

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

The regular meeting of the Council for Clear Hills County will be held on Tuesday, November 28, 2023, at 9:30 a.m. in the Council Chambers, County Office, 313 Alberta Avenue Worsley, Alberta.

1. CALL TO ORDER	
2. AGENDA	
3. MINUTES:	
Previous: Regular Council Meeting Minutes, November 14, 2023	2
Previous: Policy & Priority Meeting Minutes, November 16, 2023	6
4. DELEGATION(S)	
5. PUBLIC HEARING	
Bylaw 287-23 - Land Use – 10:00 a.m.	8
Bylaw 281-23- Advertising - 10:05 a.m.	9
6. TENDER OPENING 9:35 a.m.	
7. NEW BUSINESS	
a. COUNCIL	
1. Management Team Activity Report.....	10
2. Councillor Reports	20
3. Municipal Affairs 5:1 Tax Ration	21
4. Mackenzie Municipal Services Agency (MMSA).....	29
5. Agricultural Service Board Member Ruecker	30
6. Peace River School Division Board Joint Meeting	39
7. Policy 6317- Biggest Vegetable Contest	42
b. CORPORATE SERVICES	
1. Accounts Payable	44
2. Draft 2024 Interim Operation Budget	51
3. Multi Year Capital plan	62
4. 2024 Funding Request – Fairview & Area Seniors Check in line.....	66
c. COMMUNITY SERVICES	
1. Policy 6804 - Appreciation Banquet.....	68
2. Policy 6805 Parades	70
3. Clear Creek Fire Committee Recommendations	72
4. Mutual Aid Agreements.....	77
d. PUBLIC WORKS	
1. Log Haul Route Request – Mercer	106
2. Proceed to Tender – Pick-up Truck	110
8. WRITTEN REPORTS:	
1. Chief Administrative Officer’s Report.....	111
2. Corporate Services Manager’s Report	
3. Public Works Manager’s Report.....	112
9. COUNCIL INFORMATION (<i>including Correspondence</i>).....	113
10. CALENDARS	122
11. CLOSED MEETING ITEMS	
12. ADJOURNMENT	

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

PRESENT	Amber Bean Abe Giesbrecht Danae Walmsley David Janzen Jason Ruecker Susan Hansen	Reeve Councillor Councillor Deputy Reeve Councillor Councillor
ATTENDING	Allan Rowe Terry Shewchuk Bonnie Morgan	Chief Administrative Officer (CAO) Public Works Manager (PWM) Executive Assistant (EA)
ABSENT	Nathan Stevenson	Councillor
CALL TO ORDER	Deputy Reeve Janzen called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> C612-23(11-14-23)	RESOLUTION by Reeve Bean to adopt the agenda governing the November 14, 2023 Regular Council Meeting with the addition of 6.a. Tender Opening Proposal 2023-P14 Multi-Function Devices, as presented. CARRIED.	
<u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes		
C613-23(11-14-23)	RESOLUTION by Councillor Giesbrecht to adopt the minutes of the October 24, 2023, Organizational Meeting, as presented. CARRIED.	
C614-23(11-14-23)	RESOLUTION by Councillor Hansen to adopt the minutes of the October 24, 2023, Regular Council Meeting, as Presented. CARRIED.	
<u>NEW BUSINESS: COUNCIL</u> Management Team Activity Report	Management activity report was reviewed. Councillor Ruecker entered the meeting at 9:44 a.m.	
C615-23(11-14-23)	RESOLUTION by Councillor Walmsley that the management activity reports for October 24, 2023, be accepted, as presented. CARRIED.	
<u>TENDER OPENING</u> Proposal 2023-P14 Multi-Function Devices	Council is presented with Proposal 2023-P14 Multi-Function Devices for the County office to open and have recommendations brought back to a future Council meeting.	

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REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 14, 2023

C616-23(11-14-23)

RESOLUTION by Reeve Bean to open proposals received for Proposal 2023-P14 Multi-Function Devices for the County office and bring recommendations back to a future Council meeting.

CARRIED.

Company	Amount
Xerox Canada	Opened
Ideal Office Solutions	Opened
Hi Tech Building Systems/Solutions	Opened
Hi Tech Building Systems/Solutions	Opened

Councillor Reports

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

C617-23(11-14-23)

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

Deputy Reeve Janzen recessed the meeting at 10:19 a.m.
Deputy Reeve Janzen reconvened the meeting at 10:26 a.m.

Municipal Affairs-
Municipal
Government Act –
5:1 Ratio

Council has received correspondence from Municipal Affairs regarding the amendment of property tax rates for Residential and Non-Residential properties under the Municipal Government Act, section 358.

C618-23(11-14-23)

RESOLUTION by Reeve Bean to bring back recommendations for a 10 year plan to come in line with the Municipal Affairs directed 5:1 ratio on the property tax rates for Residential and Non-Residential properties. **CARRIED.**

Village of Hines Creek
Joint Meeting Request

Council is presented with a request from the Village of Hines Creek for a Joint Meeting to discuss funding requests as well as other pertinent information.

C619-23(11-14-23)

RESOLUTION by Deputy Reeve Janzen to approve the attendance of all Council to a joint meeting with the Village of Hines Creek, date to be determined. **CARRIED.**

Bylaw 282-23
Poultry

Council is presented with Bylaw 282-23 for the purpose of governing the keeping of poultry in hamlet residential districts.

C620-23(11-14-23)

RESOLUTION by Councillor Giesbrecht that Council gives first reading to Bylaw No.282-23 a bylaw to regulate the keeping of poultry in hamlet residential districts. **CARRIED.**

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REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 14, 2023

C621-23(11-14-23)	RESOLUTION by Deputy Reeve Janzen that Council gives second reading to Bylaw No.282-23 a bylaw to regulate the keeping of poultry in hamlet residential districts. CARRIED.
C622-23(11-14-23)	RESOLUTION by Councillor Walmsley that Council proceeds to third and final reading to Bylaw No.282-23 a bylaw to regulate the keeping of poultry in hamlet residential districts. CARRIED UNANIMOUSLY.
C623-23(11-14-23)	RESOLUTION by Reeve Bean that Council gives third and final reading to Bylaw No.282-23 a bylaw to regulate the keeping of poultry in hamlet residential districts. CARRIED.
RMA Convention Review	<p>Councillors attended the Rural Municipalities of Alberta Convention the week of November 6-9, 2023. Council met with the following ministers.</p> <p>Deputy Reeve Janzen recessed the meeting at 11:47 a.m. Deputy Reeve Janzen reconvened the meeting at 12:14 p.m.</p>
<u>CORPORATE SERVICES</u> Accounts Payable October 25, 2023, to November 14, 2023	<p>A list of expenditures for Clear Hills County for the period of October 25, 2023 to November 14, 2023 is provided for Council's review.</p>
C624-23(11-14-23)	RESOLUTION by Councillor Giesbrecht that Council receives for information the Accounts Payable report for Clear Hills County for the period of October 25, 2023 to November 14, 2023 for a total of \$341,769.27. CARRIED.
<u>COMMUNITY</u> Appreciation Banquet	<p>Council is presented with a draft policy for the Clear Hills County Appreciation Banquet from the recommendations from the Policy and Priority meeting held on Monday, October 16, 2023 regarding the Clear Hills County Appreciation Banquet.</p>
C625-23(11-14-23)	RESOLUTION by Deputy Reeve Janzen to bring back the Draft Policy 6804 Appreciation Banquet with the following amendments: setting an annual budget of \$20,000.00. CARRIED.
<u>PUBLIC WORKS</u> North Peace Regional Landfill	<p>Council is presented with the financial history for the North Peace Regional Landfill from 2002-current.</p>
C626-23(11-14-23)	RESOLUTION by Councillor Hansen to accept the North Peace Regional Landfill financial history for information, as presented. CARRIED.

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REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 14, 2023

Range Road 64

Council is presented with an engineering estimate from WSP Canada Inc. for the design and tender of the construction, as well as an estimated construction cost for the approximately 900 meters of a new local road on Range Road 64 North of Township Road 872.

C627-23(11-14-23)

RESOLUTION by Councillor Giesbrecht to approve WSP Canada Inc.'s engineering estimate of \$91,734.00 for the construction of approximately 900 meters of a new local road on Range Road 64 North of Township Road 872, with the funds to be allocated from the road reserve, as presented. CARRIED.

WRITTEN REPORTS

Chief Administrative
Officer's Report

Chief Administrative Officer's report.

C628-23(11-14-23)

RESOLUTION by Reeve Bean to receive the Chief Administrative Officers report for information, as presented. CARRIED.

Corporate Services
Manager's Report

Corporate Services Report.
No report.

Public Works
Manager's Report

Public Works Manager's Report

C629-23(11-14-23)

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

COUNCIL
INFORMATION

Council is presented with correspondence, for information.
Nothing to report.

CALENDARS

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.

C630-23(11-14-23)

RESOLUTION by Deputy Reeve Janzen to accept for information the November, December 2023 and January 2024 calendar updates of Councillor Committee meetings and important dates, for information as presented.

Date	Meeting	Attendee
Nov 21	CCFC	Hansen, Walmsley
Nov 30	PCBF	Janzen, Ruecker
Dec 6	NPHF	Walmsley
		CARRIED.

ADJOURNMENT

Reeve Bean adjourned the, November 14, 2023 Regular Council Meeting 1:57 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

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

PRESENT	Amber Bean David Janzen Danae Walmsley Susan Hansen	Reeve Deputy Reeve Councillor Councillor
ABSENT	Abe Giesbrecht Jason Ruecker Nathan Stevenson	Councillor Councillor Councillor
ATTENDING	Allan Rowe Bonnie Morgan	Chief Administrative Officer (CAO) Executive Assistant (EA)
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u>		
P631-23(11-16-23)	RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the November 16, 2023 Policy & Priority Meeting include, 1 legal closed meeting item, as presented. CARRIED.	
P632-23(11-16-23)	RESOLUTION by Councillor Walmsley that Council close the meeting to the public as per Section 27, of FOIP at 9:35 a.m. CARRIED.	
P633-23(11-16-23)	RESOLUTION by Deputy Reeve Janzen to reconvene the meeting to the public as per Section 27, of FOIP at 10:18 a.m. CARRIED.	
<u>NEW BUSINESS: COUNCIL</u>		
Policy 1221 Tendering and Purchasing	Policy 1221 Tendering and Purchasing.	
P634-23(11-16-23)	RESOLUTION by Reeve Bean to table the discussion regarding Policy 1221 Tendering and Purchasing until a future meeting. CARRIED.	
Cleardale Fire Hall	Council discussed the location and plan for the Cleardale Fire Hall.	
P635-23(11-16-23)	RESOLUTION by Deputy Reeve Janzen to receive the discussion regarding the Cleardale Fire Hall for information and bring back to a future meeting. CARRIED.	
	Reeve Bean recessed the meeting at 11:14 a.m. Reeve Bean reconvened the meeting at 11:21 a.m.	
Public Meetings	Council is presented with information regarding public Meetings.	

Page 2 of 2
POLICY & PRIORITY MEETING
THURSDAY, NOVEMBER 16, 2023

P636-23(11-16-23) **RESOLUTION by Councillor Hansen to receive the information regarding public meeting for information as presented and bring back to a future meeting. CARRIED.**

Transfer Stations Council requested a review of the combined costs associated with the 9 Clear Hills County Transfer Stations and Recycling Stations.

P637-23(11-16-23) **RESOLUTION by Deputy Reeve Janzen to table the discussion regarding Transfer Stations until the next Policy & Priority Meeting. CARRIED.**

Re-Branding Council is presented with proposals for the re-branding of Clear Hills County for their review and discussion.

ADJOURNMENT Reeve Bean adjourned the October 16, 2023 Policy & Priority Meeting at 12:08 p.m.

DATE REEVE

DATE CHIEF ADMINISTRATIVE OFFICER

**CLEAR HILLS COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED LAND-USE BYLAW NO. 287-23**

Pursuant to Section 692 of the *Municipal Government Act*, being Chapter M-26 of the Statutes of Alberta, and Sections 230 and 606, notice is hereby given that the Council of Clear Hills County will hold a public hearing prior to the Second Reading of Bylaw No. 287-23 for the following:

Adoption of a New Land Use Bylaw for Clear Hills County

The Public Hearing is to be held on November 28, 2023, at 10:00 a.m. in the Council Chambers of Clear Hills County, located at 313 Alberta Ave, Worsley, Alberta. The proposed new Land Use Bylaw may be viewed online at:

Physical copies of the document may also be inspected at the Clear Hills County Office in Worsley, Alberta, during regular office hours.

Please forward written submissions to the Chief Administrative Officer prior to November 24, 2023, 3:00 p.m. If you have any questions regarding the hearing or the bylaw, please contact the County office at 780-685-3925.

**CLEAR HILLS COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED PUBLIC NOTIFICATION BYLAW NO. 281-23**

Pursuant to Section 606.1 of the *Municipal Government Act*, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Clear Hills County will hold a public hearing prior to the Second Reading of Bylaw No. 281-23.

The proposed Bylaw, hereby referred to as Public Notification Bylaw 281-23, is to:

Establish methods for advertising statutory and non-statutory notices to the public within Clear Hills County

The Public Hearing is to be held on November 28, 2023, at 10:05 a.m. in the Council Chambers of Clear Hills County, located at 313 Alberta Ave, Worsley, Alberta. The proposed Bylaw may be viewed online at:

Physical copies of the bylaw may also be inspected at the Clear Hills County Office in Worsley, Alberta, during regular office hours.

Please forward written submissions to the Chief Administrative Officer prior to November 24, 2023, 3:00 p.m. If you have any questions regarding the hearing or the bylaw, please contact the County office at 780-685-3925.

Clear Hills County

Request For Decision (RFD)

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

DESCRIPTION:

Management activity report for November 14, 2023.

ATTACHMENTS:

- Management Activity Report
- Policy & Priority Activity Report

RECOMMENDED ACTION:

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

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

Activity Report for November 14, 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
		January 3, 2023 P&P		
P09-23	01/03/23	RESOLUTION by Deputy Reeve Janzen to invite Alberta Fish and Wildlife to attend a future Agricultural Service Board Meeting to discuss Wildlife Counts, compensation programs and Wolf Management information. CARRIED.	ASB	In Works
		February 28, 2023		
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
		May 16, 2023		
C252-23	05/16/23	RESOLUTION by Reeve Bean to table the request from the Municipal District of Fairview requesting a 1/3 cost share for the unfunded portion of the overlay of the Fairview Airport runway until the next Regular Council Meeting. CARRIED.	CS	Spring
		June 13, 2023		
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
		July 24, 2023 Special Council Meeting		
C409-23	07-24-23	RESOLUTION by Councillor Hansen to update the proposed marketing position as discussed. CARRIED.	EA	Re-Advertise



Management Team

Activity Report for November 14, 2023

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CC=Community Coordinator, **AG**=Agricultural

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		August 15, 2023		
C418-23	08-15-23	RESOLUTION by Councillor Giesbrecht to receive the delegation from Michelle Stam with Source Inspired (Brand Strategist and Design) for information and request a proposal to move forward with the rebranding strategy. CARRIED.	EA	Future meeting
C425-23	08-15-23	RESOLUTION by Councillor Ruecker to proceed to negotiations with Alberta Transportation regarding taking over the road maintenance for the gravel portion of Secondary Roads 735, 729, and 717, with the cost being billed back to Alberta Transportation. CARRIED.	PW	In works
		August 25, 2023 – Special Meeting		
C450-23	08-25-23	RESOLUTION by Councillor Walmsley that third reading be given to Bylaw No. 281-23, a Bylaw of Clear Hills County, in the Province of Alberta, to establish methods for advertising statutory and non-statutory notices within Clear Hills County. CARRIED.	EA	Public Hearing Nov 28 10:05 a.m.
		September 12, 2023		
C486-23	09-12-23	RESOLUTION by Councillor Walmsley to approve the purchase of the Bridge File 71273 replacement culvert, funds are to be allocated from the Bridge Reserve. CARRIED.	PW	On hold
		September 26, 2023		
C502-23	09/26/23	RESOLUTION by Councillor Giesbrecht to receive the delegation from Ken Fortier regarding resident training programs for firefighting and add the discussion to the Clear Creek Fire Department Committee meeting. CARRIED.	CC	
		October 16, 2023		
P555-23	10/16/23	RESOLUTION by Councillor Giesbrecht to bring Policy 3221 Dust Control back with additional information to a following Policy & Priority Meeting. CARRIED.	PW	December 5 P&P
P556-23	10/16/23	RESOLUTION by Councillor Giesbrecht to recommend Council draft a Request for Proposal	CC	December 5



Management Team

Activity Report for November 14, 2023

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		for a Project Manager to oversee all aspects of the construction of a new Fire Hall in Cleardale, Alberta, with the exception of the dirt work to be hired off of the annual Clear Hills County Equipment Registry. and bring back further information to a future Council Meeting. CARRIED.		
P558-23	10/16/23	RESOLUTION by Deputy Reeve Janzen to bring back the Tendering and Purchasing Policy to a future Policy & Priority Meeting. CARRIED.	EA	Dec 5
P559-23	10/16/23	RESOLUTION by Reeve Bean to table the discussion on re-branding of Clear Hills County until a future meeting.CARRIED.	EA	Dec 5
		October 24, 2023		
C598-23	10/24/23	RESOLUTION by Reeve Bean 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. CARRIED.	EA	Public Hearing Nov 28 10:05 a.m.
C599-23	10/24/23	RESOLUTION by Deputy Reeve Janzen to approve the public hearing date of November 28, 2023, at 10:00 a.m. 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. CARRIED.	EA	Public Hearing Nov 28 10:05 a.m.
C600-23	10/24/23	RESOLUTION by Councillor Walmsley to approve the public hearing date of November 28, 2023, at 10:05 a.m. at the Regular Council meeting for the purpose of public input regarding proposed Bylaw 281-23 being a Bylaw of Clear Hills County, in the province of Alberta, to establish methods for advertising statutory and non-statutory notices within Clear Hills County. CARRIED.	EA	Public Hearing Nov 28 10:05 a.m.
C602-23	10/24/23	RESOLUTION by Reeve Bean to hold the annual public meeting at Eureka River Hall on Tuesday, January 16, 2024, at 7:00 p.m. CARRIED.	EA	
C608-23	10/24/23	RESOLUTION by Councillor Walmsley to approve Great Northern Bridgeworks Ltd. quote for the	PW	



