW8-83-2-W6M Access - RR25 South of Twp Rd 832 Total</b>		-	<b>400,000</b>	<b>400,000</b>	
		NW9-84-12-W6M Access - RR 124 North 1000 meters	Reserves	3,934.00	400,000	396,066	
		<b>NW9-84-12-W6M Access - RR 124 North 1000 meters Total</b>		<b>3,934.00</b>	<b>400,000</b>	<b>396,066</b>	<b>99.02%</b>
		Range Road 84 Construction	Reserves	-	40,000	40,000	
		<b>Range Road 84 Construction Total</b>		-	<b>40,000</b>	<b>40,000</b>	<b>100.00%</b>
		BF 86029 Replacement	Reserves	-	62,798	62,798	
		<b>BF 86029 Replacement Total</b>		-	<b>62,798</b>	<b>62,798</b>	<b>100.00%</b>
		BF 71273 Replacement	Reserves	5,220.00	-	-5,220	
		<b>BF 71273 Replacement Total</b>		<b>5,220.00</b>	-	<b>-5,220</b>	
		SW20-83-1-W6M Access Road (RR15)	Reserves	1,400.63	400,000	398,599	
		<b>SW20-83-1-W6M Access Road (RR15) Total</b>		<b>1,400.63</b>	<b>400,000</b>	<b>398,599</b>	
		NE17-87-6-W6M Access Road (RR64 north to Twp 874)	Reserves	1,400.63	-	-1,401	
		<b>NE17-87-6-W6M Access Road (RR64 north to Twp 874) Total</b>		<b>1,400.63</b>	-	<b>-1,401</b>	
		Poplar Drive Overlay (650 meters)	Reserves	-	314,000	314,000	
<b>Poplar Drive Overlay (650 meters) Total</b>		-	<b>314,000</b>	<b>314,000</b>			
<b>32 Total</b>		<b>11,955.26</b>	<b>1,616,798</b>	<b>1,604,843</b>	<b>99.26%</b>		
<b>610 Total</b>		<b>70,620.26</b>	<b>1,846,798</b>	<b>1,776,178</b>	<b>96.18%</b>		
620 Buildings	23	Cleardale Fire Hall	Reserves	24,264.00	1,000,000	975,736	
		<b>Cleardale Fire Hall Total</b>		<b>24,264.00</b>	<b>1,000,000</b>	<b>975,736</b>	<b>97.57%</b>
		<b>620 Total</b>		<b>24,264.00</b>	<b>1,000,000</b>	<b>975,736</b>	<b>97.57%</b>
630 Equipment	31	Mower	Reserve	26,300.00	37,500	11,200	
			Trade In	27,500.00	12,500		
		<b>Mower Total</b>		<b>53,800.00</b>	<b>50,000</b>	<b>-3,800</b>	<b>-7.60%</b>
	63	Replacement PTO Water Pump Trailer	Reserve	8,700.00	10,000	1,300	
			Trade In	-	-	0	
		<b>Replacement PTO Water Pump Trailer Total</b>		<b>8,700.00</b>	<b>10,000</b>	<b>1,300</b>	<b>13.00%</b>
<b>63 Total</b>		<b>8,700.00</b>	<b>10,000</b>	<b>1,300</b>			
<b>630 Total</b>		<b>62,500.00</b>	<b>60,000</b>	<b>-2,500</b>	<b>-4.17%</b>		
650 Vehicles	31	Truck x 2	Reserves	-	110,000	110,000	
		<b>Truck x 2 Total</b>		-	<b>110,000</b>	<b>110,000</b>	<b>100.00%</b>
		<b>31 Total</b>		-	<b>110,000</b>	<b>110,000</b>	
<b>650 Total</b>		-	<b>110,000</b>	<b>110,000</b>	<b>100.00%</b>		
<b>Summary</b>			Provincial Grant	-	-	-	
			Taxes	-	-	-	
			Reserve	129,884.26	3,004,298	2,874,414	95.68%
			Trade In	27,500.00	12,500	-15,000	-120.00%
<b>Grand Total</b>				<b>157,384.26</b>	<b>3,016,798</b>	<b>2,859,414</b>	<b>94.78%</b>

**Clear Hills County**

Schedule of Reserve Balances  
Year to Date June 30, 2023

	2022 Ending Balance	Reallocation of 2022 Surplus	January 1, 2023 Beginning Balance	Actual Contributions	2023 Budgeted Contributions	Actual Interest	2023 Budgeted Interest	Actual Expenditures	2023 Budgeted Expenditures	Year to Date Actual Balance	Year End Budget Balance
<b>Operating Reserves:</b>											
Rate Stabilization Reserve	5,244,092.84	-\$ 1,244,092.84	4,000,000.00	-	-	-	-	159,993.14	-	3,840,006.86	4,000,000.00
	5,244,092.84	- 1,244,092.84	4,000,000.00	-	-	-	-	159,993.14	-	3,840,006.86	4,000,000.00
<b>Capital Reserves:</b>											
Administration Reserve	381,043.60		381,043.60			1,532.64	1,755.22	-	30,000.00	375,293.83	352,798.82
Fire Reserve	260,777.37	1,244,092.84	1,504,870.21	12,500.00		5,981.13	(3,633.61)	24,264.00	1,000,000.00	1,471,738.98	513,736.60
Office & Shop Building Reserve	484,497.63		484,497.63			1,618.79	1,422.49	58,665.00	200,000.00	418,851.75	285,920.12
EMS Housing Reserve	338,964.30		338,964.30			1,363.39	1,694.82	-	-	333,849.49	340,659.12
Worsley Fire/Community Hall Building Reserve	194,628.61		194,628.61			782.85	973.14	-	-	191,691.74	195,601.75
Road Construction & Upgrades Reserve	16,923,890.41		16,923,890.41	2,845,761.00		68,046.49	92,351.10	6,735.26	840,000.00	16,666,872.18	16,176,241.51
Gravel Pits Reserve	3,164,737.50		3,164,737.50			12,729.30	15,823.69	-	-	3,116,983.07	3,180,561.19
Bridges Reserve	3,224,228.25		3,224,228.25			12,929.51	13,996.14	5,220.00	425,000.00	3,170,395.20	2,813,224.39
Common Services Vehicles & Equipment Reserve	2,499,535.35		2,499,535.35			9,856.83	11,760.18	26,300.00	147,500.00	2,435,715.38	2,363,795.53
Water Reserve	4,707,282.50		4,707,282.50			18,933.79	23,536.41	-	-	4,636,251.75	4,730,818.91
Drainage & Water Management Reserve	805,903.32		805,903.32			3,241.54	4,029.52	-	-	793,742.60	809,932.84
Sewer Reserve	3,256,927.43		3,256,927.43			13,100.11	16,284.64	-	-	3,207,781.89	3,273,212.07
Cemetery Reserve	27,085.86		27,085.86			108.94	135.43	-	-	26,677.15	27,221.29
Development Reserve	1,118,055.63		1,118,055.63			4,497.06	5,590.28	-	-	1,101,184.70	1,123,645.91
Seniors Reserve	6,228.93		6,228.93			25.05	31.14	-	-	6,134.94	6,260.07
Economic Development Reserve	4,133,932.01		4,133,932.01			16,627.63	20,669.66	-	-	4,071,552.87	4,154,601.67
Ag Services Reserve	193,071.51		193,071.51			733.77	915.36	8,700.00	10,000.00	181,500.96	183,986.87
Rec Board Reserve	32,589.20		32,589.20			129.64	162.95	280.50	-	31,818.39	32,752.15
	\$ 41,753,379.41	1,244,092.84	\$ 42,997,472.25	-	\$ 2,858,261.00	\$ 172,238.47	\$ 207,498.55	\$ 130,164.76	\$ 2,652,500.00	\$ 42,238,036.86	\$ 40,564,970.80
	\$ 46,997,472.25	-	\$ 46,997,472.25	-	\$ 2,858,261.00	\$ 172,238.47	\$ 207,498.55	\$ 290,157.90	\$ 2,652,500.00	\$ 46,078,043.72	\$ 44,564,970.80

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	August 15, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Transfer to Investments</b>
File:	12-05-02

### DESCRIPTION:

The County has two investment accounts. One is long-term account which consists of several GIC's and one high interest savings account. The other is our cash management account which we draw funds from throughout the year to replenish our regular bank account to finance the day to day operations of the County.

### BACKGROUND / PROPOSAL:

Administration is transferring \$13,000,000 from our regular bank account into our cash management account.

Policy 1205 3.3.1 states that "All deposits and withdrawals of amounts from the County's long-term investment portfolio must be authorized by a Council resolution".

Administration is requesting authorization from Council to deposit \$7,000,000 from our cash management account into our long-term investment account.

### ATTACHMENTS

- Policy 1205 - Investments

### RECOMMENDED ACTION:

Resolution by ... that Council authorizes the deposit of \$7,000,000 from our cash management account into our long-term investment account.

Initials show support - Reviewed by:

Manager:



CAO:







# Clear Hills County

Effective Date: **September 28, 2021**

Policy Number: **1205**

Title: **INVESTMENTS**

## 1. Policy Statement

1.1. Clear Hills County shall provide guidelines for the investment of surplus funds.

## 2. Definition

2.1. Surplus funds means funds in excess of those needed to pay the anticipated expenditures of the municipality during the term of the investment.

2.2. Short-term investments include investments of terms shorter than one year.

2.3. Long-term investments include investments of terms greater than one year.

## 3. Authorization and Responsibilities

3.1. All investments must be authorized by Section 250 (2) of the Municipal Government Act.

3.2. The Controller shall invest short-term surplus funds of the Municipality in a prudent and beneficial manner that maximizes the return earned while protecting the assets and cash flow position of the County.

3.3. The investment of long-term investments shall be done through an investment management firm as authorized by Council resolution.

3.3.1. All deposit or withdrawals of amounts from the County's long-term investment portfolio must be authorized by a Council resolution.

## 4. End of Policy

ADOPTED

Resolution #C213(04/10/07)

Date: April 10, 2007

AMENDED

Resolution #C369(09/28/21)

Date: September 28, 2021

# Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 15, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>FCSS Grant Funds</b>
File:	51-02-02

## DESCRIPTION:

The County has FCSS funding that must be expended by December 31, 2023.

## BACKGROUND:

At the July 11, 2023 Regular Council Meeting Council made the following motion:

C385-23(07-11-23) RESOLUTION by Councillor Ruecker to table the discussion regarding the remaining Family and Community Support Services (FCSS) grant funds until the next Regular Council meeting. CARRIED.

## ATTACHMENTS:

- July 11, 2023 Regular Council Meeting FCSS Agenda Item

## 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:



# Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	July 11, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	FCSS Grant Funds
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>
<b>Prior Approvals and Ongoing Commitments:</b>	
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

<b>Number of seniors</b>	188
<b>Number of disabled</b>	3
<b>Average snowplowing time per driveway</b>	25 minutes
<b>Average grader rate/hour</b>	\$127.92
<b>Cost Per Driveway</b>	\$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:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Policy 4301 - Regional Landfill Waste Disposal Access</b>
File:	43-20-02

## DESCRIPTION:

Council is presented with a draft Regional Landfill Waste Disposal Access Policy.

## BACKGROUND:

At the January 3, 2023 Policies & Priorities Meeting Council made the following motion:



P7-23(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.

## ATTACHMENTS:

- Draft Regional Landfill Waste Disposal Access Policy
- Regional Landfill Waste Disposal Access Application
- January 3, 2023 Policies & Priorities Meeting Regional Landfill Waste Disposal Access Agenda Item

## RECOMMENDATION:

**RESOLUTION** by...that Council adopts Policy 4301 - Regional Landfill Waste Disposal Access as presented.

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

Effective Date: <b>August 15, 2023</b>	Policy Number <b>4301</b>
Title: <b>Regional Landfill Waste Disposal Access</b>	

## **1. Policy Statement**

1.1. Clear Hills County is committed to providing access to the Regional Landfill to residents.

## **2. Definitions**

2.1. Regional Landfill means North Peace Regional Landfill

2.2. Access means entry into the North Peace Regional Landfill to haul waste during Regional Landfill regular business hours.

## **3. Resident Responsibilities**

3.1. Residents will complete the Regional Landfill Waste Disposal Access Application (Schedule A).

3.2. Residents will follow the rules and regulations of the Regional Landfill.

## **4. County Responsibilities**

4.1. The County will provide residents with a Regional Landfill Access Card.

4.2. The cost of the tipping fees for the waste hauled by the residents will be included in the annual requisition the County pays to the North Peace Regional Landfill Commission.

## **5. End of Policy**

**ADOPTED:**

**Resolution #C###-23(08/15/23)**



# Clear Hills County Regional Landfill Access Application Form

## Resident Information

Resident Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Legal Land Location: \_\_\_\_\_

## Terms & Conditions

- 1) I agree to follow the rules and regulations of the Regional Landfill.
- 2) I agree that if my status as a resident of the County changes I will no longer have access to the Regional Landfill through the County.
- 3) I agree that I will not share my Regional Landfill Access Card with anyone outside of my residence.
- 4) I acknowledge that failure to abide by these terms and conditions could result in the cancellation of my Regional Landfill Waste Disposal Access Card.

I have read and understand the terms & conditions set out above and acknowledge that the information provided on this form is complete and accurate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness: \_\_\_\_\_ Date: \_\_\_\_\_



# Clear Hills County

## Request For Decision (RFD)

	<b>Policy and Priority Meeting</b>
Meeting Date:	January 3, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Landfill Waste Disposal Access Card
File:	11-02-03

**DESCRIPTION:**

Council is presented with information regarding Landfill Waste Disposal Access Cards.

**BACKGROUND:**

**C515-22(10-18-22)**

**RESOLUTION by Reeve Bean bring back to a future meeting information for a Landfill Identification Card Program for residents of Clear Hills County that would eliminate the user being charged when accessing the North Peace Regional Landfill. CARRIED.**

**INFORMATION:**

A large number of Alberta municipalities are moving to a form of access cards for residents living in their municipalities to access their regional landfills.

The average – annual weight allowance per household = 1,000 kilograms of waste

Benefits could include:

- Better tracking of who and how much waste is brought in by municipality
- Eliminating residents being charged tipping fees at the regional landfill
- Less waste at the transfer stations (lowering the transportation costs)
- Easier access to some residents

**ATTACHMENTS:**

Clairmont Centre Access Program  
Leduc & District Residential Waste Card System  
Clear Water County Solid Waste Disposal Access Card  
MD of Peace Municipal Identification Cards

**RECOMMENDED ACTION:**

**RESOLUTION by..... to**

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b> 
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## Clairmont Centre Access Program

Home / ...Landfills and Transfer Stations / Clairmont Centre for Recycling and Waste Managem... / Clairmont Centre Access Program

**The Clairmont Centre for Recycling and Waste Management Access Program and Waste Card are now in effect.**

### Clairmont Centre Access Program

The Clairmont Centre Access Program and Waste Card are now in effect.

The program replaces the previous Landfill Access Tag program and allows County of Grande Prairie residents to dispose of 1,000 kg of household waste for free, each calendar year.

1,000 kilograms is the equivalent of approximately 2,200 pounds, 156 large garbage bags or 52 full curbside waste carts.

Each household's waste will be weighed and tracked against its annual weight limit when visiting the facility through the new Clairmont Centre Waste Card. Simply tap the card on the scanners at the scale house on the way in and out of the facility.

While there is no limit to the overall amount of waste that a household can still dispose of each year at the Clairmont Centre, only the first 1,000 kg will be free of charge. Any waste above the 1,000 kg limit will be subject to standard tipping fees.

There is no limit to the amount of recycling that each household can dispose of, for free.

The program works to streamline waste disposal at the County facility and support environmental stewardship.

### Changing the way you access the Clairmont Centre for Recycling and Waste Management

Because there is no limit to the amount of recycling that each household can dispose of at the Clairmont Centre, there are two options for accessing the facility with both waste and recycling in the same trip:

1. **Scale in and out TWICE** on the same trip. Scale in to drop your recycling off first, then scale out and come back around to weigh only your waste. This will allow scale-house staff to ensure that the weight of your recycling isn't deducted from your annual weight limit.
2. **Include your recyclables in the weight of your waste.** Recycling is often light and will not significantly impact your household waste total.