Management Team

Activity Report for November 14, 2023

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MOTION	DATE	DESCRIPTION	DEPT	STATUS										
		Bridge File 71273 temporary bridge rental, funds are to be allocated from the Bridge Reserve. CARRIED.												
		November 14, 2023												
C616-23	11/14/23	RESOLUTION by Reeve Bean to open proposals received for Proposal 2023-P14 Multi-Function Devices for the County office and bring recommendations back to a future Council meeting.CARRIED. <table><tr><td>Company</td><td>Amount</td></tr><tr><td>Xerox Canada</td><td>Opened</td></tr><tr><td>Ideal Office Solutions</td><td>Opened</td></tr><tr><td>Hi Tech Building Systems/Solutions</td><td>Opened</td></tr><tr><td>Hi Tech Building Systems/Solutions</td><td>Opened</td></tr></table>	Company	Amount	Xerox Canada	Opened	Ideal Office Solutions	Opened	Hi Tech Building Systems/Solutions	Opened	Hi Tech Building Systems/Solutions	Opened	CS	
Company	Amount													
Xerox Canada	Opened													
Ideal Office Solutions	Opened													
Hi Tech Building Systems/Solutions	Opened													
Hi Tech Building Systems/Solutions	Opened													
C618-23	11/14/23	RESOLUTION by Reeve Bean to bring back recommendations for a 10-year plan to come in line with the Municipal Affairs directed 5:1 ratio on the property tax rates for Residential and Non-Residential properties. CARRIED.	EA	Nov 28										
C619-23	11/14/23	RESOLUTION by Deputy Reeve Janzen to approve the attendance of all Council to a joint meeting with the Village of Hines Creek, date to be determined.CARRIED.	EA	Nov 27										
C623-23	11/14/23	RESOLUTION by Reeve Bean that Council gives third and final reading to Bylaw No.282-23 a bylaw to regulate the keeping of poultry in hamlet residential districts.	DEV											
C625-23	11/14/23	RESOLUTION by Deputy Reeve Janzen to bring back the Draft Policy 6804 Appreciation Banquet with the following amendments: setting an annual budget of \$20,000.00. CARRIED.	CC	Nov 27										
C627-23	11/14/23	RESOLUTION by Councillor Giesbrecht to approve WSP Canada Inc.'s engineering estimate of \$91,734.00 for the construction of approximately 900 meters of a new local road on Range Road 64 North of Township Road 872, with the funds to be	PW											



Management Team

Activity Report for November 14, 2023

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		allocated from the road reserve, as presented.CARRIED.		
		November 16, 2023 Policy & Priority		
P634-23	11/16/23	RESOLUTION by Reeve Bean to table the discussion regarding Policy 1221 Tendering and Purchasing until a future meeting.CARRIED.		
P635-23	11/16/23	RESOLUTION by Deputy Reeve Janzen to receive the discussion regarding the Cleardale Fire Hall for information and bring back to a future meeting.CARRIED.		
P636-23	11/16/23	RESOLUTION by Councillor Hansen to receive the information regarding public meeting for information as presented and bring back to a future meeting.CARRIED.		
P634-23	11/16/23	RESOLUTION by Deputy Reeve Janzen to table the discussion regarding Transfer Stations until the next Policy & Priority Meeting.CARRIED.		
		November 27, 2019		
C587-19	11/26/19	RESOLUTION by Councillor Frixel to receive the delegation from Paul Hvenegaard, Regional Manager with Alberta Conservation Associations presentation for funding support for the Sulphur Lake aeration operation; and approve entering into an agreement with the Alberta Conservation Association to provide \$5,000 per year for 5 years (2020-2024) for the Sulphur Lake aeration operation with the funds to be included in the General Grants budget of the 2020 through 2024 annual Operating Budgets. CARRIED.	CDM	2020✓ 2021✓ 2022✓ 2023✓ 2024
		January 7, 2020		
C620-19	12/10/19	RESOLUTION by Councillor Fletcher that Council approves assisting Northern Lights County by contributing \$10,000 (ten thousand dollars) a year for 5 years, for operation of the Manning Airport, and include the funds in the annual operating budget. CARRIED.	CDM	2020✓ 2021✓ 2022✓ 2023✓ 2024
		November 17, 2021		
C114-22	03/08/22	RESOLUTION by Deputy Reeve Janzen to approve an unconditional grant of \$450,000.00 for 2022, and a 3-	CDM	2022✓ 2023✓



Management Team

Activity Report for November 14, 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
		year commitment of \$300,000.00 for 2023, 2024 and 2025, to the Village of Hines Creek to assist with operating expenses. CARRIED.		2024 2025
C311-22	06-14-22	RESOLUTION by Councillor Stevenson approve a multi year (2022-2024) commitment of \$5000.00 Fairview & District Victim Services with funds to be included in the annual Operating Budgets and the 2022 funds to be allocated from Rate Stabilization reserve.CARRIED.	CDM	2022✓ 2023✓ 2024
C201-23	04/11/23	RESOLUTION by Councillor Giesbrecht to award Tender 2023-03 New Tractor to Rocky Mountain Equipment for the amount of \$267,000.00 cash price no trade for the New Holland T7.210 tractor, to be delivered in the spring of 2024, with funds to be allocated from the Common Services Equipment Reserve. CARRIED.	CAO/ AG	2024
C636-22	12/13/22	RESOLUTION by Councillor Walmsley that Clear Hills County Council join the Community Rail Advocacy Alliance and approve a financial contribution to a maximum of \$2,000.00 upon invoice submission, funds to be allocated from the Rate Stabilization Reserve. CARRIED.	EA	Waiting for Invoice
C44-23	01/24/23	RESOLUTION by Councillor Walmsley to approve a Beyond Borders Grant to the MD of Fairview in the amount of \$16,641,89 to assist with the replacement cost for the Automated Weather Observation System (AWOS) at the Fairview Airport. CARRIED.	CSM	Waiting for Invoice

ITEMS IN WAITING

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





Page 7 of 7

Management Team

Activity Report for November 14, 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
		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 November 16, 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
	Marketing Position	EA	RESOLUTION by Reeve Bean to receive the discussion for the 2023 Business/Recreation & Volunteer Awards and bring back to the Policy & Priority Meeting. CARRIED		Discussion on a marketing position to assist with these types of items.
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.		In Works
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.		Gathering information to send to TELUS Meeting on Dec 12
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 vander insurance.		Ag Societies are short volunteers
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.		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)
C429-23 (08-15-23)	Dust Control Policy	PW	RESOLUTION by Councillor Walmsley to bring the Dust Control Policy to a future council meeting, for discussion. CARRIED.		December 5 P&P
C461-23 08-25-23	Re-Branding	EA	RESOLUTION by Deputy Reeve Janzen to table the request for proposal for the Clear Hills County Website Design & Development until after more discussion regarding re-branding takes place. CARRIED.		
C460-23 08-25-23	Rural Renewal Stream	EA	RESOLUTION by Councillor Hansen to submit the Rural Renewal Stream application, as presented and bring back the status of the application when received. CARRIED.		Application has been submitted
C467-23 08-25-23	LUB	EA	RESOLUTION by Councillor Hansen to raise the review of the Land Use Bylaw off the table and bring		First reading done – Public Hearing November 28

Policy & Priority Update

Activity Report for November 16, 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
			a draft to a future Regular Council Meeting. CARRIED.		
C548-23 10/10/23	Purchasing Policy	CS	RESOLUTION by Councillor Ruecker to request a discussion regarding the purchasing policy at a future Policy and Priority meeting. CARRIED.		December 5
Requested at Oct 24/23 meeting		PW	Bring back Landfill & Transfer Station Discussion with costs associated with all aspects of the process		December 5
C602-23(10-24-23)		EA	RESOLUTION by Reeve Bean to hold the annual public meeting at Eureka River Hall on Tuesday, January 16, 2024, at 7:00 p.m. CARRIED		Preparation in works for January 16

Clear Hills County

Request For Decision (RFD)

Meeting Date:	Regular Council Meeting November 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	COUNCIL REPORTS ON MEETINGS
File:	11-02-02

DESCRIPTION:

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

BACKGROUND / PROPOSAL:

Council members attend meetings they have been appointed to.

ATTACHMENTS:

RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Municipal Government Act – 5:1 Ratio
File:	11-02-02

DESCRIPTION:

Council is presented with a proposed 10-year plan for Clear Hills County to come into compliance with Municipal Governments mandated 5:1 ratio for property tax rates.

BACKGROUND:

C618-23(11-14-23) RESOLUTION by Reeve Bean to bring back recommendations for a 10-year plan to come in line with the Municipal Affairs directed 5:1 ratio on the property tax rates for Residential and Non-Residential properties. CARRIED.

ATTACHMENTS:

Draft letter to Minister of Municipal Affairs
Proposed 10-year plan for the 5:1 Property Tax
November 14, 2023 RFD.

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:





CLEAR HILLS COUNTY

November 20, 2023

Mclver, Ric, Honourable
Minister of Municipal Affairs
320 Legislature Building
10800 - 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister Ric Mclver:

On behalf of Clear Hills County, we present our efforts to align with the amendment of property tax rates for Residential and Non-Residential properties, as outlined in the Municipal Government Act, section 358.

Clear Hills County has thoroughly formulated a comprehensive 10-year plan aimed at achieving compliance with the 5:1 ratio for property tax rates. Our proposed plan involves a gradual increase in the residential mill rate, with an annual increment of .15 or 11.8%. Council is resolute in its belief that this incremental approach is essential, considering the current state of our local economy and the prevailing high cost of living.

Since 2009, Clear Hills County has maintained a consistently low residential mill rate, which has played a crucial role in the continual growth of our population. Recognizing the potential negative effects of a sudden increase in the residential mill rate, particularly during escalating costs, we are mindful of the risk of residents relocating from our area due to the added financial burden. This concern is intensified by the current challenges our residents face with the rising costs of fuel, electricity, and supplies. We strongly advocate for an approach that is considerate and empathetic, aiming to minimize the annual increase each year in the residential mill rate as a means to alleviate the financial strain on our community members.

Clear Hills County is committed to responsible governance and understands the importance of balancing the needs of the municipality with the economic realities faced by our residents. We believe that our proposed 10-year plan strikes the right balance between achieving compliance with the legislative requirements and demonstrating sensitivity to the economic challenges confronting our community.

Thank you for your time and consideration of this matter. We look forward to your support in ensuring that Clear Hills County can implement a property tax rate adjustment that considers the economic well-being of our residents.

If you have any questions or comments please contact Allan Rowe, Chief Administrative Officer for Clear Hills County at (780) 685-3925 or email bonnie@clearhillscounty.ab.ca

Sincerely,

Amber Bean,
Reeve

AB/bm

10-year plan aimed at achieving compliance with the 5:1 ratio for property tax rates

Non-Residential Mill Rate is 14.64590

Clear Hills County has formulated a comprehensive 10-year plan aimed at achieving compliance with the 5:1 ratio for property tax rates. Our proposed plan involves a gradual increase in the residential mill rate, with an annual increment of 0.15 or 11.8%.

Year	Residential Mill Rate	Annual Increase	New proposed Residential Mill Rate for following year
2023	1.30221	0.1545	1.45671
2024	1.45671	0.1545	1.61121
2025	1.61121	0.1545	1.76571
2026	1.76571	0.1545	1.92021
2027	1.92021	0.1545	2.07471
2028	2.07471	0.1545	2.22921
2029	2.22921	0.1545	2.38371
2030	2.38371	0.1545	2.53821
2031	2.53821	0.1545	2.69271
2032	2.69271	0.1545	2.84721
2033	2.84721	0.1545	3.00171
2034	3.00171	0.1545	3.15621

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Municipal Government Act – 5:1 Ratio
File:	11-02-02

DESCRIPTION:

Council has received correspondence from Municipal Affairs regarding the amendment of property tax rates for Residential and Non-Residential properties under the Municipal Government Act, section 358.

The correspondence includes a request for the development of a plan outlining how Clear Hills County intends to align the tax rates with the prescribed 5:1 ratio. The submission deadline for this plan is January 31, 2024.

Municipal Government Act Section 347- Cancellation, reduction, refund or deferral of taxes

(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

(2) A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.

BACKGROUND:

Historic Data			
Date	Residential Mill Rate	Population	Population increases/decreases
2010 – Current	1.3	2894 – 3170	19% increase

ATTACHMENT:

Municipal Affairs
Clear Hills County Historical Population & Mill Rate Data

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:





ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Hays



AR112467

October 31, 2023

Reeve Amber Bean
Clear Hills County
PO Box 240
Worsley AB T0H 3W0

Dear Reeve Bean:

As you are aware, the *Municipal Government Act (MGA)* was amended in 2016 to address significant differences between residential and non-residential property tax rates, such that a municipality's highest non-residential property tax rate cannot be more than five times higher than its lowest residential property tax rate.

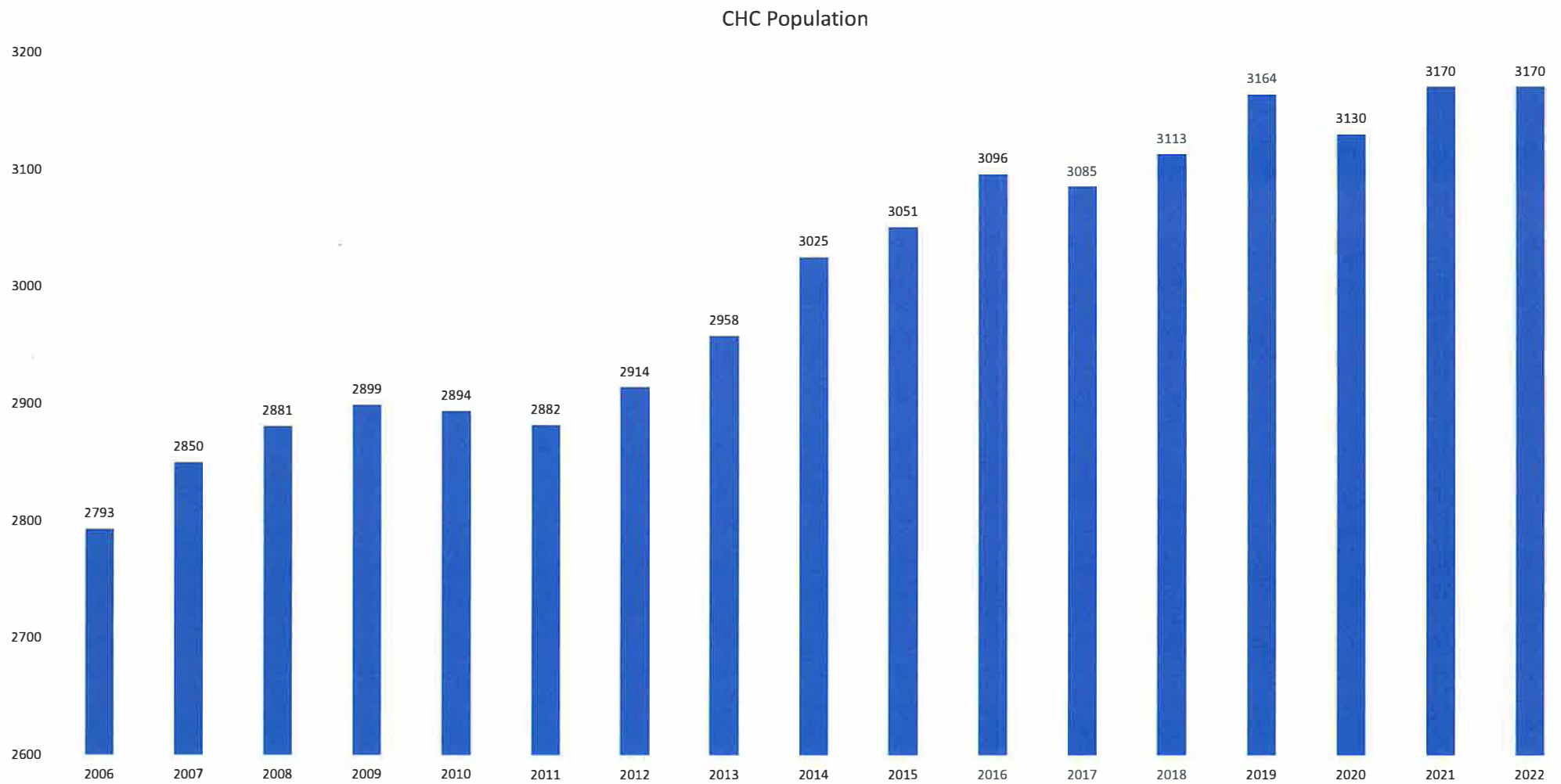
Clear Hills County has not made any progress toward compliance with this legal obligation since the 5:1 tax ratio was implemented in 2016. A competitive tax ratio remains critical to promoting economic growth for municipalities and achieving fairness for all taxpayers. This was made clear during the Spring 2023 Rural Municipalities Convention, when former Minister Rebecca Schulz met with council to discuss the importance of a competitive ratio and to encourage compliance.