## Clairmont Centre Waste Card

Clairmont Centre Waste Cards are now being used to track the weight of your household's waste at the Clairmont Centre for Recycling and Waste Management.

These new, wallet-sized Waste Cards replace the previous rear-view mirror Access Tags and allow our scale-house staff to track your household's waste at each visit.

Tap your Waste Card on your way in and out of the facility to ensure that your waste is tracked properly. A print-out displaying your account status and remaining waste limit will be provided each time you scan your Waste Card.

Every household will receive its first Waste Card free of charge at their next visit to the Centre. Replacement Cards will cost \$20.00.

Residents with existing accounts at the facility simply need to confirm their name and address. New residents can sign up for an account by visiting the facility with proof of residency and photo ID or by filling out the [online application form](#).

## Frequently Asked Questions

### Which facility does the Clairmont Centre Access Program apply to?

The Clairmont Centre Access Program and Waste Card only applies at the Clairmont Centre for Recycling and Waste Management. The program is not applicable at the West Grande Prairie Regional Landfill or other area transfer stations.

### What is changing under the new Clairmont Centre Access Program?

- **Waste limit:** under the new Access Program, each County household will be able to dispose of up to 1,000 kilograms of waste each year for free.
- **Waste Card:** rear-view mirror access tags will be replaced with new, wallet-sized Waste Cards that will track the weight of each household's waste at the Clairmont Centre

### What is the Clairmont Centre Waste Card?

The Clairmont Centre Waste Card replaces current rear-view mirror access tags and will be used to track the weight of waste disposed of by each household during their visits to the facility.

- The new wallet sized cards are more modern and durable than the current rear-view mirror tags.
- The Waste Card will be scanned at the scale house when entering and exiting the facility to weigh the weight of waste dropped off during each trip. The weight of waste for that trip will be allocated to that household's annual total.

### What is the annual weight limit per household?

Each County household will be able to dispose of 1,000 kilograms of waste at the Clairmont Centre for Recycling and Waste Management for free each year.

### How much is 1,000 kg of waste?

1,000 kg of waste is about 2,200 pounds, which is about the same as:

- 156 large garbage bags of waste
- 52 full curbside waste carts, the amount collected in a calendar year

### How will the waste limit work for the first year?

The new Clairmont Centre Access Program, including the annual 1,000 kg weight limit for County households, will come into effect November 1, 2022. This will allow residents to get used to the new program and visit the facility and track the weight of their incoming household waste for reference before the limit resets on January 1, 2023. The weight limit will then reset January 1 of each year.

**Is there a limit to the amount of recycling that can be disposed of at the Centre?**

No, there is no limit to the amount of recycling that residents can dispose of at the Clairmont Centre.

**How will my waste be weighed and tracked against my weight limit?**

Visitors will tap their Waste Card when they scale-in AND scale-out at the facility. This will allow us to track the weight of waste at each visit. The Waste Card reader will be installed at window-height, allowing most visitors to simply tap through their window like at a drive-thru, and will provide cardholders with a print-out displaying the status of their account and waste limit each time they scan their card.

**What happens if I exceed the annual waste limit?**

There is no limit to the overall amount of waste that a household can still dispose of each year at the Clairmont Centre; however, only the first 1,000 kg will be free of charge. Any waste above the 1,000 kg limit will be subject to standard tipping fees.

Note that tipping fees for a load of waste will vary depending on weight. The minimum tipping fee is \$10.

**Can I roll over the unused portion of the annual weight limit to the next year?**

No. The annual waste limit applies within the calendar year only, and resets on January 1.

**When does the annual waste limit reset?**

Annual limits will reset every year on January 1.

**Will rural (farming) and residential households have the same weight limit?**

Yes, all County households will have the same weight limit, regardless of whether they're rural or residential. The 1,000 kg limit is meant to encompass household waste only. Residents are encouraged to reduce their household waste through organic composting, recycling and reusing as much as possible.

**What if I live on the same quarter of land as another family member, but in different houses? Do we have to share the limit or will each house have its own 1,000 kg limit?**

If you have two different rural addresses and pay your own property taxes, then you will have your own waste limits. A 'household' is determined by tax roll number.

**Who is eligible to get a Waste Card?**

All County residents are eligible for a Waste Card. One Waste Card is provided per household, with the option to purchase additional cards for \$20.00 each; however, additional cards do not increase the household's annual weight limit.

**How do I get a Waste Card?**

County residents will have their Clairmont Centre Access Program account set up and receive the new Waste Card on their first visit to the Clairmont Centre for Recycling and Waste Management after November 1.

Residents with existing accounts under the Landfill Access Tag Program will simply be asked their name(s) and address information to confirm their account.

New residents, and those without an existing Landfill Access Tag Program account will need to fill out [an online application form](#) and bring proof of their identity and County residency, including:

- Photo ID
- Something that shows proof of residence or land location, such as a utility bill or tax notice

#### **What if I live in a County subdivision that receives curbside waste collection services already? Do I still qualify for a Waste Card?**

Yes, all County households qualify for a Waste Card. Residents living in subdivisions with curbside waste collection services pay a separate utility bill for those services. The Access Program and Waste Card is a free program for all residents.

#### **How much does a Waste Card cost?**

The first new household Waste Card is free. Replacements or additional Waste Cards cost \$20.00 each.

#### **How many Waste Cards can I get for my household?**

All households will be given one Waste Card free of charge. Additional cards can be purchased for \$20.00 per card. Additional cards do not increase the household waste available, as each card is linked to a specific household account.

#### **What happens if I lose my Waste Card?**

Waste Cards can be replaced at the Clairmont Centre for \$20 per card. If a card is lost or stolen, contact the Clairmont Centre for Recycling and Waste Management at 780-567-4194 to cancel and replace the existing card.

#### **What happens if I forget my Waste Card when I visit the Clairmont Centre?**

You must have your Waste Card to dispose of waste under the Clairmont Centre Access Program. Those without a Waste Card will be subject to [standard tipping fees](#).

#### **What happens if I have waste and recycling to drop off at the same time?**

There are two options for accessing the facility with both waste and recycling in the same trip:

- **Scale in and out TWICE** on the same trip. Scale in to drop your recycling off first, then scale out and come back around to weigh only your waste. This will allow scale-house staff to ensure that the weight of your recycling isn't deducted from your annual weight limit.
- **Include your recyclables in the weight of your waste.** Recycling is often light and will not significantly impact your household waste total.

#### **Why are these changes taking place?**

The County is committed to being an environmental steward and to introducing processes that encourage positive environmental practices in our community.

The Clairmont Centre Access Program is a proactive step the County is taking to reduce waste production, support environmental stewardship, and extend the lifespan of our landfill cells to reduce those notable capital costs over time. The last landfill cell cost \$4.7 million to develop in 2021.

Introducing an annual waste limit will encourage residents to consider the waste they're bringing into the facility and what can be diverted from the landfill cell, such as recycling, organics/composting and items that can be reused or reduced.

The new Access Program will reduce tag abuse that was taking place under the previous system. Even a few residents taking advantage to dispose of non-household or commercial waste can make a significant impact at the facility. The new program provides equal access for all County households to dispose of a reasonable amount of household waste for free.

The new Waste Cards will allow us to better track what is coming into the facility, and how much over time.

### **How does this program benefit the environment?**

By individually reducing our waste, we collectively benefit the environment. By keeping waste out of the landfill, we reduce greenhouse gas emissions and help sustain the environment for future generations.

### **What else is the County of Grande Prairie doing to be an environmental steward?**

The County of Grande Prairie committed to environmental stewardship. Over the years, the County has taken part in numerous initiatives to help ensure a prosperous future for our community, including:

- 2019 recycling pilot projects that included expanded e-waste, grain bag and twine recycling.
- Solar arrays providing power the Clairmont Centre for Recycling and Waste Management.
- Participating in the Alberta Electronic Recycling Program to keep electronics (e-waste) out of the landfill.
- Household hazardous waste being accepted year-round.
- Bottle donation trailer at the Clairmont Centre, allowing residents to donate recyclables with a deposit to local non-profit and charitable groups.
- Curbside recycling in many County neighbourhoods.
- The Clairmont Centre for Recycling and Waste Management received Alberta Recycling's 2016 Collection Site of Excellence Award for management of electronics, paint and tire collection.

### **What do I do with the current rear-view mirror tag?**

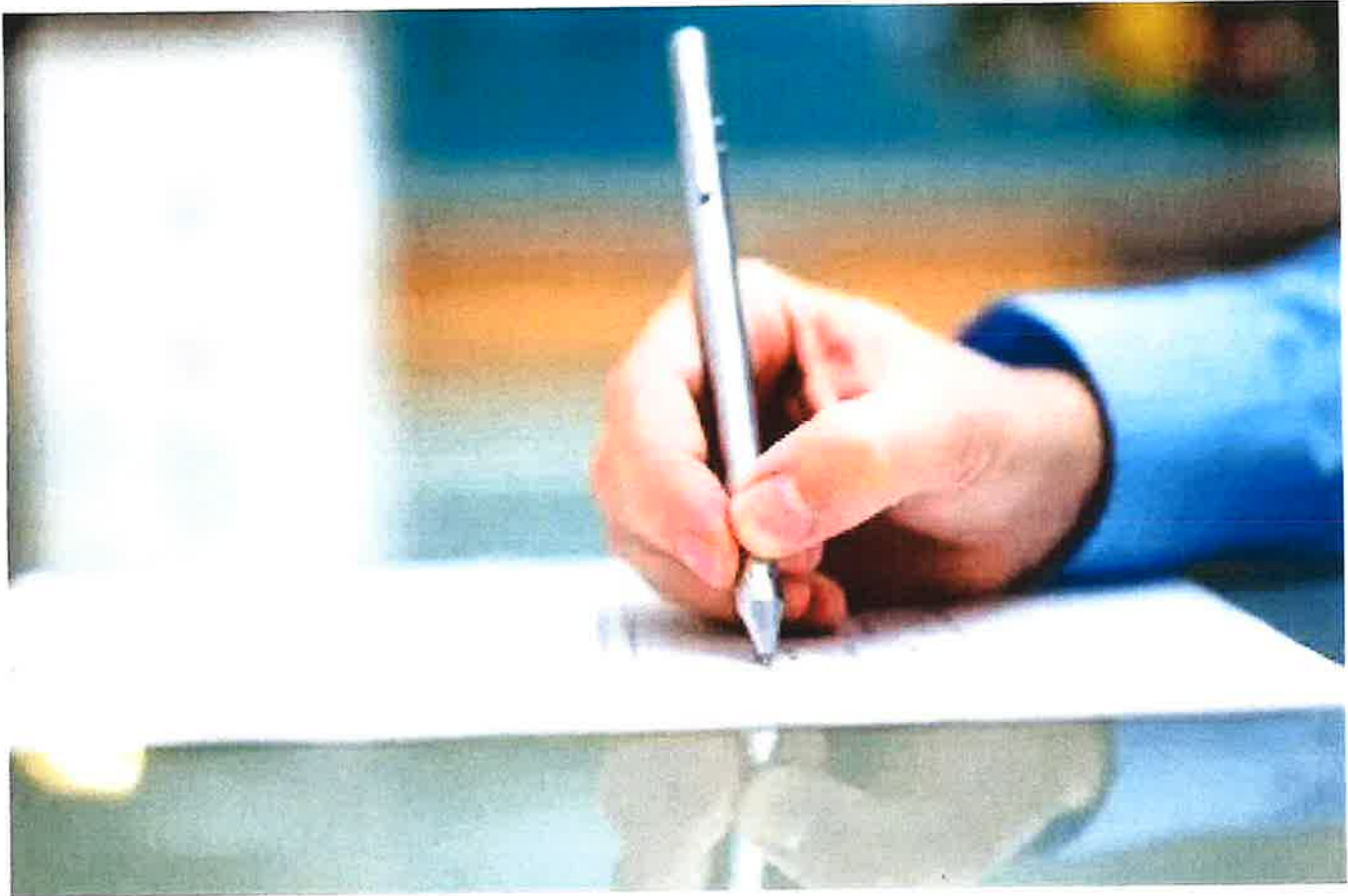
Rear-view mirror access tags will no longer be valid after November 1, 2022. Please dispose of your current rear-view mirror tag.

### **When were these changes approved by Council?**

County Council approved these changes at the [October 4, 2021, Regular Council Meeting](#).



## RESIDENT CARD SYSTEM & APPLICATION



### Resident Identification Card System is in Effect!

The member municipalities of the Leduc and District Waste Management Facility have implemented a Resident Identification Card system to access the Facility. Member municipalities include the City of Leduc, Leduc County, City of Beaumont, Town of Devon and the Town of Calmar.

Residents of member municipalities can apply for a Resident Identification Card, which provides each household with up to 1 tonne (1000 kg) of free household waste disposal each year, without personal fee charges at the scale house upon exiting the facility. Residents of Leduc County have a 3 tonne annual limit (3000 kg). Once the annual limit is reached, standard user fees will apply. **Residents must provide a Resident Identification Card at the scale house.**

By implementing the Resident Identification Card system, member municipalities anticipate a reduction of abuse by non-residents of the member municipalities, who are subject to standard facility user fees.

**Applying for a Resident Identification Card is easy!**

Options include:

1. Fill out the online **application**. This option can take up to two weeks to process and receive your card by mail.
2. Visit the Scale House at the Facility and complete an application. Your card will be activated within 24 hours.

**If you move or misplace your card, please call 780-612-8500.**

Please Note:

- Fees apply for special materials such as construction and renovation materials, and items containing freon (e.g. fridges and freezers).
- Residents who cannot produce a Resident Identification Card upon entering the landfill will be subject to the standard facility usage fees.

FILL OUT APPLICATION ONLINE

**FILL OUT NOW**

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**LEDUC & DISTRICT REGIONAL WASTE MANAGEMENT AUTHORITY Account  
Application**

**LDRWMA Request For Card Access Application  
TERMS AND CONDITIONS**

---

RESIDENT NAME*	PHONE*	
RESIDENT ADDRESS*	FAX	
MAILING ADDRESS*	E-MAIL	
LICENSE PLATE	*Required	
REFERENCE NAME		
1- NAME	ADDRESS	PHONE #

---

I hereby declare that the above information is true

Dated \_\_\_\_\_ at \_\_\_\_\_ In the province of \_\_\_\_\_  
Signature \_\_\_\_\_ Title \_\_\_\_\_

---

The applicant hereby certifies that all wastes, recyclables and/or products to be shipped to the Leduc & District Regional Waste Management Facility are acceptable materials that can be disposed of in a Class II Landfill in the Province of Alberta under A.E.P. (Alberta Environment ,waste Control Regulation) & E.U.B (Energy Utilities Board) Regulations and any other applicable Provincial and Federal Legislation and further more agree to abide by any current Authority Policy in effect that regulates and or restricts the said wastes and that any designated shipper and or agent delivering materials under my/our direction has full knowledge of all regulations, restrictions and policies and further declares all materials, recyclables and/or products being delivered and deposited at the Leduc & District Regional Waste Management Facility upon delivery.

**LEDUC & DISTRICT REGIONAL WASTE MANAGEMENT AUTHORITY Account  
Application**

**1. ACCEPTANCE**

By commencing the use of this account and/or the delivery of waste, recyclables and/or products to the Leduc & District Regional Waste Management Facility, the signature, named account holder shall have deemed to have agreed to this contract and the terms contained there in. The contract named in the above noted statement shall contain the entire agreement between the parties with respect to the disposal privileges at the Leduc & District Regional Waste Management Facility and no alterations and or provisions shall be allowed unless in written form from the Leduc & District Regional Waste Management Authority

**2. POLICY AND PROCEDURE**

The named signature and named account holder hereby agree to abide by the policies and procedures of the Leduc & District Regional Waste Management Authority and any revision that may be made from time to time provided that the policies and or procedure is not in contravention of any applicable regulatory act. There will be weight cap placed on each account holder of 1000kgs or 1 tonne.

**3. PRE-APPROVED WASTE**

Pre-approved wastes are accepted at the landfill with prior written approval from the landfill. Special handling procedures must be followed when placing wastes into the landfill cell or else where on -site. Approval must be obtained from Operating Contractor prior to delivery; Animal waste/Carcasses, asbestos, brush(landclearingdebris),Contaminated Soils(IncludingsoilswithHydroCarbons),Creosote -contaminatedwood,Sludge/industrial sands, sump wastes.

**4. RESTRICTED WASTE**

The following restricted wastes are accepted at the landfill. These materials are not placed in the landfill cell and are subjected to special handling instructions; Appliances containing CFC's, Ashes, Burn barrels(empty), Household Hazardous Waste, Lead -Acid Batteries, Propane bottles, Scrap Metals, Tires, used oil/filters/containers, Wire and Cable.

**5. SPECIAL WASTE APPLICATION**

Consists of all other non -hazardous wastes that are charged as per the schedule of fees. The Special waste consists of the following and most require application to dispose of; Animal Carcasses, Appliances containing CFC's (refer to schedule fees) \$25/unit, Asbestos, Building debris & Construction Waste, Concrete Waste, Contaminated Soils/foundry Sand required special application, Scrap Metal and appliances(Freon Free),Tires

**6. PROHIBITED WASTE**

The following prohibited wastes are NOT accepted at the landfill under any circumstances; Hazardous wastes ( other than household), Bulk liquid wastes, Chemical Wastes, Creosotes-contaminated wood, explosives, hot loads containing lives ashes or smoldering debris, human waste, pesticides/herbicide containers( agriculture and commercial), Radioactive wastes

**7. GOVERNING LAW**

The validity of this agreement and the legal relations of the parties, shall be governed by the laws of the Province of Alberta

**8. CHANGES**

The Leduc & District Regional Waste Management Authority hereby reserves the unfettered right to make changes to its policies, procedures, fees and forms including this Account Application from time to time without prior notice.

**9. APPLICANT RIGHTS**

The completion of this form does not in any way directly authorize the shipment of waste, recyclables and/or products to the Leduc & District Regional Waste Management Facility; the Authority reserves the exclusive right to with draw any and all rights given under this agreement at any time without prior notice.

MAIL COMPLETED ORIGINALS TO:GFL Environmental Inc.

Unit 108 3909-84 ave  
Leduc, AB - T9E 8M5

Phone: (780) 612-8500  
Fax: (780) 665-7148

PLEASE NOTE: INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

Email: LeducAdmin@gflenv.com

<b>LDRWMA USE ONLY</b>		
Date _____	Approved <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Approved by _____
Received _____	Set up by _____	Setup Date _____
Card# _____	Additional _____	
Waste Limit _____	Conditions _____	
Approved _____		

# COUNTY SERVICES

AAA

## Solid Waste and Recycling Information

### SOLID WASTE MANAGEMENT MASTER PLAN

Clearwater County is in the process of preparing a solid waste and recycling management master plan which will outline a long-term plan for collecting and managing the County's waste in a sustainable and fiscally responsible manner.

Clearwater County in conjunction with Tetra Tech Canada Inc. conducted a community survey regarding current solid waste & recycling services from April 13 until May 20, 2022. Stay tuned for the update in the fall.

### SOLID WASTE DISPOSAL ACCESS CARD

As of April 1, 2021, residents of Clearwater County and non-residents, can fill out an application form ([https://clearwater.municipalwebsites.ca/UploadFiles/Docs/SolidWasteDisposalAccessCardApplication\\_7a0jk7.pdf](https://clearwater.municipalwebsites.ca/UploadFiles/Docs/SolidWasteDisposalAccessCardApplication_7a0jk7.pdf)) and receive access cards for use at the Clearwater Regional Landfill and Clearwater County Solid Waste & Recyclables Transfer Stations:



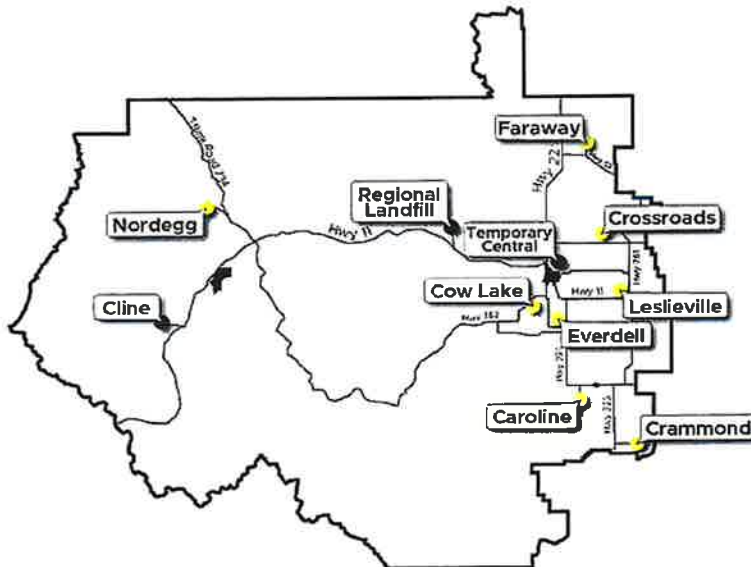
The Solid Waste Disposal Access Card allows for drop off of recyclables and disposal of residential and light agricultural waste at both the transfer stations and the Clearwater Regional Landfill (excluding recyclables) for no additional costs. All other over-sized loads and/or commercial loads will still incur fees, at the Clearwater Regional Landfill, in accordance with **Bylaw 1105/21 Solid Waste and Recycling Services** ([https://clearwater.municipalwebsites.ca/UploadFiles/Docs/Bylaw110521SolidWasteCollectionDisposalStorageRegulationandFees\\_fdvPxc.pdf](https://clearwater.municipalwebsites.ca/UploadFiles/Docs/Bylaw110521SolidWasteCollectionDisposalStorageRegulationandFees_fdvPxc.pdf))

For more information and to ([https://clearwater.municipalwebsites.ca/UploadFiles/Docs/SolidWasteDisposalAccessCardApplication\\_7a0jk7.pdf](https://clearwater.municipalwebsites.ca/UploadFiles/Docs/SolidWasteDisposalAccessCardApplication_7a0jk7.pdf)) download an application form ([https://clearwater.municipalwebsites.ca/UploadFiles/Docs/SolidWasteDisposalAccessCardApplication\\_7a0jk7.pdf](https://clearwater.municipalwebsites.ca/UploadFiles/Docs/SolidWasteDisposalAccessCardApplication_7a0jk7.pdf)), click here (<https://www.clearwatercounty.ca/p/solid-waste-disposal-access-cards>)

**Click here to access the Solid Waste Disposal Access Card Portal at [portal.clearwatercounty.ca](http://portal.clearwatercounty.ca) to monitor account information.**  
(<http://portal.clearwatercounty.ca>)

### SOLID WASTE AND RECYCLING LOCATIONS

Clearwater County has a Regional Landfill and ten transfer stations that residents can take their solid waste and recyclables. Each location may have restrictions or limitations for different types of recycling. Please refer to **this chart** ([https://clearwater.municipalwebsites.ca/UploadFiles/Docs/SolidWasteandRecyclingOptions\\_wxD4x9.pdf](https://clearwater.municipalwebsites.ca/UploadFiles/Docs/SolidWasteandRecyclingOptions_wxD4x9.pdf)) for a list of acceptable material at each location.



([https://clearwater.municipalwebsites.ca/UploadFiles/Docs/TransferStationsMap501\\_2fQvVZ.png](https://clearwater.municipalwebsites.ca/UploadFiles/Docs/TransferStationsMap501_2fQvVZ.png))

Station	Location	Hours of Operation
Regional Landfill	NE 12-40-09-W5M Off Highway 11	Monday to Friday: 8:00 AM to 4:00 PM
Temporary Central	NE 03-40-7-W5M East Off Highway 22 North	Tuesday: 7:30 AM to 6:00 PM Wednesday to Saturday: 8:00 AM to 4:00 PM
Everdell	SE 3-38-7-W5 West Off Highway 22 South	Sunday: 10:00 AM to 2:00 PM Wednesday: 2:30 PM to 5:00 PM
Cow Lake	SE 26-38-8-W5 On Highway 752	Sunday: 2:30 PM to 5:00 PM Wednesday: 10:00 AM to 2:00 PM
Crammond	SW 16-35-5-W5 On Highway 22	Sunday: 2:30 PM to 5:00 PM Tuesday: 10:00 AM to 2:00 PM Wednesday: 10:00 AM to 2:00 PM Saturday: 10:00 AM to 2:00 PM

<b>Caroline</b>	SW 18-36-6-W5 South Off Highway 22	Sunday: 10:00 AM to 2:00 PM Tuesday: 2:30 PM to 5:00 PM Wednesday: 2:30 PM to 5:00 PM Saturday: 2:30 PM to 5:00 PM
<b>Crossroads</b>	SE 26-40-5-W5 On Highway 12	Thursday: 10:00 AM to 5:00 PM Saturday: 2:30 PM to 5:00 PM
<b>Cline</b>	26/27-37-18-W5 West On Highway 11	Open April 15 to September 15
<b>Leslieville</b>	SE 2-39-5-W5 Highway 11 and Highway 761	Tuesday: 10:00 AM to 5:00 PM Wednesday: 10:00 AM to 5:00 PM Saturday: 10:00 AM to 2:00 PM
<b>Nordegg</b>	SW 32-40-15-W5 On Trunk Road 734	Sunday: 12:00 PM to 5:00 PM Monday: 10:00 AM to 2:00 PM Wednesday: 2:00 PM to 5:00 PM
<b>Faraway</b>	NE 10-43-6-W5 On Highway 53	Tuesday: 10:00 AM to 2:00 PM Saturday: 2:30 PM to 5:00 PM

**Transfer Station and Landfill Closures for Statutory Holidays**

All transfer stations (except for Nordegg) and regional landfill are closed for statutory holidays. The Nordegg transfer stations remains open if its operational days are impacted by a holiday, as per Council direction.

Statutory holidays that might affect transfer station and landfill operations:

- New Year's Day (January)
- Family Day (February)
- Easter - Good Friday and Easter Sunday (Easter Monday transfer stations and landfill are open)
- Victoria Day (May)
- Canada Day (July 1)
- Civic Holiday (August)
- Labour Day (September)
- Thanksgiving (October)
- Remembrance Day (November)
- Christmas Day (December)
- Boxing Day (December)

**2023 Holiday Closures:**

All Clearwater County offices are closed December 26, 2022 - January 2, 2023. Transfer Stations & Regional Landfill affected hours during this time are as follows:

- All transfer stations (including Nordegg) and Regional Landfill **will be closed** on Sunday, December 25 and Sunday, January 1.
- All transfer stations that are scheduled to be open, **will close by 2:00 p.m.** on Saturday, December 24:
  - Caroline, Crossroads & Faraway Transfer Station: closed on Saturday, December 24 (due to later open hours).
  - Temporary Central will close at 2:00 p.m. on Saturday, December 24.
- Monday, December 26: Nordegg Transfer Station **will be open** regular hours and the Regional Landfill **will be closed**.

All facilities that are scheduled to be open on Monday, January 2, will be open as regular schedule.

**SOLID WASTE AND RECYCLING OPTIONS**

([https://clearwater.municipalwebsites.ca/UploadFiles/Docs/GarbageRecyclingOptions\\_HQqSSK.pdf](https://clearwater.municipalwebsites.ca/UploadFiles/Docs/GarbageRecyclingOptions_HQqSSK.pdf))

	Temporary Central	Regional Landfill	Everdeell	Cow Lake	Crammond	Caroline	Lebleville	Crossroads	Cline	Nordberg	Faraway
Bagged Garbage	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Bulk Loads	X	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Newsprint	✓	X	✓	✓	✓	✓	✓	✓	X	✓	✓
Mixed Plastics	✓	X	✓	✓	✓	✓	✓	✓	X	✓	✓
Cardboard	✓	X	✓	✓	✓	✓	✓	✓	X	✓	✓
Mixed Paper	✓	X	✓	✓	✓	✓	✓	✓	X	✓	✓
Office Paper	✓	X	✓	✓	✓	✓	✓	✓	X	✓	✓
Bulk Metals	✓	✓	✓	✓	✓	✓	✓	✓	X	✓	✓
Tin Cans	✓	X	✓	✓	✓	✓	✓	✓	X	✓	✓
Glass	✓	X	✓	✓	✓	✓	✓	✓	X	✓	✓
Household Hazardous Waste	✓	X	✓	✓	✓	✓	✓	✓	X	✓	✓
Tires	✓	✓	✓	✓	✓	✓	✓	✓	X	✓	✓
Yard Waste	✓	✓	✓	✓	✓	✓	✓	✓	X	✓	X
Wood Waste	X	✓	✓	✓	✓	✓	✓	✓	X	✓	X
Electronic Waste	✓	X	✓	✓	✓	✓	✓	✓	X	✓	✓
Batteries	✓	✓	✓	✓	✓	✓	✓	✓	X	✓	✓
Propane Bottles	✓	X	✓	✓	✓	✓	✓	✓	✓	✓	✓
Pesticide Containers	X	X	✓	X	X	✓	✓	✓	X	X	X
Freon Appliances	✓	✓	✓	✓	✓	✓	✓	✓	X	✓	✓

([https://clearwater.municipalwebsites.ca/UploadFiles/Docs/SolidWasteandRecyclingOptions\\_wxD4x9.pdf](https://clearwater.municipalwebsites.ca/UploadFiles/Docs/SolidWasteandRecyclingOptions_wxD4x9.pdf))

## RULES AND GUIDELINES FOR WASTE DISPOSAL

- Any loads that are larger than a half ton box sized load must go to the Regional Landfill for disposal.
- All vehicles must check in with station attendant at window.
- Children must remain in the vehicle at all times when disposing of waste or recycling goods.
- All freon appliances are \$20.00 each for freon removal. This also includes water coolers, refrigerators and freezers.
- All herbicide and pesticide containers must be triple rinsed. No exceptions.
- Ashes, concrete and animal carcasses are only accepted at the Regional Landfill.

Clearwater County residents are encouraged to utilize transfer stations within Clearwater County as other locations outside the County's jurisdiction may require proof of residency and could result in refusal of loads. Please note that **Lacombe Regional Waste Services Commission (LRWSC)** (<https://www.lacombecounty.com/index.php/lacombe-regional-solid-waste-facilities>) requires proof of Lacombe County residency to access their waste transfer sites in Lacombe County. Loads will be refused if Lacombe proof of residency is not shown to the attendant.

1. New Year's Day (January)
2. Family Day (February)
3. Easter - Good Friday and Easter Sunday (Easter Monday transfer stations and landfill are open)
4. Victoria Day (May)
5. Canada Day (July 1<sup>st</sup>)

## AGRICULTURE RECYCLING

Clearwater County now offers recycling options for certain agricultural plastics.