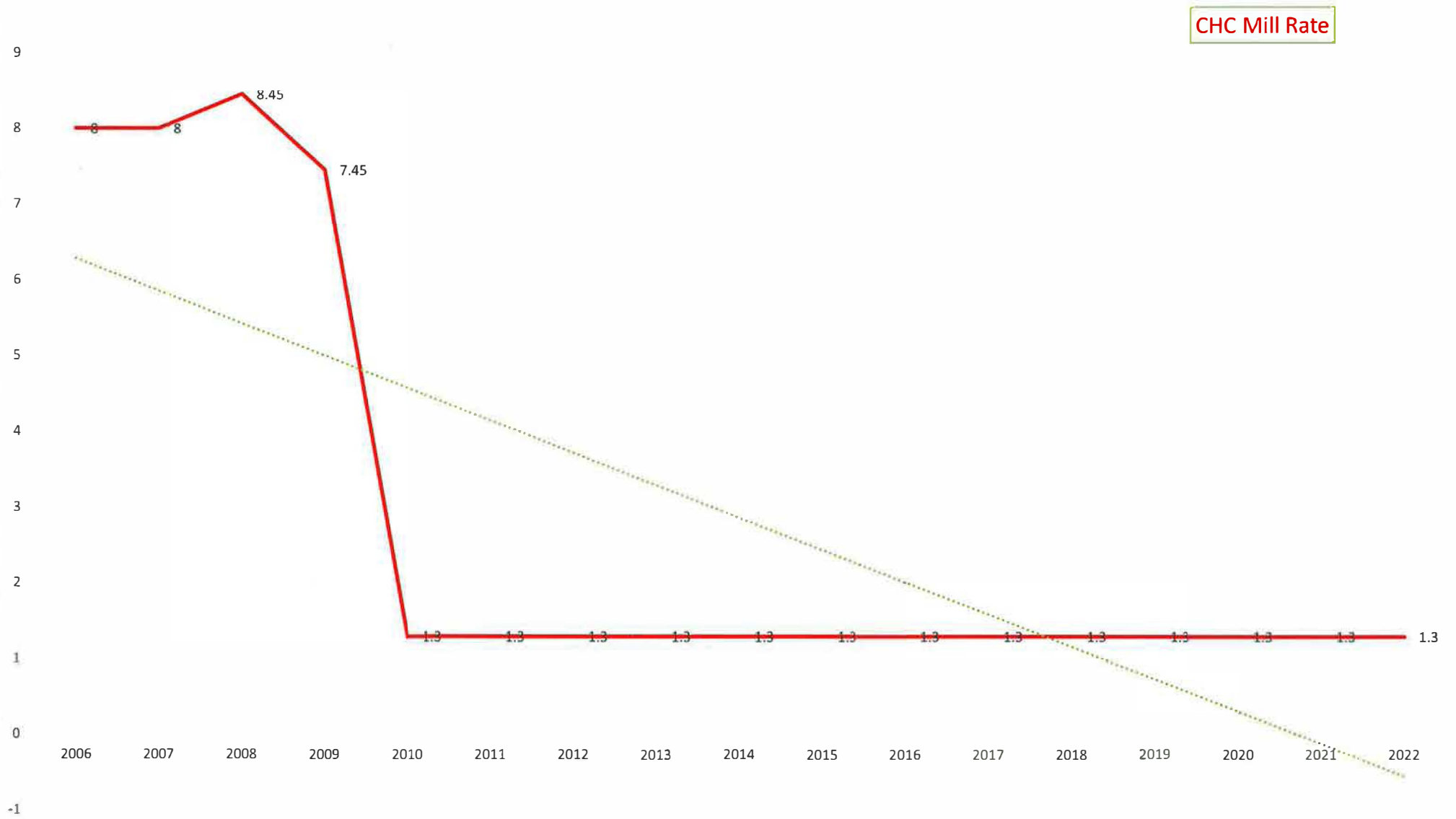
Given the importance of this issue, I request Clear Hills County develop and submit a plan to Municipal Affairs by January 31, 2024, to reduce its tax ratio and achieve legislative compliance within a reasonable timeframe.

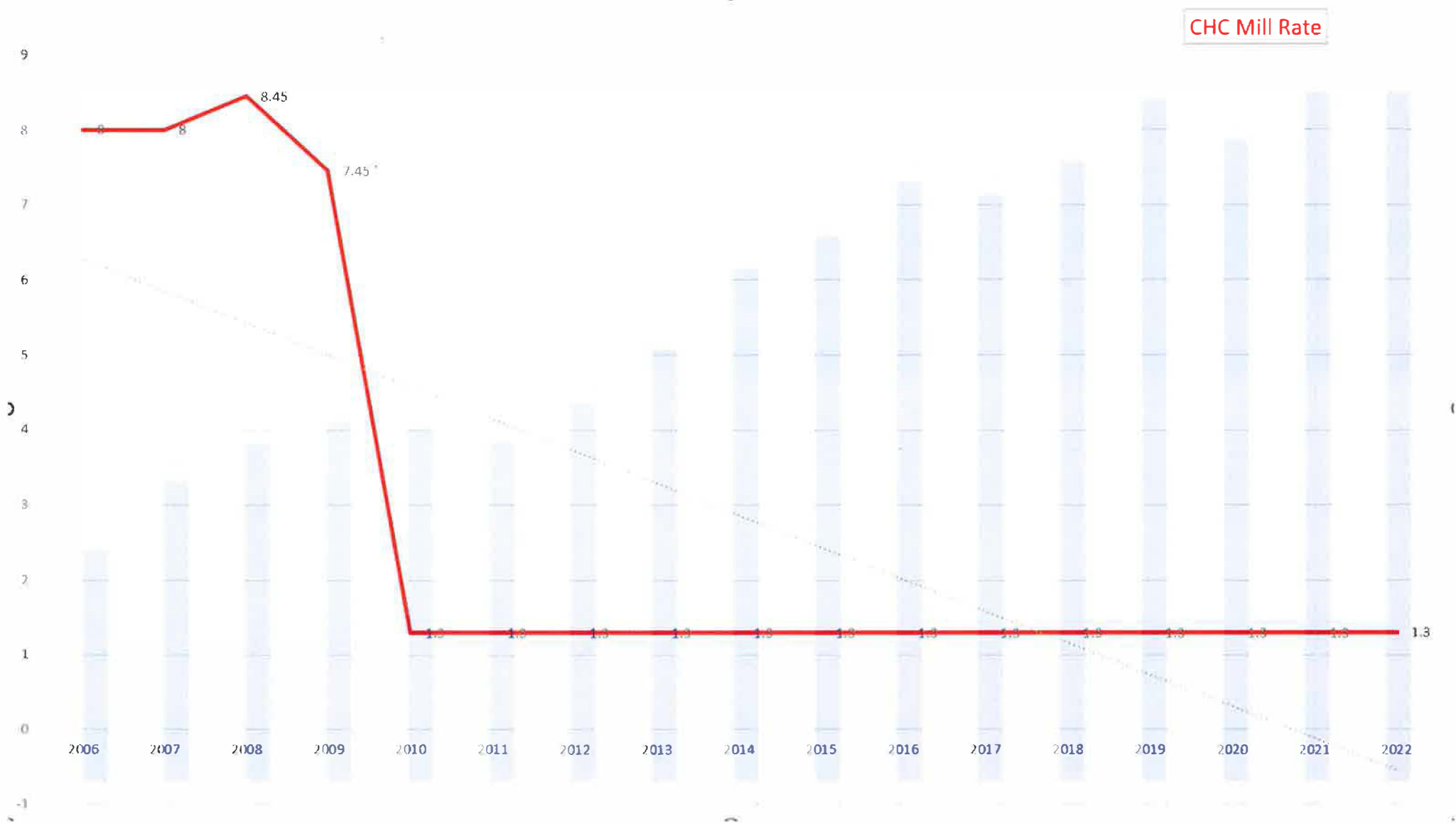
Department staff are available to assist your municipality. Should you have any questions on the 5:1 tax ratio and achieving compliance, please contact Ethan Bayne, Assistant Deputy Minister, Municipal Assessment and Grants, toll-free by first dialing 310-0000, then 780-217-1826, or at ethan.bayne@gov.ab.ca.

Sincerely,

Ric McIver
Minister







Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Mackenzie Municipal Services Agency (MMSA)
File:	11-02-02

DESCRIPTION:

Council is presented with information regarding the Mackenzie Municipal Services Agency (MMSA) agreement that is up for renewal December 31, 2024.

BACKGROUND:

The existing agreement, initiated on January 1, 2020, between Clear Hills County and Mackenzie Municipal Services Agency (MMSA), mandates a 12-month advance notice for termination or withdrawal from the services provided.

The contracted services encompass:

- Planning and Development
- Subdivision
- GIS and Mapping

Clear Hills County's annual payment for these services, determined by assessment and population-based requisition, amounts to \$120,000.00/annually over the course of the 5-year agreement.

OPTIONS:

1. Continue with a 5-year commitment with Mackenzie Municipal Services Agency (MMSA) commencing January 1, 2025, and look at potential improvements or adjustments.
2. Notify Mackenzie Municipal Services Agency (MMSA) in writing that Clear Hills County will be ending its contracted services with them as of December 31, 2024.

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Member Balder Ruecker – (ASB) Agricultural Service Board
File:	11-02-02

DESCRIPTION:

Council is presented with correspondence from Member Ruecker (Clear Hills County Agricultural Service Board) representative.

BACKGROUND:

AG80-23(09/19/23) **RESOLUTION** by Deputy Chair Watchorn that this Agricultural Service Board authorize the attendance of Member Candy, Councillor Ruecker, and Chairmen Janzen to the Agri-Trade Equipment Expo in Red Deer, AB from November 8-10, 2023. **CARRIED.**

ATTACHMENTS:

Correspondence
September 19, 2023, ASB Minutes
October 23, 2023, ASB Minutes

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



From: Baldur and Sharon Ruecker sbrueckr@gmail.com
Subject: To Council
Date: November 22, 2023 at 1:02 PM
To:
Cc: sbrueckr@gmail.com

County of Clear Hills Councillors

According to AG80-23 (09/19/23) deputy Chair Watchorn made a motion that authorized the attendance of member Candy, Thank you for looking into this request from member Ruecker. Councillor Ruecker, and Chairman Janzen to the Agri-Trade Equipment Expo in Red Deer, Ab (Nov 8-10, 2023).

There was confusion with councillor Ruecker and member Ruecker in the motion, so member Ruecker was missed and should have been added.

Member Ruecker went to the Ag Trade Expo in Red Deer after discussion with the CEO, and councillor Ruecker that he bring it to council, as his name was supposed to be included on the list of those authorized.

Thank you for looking into this request from member Ruecker.

Member Ruecker

**MINUTES OF CLEAR HILLS COUNTY
AGRICULTURAL SERVICE BOARD MEETING
COUNCIL CHAMBERS, WORSLEY, AB
TUESDAY, SEPTEMBER 19, 2023**

PRESENT

David Janzen	Chairman
Julie Watchorn	Deputy Chair
Baldur Ruecker	Member
Ron Jensen	Member
Garry Candy	Member
Jason Ruecker	Council Representative

ABSENT

Julie Lemoine	Member
---------------	--------

ATTENDING

Greg Coon	Agricultural Fieldman
Natasha Gillett	Community Services Clerk
Crystal Dei	Community Services Coordinator

CALL TO ORDER

Deputy Chair Watchorn called the meeting to order at 10:00 a.m.

AGENDA

AG66-23(09/19/23)

RESOLUTION by Chairman Janzen that this Agricultural Service Board adopts the agenda governing the September 19, 2023, Agricultural Service Board meeting, with the additions of the Annual General Meeting of V.S.I services (1980) Ltd., the Agri-Trade Equipment Expo, and the Provincial ASB Conference in Lethbridge to 7.g. Events.

CARRIED.

MINUTES

Previous Meeting
Minutes

Agricultural Service Board is presented with previous meeting minutes.

AG67-23(09/19/23)

RESOLUTION by Member Candy that this Agricultural Service Board adopts the minutes of the June 20, 2023, Agricultural Service Board Meeting.

CARRIED.

OLD BUSINESS

Activity Report

The Board is presented with the Agricultural Service Board Activity Report.

Councillor Ruecker entered the meeting at 10:04 a.m.

AG68-23(09/19/23)

RESOLUTION by Deputy Chair Watchorn that this Agricultural Service Board accepts the September 19, 2023, Agricultural Service Board Activity Report, as presented.

CARRIED.

Board Reports

At this time the Board members will have an opportunity to present their reports on meetings attended and other agricultural related topics.

AG69-23(09/19/23)

RESOLUTION by Chairman Janzen that this Agricultural Service Board accepts the Board members' verbal reports of September 19, 2023, for information.

CARRIED.

NEW BUSINESS

Policy 6312-
Tradeshow Exhibitors

The Board has requested further information on insurance requirements for Tradeshow Exhibitors.

AG70-23(09/19/23)

RESOLUTION by Member Jensen that this Agricultural Service Board accepts for information Policy 6312 Tradeshow Exhibitors, insurance requirements for exhibitors, as presented. CARRIED.

Policy 6313-
Tradeshow Groceries
& Door Prizes

The Board has requested that Policy 6313- Tradeshow Groceries and Door Prizes be brought to a future ASB meeting to discuss the addition of A-mart to the business rotation.

AG71-23(09/19/23)

RESOLUTION by Member Candy that this Agricultural Service Board recommends Council adopt Policy 6313 Tradeshow Groceries and Door Prizes, with the addition of A-Mart to the business rotation, as presented. CARRIED.

Tradeshow

Administration is suggesting bringing the Farmers Appreciation Banquet back to the Tradeshow with the Clear Hills County Talent Show as entertainment.

AG72-23(09/19/23)

RESOLUTION by Member Ruecker that this Agricultural Service Board recommends Council hold the Tradeshow Talent Show at 4:30 p.m. in the Dave Shaw Memorial Complex, with \$5.00 per plate beef on a bun supper, kids 12 and under free. CARRIED.

Deputy Chair Watchorn recessed the meeting at 11:06 a.m.
Deputy Chair Watchorn reconvened the meeting at 11:10 a.m.

ASB Honorarium &
Travel/Subsistence
Budget Review

The Board is requested to review the honorarium and travel/subsistence budget.

AG73-23(09/19/23)

RESOLUTION by Councillor Ruecker that this Agricultural Service Board accepts the honorarium & travel/subsistence budget for information, as presented. CARRIED.

Carnivore Damage
Prevention
Presentation

The Board is presented with information regarding the carnivore damage prevention presentation that was to be held at the Eureka River Hall in August of 2023.

AG74-23(09/19/23)

RESOLUTION by Member Jensen that this Agricultural Service Board reschedule the Carnivore Damage Prevention Presentation that was to be held at the Eureka River Hall in August of 2023, to a future date in October 2023. CARRIED.

Alberta Environment
& Protected Areas

Presentation	The Board is presented with information regarding the Alberta Environment and Protected Areas presentation that the Board has requested be done at a future ASB meeting.
AG75-23(09/19/23)	RESOLUTION by Chairmen Janzen that this Agricultural Service Board accept the discussion for information regarding the Alberta Environment and Protected Areas presentation, as presented. CARRIED.
Events	The Board is presented with events for their consideration.
AG76-23(09/19/23)	RESOLUTION by Deputy Chair Watchorn that this Agricultural Service Board authorize the attendance of Deputy Chair Watchorn, Member Candy, and Member Ruecker to the PCBFA Annual Cattle Marketing Evening in Rycroft, AB on September 20, 2023. CARRIED.
AG77-23(09/19/23)	RESOLUTION by Councillor Ruecker that this Agricultural Service Board authorize the attendance of all Agricultural Service Board Members to the Peace Regional ASB Conference in Brownvale, AB on October 26, 2023. CARRIED.
AG78-23(09/19/23)	RESOLUTION by Chairmen Janzen that this Agricultural Service Board authorize the attendance of all Agricultural Service Board Members to the PCBFA Wintering of Cattle Seminar in Eureka River, AB on November 30, 2023. CARRIED.
AG79-23(09/19/23)	RESOLUTION by Member Candy that this Agricultural Service Board authorize the attendance of Chairman Janzen to the Annual General Meeting of V.S.I services (1980) Ltd in Peace River, AB on November 3, 2023, with Deputy Chair Watchorn being the alternate attendee. CARRIED.
AG80-23(09/19/23)	RESOLUTION by Deputy Chair Watchorn that this Agricultural Service Board authorize the attendance of Member Candy, Councillor Ruecker, and Chairmen Janzen to the Agri-Trade Equipment Expo in Red Deer, AB from November 8-10, 2023. CARRIED.
	Deputy Chair Watchorn recessed the meeting at 12:02 p.m. Deputy Chair Watchorn reconvened the meeting at 12:30 a.m.
AG81-23(09/19/23)	RESOLUTION by Deputy Chair Watchorn that this Agricultural Service Board authorize the attendance of all Agricultural Service Board members to the Provincial ASB Conference in Lethbridge, AB from January 22-24, 2024. CARRIED.
<u>REPORTS</u> Agricultural Fieldman Report	At this time the Agricultural Fieldman will have an opportunity to present his report.

**AGRICULTURAL SERVICE BOARD
TUESDAY, SEPTEMBER 19, 2023**

Page 4 of 4

AG82-23(09/19/23)

RESOLUTION by Chairmen Janzen that this Agricultural Service Board accepts the September 19, 2023, Agricultural Fieldman's Report for information, as presented. CARRIED.

**INFORMATION &
CORRESPONDENCE**

The Board is presented with correspondence for review.

AG83-23(09/19/23)

RESOLUTION by Deputy Chair Watchorn that this Agricultural Service Board accepts the September 19, 2023, information and correspondence for information, as presented. CARRIED.

ROUND TABLE:

Members had a chance to have a round table discussion regarding topics of interest.

ADJOURNMENT

Deputy Chair Watchorn adjourned the meeting at 12:55 p.m.

DATE

CHAIR

DATE

AGRICULTURAL FIELDMAN

**MINUTES OF CLEAR HILLS COUNTY
AGRICULTURAL SERVICE BOARD MEETING
COUNCIL CHAMBERS, WORSLEY, AB
MONDAY, OCTOBER 23, 2023**

PRESENT

David Janzen	Chairman
Julie Watchorn	Deputy Chair
Baldur Ruecker	Member
Ron Jensen	Member
Jason Ruecker	Council Representative

ABSENT

Julie Lemoine	Member
Garry Candy	Member

ATTENDING

Greg Coon	Agricultural Fieldman
Natasha Gillett	Community Services Clerk

CALL TO ORDER

Deputy Chair Watchorn called the meeting to order at 10:02 a.m.

AGENDA

AG84-23(10/23/23)

RESOLUTION by Chairman Janzen that this Agricultural Service Board adopts the agenda governing the October 23, 2023, Agricultural Service Board meeting, as presented. CARRIED.

MINUTES

Previous Meeting
Minutes

Agricultural Service Board is presented with previous meeting minutes.

AG85-23(10/23/23)

RESOLUTION by Member Jensen that this Agricultural Service Board adopts the minutes of the September 19, 2023, Agricultural Service Board Meeting. CARRIED.

OLD BUSINESS

Activity Report

The Board is presented with the Agricultural Service Board Activity Report.

Member Ruecker entered the meeting at 10:14 a.m.

AG86-23(10/23/23)

RESOLUTION by Deputy Chair Watchorn that this Agricultural Service Board accepts the October 23, 2023, Agricultural Service Board Activity Report, as presented. CARRIED.

Board Reports

At this time the Board members will have an opportunity to present their reports on meetings attended and other agricultural related topics.

AG87-23(10/23/23)

RESOLUTION by Chairman Janzen that this Agricultural Service Board accepts the Board members' written and verbal reports of October 23, 2023, for information. CARRIED.

NEW BUSINESS

Policy 6317 Biggest
Vegetable Contest

The Board is presented with a review of the 2023 Biggest Vegetable Contest.

AG88-23(10/23/23)

RESOLUTION by Member Ruecker that this Agricultural Service Board accepts for information the discussion regarding Policy 6317 Biggest Vegetable Contest and recommends the addition a of cucumber category. CARRIED.

ASB Honorarium &
Travel/Subsistence
Budget Review

The Board is requested to review the honorarium and travel/subsistence budget.

AG89-23(10/23/23)

RESOLUTION by Councillor Ruecker that this Agricultural Service Board accepts the honorarium & travel/subsistence budget for information, as presented. CARRIED.

Peace Region ASB
Conference
Resolutions

The Municipal District of Peace No. 135 is hosting the Peace Region Agricultural Service Board Conference at the Brownvale Community Hall in Brownvale, AB on October 26, 2023.

AG90-23(10/23/23)

RESOLUTION by Councillor Ruecker that this Agricultural Service Board accepts for information the discussion regarding the Peace Region Agricultural Service Board Conference Resolutions, as presented. CARRIED.

Deputy Chair Watchorn recessed the meeting at 11:01 a.m.
Deputy Chair Watchorn reconvened the meeting at 11:10 a.m.

Events

The Board is presented with events for their consideration.

AG91-23(10/23/23)

RESOLUTION by Deputy Chair Watchorn that this Agricultural Service Board authorize the attendance of all Agricultural Service Board members to the PCBFA Annual General Meeting & CultivateAg Annual Reception in Grande Prairie, AB on November 25, 2023. CARRIED.

REPORTS

Agricultural Fieldman
Report

At this time the Agricultural Fieldman will have an opportunity to present his report.

AG92-23(10/23/23)

RESOLUTION by Member Jensen that this Agricultural Service Board accepts the October 23, 2023, Agricultural Fieldman's Report for information, as presented. CARRIED.

INFORMATION &
CORRESPONDENCE

The Board is presented with correspondence for review.

AG93-23(10/23/23)

RESOLUTION by Chairmen Janzen that this Agricultural Service Board accepts the October 23, 2023, information and correspondence for information, as presented. CARRIED.

ROUND TABLE:

Members had a chance to have a round table discussion regarding topics of interest.

ADJOURNMENT

Deputy Chair Watchorn adjourned the meeting at 12:00 p.m.

DATE

CHAIR

DATE

AGRICULTURAL FIELDMAN

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Peace River School Division Board Joint Meeting
File:	11-02-02

DESCRIPTION:

Council is presented with an invitation to attend the annual meeting with the PRSD (Peace River School Division) Board of Trustees on February 7, 2024, at 7:00 p.m. location to be determined.

ATTACHMENT:

PRSD Joint Meeting Invitation

RESOLUTION by.....to approve the attendance of all Council to attend the annual meeting with the Peace River School Division Board of Trustees on February 7, 2024, at 7:00 p.m. location to be determined.

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





Peace River School Division

Board of Trustees

Chair

Crystal Owens

Vice Chair

Lacey Buchinski

Trustees

Marie Dyck

Moïse Dion

Lori Leitch

David Rushton

Edith Giesbrecht

Superintendent of Schools

Adam Murray

Deputy Superintendent

Jeff Thompson

Secretary-Treasurer

Rhonda Freeman

November 15, 2023

Reeve Amber Bean
Clear Hills County
Box 240
Worsley, AB. T0H 3W0

Dear Reeve Bean:

Re: Joint meeting (hybrid) with the Peace River School Division (PRSD) Board of Trustees

The PRSD Board of Trustees would like to invite you, your council and CAO to participate in our annual Joint Board Municipality meeting scheduled for February 7, 2024, at 7:00 p.m. The purpose of this meeting is to exchange valuable insights and work collectively to address challenges PRSD is facing as well as ways the school division may be able to support municipalities through advocacy.

Our primary goal is to deliver exceptional educational services and enhance student learning opportunities within our communities. Last year we provided information on how much the division must spend due to the carbon tax as an example of costs that are out of our control and come out of the dollars allocated to our division. Municipalities took the issue to their associations to advocate for divisions across the province which we appreciated.

PRSD in partnership with Northwestern Polytechnic, is opening the North Peace Commercial Driving Academy which will train drivers for their Class 1 driver's license. This will provide students with the opportunity to positively impact high school completion as well as provide much needed training closer to home. This has the potential to alleviate some of the problems industry in our communities are dealing with due to a shortage of trained drivers.

We believe through open dialogue and a commitment to shared objectives, we can overcome challenges and create a brighter future for our students and communities. Please email Chris Warne, Executive Assistant, with the names of attendees and

whether they will be joining virtually or in-person by January 24, 2024. If you have any questions, please contact Chris Warne by email at warnecc@prsd.ab.ca or by phone at 780-624-3650 x 10140.

Our Board looks forward to meeting with our municipal and town/village councils to discuss how we can work together to create opportunities for youth in our communities.

Sincerely,



Board Chair

CO/cw

cc: CAO Rowe

Learning Together - Success for All

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Greg Coon, Agricultural Fieldman
Title:	POLICY 6317- BIGGEST VEGETABLE CONTEST
File:	63-02-02

DESCRIPTION:

Council is presented with a draft of the Policy 6317- Biggest Vegetable Contest with proposed amendments as recommended by the Agricultural Service Board.

The addition of a cucumber category.

BACKGROUND:

AG103-23(11/21/23) RESOLUTION by Member Jensen that this Agricultural Service Board recommend Council adopt the proposed changes to Policy 6317 Biggest Vegetable Contest, the addition of a cucumber category, as presented. CARRIED.

ATTACHMENTS:

Policy 6317- Biggest Vegetable Contest Draft

RECOMMENDED ACTION:

RESOLUTION by... Council accepts the information as presented and adopts the recommended changes to Policy 6317- Biggest Vegetable Contest.

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



AgFieldman:





Clear Hills County

Effective Date: **DRAFT**

Policy Number **6317**

Title: **BIGGEST VEGETABLE CONTEST**

1. POLICY STATEMENT

- 1.1. Clear Hills County Agricultural Service Board will host an annual Biggest Vegetable Contest.

2. DEFINITIONS

- 2.1. Vegetable: A plant or part of a plant used as food.

3. RESPONSIBILITIES:

- 3.1. Council will include funds in the Operating Budget for cash prizes for this contest.

4. GENERAL

- 4.1. Eligible contestants will live in Clear Hills County or the Village of Hines Creek.

- 4.2. The Contest will have the following vegetable categories:

Beets	Carrots	Corn	Cucumber
Onions	Potatoes	Pumpkins	
Tomatoes	Turnip	Zucchini	
Other Squash	Most Unique	Cabbage	

The Biggest Vegetable Contest will have two entry groups:

- Adults: 13 and over
- Kids: 12 and under

- 4.3. Prizes will be \$50.00 (fifty dollars) for first place in each of the eleven vegetable categories for each entry group (Adults & Kids)

- 4.4. The Biggest Vegetable Contest will be held annually and weighing stations will be set up at each of the following locations over a one-week period in September. Photos will be taken of each contestant and/or their entries.

- Bear Canyon
- Cleardale
- Hines Creek
- Worsley

- 4.7. Winners will be announced at the end of the contest, and the names of the winners and their winning entry will be published in the November County newsletter and the following April at the Agricultural Trade Show.

5. END OF POLICY

ADOPTED

Resolution: C639-17

AMENDED

Resolution C506-18 (10-23-18)

Resolution C552-19 (10/22/19)

Resolution C360-23 (06/27/23)

DATE

December 12, 2017

October 23, 2018

October 22, 2019

June 27, 2023

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Finance – Accounts Payable
File:	12-03-02

DESCRIPTION:

A list of expenditures for Clear Hills County for the period of November 15, 2023 to November 28, 2023 is provided for Council's review.

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

RESOLUTION by... that Council receives for information the Accounts Payable report for Clear Hills County for the period of November 15, 2023 to November 28, 2023 for a total of \$600,844.11.

Initials show support - Reviewed by:

Manager:



CAO:



System: 11/21/23 9:00:10 AM
User Date: 11/21/23

Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

Page: 1
User ID: Dawn

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	11/15/23	11/28/23		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
AGS MECHANICAL CONTRACTORS LTD	028428	11/28/23	\$1,700.50
Invoice Description	Invoice Number	Invoice Amount	
R&M WWTP Building	12190-SW	\$1,700.50	
ALBERTA FOREST PRODCUTS ASSOCI	028429	11/28/23	\$2,000.00
Invoice Description	Invoice Number	Invoice Amount	
Municipal Membership	RACHC0423	\$2,000.00	
ALS CANADA LTD	028430	11/28/23	\$256.20
Invoice Description	Invoice Number	Invoice Amount	
Cleardale Water Sample	3311396603	\$128.10	
Worsley Water Sample	3311396604	\$128.10	
ANYSA HANSEN	028431	11/28/23	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Ed Scholarship	111623	\$3,000.00	
BEARCOM CANADA CORP	028432	11/28/23	\$1,136.89
Invoice Description	Invoice Number	Invoice Amount	
Base Charger for WFD Radios	5641080	\$1,136.89	
BOSCHWICK CONTRACTING	028433	11/28/23	\$16,953.33
Invoice Description	Invoice Number	Invoice Amount	
Bear Canyon GB09	632	\$8,906.64	
Worsley GB01	633	\$8,046.69	
BUBBLE UP MARKETING	028434	11/28/23	\$479.85
Invoice Description	Invoice Number	Invoice Amount	
Website Agreement #625	20383	\$479.85	
BUECKERT MARTIN	028435	11/28/23	\$1,000.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80830-110623	\$1,000.00	
CLEAR HILLS WASTE MANAGEMENT	028436	11/28/23	\$10,841.46
Invoice Description	Invoice Number	Invoice Amount	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Transfer Stations Contract	186		\$10,340.62
Load & Haul Oversized Material	187		\$500.84
=====			
COX, GERALD	028437	11/28/23	\$7,675.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Haul Water to BCWP	082808	\$380.00	
WTP Operator Contract	789752	\$5,775.00	
Haul Water to BCWP	082850	\$1,520.00	
=====			
DHL	028438	11/28/23	\$448.22
=====			
Invoice Description	Invoice Number	Invoice Amount	
Water Sample Shipping	10656137	\$265.33	
Water Sample Shipping	10665251	\$182.89	
=====			
FEHR TIRECRAFT LTD.	028439	11/28/23	\$1,106.70
=====			
Invoice Description	Invoice Number	Invoice Amount	
Battery Charger Unit 63-07	56528	\$84.00	
Parts/R&M Unit 65-35	56503	\$261.45	
Parts/R&M Unit 65-60	56354	\$399.00	
R&M Unit 65-61	56685	\$157.50	
R&M Unit 65-59	56695	\$204.75	
=====			
GNB	028440	11/28/23	\$64,611.75
=====			
Invoice Description	Invoice Number	Invoice Amount	
Port Bridge Install - Extra Wk	300981	\$10,431.75	
Portable Bridge Installation	300980	\$54,180.00	
=====			
GRIMSHAW GRAVEL SALES	028441	11/28/23	\$10,529.72
=====			
Invoice Description	Invoice Number	Invoice Amount	
Portable Bridge Gravel/Truck	23746	\$9,331.46	
Portable Bridge Gravel/Truck	23719	\$1,198.26	
=====			
H.K.P. TRUCKING	028442	11/28/23	\$88.83
=====			
Invoice Description	Invoice Number	Invoice Amount	
Cotter Pins for Unit 64-26	53519972	\$1.58	
R&M Unit 65-39	53519944	\$54.00	
R&M Unit 65-60	53519946	\$33.25	
=====			
HINES CREEK & DISTRICT AGRICUL	028443	11/28/23	\$240.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
HCFD Christmas Party	676924	\$210.00	
HCFD Christmas Party	676925	\$30.00	
=====			
HINES CREEK GENERAL STORE	028444	11/28/23	\$369.29
=====			
Invoice Description	Invoice Number	Invoice Amount	
HCFD Meeting Meal	10110034696	\$76.61	
HCFD Fire Prevention Supplies	10110033594	\$292.68	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
KNELSEN SAND AND GRAVEL LTD.	028445	11/28/23	\$239,999.73
Invoice Description	Invoice Number	Invoice Amount	
Cleardale Overlay - Poplar Dr.	110823	\$266,666.36	
LANNY HAYES	028446	11/28/23	\$400.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80823-111523	\$400.00	
LAPRAIRIE WORKS	028447	11/28/23	\$11,839.47
Invoice Description	Invoice Number	Invoice Amount	
Pavement Maintenance	4490-0011 OCT2	\$11,839.47	
LEMOINE RONALD	028448	11/28/23	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80660-101623	\$300.00	
MAIN-WAY ELECTRICAL & INSTRUME	028449	11/28/23	\$1,396.51
Invoice Description	Invoice Number	Invoice Amount	
WWTP Heater Repair	3424	\$1,396.51	
OVERHEAD DOOR CO. OF GRAND PRA	028450	11/28/23	\$814.80
Invoice Description	Invoice Number	Invoice Amount	
Repair Door at Fire Hall	3815700	\$814.80	
PEACE COUNTRY SUPPLY	028451	11/28/23	\$47.65
Invoice Description	Invoice Number	Invoice Amount	
Parts Unit 63-07	002-118403	\$47.65	
PITNEY BOWES	028452	11/28/23	\$106.12
Invoice Description	Invoice Number	Invoice Amount	
Postage Meter Lease	3202268996	\$106.12	
POSTMEDIA	028453	11/28/23	\$52.50
Invoice Description	Invoice Number	Invoice Amount	
Public Hearing Ad	870831	\$52.50	
RMA INSURANCE LTD.	028454	11/28/23	\$182,763.20
Invoice Description	Invoice Number	Invoice Amount	
ANI Deductible Buydown-HC Golf	INS00068698	\$133.90	
ANI Deductible Buydown-HC Golf	INS00068697	\$10.30	
ANI Deductible Buydown-HC Golf	INS00068696	\$22.66	
ANI Deductible Buydown-HC Golf	INS00068695	\$38.11	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ANI Deductible Buydown-HC Golf	INS00068694		\$69.01
ANI Deduct Buydown-W Pioneer	INS00068699		\$198.79
ANI Deductible Buydown-G. Lake	INS00068693		\$46.35
Misc. Property Insurance	INS00058404		\$3,807.91
Aviation Liability Insurance	INS00057224		\$216.30
Umbrella Liability Insurance	INS00063477		\$4,031.42
Boiler & Machinery Insurance	INS00059600		\$665.38
Heavy Equipment Insurance	INS00067327		\$5,765.94
Property Insurance	INS00067327-P		\$63,305.86
Auto Insurance	INS00060863		\$25,401.86
VFIS Insurance Policy	INS00058071		\$9,467.76
Bond & Crime Insurance	INS00058952		\$2,917.99
Liability Insurance	INS00069168		\$66,663.66
ROAMING TRANSPORT	028455	11/28/23	\$12,356.93
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14	0480	\$8,934.45	
Worsley Hamlet Snow Removal	0481	\$3,422.48	
RUCO ENTERPRISES	028456	11/28/23	\$472.50
Invoice Description	Invoice Number	Invoice Amount	
Haul Extra Gravel	1781	\$472.50	
SHARNA'S OPEN CAMP	028457	11/28/23	\$2,173.50
Invoice Description	Invoice Number	Invoice Amount	
ASB & Council Meeting Meals	578	\$2,173.50	
SKERRATT, CLAYTON AND ANN	028458	11/28/23	\$3,665.50
Invoice Description	Invoice Number	Invoice Amount	
Janitorial - Fall Spec Clean	223267	\$1,715.50	
October Janitorial Services	223266	\$1,950.00	
TOWN OF MANNING	028459	11/28/23	\$2,607.50
Invoice Description	Invoice Number	Invoice Amount	
Mutual Aid MVC - Chin Road	202300265	\$2,607.50	
TOWN OF PEACE RIVER	028460	11/28/23	\$156.25
Invoice Description	Invoice Number	Invoice Amount	
FD Advertising in Move Up Mag	IVC00000000055	\$156.25	
URE RYAN	028461	11/28/23	\$2,100.00
Invoice Description	Invoice Number	Invoice Amount	
Running/Stoney Lk Winter Maint	082928	\$2,100.00	
VILLAGE OF HINES CREEK	028462	11/28/23	\$4,912.24
Invoice Description	Invoice Number	Invoice Amount	
2023 Street Sweeper Expenses	20230216	\$4,912.24	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WILD ELECTRIC LTD.	028463	11/28/23	\$680.90
Invoice Description	Invoice Number	Invoice Amount	
Lights & Labour - BCWP	35990	\$680.90	
WORSLEY GENERAL STORE	028464	11/28/23	\$391.09
Invoice Description	Invoice Number	Invoice Amount	
Janitorial Supplies	48603	\$25.71	
Halloween Candy for Office	55160	\$24.15	
Council/Coffee Room Supplies	55247	\$12.97	
WFD Fire Prevention Supplies	53040	\$67.04	
WFD Fire Prevention Supplies	52968	\$52.48	
WFD Fire Prevention Supplies	52869	\$61.50	
WFD Fire Prevention Supplies	52737	\$147.24	
WORSLEY GRAVEL SUPPLY LTD.	028465	11/28/23	\$4,213.73
Invoice Description	Invoice Number	Invoice Amount	
Centreline Replace/Grav/Truck	7934	\$606.06	
Centreline Replace/Grav/Truck	7935	\$3,023.39	
Centreline Replace/Grav/Truck	7806	\$584.28	
WYCLIFFE ENTERPRISES LTD.	028466	11/28/23	\$6,956.25
Invoice Description	Invoice Number	Invoice Amount	
Eureka River GB13	749	\$6,956.25	
Report Total		\$600,844.11	