To learn more, visit **Clean Farms**. (<https://cleanfarms.ca/>)



**Got used plastic baler twine?**  
**Recycle it!** | [AlbertaAgPlastics.ca](https://AlbertaAgPlastics.ca)  
 for details and collection sites



(<https://cleanfarms.ca/>)

Plastics

+

Regional Landfill Tipping Fees

+

Transfer Station Tipping Fees

+

Prohibited Materials

+



**Clearwater County**  
 P.O. Box 550  
 4340 - 47 Avenue  
 Rocky Mountain House, AB | T4T 1A4  
 Office: 403.845.4444 | Fax: 403.845.7330

**Solid Waste Disposal Access Card Sign Up Form**

This Card is to be used for a Residence located in  Town of Rocky \$204.00  Clearwater County  
 Which Municipality? Proof of residency is required to pick up card.  Village of Caroline \$204.00  Other \$204.00  
 Please enter information on tax assesment if residing within Clearwater County

Landowner Name (last,first) \_\_\_\_\_ Residents name (s) (if different than landowner) \_\_\_\_\_

**Physical Address:**

<b>Rural</b>	<b>Urban (town or city)</b>
Legal Land _____	Address _____
Municipal (blue sign) _____	City _____ Province _____
RR/TWP RD _____	Phone # _____ Postal code _____

Resident Mailing Address (if different than physical)

Address _____	Address 2 _____
City _____	Province _____ Postal code _____
Phone Number _____	Email Address _____

Dated: \_\_\_\_\_ At: \_\_\_\_\_ in the province of: \_\_\_\_\_

Signature: \_\_\_\_\_  
 I hereby authorize this as my signature, which is legal and binding

Once completed email form to [publicworks@clearwatercounty.ca](mailto:publicworks@clearwatercounty.ca)  
 Please allow 2-3 business days for card to be set up.  
 To Save a copy, print form to PDF

**Disclaimer:**  
 The registered landowner must apply for additional cards and is ultimately responsible for that card under the terms and conditions outlined by Clearwater County. Cards are not transferrable. Please come pick up your card at the county office - 4340 47th Avenue, Rocky Mountain House. Form must be signed by Landowner. Clearwater County Landowners may request a secondary card at no charge, a third will cost \$35.00. All Lost / stolen cards will be deactivated and replacement cards will cost \$35.00.  
**This information is being collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy (FOIP) Act and will be used for the purpose of issuing a Solid Waste Disposal Access Card. If you have any concerns about the collection of this information contact Clearwater County's FOIP Coordinator at 403-845-4444.**

FOR OFFICE USE ONLY:

Clearwater Ratepayer  Rocky Mountain House  Caroline  Other

TAX ROLL # \_\_\_\_\_ Card number issued: \_\_\_\_\_

## **Municipal Identification Cards**

The Long Lake Regional Waste Management Services Commission is pleased to announce that the Municipal District of Peace No. 135 has become a member as of July 1, 2022.

The residents of MD of Peace will be using the existing transfer stations available through the commission and the regional landfill.

In order to facilitate identifying users at the regional landfill and each transfer station, identification cards will be provided to each resident in each municipality.

These cards will be delivered to you by your municipality. As of July 1, 2022, anyone attending the regional landfill or transfer stations will be required to show their card upon entering. This is so accurate statistics can be collected and municipalities allocated their proportionate share of operating costs.

**If by July 1, 2022 you have not received your card (1 per household) and you reside in the Village of Berwyn, County of North Saskatchewan, Town of Grimshaw, Town of Manning or Municipal District of Peace No. 135 please contact your municipal office for a card. If you rent a home in any of the municipalities, please contact the home owner as they will have been given a card for each household.**

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	August 15, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Expense Claims Discussion</b>
File:	12-05-02

### DESCRIPTION:

Council has requested to have a discussion regarding travel & expense claims.

### BACKGROUND / PROPOSAL:

Administration is unable to accept Interac or credit card slips as receipts or proof of expenses.

For a receipt to be accepted it must have the following:

- The date of purchase.
- The name and address of the seller or supplier.
- The full description of the goods or services purchased.
- The vendor's business number if they are a GST registrant.

### ATTACHMENTS

- Policy 1127 – Travel & Expense Policy

### RECOMMENDED ACTION:

Resolution by ... that Council...

Initials show support - Reviewed by:

Manager:



CAO:







# Clear Hills County

Effective Date: <b>April 12, 2022</b>	Policy Number: <b>1127</b>
Title: <b>TRAVEL and EXPENSE POLICY</b>	

## 1. Policy Statement

- 1.1 Clear Hills County will provide for reimbursement to Council, Council Committee/Board Members and Staff for travel, meals, accommodations and subsistence expenses incurred during the performance of their duties.

## 2. Definitions

- 2.1 Official Meetings will include:
- a) Regular Council meetings.
  - b) Special Council meetings.
  - c) Policy and Priorities meetings.
  - d) Board or Committee meetings as appointed.
  - e) Approved workshops and conferences for appointed Board Members or Staff.
  - f) Meetings with/or on behalf of residents and community groups to which attendance is authorized by Council resolution (this would include open houses and public meetings).
- 2.2 Mileage is a reimbursement of kilometers for travel expenses to a Councillor/Board/Committee Member, and Staff in their personal vehicle while attending an official meeting, or an event that Council has authorized attendance as per Policy 1126, section 3.4.
- 2.3 Reimbursement for expenses when approved to attend an official meeting, workshop or conference (receipts are required). If a receipt is not available there will be no reimbursement. For private accommodations or personal expenses please refer to section 4.8. The following constitute as subsistence:
- a) Taxi, shuttle, air or bus fares;
  - b) Motel/Hotel;
  - c) Registration for any official meeting;
  - d) Covid Testing as required to attend Council approved meetings;
  - e) Personal Allowance which is paid for personal expenses when a Councillor/Board/Committee Member and Staff is required to spend the night for any official meeting; and the allowance is for each full 24 hour period. Such expenses include tips for luggage handling, wear and tear on personal luggage, local call charges by hotel, laundry, and dry cleaning.
  - f) Private accommodations.

- 2.4 Any expenses that have not been submitted within 60 days of the month of the invoice or receipt will become invalid and will not be reimbursed. i.e An invoice dated for June 15<sup>th</sup> would need to be submitted no later than August 31<sup>st</sup>.

**3. Travel Reimbursements**

- 3.1 Councillors/Committee/Board Members and Staff shall be reimbursed for mileage and meals as per Sections 3 and 4 when attending approved meetings.
- 3.2 Councillors will not be reimbursed their expenses (including registration, meals, subsistence) or paid a personal allowance for attendance to social events or political party and constituency functions.
- 3.3 Where mode of travel is being considered, the most direct, economical and logical mode of travel shall be utilized.
- 3.4 Council and Board Members shall be reimbursed for mileage (for a minimum of 25 kilometers per meeting) for pre-approved meetings at the rate shown on Schedule A. Staff shall be reimbursed for mileage at the rate shown on Schedule A.
- 3.5 Travel must be directly related to the distance required to attend any conference, convention, seminar or any other meeting and to travel directly to and from that conference, convention, seminar or any other meeting.

**4. Meals and Subsistence**

- 4.1 The Council will review the rates for meals and subsistence annually during the annual budget preparations.
- 4.2 The Members and Staff shall be reimbursed for meals at the following rates, effective January 22, 2019:

<u>MEAL</u>	<u>REIMBURSEMENT</u>
Breakfast	\$20.00
Lunch	\$25.00
Dinner	<u>\$30.00</u>
	\$75.00

- 4.3 Any other claim for business meal reimbursement must include original receipt (and the name(s) of the person(s) accompanied).
- 4.4 No payment is made when meals are provided as part of the registration unless a predetermined medical condition exists or dietary requirements cannot be met.

- 4.5 No claim for breakfast will be permitted for day trips unless the time of departure is earlier than 6:30 a.m.
- 4.6 No claim for supper will be permitted for day trips unless the time of return is after 6:30 p.m.
- 4.7 No claim for supper will be permitted for evening meetings unless the claimant is required to travel more than 85 kilometers one way.
- 4.8 The Members and Staff shall be reimbursed for subsistence at the following rates, effective January 28, 2014

SUBSISTENCE

REIMBURSEMENT

Taxi, Shuttle, Air or Bus Fare

with receipts

Hotels/motels

with receipts

Registration

with receipts

Covid Testing (as required to attend Council approved meetings)

with receipts

Personal Allowance (includes phone calls)

\$40.00per night/ 24 hr period

Private accommodations

\$90.00per night

- 4.9 Administration will reserve accommodations for Members using a County credit card. This card is for room confirmation only. Upon arrival at the accommodations, Members will be required to pay for their room and then submit a receipt for re-imbursement or an item on their expense claim, as a pre-paid expense.
- 4.10 Any claim for travel and subsistence, which is not supported by the appropriate supporting documents, will not be approved for payment. Attached receipts must be originals. Interac and credit cards slips are not considered acceptable receipts.
- 4.11 If circumstances result in the cancellation of a trip, every effort must be made to inform Administration in a timely manner so reservations can be cancelled to avoid charges and fees. Any costs incurred by failing to make the necessary cancellation arrangements prior to the reimbursement cancellation date of the trip will be borne by the individual unless otherwise exempt by Council motion.
- 4.12 No claim for fees and charges incurred due to cancellation will be permitted unless otherwise exempt by Council motion.

**5. Information Service Equipment**

- 5.1 Councillors will be responsible for supplying their own information service equipment and supplies e.g. Computer, printer/fax, paper, ink etc.
- 5.2 Councillors will be paid a monthly allowance for use of these items only if they have adequate equipment to receive agendas and all communications effectively and efficiently.

**Monthly Internet Reimbursement-** \$75.00

**Monthly Information Service Equipment Per Diem:**

Based on attendance at the following:

- Council Meetings
- Special Council Meetings
- Board & Committee Meetings
- P & P Meetings

Does not include conferences

Amounts based on attendance:

1 – 5 meetings - \$60.00

Over 5 meetings - \$85.00

**6. Expense Claims**

- 6.1 The Reeve will sign the expense claim for Council Members to indicate that they have been received.
- 6.2 The Deputy Reeve shall sign the expense claim submitted by the Reeve, to indicate it has been received, and may in the absence of the Reeve sign all other expense claims

**End Of Policy**

<b>ADOPTED: Resolution C062(01/26/10)</b>	<b>Jan 26/10</b>
<b>AMENDED: Resolution C589(08/10/10)</b>	<b>Aug 10/10</b>
<b>AMENDED: Resolution C144(02/22/11)</b>	<b>Feb 22/11</b>
<b>AMENDED: Resolution C751-13(12/10/13)</b>	<b>Dec 10/13</b>
<b>AMENDED: Resolution C031-14(01/28/14)</b>	<b>Jan 28/14</b>
<b>AMENDED: Resolution C033-14(03/11/14)</b>	<b>March 11/14</b>
<b>AMENDED: Resolution C75-17(02/14/17)</b>	<b>Feb 14/17</b>

<b>AMENDED: Resolution C214-17(04/25/17)</b>	<b>April 25/17</b>
<b>AMENDED: Resolution C43-19(01/22/19)</b>	<b>Jan 22/19</b>
<b>AMENDED: Resolution C496-19(10/08/19)</b>	<b>Oct 8/19</b>
<b>AMENDED: Resolution C468-20(10/13/20)</b>	<b>Oct 13/20</b>
<b>AMENDED: Resolution C564-20(10/27/20)</b>	<b>Oct 27/20</b>
<b>AMENDED: Resolution C11-21(01/12/21)</b>	<b>Jan 12/21</b>
<b>AMENDED: Resolution C075-22(02/08/22)</b>	<b>Feb 8/22</b>
<b>AMENDED: Resolution C191-22(04-12-22)</b>	<b>Apr 12/22</b>

Schedule A to Policy 1127 – Travel and Expense

	2013-2018	2019	2020	2021	2022
--	-----------	------	------	------	------

Canada Revenue Agency's Current Automobile Allowance Rates:    \$0.54/Km    \$0.58/Km    \$0.58/Km    \$0.59/Km    \$0.61/Km

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 15, 2023
Originated By:	Crystal Dei, Community Service Coordinator
Title:	<b>Wildfire Invoices</b>
File:	24-02-02

### DESCRIPTION:

Council is presented with invoices for personal/company expenses accrued while assisting with Wildfire GW10018 in Clear Hills County.

### BACKGROUND:

**C287-23(05-23-23) RESOLUTION by Deputy Reeve Janzen to send a bulk mail out to all residents of Clear Hills County requesting a form be filled out for the purpose of the tracking of any personal/company expenses accrued while assisting with the recent wildfire within Clear Hills County and also include a save the date notice on the upcoming July 20<sup>th</sup> Clear Hills County annual BBQ. CARRIED.**

### ATTACHMENTS:

- Cormac Safety Service- Medic
- Mehlsen Energy Projects Inc.- 2 Dozers
- Roaming Transport – Water Truck
- Bluehills Harvesting LTD. – Dozer and Excavator
- Johmar Contracting Ltd. – Water Truck
- MD of Opportunity – Structure Protection Unit
- Invoice breakdown
- Email to MD of Opportunity

### RECOMMENDATION:

**RESOLUTION by .....**

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**



# Cormac Safety Service Inc.

Box 2425  
Fort Nelson, British Columbia V0C 1R0

# INVOICE

Invoice No.: 6172  
Date: 05/15/2023  
Ship Date:  
Page: 1  
Re: Order No.

**Sold to:**

Clear Hills County  
Box 240  
Worsley, Alberta T0H 3W0

**Ship to:**

Clear Hills County  
Box 240  
Worsley, Alberta T0H 3W0

Business No.: 883330029RP0001

Quantity	Unit	Description	Unit Price	Amount
8	days	Provide medic services for fire number GW 1018 May 8 - 15, 2023	1,400.00	11,200.00 ✓
		Subtotal:		11,200.00
		G - GST 5.00%		560.00 ✓
		GST		
		G/L CODE <u>2-24-02-02-239</u>		
		DESCRIPTION <u>wildfire GWF018 medic</u> (30 CHARACTERS MAX)		
		AUTHORIZATION _____		
Cormac Safety Service Inc. GST: #88333 0029				
Shipped By:		Tracking Number:	Total Amount	11,760.00 ✓
Comment: Thank You for Your Business!			Amount Paid	0.00
Sold By:			Amount Owing	11,760.00





Mehlsen Energy Projects Inc.  
 Box 1810  
 Fairview, AB T0H 1L0


**CUSTOMER:**

Clear Hills County  
 Box 240  
 313 Alberta Ave  
 Worsley, AB T0H 3W0

Invoice # 5674  
 Date: May 29, 2023

ATTENTION: Accounts Payable


Fire Number: Fire number 18  
 Requisitioner: Dale Richardson  
 LOCATION: Range Road 110 Cleardale AB

<u>DATE:</u>	<u>TICKET #</u>	<u>AMOUNT</u>
May 8, 2023	LS0690 	8,552.00

WCB Account # 8605832	SUB-TOTAL	<u>8,552.00</u>
	GST (76530 4118 RT0001)	<u>427.60</u>
	TOTAL	<u><u>8,979.60</u></u>

TERMS - Net 30 Days

Contact us at  
[admin@mehlsenenergy.com](mailto:admin@mehlsenenergy.com)  
 or phone 780-835-2424

2-24-02-02-239  
 Wildfire GWFO18 Fire guard  


**COPY**



Box 1810 Fairview, Alberta T0H 1L0 Phone #780-835-2424

Daily Time Ticket : LS0690 GST# 76530 4118

Customer: Clear Hills County Date: May 8, 2023

LSD: Job # Fires PO# Req#

Description: Supply operator and equipment to supress/combat fires Cutting guards

Employee or Description	TRK	SUB	Labour Description	Reg Hrs (see note for day rate)	Rate	OT Hrs	OT Rate	Amount
1 Rocky Obrngewitch		1		12			\$0.00	\$0.00
2 Bid Fox		1		12			\$0.00	\$0.00
3							\$0.00	\$0.00
4							\$0.00	\$0.00
5							\$0.00	\$0.00
6							\$0.00	\$0.00
7							\$0.00	\$0.00
8							\$0.00	\$0.00
9							\$0.00	\$0.00
10							\$0.00	\$0.00
11							\$0.00	\$0.00
12							\$0.00	\$0.00
13							\$0.00	\$0.00
14							\$0.00	\$0.00
15							\$0.00	\$0.00
16							\$0.00	\$0.00
17							\$0.00	\$0.00
18							\$0.00	\$0.00
19							\$0.00	\$0.00
20							\$0.00	\$0.00
21							\$0.00	\$0.00
<b>Total Labour:</b>								<b>\$0.00</b>