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Clear Hills County
VENDOR CHEQUE REGISTER REPORT
Payables Management

Page: 1
User ID: Dawn

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	11/15/23
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last		Last

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
028428	AGSMECHANICAL	AGS MECHANICAL CONTRACTORS LTD	11/28/23	ATB	PMCHQ00001248	\$1,700.50
028429	ABFOREST	ALBERTA FOREST	11/28/23	ATB	PMCHQ00001248	\$2,000.00
028430	ALSE01	ALS CANADA LTD	11/28/23	ATB	PMCHQ00001248	\$256.20
028431	HANSEN01	ANYSA HANSEN	11/28/23	ATB	PMCHQ00001248	\$3,000.00
028432	BEARCOM	BEARCOM CANADA CORP	11/28/23	ATB	PMCHQ00001248	\$1,136.89
028433	BOSCHWICK01	BOSCHWICK CONTRACTING	11/28/23	ATB	PMCHQ00001248	\$16,953.33
028434	BUBBLEUP01	BUBBLE UP MARKETING	11/28/23	ATB	PMCHQ00001248	\$479.85
028435	BUECKERIM	MARTIN BUECKERT	11/28/23	ATB	PMCHQ00001248	\$1,000.00
028436	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	11/28/23	ATB	PMCHQ00001248	\$10,841.46
028437	COXGERALD01	GERALD COX	11/28/23	ATB	PMCHQ00001248	\$7,675.00
028438	DHL01	LOOMIS EXPRESS	11/28/23	ATB	PMCHQ00001248	\$448.22
028439	FEHR14	FEHR TIRECRAFT LTD.	11/28/23	ATB	PMCHQ00001248	\$1,106.70
028440	GNB	GREAT NORTHERN BRIDGEWORKS LTD	11/28/23	ATB	PMCHQ00001248	\$64,611.75
028441	GRIMSHAW02	GRIMSHAW GRAVEL SALES	11/28/23	ATB	PMCHQ00001248	\$10,529.72
028442	HKPTRUCK01	H.K.P. TRUCKING	11/28/23	ATB	PMCHQ00001248	\$88.83
028443	HCAGRIC01	HINES CREEK & DISTRICT AGRICUL	11/28/23	ATB	PMCHQ00001248	\$240.00
028444	HCGENERAL01	HINES CREEK GENERAL STORE	11/28/23	ATB	PMCHQ00001248	\$369.29
028445	KNELSEN	KNELSEN SAND AND GRAVEL LTD.	11/28/23	ATB	PMCHQ00001248	\$239,999.73
028446	HAYES05	LANNY HAYES	11/28/23	ATB	PMCHQ00001248	\$400.00
028447	LAPRAIWORKS01	LAPRAIRIE WORKS	11/28/23	ATB	PMCHQ00001248	\$11,839.47
028448	LERO06	RONALD LEMOINE	11/28/23	ATB	PMCHQ00001248	\$300.00
028449	MAINWAY	MAIN-WAY ELECTRICAL &	11/28/23	ATB	PMCHQ00001248	\$1,396.51
028450	OVERHEAD01	OVERHEAD DOOR CO. OF GRAND PRA	11/28/23	ATB	PMCHQ00001248	\$814.80
028451	PEACECOUNTRYSUP	PEACE COUNTRY SUPPLY	11/28/23	ATB	PMCHQ00001248	\$47.65
028452	PITNEY01	PITNEY BOWES CANADA	11/28/23	ATB	PMCHQ00001248	\$106.12
028453	SUNMEDIA	POSTMEDIA NETWORK INC.	11/28/23	ATB	PMCHQ00001248	\$52.50
028454	RMANS	RMA INSURANCE LTD.	11/28/23	ATB	PMCHQ00001248	\$182,763.20
028455	ROAMING	ROAMING TRANSPORT	11/28/23	ATB	PMCHQ00001248	\$12,356.93
028456	RUCO01	RUCO ENTERPRISES LTD.	11/28/23	ATB	PMCHQ00001248	\$472.50
028457	SHARNAS	SHARNA'S OPEN CAMP	11/28/23	ATB	PMCHQ00001248	\$2,173.50
028458	SKERRATT	CLAYTON AND ANN SKERRATT	11/28/23	ATB	PMCHQ00001248	\$3,665.50
028459	TOWNMAN01	TOWN OF MANNING	11/28/23	ATB	PMCHQ00001248	\$2,607.50
028460	TOWNPR01	TOWN OF PEACE RIVER	11/28/23	ATB	PMCHQ00001248	\$156.25
028461	URER	RYAN URE	11/28/23	ATB	PMCHQ00001248	\$2,100.00
028462	VILLAGE01	VILLAGE OF HINES CREEK	11/28/23	ATB	PMCHQ00001248	\$4,912.24
028463	WILDELECT01	WILD ELECTRIC LTD.	11/28/23	ATB	PMCHQ00001248	\$680.90
028464	WGENERAL01	4D HOLDINGS LTD.	11/28/23	ATB	PMCHQ00001248	\$391.09
028465	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	11/28/23	ATB	PMCHQ00001248	\$4,213.73
028466	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	11/28/23	ATB	PMCHQ00001248	\$6,956.25

Total Cheques: 39

Total Amount of Cheques: \$600,844.11

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	November 28, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Draft 2024 Interim Operating Budget
File:	12-05-06

DESCRIPTION:

Council is provided with the draft 2024 Interim Operating Budget for consideration.

BACKGROUND / PROPOSAL:

Section 242 of the Municipal Government Act states that

- 1) Each council must adopt an operating budget for each calendar year.
- 2) A council may adopt an interim operating budget for part of a calendar year.
- 3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

It is proposed that Council adopt this budget as the 2024 Interim Operating Budget for Clear Hills County for the first six months of the 2024 calendar year. Once the property assessment has been received, Council will be presented with the final operating budget for 2024.

ATTACHMENTS

- Draft 2024 Interim Operating Budget
- Draft 2024 Interim Operating Budget Worksheet

RECOMMENDED ACTION:

RESOLUTION by ... to adopt the 2024 Interim Operating Budget effective January 1, 2024, as presented.

Initials show support - Reviewed by:

Manager:



CAO:



2024 Draft Operating Budget Worksheet

Item	Total	Notes
Revenue:	16,564,789	
Expenses:	<u>17,332,457</u>	
Surplus/(Deficit)	(767,667)	
Government Grants for Capital	970,949	MSI-Capital, CCBF
Amortization	4,217,636	Estimated based on 2022 actuals.
Miscellaneous	52,208	Included in this amount are both the gain/loss on TCA and the estimated proceeds from the sale of TCA.
Transfers to Restricted Surplus (Reserves)	(4,898,126)	This amount includes the annual transfers to reserve and estimated interest earned based on the 2024 Reserve Forecast.
Transfers from Restricted Surplus (Reserves)	425,000	This amount includes the operating items funded by reserves .
TAX FUNDS REMAINING	<u><u>(0)</u></u>	

Clear Hills County
2024 Draft Operating Revenue Budget

Description	2022 Actual 12/31/22	2023				2024 Budget	2025 Budget	2026 Budget
		Actual 7/31/23	Budget	Remaining				
				\$	%			
PROPERTY TAXES	17,140,422	17,448,285	17,536,595	88,310	1%	19,902,820	20,451,181	24,079,387
REQUISIT - SCHOOL - Prov. Government Dept.	(3,147,217)	(3,146,028)	(3,146,028)	-	0%	(3,146,028)	(3,146,028)	(3,146,028)
REQUISIT - SENIORS - Other Municipal Agencies	(558,066)	(606,214)	(606,214)	-	0%	(606,214)	(606,214)	(606,214)
REQUISIT - Linear & Industrial Assessment	(65,862)	(66,410)	(66,410)	-	0%	(66,410)	(66,410)	(66,410)
ESTIMATED UNCOLLECTABLE TAXES	-	-	(1,250,000)			(1,250,000)	(1,250,000)	(1,250,000)
NET PROPERTY TAXES	13,369,277	13,629,633	12,467,943	88,310	1%	14,834,168	15,382,529	19,010,735
HIGHWAY TRAFFIC/BYLAW FINES	-	-	-	-		-	-	-
LAND SALES - TAX RECOVERY	-	-	-	-		-	-	-
COMPUTER PURCHASE REIMBURSEMENT	-	-	-	-		-	-	-
GEN ADMIN - SALE OF GOODS & SERVICES	-	-	-	-		-	-	-
GEN ADMIN - TAX CERTIFICATES	6,510	2,415	5,000	2,585	52%	5,000	5,000	5,000
GEN ADMIN - SALE OF MAPS	1,855	375	1,250	875	70%	1,250	1,250	1,250
GEN ADMIN - SALE OF FIXED ASSETS	-	-	-	-		-	-	-
GEN ADMIN - SALE OF PHOTOCOPIES, FAX, ETC.	193	114	100	(14)	-14%	100	100	100
ADMINISTRATION	8,558	2,904	6,350	3,446	54%	6,350	6,350	6,350
FIRE FIGHTING CHARGES	800	10,618	1,000	(9,618)	-962%	1,000	1,000	1,000
PROTECTIVE SERVICES - Fire Departments	800	10,618	1,000	9,618	-962%	1,000	1,000	1,000
ROADS - SALE OF SALVAGE/DUST CONTROL	24,957	9,600	7,500	(2,100)	-28%	10,000	10,000	10,000
ROADS - SALE OF FIXED ASSETS	-	-	-	-		-	-	-
ROADS	24,957	9,600	7,500	2,100	-28%	10,000	10,000	10,000
WATER-WORSLEY FRONTAGE	-	-	-	-		-	-	-

Clear Hills County
2024 Draft Operating Revenue Budget

Description	2022 Actual 12/31/22	2023				2024 Budget	2025 Budget	2026 Budget
		Actual 7/31/23	Budget	Remaining \$ %				
WATER-WORSLEY SALE OF WATER	-	-	-	-		-	-	-
WATER-WORSLEY SALE OF WATER	128,730	97,050	135,000	37,950	28%	150,000	150,000	150,000
WATER-CLEARDALE SALE OF WATER	61,388	41,412	50,000	8,588	17%	65,000	65,000	65,000
WATER-BEAR CANYON-SALE OF WATER	650	245	700	455	65%	750	750	750
WATER-SALE OF SERVICES	2,340	1,495	2,500	1,005	40%	2,500	2,500	2,500
WATER-REGIONAL WATERLINE TIE-IN	4,382	-	4,000	4,000	100%	4,000	4,000	4,000
UTILITIES - Water	197,490	140,202	192,200	51,998	27%	222,250	222,250	222,250
SEWER-WORSLEY FRONTAGE	-	-	-	-		-	-	-
SEWER-WORSLEY SALE OF SERVICE	14,410	9,162	14,000	4,838	35%	14,000	14,000	14,000
SEWER-CLEARDALE SALE OF SERVICE	6,927	4,106	6,000	1,894	32%	6,000	6,000	6,000
UTILITIES - Sewer	21,338	13,268	20,000	6,732	34%	20,000	20,000	20,000
GARBAGE-SALE OF GOODS & SERVICES	-	-	-	-		-	-	-
UTILITIES - Garbage	-	-	-	-		-	-	-
UTILITIES - TOTAL	218,828	153,470	212,200	58,730	28%	242,250	242,250	242,250
ASB-SALE OF SERVICE	350	300	600	300	50%	600	600	600
TRADESHOW - Breakfast	-	-	-	-		-	-	-
TRADESHOW - Banquet	-	1,050	3,000	1,950	65%	3,000	3,000	3,000
TRADESHOW -Dance	-	7,870	-	(7,870)		-	-	-
TRADESHOW - Bar	-	-	-	-		-	-	-
TRADESHOW - Miscellaneous	-	-	-	-		-	-	-
TRADESHOW - Exhibitors	-	12,900	14,000	1,100	8%	14,000	14,000	14,000

Clear Hills County
2024 Draft Operating Revenue Budget

Description	2022 Actual 12/31/22	2023				2024 Budget	2025 Budget	2026 Budget
		Actual 7/31/23	Budget	\$	Remaining %			
TRADESHOW - Other	-	-	-	-		-	-	-
TRADESHOW - Sponsorship	-	22,450	17,000	(5,450)	-32%	17,000	17,000	17,000
ASB - Weed Enforcement Chargebacks	2,691	-	5,000	5,000	100%	12,000	5,000	5,000
AG SERVICES - V.S.I. - Memberships	850	1,150	1,050	(100)	-10%	1,550	1,550	1,550
ASB-EXTENSION MISC REVENUE	200	200	600	400	67%	600	600	600
ASB-REGISTRATIONS TRADE FAIR/TOURS	-	-	-	-		-	-	-
ASB-VSI RETURNS	3,160	6,046	3,500	(2,546)	-73%	6,000	3,500	3,500
ASB	7,251	51,966	44,750	7,216	-16%	54,750	45,250	45,250
USER FEES AND SALES OF GOODS	260,394	228,557	271,800	43,243	16%	314,350	304,850	304,850
PROVINCIAL CONDITIONAL GRANTS	-	-	-	-		-	-	-
GEN ADMIN - CONDITIONAL GRANT	137,004	274,008	137,004	(137,004)	-100%	137,004	137,004	137,004
FIRE - PROVINCIAL CONDITIONAL GRANT	-	-	-	-		-	-	-
DISASTER - PROV. COND. GRANTS	-	-	-	-		-	-	-
ROADS - PROVINCIAL CONDITIONAL GRANT	1,282,811	-	-	-		-	-	-
WATER - PROVINCIAL CONDITIONAL GRANT	-	-	-	-		-	-	-
FCSS PROVINCIAL CONDITIONAL GRANT	93,873	79,174	93,873	14,699	16%	118,000	93,873	93,873
ASB-PROVINCIAL COND GRANTS	233,907	276,247	233,907	(42,340)	-18%	276,247	276,247	276,247
ASB-REGIONAL SPECIAL WEED GRANT	-	-	-	-		-	-	-
Economic Development-PROVINCIAL COND GRANTS	-	-	-	-		-	-	-
PROVINCIAL CONDITIONAL GRANTS	1,747,595	629,429	464,784	164,645	-35%	531,251	507,124	507,124
ROADS - CONT FROM NON GOVERNMENT	-	-	-	-		-	-	-

Clear Hills County
2024 Draft Operating Revenue Budget

Description	2022 Actual 12/31/22	2023				2024 Budget	2025 Budget	2026 Budget
		Actual 7/31/23	Budget	\$	Remaining %			
RECREATION - CONT FROM NON GOVERNMENT	30,425	-	28,000	28,000	100%	28,000	28,000	28,000
RECREATION - MISC.	-	-	-	-		-	-	-
CONTRIBUTIONS FROM NON GOVERNMENT SOURC	30,425	-	28,000	28,000	100%	28,000	28,000	28,000
RETURN ON INVESTMENT-INTEREST	467,534	(441,984)	216,625	658,609	304%	214,626	206,632	209,178
PENALTIES & COSTS ON TAXES	1,628,033	1,104,447	500,000	(604,447)	-121%	500,000	500,000	500,000
GEN ADMIN - PENALTY ACCT RECEIVABLE	207	268	250	(18)	-7%	250	250	250
WATER-UTILITY PENALTY	3,936	1,971	4,500	2,529	56%	3,500	3,500	3,500
Development - Penalty	-	-	-	-		-	-	-
PENALTIES & COSTS ON TAXES	1,632,176	1,106,686	504,750	- 601,936	-119%	503,750	503,750	503,750
ROADS - PERMIT FEES	11,014	4,618	5,000	382	8%	6,500	6,500	6,500
DEVELOPMENT - OTHER LOCAL GOVERNMENTS	-	-	-	-		-	-	-
PLANNING - APPROVAL FEES	1,950	300	1,800	1,500	83%	500	500	500
PLANNING - LICENSES, PERMITS	-	500	100	(400)	-400%	100	100	100
SUBDIVISION APPLICATION FEES	-	-	-	-		-	-	-
LICENSES AND PERMITS	12,964	5,418	6,900	1,482	21%	7,100	7,100	7,100
RENTAL REVENUE	11,400	6,666	11,400	4,734	42%	11,400	11,400	11,400
GEN ADMIN - STAFF HOUSE RENT	-	-	-	-		-	-	-
ASB-RENTAL EQUIPMENT REVENUE	31,138	11,523	20,000	8,477	42%	30,000	20,000	20,000
RECREATION - RENTAL REVENUE	7,093	5,020	10,000	4,980	50%	7,500	7,500	7,500
RENTALS	49,631	23,208	41,400	18,192	44%	48,900	38,900	38,900
OIL WELL DRILLING	-	-	-	-		-	-	-

Clear Hills County
2024 Draft Operating Revenue Budget

Description	2022 Actual 12/31/22	2023				2024 Budget	2025 Budget	2026 Budget
		Actual 7/31/23	Budget	Remaining \$ %				
MISC REVENUE	4,527	15,574	-	(15,574)		-	-	-
GEN ADMIN - Misc. Other Revenue	3,645	1,031	1,500	469	31%	1,500	1,500	1,500
GEN ADMIN - Cash Over/Short	0	(2)	-	2		-	-	-
FIRE - Other Revenue	13,426	15,030	16,228	1,198	7%	16,553	16,884	16,884
PUBLIC WORKS - Miscellaneous Revenue	-	-	-	-		-	-	-
PUBLIC WORKS - Miscellaneous Revenue	20,852	-	-	-		-	-	-
Contribution from other Municipalites	1,082	2,459	3,800	1,341	35%	3,800	3,800	3,800
OTHER	43,533	34,092	21,528	- 12,564	-58%	21,853	22,184	22,184
GAIN/LOSS ON DISPOSAL OF CAPITAL ASSETS	42,579	-	(9,456)	(9,456)	100%	60,792	60,792	60,792
TOTAL REVENUE	17,656,108	15,215,038	14,014,274	49,236	0%	16,564,789	17,061,860	20,692,612

CLEAR HILLS COUNTY
2024 Draft Operating Expense Budget

FUNCTION	2022	2023				2024	2025	2026
	Actual	Actual	Budget	Remaining		Budget	Budget	Budget
	12/31/22	7/31/23		\$	%			
Salaries, Wages, and Benefits	317,088	190,820	337,500	146,680	43%	502,500	520,000	538,148
Contracted & General Services	129,577	75,650	154,316	71,516	46%	154,959	161,112	167,544
Purchases From Other Governments	-	-	-	-		-	-	-
Materials, Goods & Utilities	18,225	14,467	20,250	5,783	29%	19,900	20,696	21,524
Transfer Payments	-	-	-	-		-	-	-
Financial Services & Other Charges	-	-	-	-		-	-	-
Council	464,889	280,937	512,066	223,979	44%	677,359	701,808	727,215
Salaries, Wages, and Benefits	789,922	344,760	945,000	600,240	64%	1,036,500	1,057,630	1,079,199
Contracted & General Services	464,979	263,382	484,725	221,343	46%	509,744	529,959	551,078
Purchases From Other Governments	-	-	-	-		-	-	-
Materials, Goods & Utilities	4,915	11,186	7,250	(3,936)	-54%	9,750	10,140	10,546
Transfer Payments	37,761	-	37,761	37,761	100%	37,761	39,271	40,842
Financial Services & Other Charges	(3,767)	6,344	-	(6,344)		5,000	5,200	5,408
Other Transactions	1,588,234	-	-	-		-	-	-
Administration	2,882,044	625,672	1,474,736	849,064	58%	1,598,755	1,642,200	1,687,073
Policing	46,119	177,626	177,626	-	0%	267,205	267,205	277,893
Fire Fighting	380,769	105,095	431,422	326,328	76%	568,446	472,713	490,642
Disaster Services & Emergency Measures	11,935	307,707	11,000	(296,707)	-2697%	13,000	13,270	13,546
Ambulance & Medical Support	126,910	115,220	124,784	9,564	8%	118,439	119,177	119,944
Protective Services	565,734	705,648	744,832	39,185	5%	967,090	872,365	902,025
Buildings	-	-	0	(4,793)	#####	0	0	0
Equipment	-	-	0	0	100%	0	0	0

CLEAR HILLS COUNTY
2024 Draft Operating Expense Budget

FUNCTION	2022	2023				2024	2025	2026
	Actual	Actual	Budget	Remaining		Budget	Budget	Budget
	12/31/22	7/31/23		\$	%			
Rental Equipment	-	-	-	-		-	-	0
Vehicles	-	-	0	0	100%	0	0	0
Mapping	-	2,035	-	(2,035)		-	-	0
Communications	-	-	-	(0)		-	-	0
Common Services	-	2,035	1	(6,827)	-784757%	1	0	0
Administration	320,937	115,056	411,145	296,089	72%	411,216	423,797	436,990
Road Maintenance - General	1,767,935	902,044	2,391,000	1,488,956	62%	2,392,500	2,488,200	2,587,728
Bridges - Annual Maintenance	416,117	72,500	426,590	(72,500)	-17%	394,261	410,031	426,432
Roads - Hamlets	118,809	48,168	188,099	139,930	74%	196,475	204,323	212,485
Roads - Approach Construction	81,626	43,766	142,595	98,829	69%	154,209	159,657	165,309
Roads - Brushing	13,631	6,838	20,162	13,324	66%	264,281	274,843	285,828
Roads - Dust Control	20,498	13,719	37,000	23,281	63%	37,050	38,491	39,989
Roads - Hard Surfaces	290,025	162,156	435,500	273,344	63%	435,500	452,920	471,037
Roads - Mowing	238,674	79,235	277,685	198,450	71%	285,999	294,934	304,177
Roads - Gravel	1,226,619	1,002,756	1,488,312	485,556	33%	1,552,882	1,614,257	1,678,072
Roads - Signage	38,728	29,080	38,882	9,803	25%	46,008	47,608	49,267
Roads - Road Repairs	668,659	209,464	701,155	491,691	70%	707,500	731,760	756,910
Roads - New Roads	3,108,280	-	3,096,564	3,096,564	100%	3,104,421	3,228,597	3,357,741
Roads - Regrade	-	-	-	-		-	-	-
Roads - Gravel Pits	5,237	-	11,500	11,500	100%	11,500	11,960	12,438
Roads - Licensed Drainage Ditches	875	-	25,000	25,000	100%	25,000	26,000	27,040
Transportation (Roads, streets, walks, lighting)	8,316,650	2,684,783	9,691,190	6,579,816	68%	10,018,801	10,407,380	10,811,444
Water	911,710	188,725	1,123,516	934,790	83%	1,107,820	1,149,635	1,193,074

CLEAR HILLS COUNTY
2024 Draft Operating Expense Budget

FUNCTION	2022	2023				2024	2025	2026
	Actual	Actual	Budget	Remaining		Budget	Budget	Budget
	12/31/22	7/31/23		\$	%			
Sewer	43,439	12,291	48,296	36,005	75%	49,916	51,887	53,936
Waste Collection	2,439	1,400	2,400	1,000	42%	2,400	2,496	2,596
Landfills	9,525	-	9,522	9,522	100%	9,525	9,906	10,302
Transfer Stations	420,023	341,143	500,285	159,142	32%	510,650	530,974	552,109
Recycling	50,005	28,594	62,000	33,406	54%	62,000	64,480	67,059
Utilities	1,437,141	572,153	1,746,019	1,173,865	67%	1,742,311	1,809,378	1,879,076
FCSS	118,459	69,120	123,328	54,208	44%	135,833	141,266	146,917
Cemeteries	11,000	7,500	13,500	6,000	44%	13,500	13,500	14,040
Social Services	129,459	76,620	136,828	60,208	44%	149,333	154,766	160,957
Municipal Planning & Development - General	185,160	168,317	200,628	32,311	16%	186,897	193,678	200,749
Municipal Planning & Development	185,160	168,317	200,628	32,311	16%	186,897	193,678	200,749
Community - General	625,744	557,170	373,014	(184,156)	-49%	335,450	330,836	331,231
Community - Seniors	7,788	4,942	10,059	5,117	51%	11,600	12,064	12,547
Community - Community	-	-	-	-		-	-	-
Community - Events	-	-	-	-		20,840	21,524	22,317
Community Services	633,532	562,113	383,073	(179,040)	-47%	367,890	364,424	366,095
Ag Svc - General	261,890	127,202	284,808	157,606	55%	284,223	291,572	299,293
Ag Svc - Improvement	152,528	211,396	309,763	98,367	32%	303,160	313,761	325,664
Ag Svc - A.E.S.A.	117,500	117,500	117,500	-	0%	117,500	117,500	122,200
Ag Svc - Control	101,346	44,225	135,311	91,086	67%	137,540	141,196	145,193
Agricultural Services	633,264	500,323	847,382	347,060	41%	842,423	864,028	892,349
Economic Development - General	175,289	71,376	160,336	88,960	55%	148,192	138,952	144,510

CLEAR HILLS COUNTY
2024 Draft Operating Expense Budget

FUNCTION	2022	2023				2024	2025	2026
	Actual	Actual	Budget	Remaining		Budget	Budget	Budget
	12/31/22	7/31/23		\$	%			
Economic Development - Tourism	9,447	8,206	10,852	2,646	24%	11,100	11,544	12,006
Economic Development - Special Project	41	-	-	-		-	-	-
Economic Development	184,777	79,583	171,188	91,605	54%	159,292	150,496	156,516
Recreation	863,289	465,775	595,375	129,600	22%	565,425	550,249	555,453
Culture	51,389	50,770	53,193	2,423	5%	56,879	56,905	56,932
Recreation & Culture	914,677	516,545	648,568	132,023	20%	622,304	607,154	612,386
Subtotal	16,347,327	6,774,729	16,556,511	9,343,248	56%	17,332,457	17,767,676	18,395,883

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	November 28, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Multi Year Capital Plan
File:	12-05-06

DESCRIPTION:

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

BACKGROUND / PROPOSAL:

The Multi Year Capital Plan contains items that Council directed Administration to include at previous meetings. Listed below are items included by Administration.

- Capital items that were started in 2023 but not expected to be complete by year end were carried forward to 2024. The remaining balances were estimated based on completion to date and anticipated completion at year end.
- The 2023 ending balance amounts on the Year End Reserve Forecast were estimated based on the anticipated interest income and project expenditures for the period ending December 31, 2023.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

ATTACHMENTS

- Multi Year Capital Plan Summary
- Year End Reserve Forecast Summary

RECOMMENDED ACTION:

RESOLUTION by Councillor ... that Council approves the Multi Year Capital Plan as presented.

Or

RESOLUTION by Councillor ... that Council approves the Multi Year Capital Plan with the following revisions...

Initials show support - Reviewed by:

Manager:

CAO:

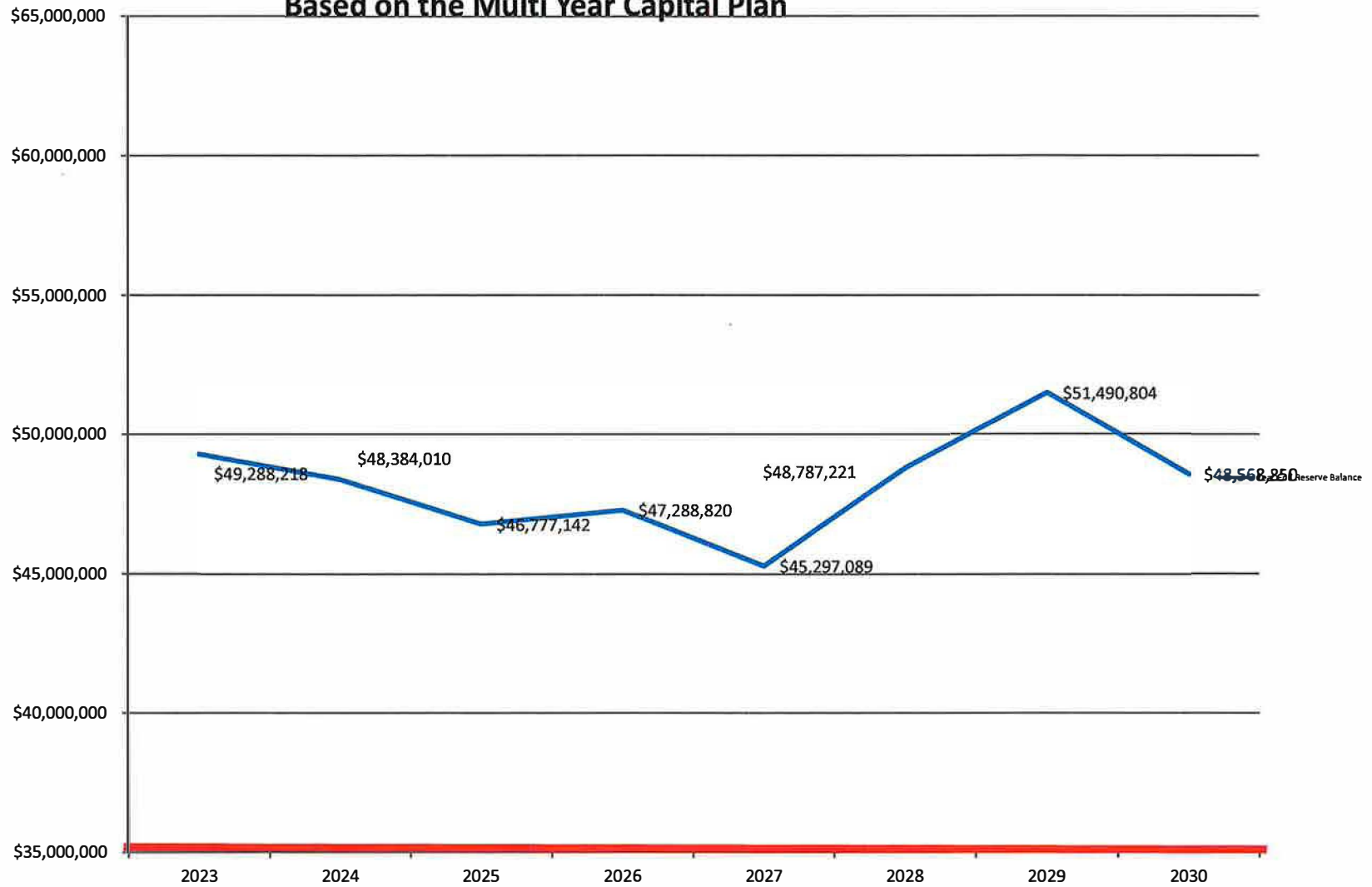
Clear Hills County
Multi Year Capital Plan

	2024	2025	2028	2027	2028	2029	2030	2024-2030
Project	Total	Total	Total	Total	Total	Total	Total	Grand Total
Photocopiers	-	-	-	-	30,000	-	-	30,000
Main Server	-	18,000	-	-	-	-	18,000	36,000
Diamond Server	-	18,000	-	-	-	-	18,000	36,000
Computers x 11, Monitors x 15	-	55,000	-	-	-	-	55,000	110,000
Flowpoint PLC (potable)	-	-	-	14,500	-	-	-	14,500
Office A/C Replacement x 4 Units	-	35,000	-	-	-	-	-	35,000
Worsley Firehall Backup Generator	50,000	-	-	-	-	-	-	50,000
Administration Building Backup Generator	50,000	-	-	-	-	-	-	50,000
Worsley Water Treatment Plant Water Levels Investigation	75,000	-	-	-	-	-	-	75,000
Mower	75,000	75,000	75,000	50,000	50,000	50,000	50,000	425,000
Tractor	267,000	275,000	275,000	275,000	275,000	275,000	275,000	1,917,000
Sidearm x 2	100,000	-	-	-	-	-	-	100,000
PTO Water Pump Lay Flat Hose x 2700 ft.	35,100	-	-	-	-	-	-	35,100
PTO Water Pump	-	10,000	-	-	-	-	-	10,000
Truck	55,000	55,000	55,000	55,000	55,000	55,000	55,000	385,000
Truck	-	55,000	-	55,000	-	55,000	-	165,000
New Pumper Unit (HCFD)	-	-	-	-	-	350,000	-	350,000
New Pumper Unit (WFD)	-	-	-	-	-	-	350,000	350,000
Sprinkler Protection Unit (WFD)	250,000	-	-	-	-	-	-	250,000
Emergency Lights for Unit 1802 (Worsley First Response Unit)	12,000	-	-	-	-	-	-	12,000
Clear Prairie Road Phase VII	-	-	6,000,000	-	-	-	-	6,000,000
Secondary Highway 735 (50/50 cost share with the Province)	-	4,500,000	-	-	-	-	-	4,500,000
Road Rehabilitation Projects	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	7,000,000
NE17-87-6-W6M Access Road (RR 64)	567,234	-	-	-	-	-	-	567,234
SW 8-83-2-W6M Access (RR 25 south of Twp Rd 832)	400,000	-	-	-	-	-	-	400,000
NW 9-84-12-W6M Access (RR 124 north 1000 meters)	400,000	-	-	-	-	-	-	400,000
BF 71273 Replacement	1,500,000	-	-	-	-	-	-	1,500,000
Pavement Overlay	-	-	-	5,000,000	-	-	6,000,000	11,000,000
Cleardale Fire Hall	1,000,000	-	-	-	-	-	-	1,000,000
	5,836,334	6,096,000	7,405,000	6,449,500	1,410,000	1,785,000	7,821,000	36,802,834

Clear Hills County
Reserves Forecast
Based on Multi Year Capital Plan

	2023	2024	2025	2026	2027	2028	2029	2030
	2023 Ending Balance	2024 Ending Balance	2025 Ending Balance	2026 Ending Balance	2027 Ending Balance	2028 Ending Balance	2029 Ending Balance	2030 Ending Balance
Reserves								
Rate Stabilization Reserve	5,244,093	5,244,093	5,244,093	5,244,093	5,244,093	5,244,093	5,244,093	5,244,093
	\$ 5,244,093	\$ 5,244,093	\$ 5,244,093	\$ 5,244,093	\$ 5,244,093	\$ 5,244,093	\$ 5,244,093	\$ 5,244,093
Administration Reserve	352,799	386,723	329,361	363,168	382,572	386,494	420,587	363,395
Fire Reserve	243,396	(1,011,134)	(1,003,627)	(996,083)	(988,501)	(980,881)	(1,324,973)	(1,670,785)
Office & Shop Building Reserve	427,962	430,102	447,327	499,814	552,563	605,576	658,854	712,398
EMS Housing Reserve	340,659	342,362	344,074	345,795	347,524	349,261	351,007	352,763
Worsley Fire/Community Hall Building Reserve	195,602	161,405	177,287	193,248	209,289	225,411	241,613	257,896
Road Construction & Upgrades Reserve	19,840,156	21,329,036	19,676,931	19,524,066	17,360,436	20,210,989	23,075,793	19,924,922
Gravel Pits Reserve	3,180,561	3,196,464	3,212,446	3,228,509	3,244,651	3,260,874	3,277,179	3,293,565
Bridges Reserve	2,807,978	1,415,018	1,095,468	1,201,446	880,828	985,732	664,036	767,856
Common Services Vehicles & Equipment Reserve	2,328,950	2,160,699	2,018,743	1,931,352	1,789,253	1,701,720	1,558,473	1,469,786
Water Reserve	4,713,143	4,761,834	4,886,143	5,011,074	5,136,629	5,262,812	5,389,626	5,517,074
Drainage and Water Management Reserve	809,933	1,065,233	1,321,809	1,579,668	1,838,816	2,099,260	2,361,006	2,624,061
Sewer Reserve	3,273,212	3,314,703	3,356,402	3,398,309	3,440,425	3,482,752	3,525,291	3,568,043
Cemetery Reserve	27,221	27,357	27,494	27,632	27,770	27,909	28,048	28,188
Development Reserve	1,123,646	1,129,264	1,134,910	1,140,585	1,146,288	1,152,019	1,157,779	1,163,568
Seniors Reserve	6,260	16,341	26,473	36,655	46,889	57,173	67,509	77,897
Economic Development Reserve	4,154,602	4,175,375	4,196,252	4,217,233	4,238,319	4,259,511	4,280,808	4,302,212
Ag Services Reserve	185,293	181,094	202,100	233,260	264,577	296,049	327,680	359,468
Rec Board Reserve	32,752.15	58,040.91	83,456.11	108,998.39	134,668.38	160,466.73	186,394.06	212,451.03
	\$44,044,125	\$43,139,917	\$41,533,049	\$42,044,727	\$40,052,996	\$43,543,128	\$46,246,711	\$43,324,757
	\$49,288,218	\$48,384,010	\$46,777,142	\$47,288,820	\$45,297,089	\$48,787,221	\$51,490,804	\$48,568,850

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



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	2024 Funding Request – Fairview & Area Senior Check-In Line Society
File:	62-02-02

DESCRIPTION:

The Fairview & Area Senior Check-In Line Society is requesting a general grant of \$7,000.00 to assist with their 2024 operating expenses that do not qualify for Family and Community Support Services (FCSS) funding.