Hotel Name: Total Labour: \$0.00

Accommodation: per day \$0.00

Subsistence: 0 \$45.00 per day \$0.00

Equipment or Description	Unit #	Description	Units (hr, day)	Rate	Amount
1 Dozer D6N	114		12	\$246.00	\$2,952.00
2 Service Truck	RO_BF		2	\$300.00	\$600.00
3 Truck and Tridem	401		8	\$256.00	\$2,048.00
4 Dozer D6N			12	\$246.00	\$2,952.00
5				\$0.00	\$0.00
6				\$0.00	\$0.00
7				\$0.00	\$0.00
8				\$0.00	\$0.00
9				\$0.00	\$0.00
10				\$0.00	\$0.00
11				\$0.00	\$0.00
12				\$0.00	\$0.00
13				\$0.00	\$0.00
14				\$0.00	\$0.00
15				\$0.00	\$0.00
16				\$0.00	\$0.00
17				\$0.00	\$0.00
<b>Total Equipment:</b>					<b>\$8,552.00</b>

Vendor	Invoice #	Description	Amount Before GST	Mark Up- 10%	Amount
1			\$0.00	\$0.00	\$0.00
2			\$0.00	\$0.00	\$0.00
3			\$0.00	\$0.00	\$0.00
4			\$0.00	\$0.00	\$0.00
5			\$0.00	\$0.00	\$0.00
<b>Total 3rd Party:</b>					<b>\$0.00</b>

		<b>SUB TOTAL THIS TICKET:</b>	<b>\$8,552.00</b>
		<b>SUB TOTAL THIS TICKET:</b>	<b>\$8,552.00</b>
		<b>GST</b>	<b>\$427.60</b>
		<b>TOTAL THIS TICKET:</b>	<b>\$8,979.60</b>

Approved By **146**

Roaming Transport  
 Box 168  
 Cleardale, AB  
 T0H 3Y0  
 roamingtransport@gmail.com

# Invoice

Number 0424

Date 6/3/2023

780 834 - 0079

**Bill To**

ClearHills County  
 Box 240  
 Worsley, AB, T0H 3W0  
 Canada

**Ship To**

PO Number	Terms	Project
		Fire Fighting Water Truck

Date	Description	Hours	Rate	Amount
May 5 2023	Water Truck	8.00	\$160.00	\$1,280.00
May 6 2023	Water Truck	23.00	\$160.00	\$3,680.00
May 7 2023	Water Truck	14.00	\$160.00	\$2,240.00
May 8 2023	Water Truck	11.00	\$160.00	\$1,760.00
May 9 2023	Water Truck	7.50	\$160.00	\$1,200.00
May 10 2023	Water Truck	9.00	\$160.00	\$1,440.00
May 11 2023	Water Truck	19.00	\$160.00	\$3,040.00
May 12 2023	Water Truck	20.50	\$160.00	\$3,280.00
May 13 2023	Water Truck	18.00	\$160.00	\$2,880.00
May 14 2023	Water Truck	14.00	\$160.00	\$2,240.00
May 15 2023	Water Truck	13.00	\$160.00	\$2,080.00
May 16 2023	Water Truck	15.00	\$160.00	\$2,400.00
May 17 2023	Water Truck	19.00	\$160.00	\$3,040.00
May 18 2023	Water Truck	5.00	\$160.00	\$800.00
May 26 2023	Water Truck	6.5	\$150.00	\$975.00

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$50,553.83	\$0.00	\$0.00	\$0.00	\$50,553.83

Roaming Transport  
 Box 168  
 Cleardale, AB  
 T0H 3Y0  
 roamingtransport@gmail.com

# Invoice

Number 0424  
 Date 6/3/2023

**Bill To**  
 ClearHills County  
 Box 240  
 Worsley, AB, T0H 3W0  
 Canada

**Ship To**

**PO Number**                      **Terms**                      **Project**  
 Fire Fighting Water Truck

Date	Description	Hours	Rate	Amount
------	-------------	-------	------	--------

Authorized by Fire Chief Abe Friesen , wildfire number GWF018

Amount Paid	\$0.00	Discount	\$0.00
Amount Due	\$33,951.75	Shipping Cost	\$0.00
		Sub Total	\$32,335.00
		GST Tax 5.00% on \$32,335.	\$1,616.75
		PST Tax 0.00% on \$0.00	\$0.00
		<b>Total</b>	<b>\$33,951.75</b>

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$50,553.83	\$0.00	\$0.00	\$0.00	\$50,553.83



# Bluehills Harvesting Ltd.

Box 957  
 La Crete, Alberta T0H 2H0  
 Canada  
 gary.bluehillsharvesting@gmail.com

# INVOICE

Invoice No.: Inv # 1420  
 Date: 06/21/2023  
 Ship Date:  
 Page: 1  
 Re: Order No.

**Sold to:**

Clear Hills County  
 Box 240  
 Worsley, Alberta T0H 3W0  
 Canada

**Ship to:**

Clear Hills County  
 Box 240  
 Worsley, Alberta T0H 3W0  
 Canada

Business No.: 82267 8744

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
		27	Cat D6N hours on Clear Hills Fire	G	165.00	4,455.00
		8	Excavtor 240 hours on Clear Hills Fire	G	170.00	1,360.00
		8	Lowbed hours on Clear Hills Fire	G	195.00	1,560.00
			As Per Dave Janzen MD GWF-018-2023			
			G - GST @ 5%			368.75
			GST			
Bluehills Harvesting Ltd. GST: #822 678 744						
Shipped By: Tracking Number:					<b>Total Amount</b>	7,743.75
<b>Comment:</b>					<b>Amount Paid</b>	0.00
Sold By:					<b>Amount Owing</b>	7,743.75





# MD Of Opportunity

BOX 60  
WABASCA, ALBERTA  
T0G 2K0  
(780) 891-3778

INVOICE #: IVC000000036552

GST #89948 1477 RT0001

## A/R INVOICE

Clear Hills County  
Box 240  
Attn: Crystal Dei  
Worsley AB T0H 3W0

Date: 7/17/2023  
Order:  
Customer ID: **CLEA008**

Quantity	Description	Unit Price	Total
1.00	WORSLEY FIRE INCIDENT# GWF-018 AKNET # 20638	\$173,202.50	\$173,202.50
1.00	STRUCTURE PROTECTION RESSOURCE DAILY TIME TICKET # HL-2199	\$0.00	\$0.00
1.00	SPRINKLER PROTECTION UNIT May 12th, 2023 - July 4th, 2023	\$0.00	\$0.00

# COPY

If you have any questions regarding this invoice, please contact Rolanna Auger or Derrick Rathbone (780) 891-3778.	Subtotal	\$173,202.50
	Tax	\$8,660.13
	<b>Total</b>	<b>\$181,862.63</b>

**Structure Protection Resources Daily Time Tickets**

Location: Worsley, Alberta

AKNET # 20638 - Incident number GWF-018

Resource Provider Name: Red Earth Creek Fire Department

SPU Closed -

Resources Provided	Apparatus, Personne, Equipment, Other)	Ticket #	Start Time	Stop Time	# of Days	Hours worked	Firefighter Rate per hr.	Firefighter Total	Truck 1 Ton Hourly Rate	Truck 1 Ton Total	Type 2 SPU Open Day Rate \$3,200	Type 2 - Day Rate	Total
May 12 - July 3, 2023		HL-2199											
	Type 2 SPU Open				53						169,600.00		169,600.00
<b>Total</b>						0					169,600.00		169,600.00
<b>12-May-23</b>		<b>HL-2199</b>											
Josh Peer - Crew Lead			18:00	6:00	12	12	55	660.00					
Nicole Walker			18:00	6:00	12	12	50	600.00					
Zayde Gullion			18:00	6:00	12	12	50	600.00					
Karol Szczesny			18:00	6:00	12	12	50	600.00					
Pickup 3/4 ton 4x4			18:00	6:00	12	12			28.75	345.00			
<b>Total</b>								2,460.00		345.00			2,805.00
<b>04-Jul-23</b>		<b>HL-2199</b>											
Josh Peer			9:00	19:00	10	10	50	500.00					
Pickup 3/4 ton 4x4			9:00	19:00	10	10			29.75	297.50			
<b>Total</b>								500.00		297.50			797.50
<b>Grand Total</b>								\$ 2,960.00		\$ 642.50	\$ 169,600.00	\$ -	\$ 173,202.50





# Structure Protection Resources Daily Time Ticket

This ticket must be completely filled out and submitted daily

Date: May 12 - 13, 2013 Incident Number/Name: GWF - D15 AB DLAN Ticket No: 20638  
 Resource Provider Name: Red Earth Creek Fire Department / M.A. #17  
 Resource Provider Address:

Resource Provided (Apparatus, Personnel, Equipment, Other)	Start Time	Stop Time	Work Hours	Standby Hours
Type 2 PU	May 12, 13	May 13, 13	53 days	
Pickup 34km 4x4	May 12, 13	May 13, 13	3 days	
Josh's crew (crew lead)	18:00	06:00	12	
Archie Walker	18:00	06:00	12	
Zach Gullion	18:00	06:00	12	
Karl Seecamp	18:00	06:00	12	
Work Performed: Josh's deal	July 09:00	19:00	10	

Deploy Sprinkler trailer May 12<sup>th</sup>  
 Run in words 3.4<sup>th</sup>

Expenses Supplied by: Meals Accommodation Fuel Consumables Other (explain in Notes)  
 Requesting Organization  
 Resource Provider

Notes:

Resource Provider Representative Sign: [Signature] Print: Josh Position: Fire Chief Phone: 780-64-6402	OFC Representative Sign: [Signature] Print: Abe Friesen Position: Chief Phone: 780-835-1810
--	---

WHITE COPY - COMPANY SUBMIT WITH INVOICE      YELLOW COPY - INCIDENT      PINK COPY - LEAVE IN BOOK

HL-2199

**Invoice Breakdown**

**CORMAC SAFETY SERVICE INC. INV #6172**      **\$11,760.00**

- May 8 Clear Hills County and Fire Chief Friesen brought in a Medic supplied by Cormac Safety Service Inc.
- May 11 Administration and Fire Chief Friesen had decided that a Medic was no longer required. Administration contacted the Medic and Cormac Safety Services Inc. and told them the medic was no longer needed.
- May 16 administration got a call from the Medic and asked if he was still required to be on site. Administration sent medic home and contacted Cormac Safety Services Ltd. About medic still being on Fire 18. Cormac Safety Services told administration that the medic informed him he was still required to stay. Administration contacted fire chief Friesen if he asked Medic to stay and he said no.
- May 15 Clear Hills County Received an Invoice from Cormac Safety Service inc. for the 8 days the Medic was on site.
- Cormac Safety Service Inc Expects Clear Hills County to pay for the 8 days insted of the 4 days that Clear hills county hired them for.

**MEHLSSEN ENERGY PROJECTS INC. INV#5674**      **\$8,979.60**      **PAID**

- May 8 Deputy Fire Chief Richardson called in 2 dozers from Mehlsen Energy Projects to create fire guard for Wildfire 18.
- 2 dozers used for 2 days.
- June 27 invoice was **PAID**.

**ROAMING TRANSPORT INV# 0424**      **\$33,951.75**

- May 5 Fire Chief Friesen authorized Roaming Transport to haul water to Wildfire 18.

**BLUEHILLS HARVESTING LTD. INV.#1420**      **\$ 7,743.75**

- Deputy Reeve Janzen authorized Bluehills Harvesting ltd. To supply a dozer and excavator for Wildfire 18.

**JOHMAR CONTRACTING LTD. INV 2383**      **\$22,338.75**

- Fire Chief Friesen authorized Johmar to haul water for Wildfire 18.

**MD OF OPPORTUNITY INV#36552**      **\$181,862.63**

- May 12 the SPU (Structural Protection Unit) was brought in to assist with Wildfire 18 requested by Peace River Wildfire.
- SPU was used for 12 days in the Clear Hills County Forest Protected Area.
- Attached email to MD of Opportunity.
- Waiting for the revised invoice.

## Community Services Coordinator

---

**From:** Community Services Coordinator  
**Sent:** July 26, 2023 1:33 PM  
**To:** Rosemary Yellowknee  
**Cc:** derrick.rathbone@mdopportunity.ab.ca; Allan Rowe  
**Subject:** RE: Worsley Fire invoice - GWF - 018

Rose Mary,

Thank you for your email.

Regarding the invoice # 36552 for the Sprinkler Protection Unit.

The SPU unit was brought into assist with structure protection for Wildfire GW10018 on May 12, 2023, requested by Peace River Wildfire.

The Unit was used for a maximum of 12 days in Clear Hills County Forest Protected Area.

The Unit was then moved into the Peace River Forest Protected area on approximately May 24, 2023.

The duration of the time of the unit was then being utilized to protect structures in the Peace River Forest Protected Area in Wildfire GW10018.

Clear Hills County is requesting a review of the invoice #36552 for the time the SPU was in the Wildfire GW10018 area. Clear Hills County is of the belief that the SPU was responding to residential structure protection in Clear Hills County Forest Protection area from May 12, 2023, to May 23, 2023 and that is the only days Clear Hills County should be invoiced for.

Thank you for your time.

### *Crystal Dei*

Community Service Coordinator

[csc@clearhillscounty.ab.ca](mailto:csc@clearhillscounty.ab.ca)

Clear Hills County

Box 240

Worsley AB, T0H 3W0

Office: 780-685-3925

EXT: 117

Cell: 780-835-9527

Fax: 780-685-3960

[info@clearhillscounty.ab.ca](mailto:info@clearhillscounty.ab.ca)

---

**From:** Rosemary Yellowknee <rosemary.yellowknee@mdopportunity.ab.ca>

**Sent:** Wednesday, July 19, 2023 1:33 PM

**To:** Community Services Coordinator <csc@clearhillscounty.ab.ca>

**Cc:** Derrick Rathbone <derrick.rathbone@mdopportunity.ab.ca>

**Subject:** Worsley Fire invoice - GWF - 018

Hi Crystal

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 15, 2023
Originated By:	Crystal Dei, Community Service Coordinator
Title:	<b>Clear Hills County Annual BBQ Analysis</b>
File:	24-02-02

### DESCRIPTION:

Council is presented with an analysis of the 18<sup>th</sup> Annual County BBQ and administration is requesting Councils feedback of the County BBQ.

### BACKGROUND:

**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.**

### ATTACHMENTS:

- Spread Sheet with Costs of 2022 & 2023 Annual BBQ.

### RECOMMENDATION:

**RESOLUTION by .....** to accept for information.

Initials show support - Reviewed by:

Manager:

CAO:



<b>BBQ</b>	<b>2023</b>	<b>2022</b>
<b>Budget</b>	<b>\$ 30,000.00</b>	<b>\$ 8,087.00</b>
Beef	\$ 5,918.00	\$ 3,489.65
Cut and wrap	\$ 1,904.88	\$ 1,432.14
Groceries -Worsley store	\$ 1,604.94	\$ 1,117.41
IGA-Buns, Coslaw, ice cream	\$ 1,196.59	\$ 700.00
Campground donation	\$ 500.00	\$ 500.00
Propane	\$ 17.39	\$ 115.92
Generator an panel board	\$ 400.00	\$ 152.15
B & E Misc	\$ 118.27	\$ 1,045.12
Face Painter	\$ 180.00	\$ 180.00
Fehr Tire (trailer)	\$ 450.00	\$ 270.00
Fehr(Trailer)	\$ 450.00	\$ 350.00
<b>Total</b>	<b>\$ 12,740.07</b>	<b>\$ 9,352.39</b>
Additions:		
tents	\$ 650.00	
tent set up	\$ 400.00	
band	\$ 500.00	
Candy bags	\$ 434.54	
Video	\$ 1,000.00	
Mad dog t-shirts	\$ 15,025.61	
Dust Control	\$ 240.00	
Total	\$ 18,250.15	
<b>Total</b>	<b>\$ 30,990.22</b>	

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 15, 2023
Originated By:	Crystal Dei, Community Service Coordinator
Title:	<b>Fire Fighting Mutual Aid Agreement with the Town of Manning</b>
File:	23-20-02

### DESCRIPTION:

Clear Hills County and the Town of Manning Fire Fighting Service Mutual Aid Agreement is up for review as per the current agreement. The Town of Manning is requesting that the current annual sum of \$2,500.00 be increased to \$10,000.00 annually, to cover Maintenance costs that their tanker truck and pumper truck obtain while traveling on the Chinchaga Forestry Road for call outs.