BACKGROUND:

Funding History:

Budget Year	General Grant	FCSS Grant
2023	\$7,000	\$5,900
2022	\$6,500	\$4,500
2021	\$6,000	\$5,975
2020	\$8,500	\$4,900
2019	\$8,500	\$3,500
2018	\$8,500	\$3,000
2017	\$7,500	\$7,500
2016		\$5,000

ATTACHMENTS:

- Fairview & Area Senior's Check-In Line Funding Request Letter

OPTIONS:

1. Approve a general grant of \$7,000.00 to the Fairview & Area Senior Check-In Line Society and include the funds in the 2024 Operating Budget.
2. Approve a general grant to the Fairview & Area Senior Check-In Line Society in the amount of _____ and include the funds in the 2024 Operating Budget
3. Not approve the Fairview & Area Senior Check-In Line Society's funding request.

RECOMMENDATION:

RESOLUTION by ... to...

Initials show support - Reviewed by:	Manager:		CAO:	
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Thank you for the opportunity to make this written presentation. Fairview and Area Senior's Check-In Line is a local, non-profit group of seniors working for seniors.

Our programs support seniors to be independent, feel valued, and stay involved in their rural communities. Many are long time residents and want to remain here, connected to people, as long as possible, and we are helping them to achieve that goal.

The services that we provide have given us the opportunity to connect with seniors in interesting and meaningful ways.

Seniors are particularly vulnerable to loneliness and social isolation; research shows that around 30% of seniors are at risk of becoming socially isolated. Furthermore, social isolation is one of the risk factors in elder abuse situations and is related to serious negative health effects and reduced quality of life. According to the International Federation on Aging, the number one emerging issue facing seniors in Canada is keeping older people socially connected and active. We address these areas of concern with our Check-In Line and our Senior Social Connections Events.

Our Senior Social Connection events give long time residents a place to connect and somewhere for new people to establish relationships. We provide a light lunch to break the ice and this gives many a reason to attend. We also provide with a 'wellness learning' aspect, ie: recent or new scams, government financial aid for seniors, exercises/balance assistance from a local occupational therapist, singing Christmas Carols, etc. We even send them home with the leftovers.

Our Check-In Line provides a personal service that other providers do not. We choose to address social isolation and safety of rural seniors by providing a local, daily wellness check-in line to address both the limitations of other senior call centres and to assure rural seniors that if something occurred, inside or outside the home, help would come in a timely manner.

Our employee goes far beyond the requirements of 'a job'. She has given many volunteer hours in the past year. One such example occurred recently and is told in the words of said employee:

I had a client that didn't call the normal time so when I called her, she wasn't feeling well but didn't feel the hospital was needed. I left it till later that evening and called the client. She still felt that the hospital was not needed. When I called the next morning, she sounded really weak and needed the hospital, so I called her line contact, and the ambulance was called. I kept in contact with her through her hospital stay and she asked if she had to go to the '[senior's] home' if she could stay in contact with me, and my answer was "yes!" When we have clients recovering from being ill, I will try to set up twice a day contact with that person.

We are working within a reasonably small budget, and we depend on a large base of volunteer hours. We logged around 680 volunteer hours for the last calendar year.

We gratefully acknowledge the financial aid you have given us in the past. We anticipate similar costs to continue our programs in 2024 and would appreciate funding at the same level as last year. You generously provided \$7,000.00, which went towards our Senior's Check-In Line, our Wellness programs, and our Senior's Social Connections events.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Crystal Dei, Community Service Coordinator
Title:	Clear Hills County Appreciation Banquet - Policy 6804
File:	68-02-02

DESCRIPTION:

Council is presented with the draft Clear Hills County Appreciation Banquet - Policy 6804 for review.

BACKGROUND:

C625-23(11-14-23) RESOLUTION by Deputy Reeve Janzen to bring back the Draft Policy 6804 Appreciation Banquet with the following amendments: setting an annual budget of \$20,000.00.

CARRIED.

ATTACHMENTS:

- Clear Hills County Appreciation Banquet -Policy 6804 draft

RECOMMENDED ACTION:

RESOLUTION by to Adopt Policy 6804 Clear Hills County Appreciation Banquet, as presented.

Initials show support - Reviewed by:

Manager:

CAO:





Clear Hills County

Effective Date: **November 28, 2023 Draft**

Policy Number
6804

Title: **Clear Hills County Appreciation Banquet**

1. POLICY STATEMENT

- 1.1. Clear Hills County Council is dedicated to hosting an annual Appreciation Banquet to recognize and honour outstanding contributions and achievements within the community.

2. GENERAL

- 2.1. Annually, the Council will allocate **\$20,000.00** in the Operating Budget to cover the expenses associated with the Appreciation Banquet, including catering, venue, door prizes, and entertainment.
- 2.2. The Appreciation Banquet will be scheduled annually on the first Saturday of February unless changed by a council motion.
- 2.3. The event will be hosted on a rotational basis at the following locations, unless changed by a council motion:
 - Ward 5 & 6 Menno Simmons School
 - Ward 2 Dave Shaw Complex
 - Ward 7 Bear Canyon Hall
 - Ward 3 Eureka River Hall
 - Ward 4 Worsley School
 - Ward 1 David Thompson Hall
- 2.4. Councillors representing the hosting ward/wards for that year must provide administration with the necessary direction no later than November 25th of the preceding year.
- 2.5. Administration will be responsible for organizing all event details according to the council's recommendations.
- 2.6. The Appreciation Banquet will include the presentation of the following awards:
 1. Farm Family Award
 2. Business of the Year Awards:
 - a. Innovation
 - b. Investment
 - c. Community Involvement
 3. Recreation Facility of the Year:
 4. Volunteer of the Year

3. END OF POLICY

ADOPTED

DATE:

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Crystal Dei, Community Service Coordinator
Title:	Clear Hills County Parades - Policy 6205 Draft
File:	62-02-02

DESCRIPTION:

Council is presented with draft policy 6205- Clear Hills County Parades, outlining Councils participation in local parades in the County.

Council participated in the Parade in Worsley in August 2023 by entering a float. The community's response to the float was positive. Council has shown interest in making float entries a recurring tradition. Recognizing the value of participation encouraging community spirit.

ATTACHMENTS:

- Draft Policy 6205 - Clear Hills County Parades

RECOMMENDED ACTION:

RESOLUTION byto Adopt Policy 6202 Clear Hills County Parades, as presented.

Initials show support - Reviewed by:

Manager:

CAO:





Clear Hills County

Effective Date: November 28, 2023 draft	Policy Number 6205
Title: Clear Hills County Parades	

1. POLICY STATEMENT

Clear Hills County Council recognizes the value of community engagement and public celebration through participation in parades. Council will, by motion, approve the County's involvement in parades throughout Clear Hills County.

2. GENERAL

- 2.1. Annually, Council will allocate funds in the Operating Budget to cover costs associated with creating and maintaining a float for parade entries.
- 2.2. The County will support local businesses by purchasing candy for parade distribution from the following stores within the County on a rotational basis:
 - Cleardale Co-op
 - Hines Creek General Store
 - Worsley General Store
 - A-Mart
- 2.3. The County will be responsible for the procurement of all decorations for the float to ensure a consistent and appealing representation.

3. END OF POLICY

ADOPTED

Date:

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Crystal Dei Community Service Coordinator
Title:	Clear Creek Fire Committee Recommendations
File:	24-02-02

DESCRIPTION:

Council is presented with recommendations from the Clear Creek Committee (CCFC) meeting November 21, 2023, for Consideration.

BACKGROUND:

- F09-23(11-21-23)** RESOLUTION by Member Reintjes that the Clear Creek Fire Committee recommend Clear Hills County Council add \$3,000.00 to the Clear Creek Fire Committee operating budget for emergency type promotional items. **CARRIED.**
- F10-23(11-21-23)** RESOLUTION by Chair Hansen that the Clear Creek Fire Committee request further discussion and information on mutual aid intermunicipal collaboration and grant funding opportunities regarding the purchase a Sprinkler Protection Unit. **CARRIED.**
- F11-23(11-21-23)** RESOLUTION by Member Walmsley that the Clear Creek Fire Committee approve the 2024 draft fire services operating budget, as presented. **CARRIED.**
- F13-23(11-21-23)** RESOLUTION by Member Rimmer that the Clear Creek Fire Committee accept the status update on the Cleardale Fire Hall for information, as presented. **CARRIED.**
- F14-23(11-21-23)** RESOLUTION by Chair Hansen that the Clear Creek Fire Committee table the discussion regarding Policy 2303 Volunteer Fire Fighters Honorariums. **CARRIED.**
- F15-23(11-21-23)** RESOLUTION by Chair Hansen that the Clear Creek Fire Committee accept the discussion regarding a possible resident firefighting training program for the individuals in Clear Hills County and the Village of Hines Creek for information, as presented. **CARRIED.**
- F16-23(11-21-23)** RESOLUTION by Member Reintjes that the Clear Creek Fire Committee accept the 2023 Fire Service update for information, as presented. **CARRIED.**

Initials show support - Reviewed by:

Manager:

CAO:



F17-23(11-21-23) **RESOLUTION by Member Reintjes that the Clear Creek Fire Committee request bi-annual operating budget reports and review be done with both volunteer fire departments to better track the remaining yearly budget.** **CARRIED.**

ATTACHMENTS:

November 21,2023 Clear Creek Committee (CCFC) meeting minutes.

RECOMMENDED OPTIONS:

RESOLUTION byto include \$3,000.00 to the Clear Creek Fire Committee operating budget for emergency type promotional items and accept CCFC minutes for information.

Initials show support - Reviewed by:	Manager:	CAO:
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**MINUTES
CLEAR CREEK FIRE COMMITTEE
REGULAR MEETING
Village of Hines Creek Council Chambers
212 10th Street Hines Creek, Alberta
November 21, 2023**

Present:	Len Rimmer	Member, VoHC
	Susan Hansen	Member, CHC
	Danae Walmsley	Member, CHC
	Hazel Reintjes	Member, VoHC
Attending:	Leanne Walmsley	CAO, VoHC
	Ed Walmsley	Fire Chief, Hines Creek
	Stacey Obrigewitch	Fire Assistant, Hines Creek
	Abe Friesen	Fire Chief, Worsley
	Crystal Dei	CSC, CHC
	Natasha Gillett	CC, CHC (Recording Secretary)

**SELECTION OF
CHAIR**

Member Reintjes nominated Member Hansen to chair the meeting.

Member Hasen accepted.

CALL TO ORDER Chair Hansen called the meeting to order at 7:03 p.m.

AGENDA

F07-23(11-21-23) RESOLUTION by Member Rimmer that the Clear Creek Fire Committee adopts the agenda for the November 21, 2023 Operating Committee meeting, as presented, with the addition of 5. h. Budget Reports and Review. CARRIED.

MINUTES

F08-23(11-21-23) RESOLUTION by Member Walmsley that the Clear Creek Fire Committee adopts the minutes for the March 13, 2023, Clear Creek Fire Committee meeting, as presented. CARRIED.

BUSINESS

Promotional Items The Clear Creek Fire Committee is presented with a discussion regarding the addition of \$3,000.00 to the Clear Creek Fire Committee operating budget for promotional items.

F09-23(11-21-23) RESOLUTION by Member Reintjes that the Clear Creek Fire Committee recommend Clear Hills County Council add \$3,000.00 to the Clear Creek Fire Committee operating budget for emergency type promotional items. CARRIED.

**Sprinkler Protection
Unit**

The Clear Creek Fire Committee is presented with information regarding Sprinkler Protection Units.

F10-23(11-21-23) **RESOLUTION by Chair Hansen that the Clear Creek Fire Committee request further discussion and information on mutual aid intermunicipal collaboration and grant funding opportunities regarding the purchase a Sprinkler Protection Unit. CARRIED.**

2024 Draft Operating
Budget

The Clear Creek Fire Committee is presented with the draft 2024 Fire Services budget for review.

F11-23(11-21-23) **RESOLUTION by Member Walmsley that the Clear Creek Fire Committee approve the 2024 draft fire services operating budget, as presented. CARRIED.**

Capital Items
Update

The Clear Creek Fire Committee is presented with a status update on the Cleardale Fire Hall.

F12-23(11-21-23) **RESOLUTION by Member Reintjes that the Clear Creek Fire Committee request research and the creation of a strategical capital plan regarding emergency equipment, with justification as to why requesting replacement or renewal. CARRIED.**

F13-23(11-21-23) **RESOLUTION by Member Rimmer that the Clear Creek Fire Committee accept the status update on the Cleardale Fire Hall for information, as presented. CARRIED.**

Policy 2303
Volunteer Fire
Fighters
Honorariums

The Clear Creek Fire Committee is presented with Policy 2303 Volunteer Fire Fighters Honorariums for review.

F14-23(11-21-23) **RESOLUTION by Chair Hansen that the Clear Creek Fire Committee table the discussion regarding Policy 2303 Volunteer Fire Fighters Honorariums. CARRIED.**

Resident Firefighting
Training Program

The Clear Creek Fire Committee is presented with a topic of discussion regarding a possible resident firefighting training program for the individuals in Clear Hills County and the Village of Hines Creek.

Member Walmsley left the meeting at 8:37 p.m.

F15-23(11-21-23) **RESOLUTION by Chair Hansen that the Clear Creek Fire Committee accept the discussion regarding a possible resident firefighting training program for the individuals in Clear Hills County and the Village of Hines Creek for information, as presented. CARRIED.**

2023 Fire Services
Update

The Clear Creek Fire Committee is presented with an update on the 2023 Fire Services.

F16-23(11-21-23)

RESOLUTION by Member Reintjes that the Clear Creek Fire Committee accept the 2023 Fire Service update for information, as presented. CARRIED.

Budget Reports
& Review

Member Reintjes has requested a discussion on both the volunteer Fire Departments receiving and reviewing reports throughout the year regarding the remaining operating budget.

F17-23(11-21-23)

RESOLUTION by Member Reintjes that the Clear Creek Fire Committee request bi-annual operating budget reports and review be done with both volunteer fire departments to better track the remaining yearly budget. CARRIED.

ROUND TABLE

ADJOURNMENT

Chair Hansen adjourned the meeting at 9:25 p.m.

Date

Chairperson

Date

Recording Secretary

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Crystal Dei, CSC
Title:	Mutual Aid Agreement with the Town of Manning
File:	24-02-02

DESCRIPTION:

Council is presented with the Clear Hills County Mutual Aid and Northwest Alberta Emergency Response Agreements with the Town of Manning for review and discussion.

BACKGROUND:

Clear Hills County has maintained a Mutual Aid agreement with the Town of Manning for several years. Annually, Clear Hills County disburses a payment of \$2,500.00 to the Town of Manning. On June 29, 2023, the Town of Manning formally requested an adjustment to the payment, proposing an increase to \$10,000.00.

C439-23(08-15-23) RESOLUTION by Reeve Bean that Council offers the Town of Manning an annual sum of \$5,000.00 for the Fire Fighting Mutual Aid Agreement. CARRIED.

In response, on August 15, 2023, Clear Hills County Council made a motion, offering an increase to \$5,000.00. A verbal confirmation was received from the Town of Manning, rejecting the proposed \$5,000.00 increase.

Additionally, Clear Hills County has been a participant in the Northwest Alberta Emergency Resource Agreement since May 1, 2016. The intent of this agreement is to set guidelines and standardized rates for mutual aid assistance in the event that the municipalities do not have a current mutual aid agreement.

ATTACHMENTS:

Correspondence from Town of Manning
Mutual Aid Agreement with The Town of Manning
Northwest Emergency Resource Agreement

RECOMMENDED ACTION:

RESOLUTION by.....

Initials show support - Reviewed by:	Manager:	CAO:
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Town of Manning

BOX 125
MANNING, ALBERTA
T0H 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
T0H-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,

A handwritten signature in blue ink, appearing to read "Robert McLeod".

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 to 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

NORTHWEST ALBERTA EMERGENCY RESOURCE AGREEMENT

THIS AGREEMENT made this 1 day of May A.D. 20 16.