### BACKGROUND:

Previously Clear Hills County and the Town of Manning entered into an agreement regarding the provisions of Fire Fighting services and vehicle extraction in Clear Hills County. The County agrees to pay annually to the Town of Manning the sum of \$2,500.00 to be used by the town for the maintenance of the Department. Expenditure is at the sole discretion of the Town.

If a new agreement is not entered, the Town of Manning could potentially follow the Northwest Alberta Emergency Resource Agreement for costs that occur in Clear Hills County Chinchaga area.

### BUDGET:

Clear Creek Fire Committee budget of \$2,500.00 for mutual Aid Services.

### ATTACHMENTS:

- Letter from the Town of Manning
- Memorandum of Agreement
- Annual Fire Service Agreements table
- Appendix B Rate Schedule of the Northwest Alberta Emergency Resource Agreement

### OPTIONS:

- Enter into a new Fire Fighting Mutual Aid Agreement with the Town of Manning approving the request from the Town of Manning to increase the annual sum to \$10,000.00.
- Deny the Town of Manning request for an increase and terminate the Clear Hills County and the Town of Manning Fire Fighting Mutual Aid Agreement as per the section 16 of the current agreement.

**RESOLUTION by .....**

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**





# Town of Manning

BOX 125  
MANNING, ALBERTA  
TOH 2M0  
Tel: (780) 836-3606  
Fax: (780) 836-3570  
E-MAIL: info@manning.ca

June 29, 2023

Clear Hills County  
P.O. Box 240  
Worsley, Alberta  
TOH-3W0

Clear Hills County Council,

**Re: Clear Hills County Fire Fighting Service Mutual Aid Agreement**

The Town of Manning appreciates the opportunity to collaborate to keep both the residents of Clear Hills County and The Town of Manning safe. The annual sum of \$2,500 paid by Clear Hills County to The Town of Manning for fire services is intended to cover the cost of the additional maintenance caused by the work associated with the services provided. The condition of the Chinchaga Forestry Road is significantly more damaging than a typical highway or road. The weight of our tanker or pumper truck, and the speeds required when responding to a call only amplify the wear and tear caused by the Chinchaga Forestry Road. Although there are only a few calls our fire department receives to service Clear Hills County's area of the Chinchaga Forestry Road each year our fire trucks must be well maintained, and ready to go at a moment's notice. The cost of maintenance for fire trucks, as well as bunker gear has seen major increases in recent years. The Town of Manning Council feels due to the aforementioned reasons the annual sum for maintenance must be increased. Upon review of the mutual aid agreement we feel to fairly cover the costs of maintenance the annual sum paid by Clear Hills County should be increased to \$10,000.

We appreciate your understanding this is necessary to continue our collaborative effort to supply fire and extraction services to the area.

On Behalf of The Town of Manning Council  
We eagerly await your response,

Robert McLeod  
Mayor  
Town of Manning

## MEMORANDUM OF AGREEMENT

**BETWEEN:**

Clear Hills County  
Box 240  
Worsley, Alberta T0H 3W0  
(hereinafter referred to as the "County")  
OF THE FIRST PART

And

Town of Manning  
Box 125  
Manning, Alberta T0H 2M0  
(hereinafter referred as the "Town")  
OF THE SECOND PART

WHEREAS the County and the Town wish to enter into an agreement regarding the provision of fire fighting services and vehicle extrication (hereinafter referred to as "emergency response" to a portion of the County;

THE PARTIES to this agreement, in consideration of the promises and mutual terms covenants and conditions to be observed and performed by each party, agree as follows:

1. The Town shall be responsible for the formation and maintenance of a volunteer fire department. (hereinafter referred to as the "Department")
2. The Town shall appoint a Fire Chief to be in charge of the Department.
3. The Town through the Department undertakes to provide fire department response service to that area contained within the County identified on Schedule "A" attached hereto. (hereinafter referred to as the "District")
4. The Department will provide initial response to structural and facility fires, motor vehicle accidents and other life threatening situations that may be dispatched by 911 in the District. Wildfire suppression in the Forest Protection Area of the District is the responsibility of Sustainable Resource Development, Forestry Division.



5. It is understood that at the sole discretion of the Fire Chief the Department will not respond to fire calls in the County when such action would jeopardize the provision of adequate fire protection to persons and property within the Town.
6. The Fire Chief shall have sole discretion in deciding the method of dealing with unusual circumstances.
7. The County agrees to pay annually to the Town the sum of TWO THOUSAND FIVE HUNDRED (\$2,500.00) to be used by the Town for the maintenance of the Department. Expenditures are at the sole discretion of the Town.
8. The Town will requisition the County on a monthly basis for all fire service calls responded to within the District. Each response will be invoiced separately and will include a detailed breakdown of the costs being invoiced, the location of the incident the date and type of incident and the number of firemen and equipment responding to the incident
9. County shall pay to the Town within 60 days, monies due annually under this agreement and for fire department response calls upon receipt of invoices for each service.
10. The Town shall indemnify and save harmless the County and its employees or agents from all claims, damages, costs, loses, expenses, actions and suits caused by or arising either directly or indirectly out of the performance of the agreement by reason of any matter or thing done or omitted to be done by the Town or its employees or agents in regard to the performance of this agreement.
11. This agreement may be amended by mutual consent to the parties hereto.
12. This agreement will come into effect upon signing thereof by both parties and will remain in effect until termination.
13. This agreement will be reviewed at least once every five years by both parties.
14. This agreement may be terminated by either party to the agreement giving six (6) months notice in writing to the other of the intention to terminate the agreement. This agreement will terminate six (6) months after giving notice of intention to terminate.

15. For the purpose of giving notice under this agreement the address of the County shall be:

Clear Hills County  
Box 240  
Worsley, Alberta T0H 3W0

The address of the Town shall be:

Town of Manning  
Box 125  
Manning, Alberta T0H 2M0

16. This agreement shall inure to the benefit of and be binding upon the parties hereto and their successors and assigns.

In WITNESS WHEREOF the parties hereto have affixed their signatures and corporate seals.

Clear Hills County

Date: \_\_\_\_\_

\_\_\_\_\_  
Amber Bean, Reeve

\_\_\_\_\_  
Allan Rowe, CAO

Town of Manning

Date: \_\_\_\_\_

\_\_\_\_\_  
Robert Mcleod , Mayor

\_\_\_\_\_  
April Doll, CAO

<b>Annual Fire Service Agreements</b>	<b>Cost</b>
MD of Fairview	\$ 2,500.00
MD of Peace	\$ 1,000.00
County of Northern Lights	\$ 1,000.00
Town of Manning	\$ 2,500.00

## APPENDIX B

### Rate Schedule

- 1- Mileage – Under One Ton Current CRA Rate FOB To and from event.
- 2- Mileage –One Ton and Over \$00.75 / Km FOB To and from event.
- 3- Lodging – Cost Recovery
- 4- Meals – Breakfast \$20.00 – Lunch \$20.00 – Supper \$ 30.00
- 5- Consumables- Cost Recovery
- 6- Personnel Career – Cost Recovery
- 7- Personnel Volunteer - \$25.00/ Hr. Overtime after 8 (eight) hours at 1.5 X Rate /Day
- 8- Personnel Paid on Call – Cost Recovery
- 9- Damaged Equipment – Cost Recovery of repair or replacement
- 10- Fire Apparatus: Based on 12 Hour Day without staffing
  - i. Type 1 – 2 Engines - \$350.00 / Hr to a Maximum of \$4200.00/Day
  - ii. Type 3 – 5 Engines - \$250.00 / Hr to a Maximum of \$3000.00/Day
  - iii. Type 6 – 7 Engines - \$200.00 / Hr to a Maximum of \$2400.00/Day
  - iv. Tender w/ Rated Pump - \$300.00 / Hr to a Maximum of \$3600.00/Day
  - v. Tender wo/ Rated Pump - \$250.00 / Hr to a Maximum of \$3000.00/Day
  - vi. Ladder - \$350.00 / Hr to a Maximum of \$4000.00/Day
  - vii. ATV – UTV - \$100.00 / Hr to a Maximum of \$1200.00/Day
  - viii. Rescue Heavy - \$350.00 / Hr to a Maximum of \$4200.00/Day
  - ix. Rescue Light - \$200.00 / Hr to a Maximum of \$2400.00/Day
  - x. Squad/Car - \$ 50.00 / Hr to a Maximum of \$ 600.00/Day
  - xi. Sprinkler Trailer - \$400.00 / Day
  - xii. Specialty Apparatus - ie: Hazmat, Responding Party Rate
- 11- Fire Apparatus: Based on 24 Hour Day without staffing
  - i. Command Vehicle - \$100.00 / Hr to a Maximum of \$2400.00/Day
  - ii. Command Center - \$175.00 / Hr to a Maximum of \$4200.00/Day
- 12- Other Vehicles and Construction Equipment – Current Alberta Road Builders Rates
- 13- One Time Administration Fee - \$250.00
- 14- Responding Party will provide backup data for cost recovery items.

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Secondary Road Maintenance</b>
File:	32-06-02

### DESCRIPTION:

Council is presented with information regarding the estimated costs to maintain the gravel portion of Secondary Roads 735, 729, and 717, as requested.

### BACKGROUND:

**P189-23(04-04-23) RESOLUTION by Councillor Walmsley to invite Chase Milligan, Alberta Transportation to a future Council meeting to discuss Secondary Highway maintenance. CARRIED.**

Grading- \$301,500.00  
Gravel- \$160,800.00  
Mowing- \$43,500.00  
Subtotal- \$505,800.00  
Administrative Cost (7% of subtotal)- \$35,406.00  
**Total- \$541,206.00**

### ATTACHMENTS:

Maps of Secondary Roads  
Maintenance for gravel portion of Secondary Roads estimate  
Correspondence- Alberta Transportation

### OPTIONS:

**Option 1:** to receive the information on the estimated costs to maintain the gravel portion of Secondary Roads 735, 729, and 717, as presented.

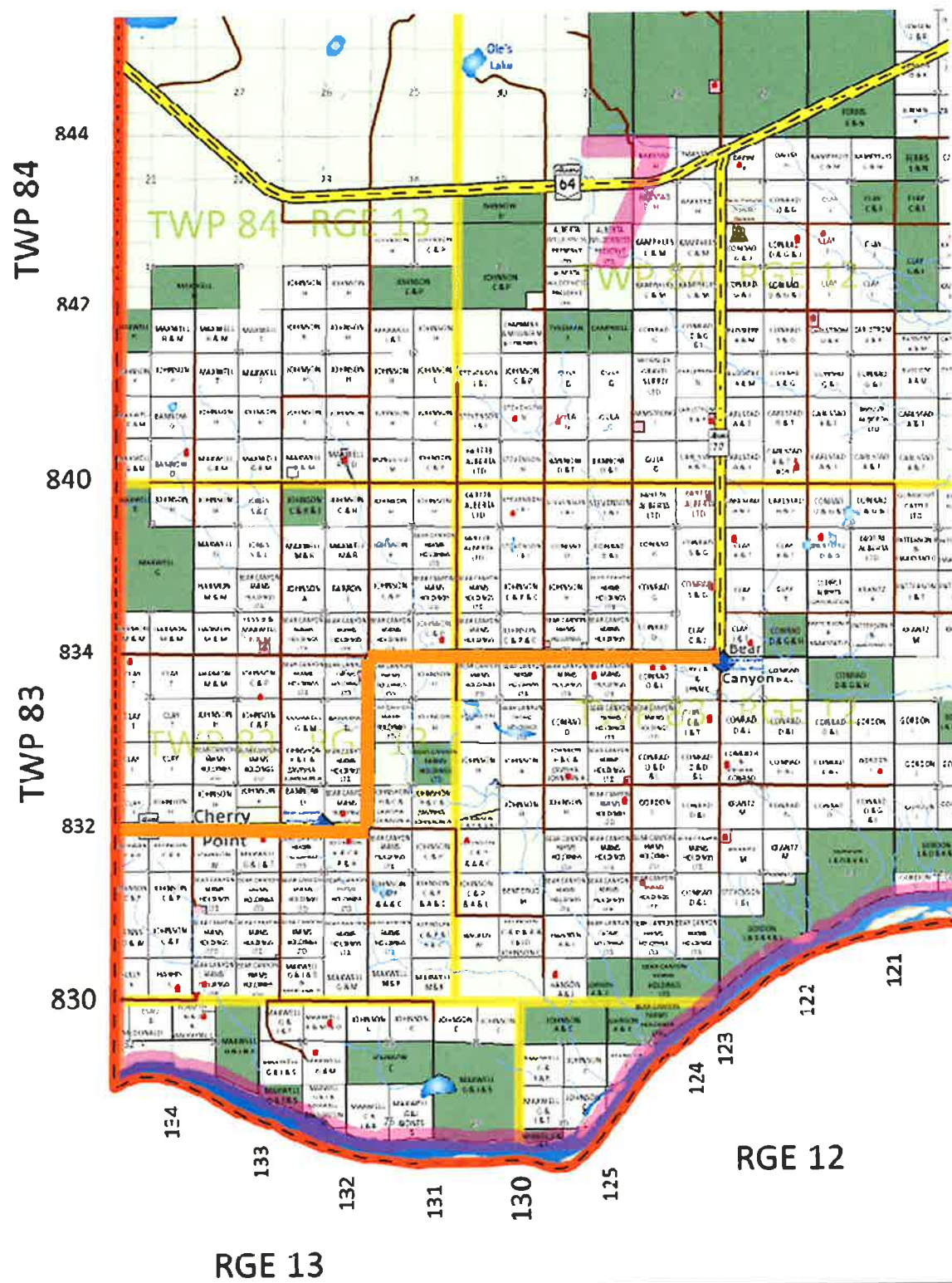
**Option 2:** to proceed to negotiations with Alberta Transportation in regards to taking over the road maintenance for the gravel portion of Secondary Roads 735, 729, and 717.

### RECOMMENDED ACTION:

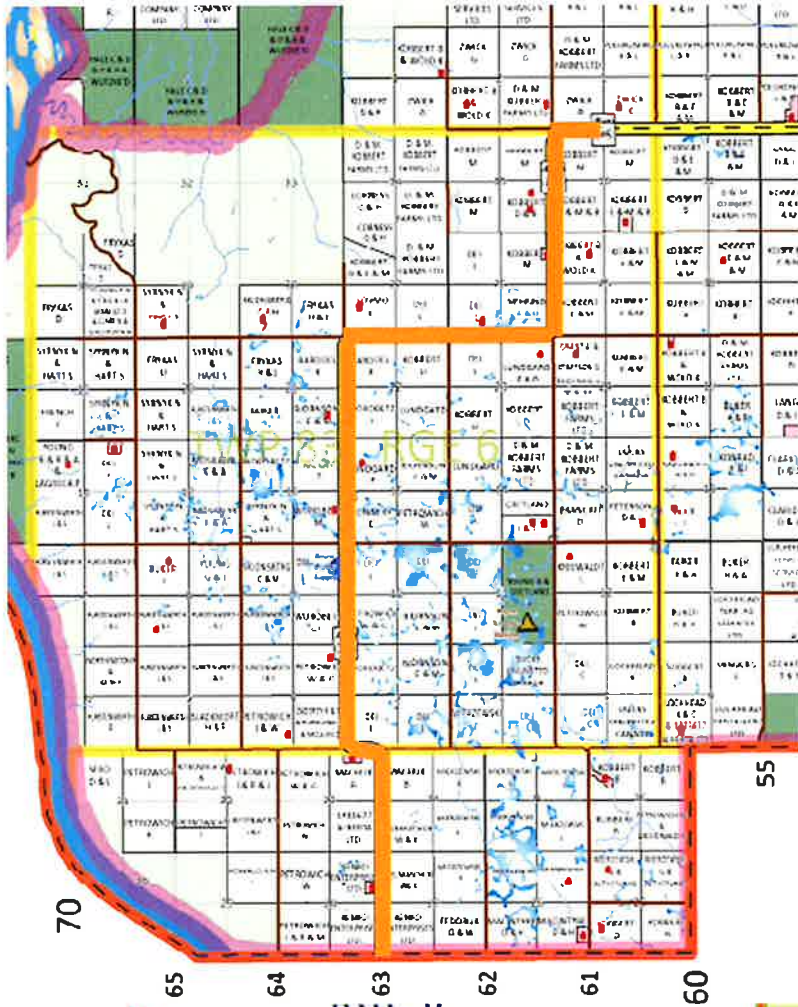
**RESOLUTION by...**

Initials show support - Reviewed by:	Manager: 	CAO: 
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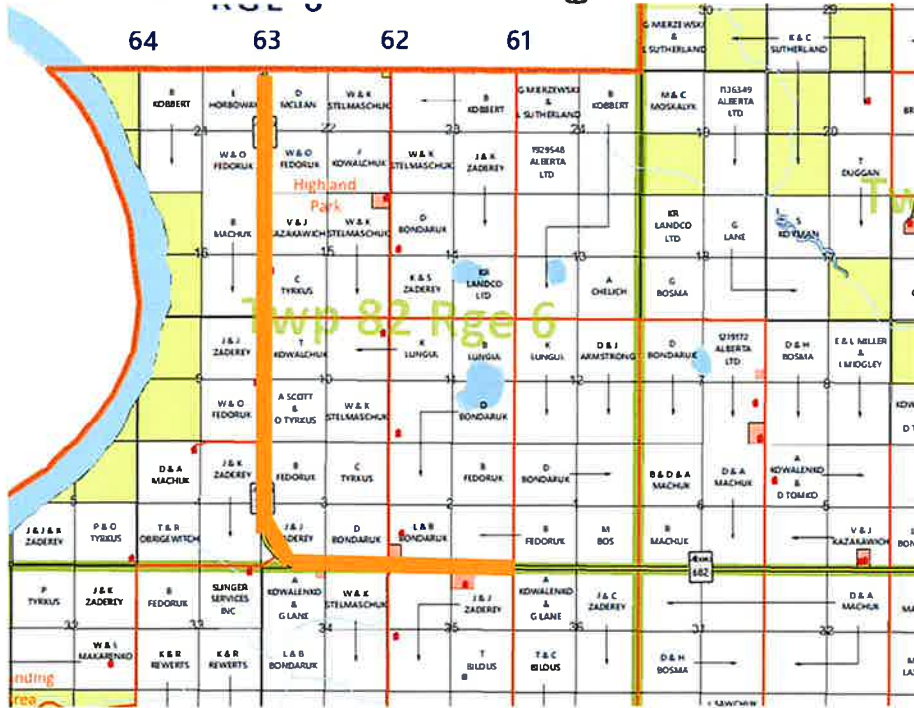
Gravel Portion of Secondary Road 717 – Bear Canyon Total- 9 miles



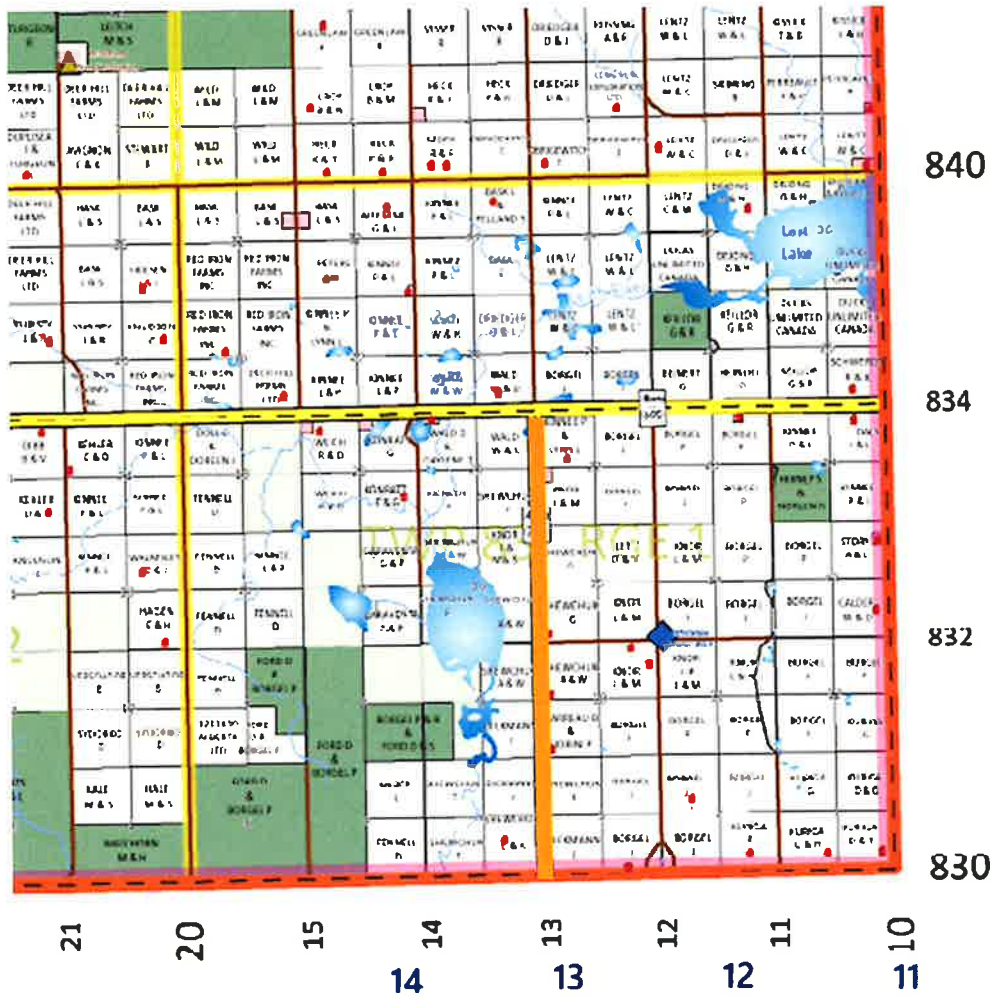
Gravel Portion of Secondary Road 729 – Royce/Highland Park



Clear Hills County Portion-  
11 miles  
M.D of Fairview #136 Portion-  
6 miles  
**Total- 17 miles**



Gravel Portion of Secondary Road 735 – Whitelaw



Clear Hills County  
 Portion- 4 miles  
 M.D of Fairview #136  
 Portion- 3.5 miles  
 Total- 7.5 miles





## Road Maintenance Estimate for the Gravel Portion of Secondary Roads- Grading

The gravel portion of Secondary Road 735 is approximately 7.5 miles.  
The gravel portion of Secondary Road 729 is approximately 17 miles.  
The gravel portion of Secondary Road 717 is approximately 9 miles.  
Totaling approximately **34.5 miles**.

### Grading Estimate Information:

Wide Right of Way (R.O.W), Average 5 mile/hour grading, 5 pass grading.

#735- 7.5 hours per grading

#729-17 hours per grading

#717- 9 hours per grading

\*Summer and winter grading will average approximately the same hours.

The estimate is based on one grading per week.

#735- 5 gradings/month= 37.5 hours

#729- 5 gradings/month= 85 hours

#717- 5 gradings/month= 45 hours

The estimated grader rate average is \$150.00/hr.

#735- 37.5 hours x \$150.00 = \$5,625.00 per month

#729- 85 hours x \$150.00= \$12,750.00 per month

#717- 45 hours x \$150.00= \$6,750.00 per month

The cost to grade the gravel portion of the Secondary Roads is estimated to be approximately \$25,125.00 per month, totaling **\$301,500.00** per year.

## **Road Maintenance Estimate for the Gravel Portion of Secondary Roads- Gravel**

The gravel portion of Secondary Road 735 is approximately 7.5 miles.  
The gravel portion of Secondary Road 729 is approximately 17 miles.  
The gravel portion of Secondary Road 717 is approximately 9 miles.  
Totaling approximately **34.5 miles**.

Estimated gravel usage for road maintenance is approximately 300 tons per mile.  
Estimated cost of gravel is approximately \$16.00 per ton.

#735- Gravel Usage- 2,500T  
Gravel Cost- \$36,000.00  
#729- Gravel Usage- 5,100T  
Gravel Cost- \$81,600.00  
#717- Gravel Usage- 2,700T  
Gravel Cost- \$43,200.00

The cost to gravel the gravel portion of the Secondary Roads is estimated to be approximately **\$160,800.00** per year.

## **Road Maintenance Estimate for the Gravel Portion of Secondary Roads- Mowing**

The gravel portion of Secondary Road 735 is approximately 7.5 miles.  
The gravel portion of Secondary Road 729 is approximately 17 miles.  
The gravel portion of Secondary Road 717 is approximately 9 miles.  
Totaling approximately **34.5 miles**.

Mower cost is estimated to be approximately \$7,250.00 per day.  
It will take approximately six (6) days to do a complete cut of the secondary road's ditches.  
The cost to mow the ditches for the gravel portion of the Secondary Roads is estimated to be approximately **\$43,500.00** per year.

## Terry Shewchuk

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**From:** Allan Rowe  
**Sent:** July 27, 2023 9:31 AM  
**To:** Terry Shewchuk; Natasha Gillett  
**Subject:** FW: Transportation Gravel Road Maintenance Costs in Clear Hills County

**From:** Chase Milligen <Chase.Milligen@gov.ab.ca>  
**Sent:** Tuesday, May 9, 2023 9:17 AM  
**To:** Allan Rowe <Allan@clearhillscounty.ab.ca>  
**Subject:** Transportation Gravel Road Maintenance Costs in Clear Hills County

Highway 717, km 0 - 23.76

- 3 yr average grader costs = \$60,482.28
- 3 yr average re-graveling costs = \$69,191.00

Highway 729, km 6.3 - 22.98

- 3 yr average grader costs = \$42,339.84
- 3 yr average re-graveling costs = \$223,392.96

Highway 735, km 7.02 - 13.52

- 3 yr average grader costs = \$15,559.36
- 3 yr average re-graveling costs = \$136,815.00

Regards,

**Chase Milligen, P. Eng., PMP**

Regional Director  
Transportation and Economic Corridors - Peace Region  
Government of Alberta  
Peace River, Alberta  
Cell 780-625-2007

The logo for the Government of Alberta, featuring the word "Alberta" in a stylized, cursive font with a small blue square to the right.

Classification: Protected A

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 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 for review.

### 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.**

**C390-23(07-11-23)** RESOLUTION by Reeve Bean to approve amending Policy 3201 Road Construction, Section 1.6 The Master Schedule of Standards and Conditions (MSSC Assessment Study), the County will cover ninety percent (90%) of the costs associated with the initial mandatory MSSC Assessments studies that will determine the compensation and requirements as per Alberta Environment standards. **CARRIED.**

### ATTACHMENTS:

Road Construction Policy 3201 Draft

### RECOMMENDED ACTION:

**RESOLUTION** by... to approve Policy 3201 Road Construction draft, as presented.

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  
 The County will cover ninety percent (90%) 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 ten percent (10%) of the costs.
- 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.
- 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.

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

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 1/2 (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:	August 15, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Tender Awarding- 2023 Engineering of Bridge Inspections &amp; Maintenance</b>
File:	32-07-02

DESCRIPTION:

Council is presented with the results of Tender 2023-07 2023 Engineering of Bridge Inspections and Maintenance. WSP Canada Inc. has met all of the tenders' requirements.

Tender closed on Monday, July 10, 2023, at 4:00 p.m.  
Tender was opened Tuesday July 11, 2023, at 9:35 a.m.

BACKGROUND:

**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.**

**C380-23(07-11-23) RESOLUTION by Deputy Reeve Janzen to open tenders at 9:35 a.m. for Tender 2023-07 2023 Engineering of Bridge Inspections and Maintenance, analyze results and bring back a recommendation to a future Regular Council Meeting. CARRIED.**

Company	Amount
WSP Canada Inc.	\$8,750.00

ATTACHMENT:

RECOMMENDED ACTION:

**RESOLUTION by ... award WSP Canada Inc. Tender 2023-07 2023 Engineering of Bridge Inspections and Maintenance, for \$8,750.00, as presented.**

Initials show support - Reviewed by:      Manager:  CAO: 



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Tender Award- Hamlet of Cleardale Pavement Overlay</b>
File:	32-09-21

### DESCRIPTION:

WSP Canada Inc. is present with the results of the tender analysis for the Hamlet of Cleardale pavement overlay.

### BACKGROUND:

**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.**

### BUDGET:

Estimated cost from WSP Canada Inc.- \$314,000.00

### ATTACHMENT:

### RECOMMENDED ACTION:

**RESOLUTION by ... to award the Hamlet of Cleardale pavement overlay to... for the amount of..., funds allocated from the Road Construction Reserve.**

Initials show support - Reviewed by:

Manager: *T. Shewchuk* CAO: *de*

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	August 15, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Chief Administrative Officer Report</b>
File Code:	11-02-02

- August 10, 2023 – Meeting with Priemer Smith in Hines Creek
- August 11, 2023 – Zone 4 meeting
- August 14, 2023 – North Peace Regional Landfill Meeting
- The Tender for Construction of the New Cleardale Fire Hall will be out this week.
- CAO Vacation Days

**RECOMMENDED ACTION:**

**RESOLUTION** by ..... to accept the Chief Administrative Officer's report for August 15, 2023, as presented.

Initials show support - Reviewed by:	Manager:	CAO:	<i>AR</i>
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# Clear Hills County Request for Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 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 2023 Commercial Tax Incentive Credits have been processed. The credits were applied to 107 properties and totaled \$70,411.70.

## ATTACHMENTS:

- Rate Stabilization Reserve Activity Report
- 2023 Commercial Tax Incentive Credit Report

## RECOMMENDATION:

**RESOLUTION** by...that Council accepts the Corporate Services Manager's report to August 15, 2023, as presented.

Initials show support - Reviewed by:

Manager:



CAO:



## Rate Stabilization Summary Report

	<b>2023</b>	<b>2022</b>
<b>Beginning Balance:</b>	5,244,092.84	4,971,134.40
<b>Previous Year Surplus Transfer:</b>	(1,244,092.84)	(971,134)
<b>Total Spent</b>	234,993.14	28,125.16
<b>Year End Surplus Transfer:</b>	-	1,272,218.00
<b>Ending Balance:</b>	<u>3,765,006.86</u>	<u>5,244,092.84</u>

**Rate Stabilization Activity Report**

**2023**

<b>Spent To Date</b>	<b>Approved by Council</b>	<b>Description</b>	<b>Organization</b>	<b>Motion</b>
-	to be determined	Corporate legal fee overages	Brownlee LLP	C92-17(02/14/17)
1,800.00	\$1,800.00	funding to assist with increased COLA and high gas prices	Worsley Health Nurse Practitioner	C301-22(06-14-22)
35,000.00	\$80,000.00	Trades Training Program	Peace River School Division	C383-22(08-16-22)
	\$2,000.00	membership fee	Community Railway Advocacy Group	C636-22(12-13-22)
126,693.14	\$40,000 max	grant for the replacement of waterslide stairs	Town of Fairview	C648-22(12-13-22)
27,000.00	\$135,000.00	2023 25% tax rebate incentive	Village of Hines Creek	C43-23(01-24-23)
1,000.00	\$27,000.00	general grant for repairs	End of Steel Heritage Museum Society	C106-23(02-28-23)
3,500.00	\$1,000.00	membership fee	Northwest Species at Risk	C165-23(03-28-23)
40,000.00	\$3,500.00	grant for geotechnical services	David Thompson Hall Society	C253-23(05-16-23)
	\$40,000.00	grant for new playground	Many Islands Recreational Development Society	C311-23(06-13-23)
	\$60,000.00	grant for new playground	Eureka River Agricultural Society	C312-23(06-13-23)
	\$20,000.00	budget increase for annual BBQ	Clear Hills County	C324-23(06-13-23)
234,993.14	\$380,300.00			

**2023 Commercial Tax Incentive Credits**

Roll #	Land	Buildings	Total	Municipal Mill Rate	2023 Municipal Tax		2023 Tax Reduction
066533	39,410	43,790	83,200	14.64590	1,218.54	x 25%	\$304.63
066549	40,230	277,830	318,060	14.64590	4,658.27	x 25%	\$1,164.57
066816	54,700	433,050	487,750	14.64590	7,143.54	x 25%	\$1,785.88
066926	48,220	0	48,220	14.64590	706.23	x 25%	\$176.56
067068	15,850	27,780	43,630	14.64590	639.00	x 25%	\$159.75
067102	67,620	737,560	805,180	14.64590	11,792.59	x 25%	\$2,948.15
067108	5,380	26,040	31,420	14.64590	460.17	x 25%	\$115.04
067118	1,500	6,150	7,650	14.64590	112.04	x 25%	\$28.01
067124	0	93,070	93,070	14.64590	1,363.09	x 25%	\$340.77
067774	0	171,820	171,820	14.64590	2,516.46	x 25%	\$629.11
067783	12,780	18,160	30,940	14.64590	453.14	x 25%	\$113.29
067960	10,360	41,970	52,330	14.64590	766.42	x 25%	\$191.60
068402	10,530	141,110	151,640	14.64590	2,220.90	x 25%	\$555.23
068654	10,220	32,180	42,400	14.64590	620.99	x 25%	\$155.25
068659	12,290	27,960	40,250	14.64590	589.50	x 25%	\$147.37
068667	11,550	34,950	46,500	14.64590	681.03	x 25%	\$170.26
068684	10,220	24,350	34,570	14.64590	506.31	x 25%	\$126.58
068745	9,140	170,880	180,020	14.64590	2,636.55	x 25%	\$659.14
068750	0	62,380	62,380	14.64590	913.61	x 25%	\$228.40
068810	1,500	67,540	69,040	14.64590	1,011.15	x 25%	\$252.79
068814	1,830	4,780	6,610	14.64590	96.81	x 25%	\$24.20
068861	0	11,440	11,440	14.64590	167.55	x 25%	\$41.89
068879	11,550	17,430	28,980	14.64590	424.44	x 25%	\$106.11
068984	0	37,870	37,870	14.64590	554.64	x 25%	\$138.66
069024	9,420	107,310	116,730	14.64590	1,709.62	x 25%	\$427.40
069081	35,850	162,480	198,330	14.64590	2,904.72	x 25%	\$726.18
069097	21,520	32,190	53,710	14.64590	786.63	x 25%	\$196.66
069274	10,220	10,460	20,680	14.64590	302.88	x 25%	\$75.72
069292	19,960	1,753,420	1,773,380	14.64590	25,972.75	x 25%	\$6,493.19
069301	10,220	27,880	38,100	14.64590	558.01	x 25%	\$139.50
069454	36,550	208,560	245,110	14.64590	3,589.86	x 25%	\$897.46
069671	10,850	193,470	204,320	14.64590	2,992.45	x 25%	\$748.11
069691	38,580	62,700	101,280	14.64590	1,483.34	x 25%	\$370.83
069757	27,420	0	27,420	14.64590	401.59	x 25%	\$100.40
069850	2,560	0	2,560	14.64590	37.49	x 25%	\$9.37
069924	16,720	42,450	59,170	14.64590	866.60	x 25%	\$216.65
069925	16,390	19,050	35,440	14.64590	519.05	x 25%	\$129.76
069926	17,940	108,550	126,490	14.64590	1,852.56	x 25%	\$463.14
069928	16,390	68,760	85,150	14.64590	1,247.10	x 25%	\$311.77
069929	16,340	62,730	79,070	14.64590	1,158.05	x 25%	\$289.51
069930	16,340	113,990	130,330	14.64590	1,908.80	x 25%	\$477.20
069942	16,790	17,310	34,100	14.64590	499.43	x 25%	\$124.86
069962	16,660	55,520	72,180	14.64590	1,057.14	x 25%	\$264.29
069964	16,390	10,850	27,240	14.64590	398.95	x 25%	\$99.74
069966	16,540	30,030	46,570	14.64590	682.06	x 25%	\$170.51
069984	3,360	39,100	42,460	14.64590	621.86	x 25%	\$155.47
069986	20,400	540,990	561,390	14.64590	8,222.06	x 25%	\$2,055.52

**2023 Commercial Tax Incentive Credits**

Roll #	Land	Buildings	Total	Municipal Mill Rate	2023 Municipal Tax		2023 Tax Reduction
098170	11,550	7,990	19,540	14.64590	286.18	x 25%	\$71.55
098194	1,660	12,350	14,010	14.64590	205.19	x 25%	\$51.30
101792	35,220	15,610	50,830	14.64590	744.45	x 25%	\$186.11
101838	38,350	25,080	63,430	14.64590	928.99	x 25%	\$232.25
147277	18,970	0	18,970	14.64590	277.83	x 25%	\$69.46
151571	0	15,350	15,350	14.64590	224.81	x 25%	\$56.20
161280	12,520	55,790	68,310	14.64590	1,000.46	x 25%	\$250.12
182322	0	6,000	6,000	14.64590	87.88	x 25%	\$21.97
190567	0	4,000	4,000	14.64590	58.58	x 25%	\$14.65
190752	17,720	11,480	29,200	14.64590	427.66	x 25%	\$106.92
191533	11,550	0	11,550	14.64590	169.16	x 25%	\$42.29
196307	0	14,610	14,610	14.64590	213.98	x 25%	\$53.49
196317	10,220	29,990	40,210	14.64590	588.91	x 25%	\$147.23
196318	11,550	47,790	59,340	14.64590	869.09	x 25%	\$217.27
208987	0	377,520	377,520	14.64590	5,529.12	x 25%	\$1,382.28
208988	4,920	35,020	39,940	14.64590	584.96	x 25%	\$146.24
209016	3,330	39,100	42,430	14.64590	621.43	x 25%	\$155.36
213810	14,870	25,640	40,510	14.64590	593.31	x 25%	\$148.33
213833	11,550	51,060	62,610	14.64590	916.98	x 25%	\$229.24
213856	0	104,860	104,860	14.64590	1,535.77	x 25%	\$383.94
213859	11,250	19,830	31,080	14.64590	455.19	x 25%	\$113.80
222245	0	40,200	40,200	14.64590	588.77	x 25%	\$147.19
229593	10,220	17,020	27,240	14.64590	398.95	x 25%	\$99.74
229600	0	127,670	127,670	14.64590	1,869.84	x 25%	\$467.46
229612	11,550	143,030	154,580	14.64590	2,263.96	x 25%	\$565.99
229633	9,410	22,890	32,300	14.64590	473.06	x 25%	\$118.27
229634	14,870	41,620	56,490	14.64590	827.35	x 25%	\$206.84
289634	11,550	319,610	331,160	14.64590	4,850.14	x 25%	\$1,212.53
289739	18,200	78,740	96,940	14.64590	1,419.77	x 25%	\$354.94
289740	18,440	495,950	514,390	14.64590	7,533.70	x 25%	\$1,883.43
289931	49,520	52,520	102,040	14.64590	1,494.47	x 25%	\$373.62
296247	18,620	0	18,620	14.64590	272.71	x 25%	\$68.18
296312	19,450	143,970	163,420	14.64590	2,393.43	x 25%	\$598.36
298332	39,920	198,910	238,830	14.64590	3,497.88	x 25%	\$874.47
298338	46,950	166,190	213,140	14.64590	3,121.63	x 25%	\$780.41
300411	390	5,210	5,600	14.64590	82.02	x 25%	\$20.50
303505	49,580	404,520	454,100	14.64590	6,650.70	x 25%	\$1,662.68
306952	11,980	16,820	28,800	14.64590	421.80	x 25%	\$105.45
312131	4,190	0	4,190	14.64590	61.37	x 25%	\$15.34
314662	3,520	0	3,520	14.64590	51.55	x 25%	\$12.89
314668	19,440	710,390	729,830	14.64590	10,689.02	x 25%	\$2,672.25
314672	0	31,710	31,710	14.64590	464.42	x 25%	\$116.11
314710	9,740	30,750	40,490	14.64590	593.01	x 25%	\$148.25
314871	1,170	47,570	48,740	14.64590	713.84	x 25%	\$178.46
314956	26,760	237,980	264,740	14.64590	3,877.36	x 25%	\$969.34
315372	49,530	0	49,530	14.64590	725.41	x 25%	\$181.35
315490	18,350	411,090	429,440	14.64590	6,289.54	x 25%	\$1,572.38

2023 Commercial Tax Incentive Credits							
Roll #	Land	Buildings	Total	Municipal Mill Rate	2023 Municipal Tax		2023 Tax Reduction
315813	0	1,120,000	1,120,000	14.64590	16,403.41	x 25%	\$4,100.85
315816	1,150	2,760	3,910	14.64590	57.27	x 25%	\$14.32
316328	0	87,820	87,820	14.64590	1,286.20	x 25%	\$321.55
316332	31,170	114,070	145,240	14.64590	2,127.17	x 25%	\$531.79
316333	0	146,830	146,830	14.64590	2,150.46	x 25%	\$537.61
316359	21,190	660,270	681,460	14.64590	9,980.60	x 25%	\$2,495.15
316730	0	118,390	118,390	14.64590	1,733.93	x 25%	\$433.48
316731	22,660	468,650	491,310	14.64590	7,195.68	x 25%	\$1,798.92
316734	28,510	179,110	207,620	14.64590	3,040.78	x 25%	\$760.20
316735	12,040	21,990	34,030	14.64590	498.40	x 25%	\$124.60
316757	0	523,050	523,050	14.64590	7,660.54	x 25%	\$1,915.13
316800	19,970	14,300	34,270	14.64590	501.91	x 25%	\$125.48
317735	0	3,348,300	3,348,300	14.64590	49,038.87	x 25%	\$12,259.72
<b>Count: 107</b>			<b>19,230,420</b>				<b>\$70,411.70</b>



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Public Works Manager's Report</b>
File:	32-02-02

### Graders

- Graders are grading, weather permitting.

### Roads, Culverts & Approaches

- Ongoing spot graveling to address problem areas, weather permitting.
- Construction and repair of approaches, culverts and center lines is ongoing.
- Pavement crack sealing has been completed.
- Pavement line painting is to be completed by the end of September.
- The multi plate culvert on Township 874, East of Range Road 80, (Worsley Transfer Station area) has a beaver dam built inside of the culvert. Contractors have been contacted to resolve the issue.
- SLR is waiting on government values to calculate the wetlands assessment on Range Road 15 (Whitelaw) and Range Road 64 (Worsley).
- WSP Canada Inc. is in the process of completing the engineering of the tender for Range Road 25 (Whitelaw).
- Tendering and construction of Range Road 124 has been put on hold, pending title changes.
- WSP Canada Inc. is in the process of engineering a design and getting the required government approvals to replace the bridge on Township Road 830 (Whitelaw). Construction is anticipated to begin mid September.

### Other

- Road and Rural Address sign replacement is ongoing.
- The doors for both the Worsley sewer lift station building and the Royce water pump building require replacement.
- Hydrogeological Consultants Ltd. (HCL) are investigating the reason for the low water levels at the Worsley Water Treatment Plant.
- Stoney Lake campground rejuvenation brushing and grading has been completed.
- Sulphur Lake campground rejuvenation has been put on hold due to the weather.

### ATTACHMENTS:

Public Works Activity Report

### RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:

CAO:



2023 Public Works  
Approach/Culverts and Other Maintenance Projects

Date	Div.	Project	Requested By	Location	Range Road	New	Replace	Completed	Notes
15-Jun	6	A-Pipe	Peter Bueckert	Cleardale	RGE 94.5	X		X	Field approach
15-Jun	6	A-Pipe	George Fehr	Cleardale	RGE 92		X	X	New acreage
16-Jun	6	A-Pipe	Paul Driedger	Cleardale	RGE 111		X	X	Field approach
19-Jun	6	C-pipe	County	Cleardale	RDE 110		X	X	Center line
20-Jun	6	A-Pipe	Herman Giesbre	Cleardale	TWP 854		X	X	Moved 100m + up grade
20-Jun	6	A-Pipe	County	John Giesbrecht	RGE 90		X	X	Culvert Fail
21-Jun	4	C-pipe	County	Clear Prairie	RGE 105		X	X	Center line
22-Jun	4	C-pipe	County	Worsley	TWP 872/70		X	X	Center line
22-Jun	3	A-Pipe	County	Daniel Peters	RGE RD 63/872		X	X	Grader damaged it
23-Jun	3	A-Pipe	Mary Hayes	Eureka River	RGE RD 63/861		X	X	Culvert Failed/1 end tore up
23-Jun	3	A-Pipe	County	Jason Rottier	RGE RD 62		X	X	Old pipe Failed/Rusted out
26-Jun	3	A-Pipe	Stephen Rottier	Eureka River	TWP 854/62		X	X	New Residence
27-Jun	4	C-pipe	County	Worsley	RGE RD 80		X	X	Old Culvert failed
27-Jun	4	A-Pipe	Lauern Bjornson	Worsley	RGE RD 75/864		X	X	Up graded App
28-Jun	6		County	Many Islands	RGE RD 80			X	Fixed Road Slide
05-Jul	7	C-pipe	County	Bear Canyon	RGE RD 134		X	X	Culvert caved/Replaced
04-Jul	7	C-pipe	County	Bear Canyon	TWP 840/125		X	X	replace culvert/ widen intersection
04-Jul	7	A-Pipe	County	Bear Canyon	RGE RD 125		X	X	moved app
04-Jul	7	A-Pipe	County	Bear Canyon	TWP 840/122		X	X	Culverts Failed /Replace x2
12-Jul	3	A-Pipe	County	Bear Canyon	RGE RD 50		X	X	New Field app
12-Jul	1	C-pipe	County	Deer Hill	TWP842/23			X	
17-Jul	2		County	Orest Hrab	RGE50/TWP842			X	Up grade App
17-Jul	2		County	Orest Hrab	TWP842/RGE45			X	Up grade App x3
18-Jul	2		County	Rod Polukoshko	RGE 50			X	Up Grade app x2
14-Jul	3		County	Eric Spirk	TWP 854			X	Up Grade app
18-Jul	3		Sandy Richardso	Eureka River	RGE 62			X	Up Grade app

# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 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:

25% Tax Incentive Credit

RECOMMENDED ACTION:

**RESOLUTION** by.... that Council receives for information the Council Information presented at the August 15, 2023, Regular Council Meeting.

Initials show support - Reviewed by:      Manager:      CAO: 

## Lori Jobson

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**From:** Burkholder Buildings  
**Sent:** August 11, 2023 7:29 AM  
**To:** Lori Jobson  
**Subject:** Property Tax Roll

To the Clear Hills County Council,

I want to express my appreciation to you for the 25% tax incentive credit on the municipal portion of my commercial assessment. As a small business this is helpful.

Regards,

Burkholder Buildings

# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	August 15, 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 August, September and October 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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# AUGUST 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1	2	3	4	5
				FVMed-SH		
6	7	8	9	10	11	12
	Alberta Heritage Day Office Closed			Premier Meeting-AB	Zone 4- All	Worsley Pioneer Parade-ALL
13	14	15	16	17	18	19
	Canadian Beef Industry Conference-DJ					
	NPRL-JR	<b>Council</b>				
20	21	22	23	24	25	26
			NWSAR-AB			
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	<b>4</b> 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

# OCTOBER 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 In Lieu of National Truth & Reconciliation Day	3	4	5	6	7
8	9 Thanksgiving Day	10 Council	11 WNC-DW	12	13	14
15	16	17 ASB-DJ, JR	18	19	20	21
22	23	24 Council	25	26	27	28
29	30	31 Halloween	1	2	3	4



## 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