BETWEEN:

Big Lakes County
Birch Hills County
Central Peace Fire & Rescue Commission
City of Grande Prairie
Clear Hills County
County of Grande Prairie No.1
County of Northern Lights
Mackenzie County
Municipal District of Greenview No.16
Municipal District of Opportunity No.17
Municipal District of Smoky River No.130
Northern Sunrise County
Saddle Hills County
The Town of Sexsmith
Town of Fairview
Town of Fox Creek
Town of Grande Cache
Town of High Level
Town of High Prairie
Town of Manning
Town of Peace River
Town of Rainbow Lake
Town of Wembley
Town of Whitecourt

WHEREAS the parties to this Agreement are all Municipal Corporations or Regional Service Commissions within the Province of Alberta, incorporated pursuant to the *Municipal Government Act RSA 2000, M-26*, as amended;

AND WHEREAS the purpose of this agreement is provide the ability for signatories to access needed resources to mitigate or support emergency response initiatives from sources outside predetermined mutual aid agreements.

~~**AND WHEREAS** each party to this Agreement provides fire protection services within their respective boundaries;~~

AND WHEREAS each of the parties hereto acknowledge and agree that it is desirable and to the parties mutual benefit that from time to time, each be able to provide fire protection assistance to any or all of the other parties to this Agreement;

AND WHEREAS the parties hereto wish to enter into this Agreement to formalize the systems and procedures which can be utilized in order for the parties to request fire resources and assistance from the other party to this Agreement and to respond to such requests;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants, agreements and premises set out herein, the parties hereto hereby agree as follows:

1. In this Agreement, the following words and terms shall have the following meanings:
 - a) "Assistance" shall mean firefighting, fire protection or other resources available pursuant to this Agreement. Assistance may relate to incidents which the Requesting Party does not attend or does not believe it will attend, or incidents which the Requesting Party does attend, but believes it would be prudent to require further or other forces for firefighting/protection purposes.
 - b) "Claims" shall mean any and all manner of action or actions, cause or cause of action, suits, proceedings, demands, debts, dues, sums of money, costs, expenses and damages of every nature and kind arising at law, equity, statute or otherwise which any party has, had, or may have.
 - c) "Effective Date" shall mean May 1, 2016.
 - d) "Equipment" shall mean firefighting vehicles, apparatus and other equipment.
 - e) "Personnel" shall mean firefighters, fire officers, command and general staff.
 - f) "Consumables" shall mean tools, equipment and products once used cannot be recovered.

- g) "Designated Officer" shall mean person whom in their scope of responsibilities can authorize the employment or deployment of equipment, personnel, consumables and delegations of authority for the provision of services.
 - h) "Requesting Party" shall mean a party to this Agreement which requests Assistance from another party to this Agreement.
 - i) "Responding Party" shall mean a party to this Agreement which responds to the request for Assistance made by a Requesting Party.
 - j) "Information Flow" shall mean the collection and dissemination of information in regard to signatory parties and designated officer (s)
2. If a Mutual Aid Agreement exists between the Requesting Party and Responding Party that agreement shall take precedence over this Agreement.
 3. Subject to the terms and conditions of this Agreement, any party to this Agreement may request the Assistance of another party to this Agreement.
 4. Subject to the terms and conditions of this Agreement, the parties to this Agreement agree that they will endeavor to provide Assistance to the other party to this Agreement, upon request. However, the parties hereto acknowledge and agree that there are and will be times and circumstances in which Assistance cannot be provided. Without restricting the generality of the forgoing, Assistance may be refused when the Responding Party or its designate or fire chief, or his or her designate, deems it imprudent or unsafe to provide such Assistance. At all times, whether or not Assistance will be provided, and the nature of the Assistance to be provided, if any, will be in the unfettered discretion of the Responding Party.
 5. This Agreement shall come into force and effect upon the Effective Date, and shall remain in full force and effect until each of the parties hereto withdraws from this Agreement in accordance with the provisions of this Agreement.
 6. Any one of the parties to this Agreement may withdraw from this Agreement by providing the other party with six (6) months written notice of their intention to withdraw.
 7. All requests for Assistance pursuant to this Agreement shall be directed to the Designated Officer of the Responding Party. In the event that the authorized representative of the Responding Party is someone other than the Responding Party's Designated Officer, the authorized representative will confirm the request with the Responding Party's Designated Officer, or his or her designate as soon as reasonably possible. If the Responding Party's Designated Officer or designate cannot be contacted, the Responding Party may, but will not be required to, respond.

The Requesting Party shall complete the request form "Appendix A" and forward to the manager or designate of the Responding Party at the time of request or as soon as reasonably possible.

8. The Requesting Party Designated Officer may delegate authority to another Responding Party to, request, employ or command equipment or personnel as defined. When operating under the delegation of authority the party doing so must present the delegation of authority form to any Party which is to be requested, employed or commanded.

The delegation of authority form is provided in Appendix C of the document.

9. A Responding Party may, after responding to a request for Assistance, withdraw their Assistance in the event that the Responding Party, the Responding Party's Designated Officer, or the designate of either of them, deems it prudent or desirable to withdraw Assistance. ~~Without restricting the generality of the forgoing, Assistance may be withdrawn~~ if the Responding Party's Equipment or services are required elsewhere, or it is deemed to be unsafe to provide or continue providing Assistance.
10. When providing Assistance, the following command and control structure will apply:
 - a. The first fire department of a Party to arrive at the scene of an incident shall assume incident command;
 - b. In the event that a Responding Party is the first fire department to arrive at the scene of an incident, the Responding Party will assume incident command until such time as the Requesting Party's fire department arrives and is ready to assume incident command;
 - c. The Requesting Party shall have incident command over all incidents which occur within its geographic boundaries, provided that the Requesting Party's fire department is in attendance and does not relinquish incident command;
 - d. Commands and requests of an incident commander shall be communicated in accordance with the command structure of the department to whom the commands or requests are directed;
11. In providing Assistance, a Responding Party shall not be required to provide Equipment which is not owned by the Responding Party, or employees or volunteers who are not employed or usually utilized by the Responding Party.
12. It is acknowledged and agreed by the parties hereto that a Responding Party providing Assistance pursuant to this Agreement shall be entitled to bill or charge the Requesting Party for Equipment or services, or for the Assistance, being provided. However, each party to this Agreement agrees that they will, and hereby does, indemnify and save harmless any Responding Party from which they request Assistance, in accordance with the terms and provisions of this Agreement.

A rate schedule for the purposes of billing is provided in Appendix B of the document.

13. A Requesting Party to this Agreement shall and hereby does indemnify and save harmless a Responding Party who provides Assistance to that Requesting Party from and against all Claims, of every nature and kind whatsoever including Claims arising from damaged property, or injury to persons, which arise out of, or are in anyway attributable to the provision of Assistance, except those Claims which are due to the gross negligence of any employee, volunteer or representative of the Responding Party.
14. A Requesting Party shall, and hereby does, indemnify and save harmless a Responding Party from and against all Claims relating to the injury or death to persons responding to a request for Assistance from that Requesting Party, except where caused by the gross negligence of the Responding Party.
15. Notwithstanding paragraph 10, 11 and 12 of this Agreement, the parties to this Agreement covenant and agree that a Responding Party will not in any way be liable to a Requesting Party for:
 - a. Failure to respond to a request for Assistance, or failure to provide Assistance;
 - b. Failure to respond to a request for Assistance within a certain period of time, or in a timely fashion;
 - c. Consequential, indirect, exemplary or punitive damages;
 - d. Economic loss;
 - e. Any Claims that arise as a result of a party's refusal or inability to provide Assistance;
 - f. Any Claim that arises or results from the manner in which a Responding Party provides or does not provide Assistance, save and except Claims directly arising from the gross negligence of the Responding Party while providing Assistance.
16. The Parties hereto shall, at their own respective cost and expense, maintain in full force and effect during the term of this Agreement, general liability insurance in an amount not less than \$5,000,000.00 per occurrence for personal injury and/or property damage, together with such other insurance that may be agreed to in writing by the parties hereto as being reasonable and obtainable.
17. Nothing in this Agreement, nor any of the acts of any party hereto shall be construed, implied or deemed to create a relationship of agency, partnership, joint venture, or employment as between the parties hereto, or any of them, and none of the parties have the authority to bind any other party to this Agreement to any obligation of any kind.
18. No party may assign this Agreement without the written consent of the other parties hereto.

19. The terms and conditions contained in this Agreement shall extend to and be binding upon the respective successors and permitted assigns of the parties to this Agreement.
20. In this Agreement, the singular shall mean the plural, and the masculine the feminine, and vice versa, as the context of this Agreement may require.
21. This Agreement may be executed in counterparts each of which when so executed shall be deemed to be an original and such counterparts shall constitute one in the same instrument, notwithstanding their date of execution.
- ~~22. In the event that any dispute arises pursuant to the terms of this Agreement, or the interpretation thereof, the parties hereto agree that, in the event that such a dispute cannot be resolved by mutual negotiations, they will submit the dispute to a third party arbitrator for a determination of the dispute pursuant to the *Arbitration Act of Alberta*. The costs of the arbitrator will be shared equally between the parties to any such dispute.~~
23. The parties hereto will notify their fire department officers of this Agreement so that they may become familiar with this Agreement, and its terms.
24. The parties hereto further acknowledge and agree that they will comply with all laws, rules, regulations, and codes applicable to the provision of firefighting services within the Province of Alberta.
25. Each party will provide a list of designated officer (s) including primary and emergency contacts to the party managing information flow.
26. It is the responsibility of each party to update the party managing information flow of adoption or changes in status on or before January 31 of each year. The party managing information flow shall disseminate signatory updates by February 28 of each year.
27. The contacts for information flow management are specified in Appendix D.
28. Signatory parties shall provide an affirmation document of the resolution in council of the adoption of this agreement. The affirmation document should provide a corporate seal and signature of those who have authority to enter into the agreement. The affirmation document shall be attached to the Northwest Emergency Resources Agreement.

APPENDIX A

Resource Request Form

Requesting Party; _____

Responding Party: _____

The Requesting Party formally requests the following resources from the Responding Party for an estimated duration of _____ days.

1: _____

2: _____

3: _____

4: _____

5: _____

6: _____

7: _____

If further resources are required attach an addition sheet.

- A- The Requesting Party agrees that if personnel are to be deployed for greater the 12 (twelve) hours at a distance of greater 150 Km from home base, lodging will be supplied for a minimum of 8 (eight) hour rest period.
- B- The Requesting Party agrees to ensure adequate food and lodging are supplied to Responding Party personnel if deployed greater than 24 (twenty four) hours.
- C- The Requesting Party agrees to pay the Responding Party at the rates specified in Appendix B.
- D- The Responding Party Designated Officer will respond Via E-mail as to what resources can be supplied.

Requesting Party Designated Officer: _____ Contact Information: _____

Signature: _____ Cellular Phone: _____

Date: _____ E-Mail: _____

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.

APPENDIX C

Delegation of Authority

Authority has been assigned to _____ act on behalf of the
Municipality of _____,
to mitigate the _____ incident.

You have full authority to (request, employ or command) _____
equipment, personnel required. Your primary responsibility is to organize and direct your
assigned or ordered resources for efficient and effective control of the incident.

You are accountable to _____ or his/her designated
representative listed below.

Financial limitations will be consistent the best approach to the values at risk. Specific direction
for this incident covering the management and other concerns are:

- 1: _____
- 2: _____
- 3: _____
- 4: _____
- 5: _____
- 6: _____

_____ will represent me on any occasion that I am not immediately
available. This authority is effective _____.

Requesting Designated Officer

Designated Officer Signature

Date and Time

APPENDIX D

Information Flow

The **Town of High Level** has agreed to manage the information flow for all agreed parties associated with Northwest Emergency Resource Agreement.

Letters of affirmation can be sent via post or courier to:

Town of High Level
Northwest Emergency Resource Agreement
Attn: Director of Protective Services
10511 – 103 St.
High Level AB
T0H 1Z0

Updates to Status and Designated Officers lists can be sent via post or courier to:

Town of High Level
Northwest Emergency Resource Agreement
Attn: Rodney Schmidt
10511 – 103 St.
High Level AB
T0H 1Z0

Alternate Contact Methods;

Fax: 780 926 2899

E-Mail rschmidt@highlevel.ca

APPENDIX D

Information Flow



BIG LAKES COUNTY

5305-56 Street Box 239, High Prairie, AB T0G 1E0

Ph: 780-523-9955 Fax: 780-523-1227

COPY

November 2, 2016

Town of High Level
Northwest Emergency Resource Agreement
Rodney Schmidt, Director of Public Services
10511 - 103 Street
High Level, AB T0H 1Z0

Dear Mr. Schmidt,

Re: Northwest Alberta Emergency Management Resource Agreement

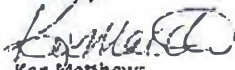
At the Big Lakes County Council meeting on October 26, 2016, Council reviewed the Northwest Alberta Emergency Management Resource Agreement and passed the following motion to join:

2016-30-836 **MOVED BY COUNCILLOR NYGAARD** that Big Lakes County be approved to enter into the Northwest Alberta Emergency Resource Agreement.

CARRIED

We look forward to entering into this agreement. Please do not hesitate to contact our office should you have any questions or require any further information.

Sincerely,


Ken Matthews
Reeve

www.biglakescounty.ca



March 1, 2017

Rodney Schmidt
Town of High Level
10511 103 Street
High Level, Alberta
T0H 1Z0

Re: Northwest Emergency Resource Agreement

Rodney
Mr. Schmidt:

Birch Hills County Council passed Motion RC17-086 accepting the Northwest Emergency Resource Agreement as presented at their Regular Council Meeting on February 23, 2017.

The motion read as follows: *"Moved by Councilor Carbone that Council approve of Birch Hills County becoming a partner of the Northwest Alberta Emergency Resource Agreement and authorizes a representative of Birch Hills County to sign the agreement on behalf of Birch Hills County."*

The designated officer with signing authority for the agreement will be Hermann Minderlein, CAO/DEM, and the alternate designated officer for the agreement will be Dion Hynes, Deputy DEM.

If you should require further information or discussion, please do not hesitate to contact me at (780) 894 3793 or via email at cao@birchhillscounty.com

Sincerely,

A handwritten signature in blue ink, appearing to read "Hermann Minderlein", is written over a horizontal line.

Hermann Minderlein, CAO, Birch Hills County

Central Peace Fire & Rescue Commission
P.O. Box 249,
Spruce Grove, AB T0H 3G0
Tel (780) 864-3500 Ext. 203
Fax (780) 864-4303
bkrows@cpfr.ca
www.cpfr.ca



December 20, 2016

Rodney Schmidt
Fire Chief
Director of Protective Services
Town of High Level, AB

GOOD DAY

Hope all is well with you and your family.

I am sending you this letter to you to acknowledge that the CENTRAL PEACE FIRE AND RESCUE COMMISSION Board of Directors have agreed to, and passed the motion to sign the NORTHWEST ALBERTA EMERGENCY RESOURCE AGREEMENT as of December 14th, 2016.

Motion 07-12-14-16 was passed in section 6.2 of the minutes.

Regards,

Brian Krows

Manager/Fire Chief
Central Peace Fire and Rescue Commission

Anthony Van Rooyen

Chair of the Board of Directors
Central Peace Fire and Rescue Commission

City Hall
P.O. Box 4000
Grande Prairie, AB T8V 5V6
PHONE (780) 538-3100
Fax (780) 538-0256
Website: www.cityofgp.com



July 5, 2016

Rodney Schmidt, Fire Chief
Town of High Level
10511 103 Street
High Level, AB T9J 1T0

Dear Fire Chief Schmidt:

Subject: Northwest Alberta Emergency Resource Agreement

Please be advised that the City of Grande Prairie Council, meeting on June 13, 2016 passed the following motion:

Item 9.4.2 - Northwest Alberta Emergency Resource Agreement

MOVED by Councillor Thlissen Council approve the Northwest Alberta Emergency Resource Agreement as presented.

CARRIED

Please add the City of Grande Prairie to the list of signatory to this Agreement.

The following individuals are authorized to Request or Approve Resources on behalf of the City of Grande Prairie under the Northwest Alberta Emergency Resource Agreement.

Greg Seerbak, City Manager
Phone: 780-538-0313
Cell: 780-831-6452
Fax: 780-538-4014
Email: gseerbak@cityofgp.com

Dan Lemieux, Fire Chief
Phone: 780-538-0398
Cell: 780-836-2410
Fax: 780-538-0395
Email: frchieff@cityofgp.com

Prishen Bessen, Deputy Fire Chief
Phone: 780-538-0101
Cell: 780-836-8408
Fax: 780-538-0495
Email: pbessen@cityofgp.com

Amine Saastad, Deputy Fire Chief
Phone: 780-538-5022
Cell: 780-676-5419
Fax: 780-538-0103
Email: jsaastad@cityofgp.com

Should you require any additional information, please feel free to contact us.

Yours truly,

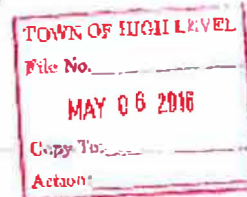

Greg Seerbak, CLCM, RPP
City Manager





COPY

CLEAR HILLS COUNTY



File No. 24-02-02

April 28, 2016

Town of High Level
Attn: Director of Protective Services
10511 - 103 St.
High Level, AB
T0H 1Z0

Re: Northwest Emergency Resource Agreement

Dear Rodney:

Clear Hills County Council has approved entering into the Northwest Alberta
Emergency Resourcing Agreement.

The motion is provided for your information:

C183-16(4/12/16) RESOLUTION by Councillor Frixel to enter into
the Northwest Alberta Emergency Resourcing Agreement, a multi-
municipality mutual aid agreement for the northwest region of
Alberta. CARRIED.

Thank you for spear heading this regional resourcing agreement and if you
require any additional information please contact our office.

Regards,


Allan Rowe
Chief Administrative Officer

/alb

Box 240, Wodeby, Alberta T0H 1Z0 Telephone 780-665-5823 Fax 780-665-5800 Email info@clearhillscounty.ca

"Clearly an Area of Opportunity"



June 13, 2016 Regular County of Grande Prairie No. 1 Council Meeting

**Re: Northwest Alberta Emergency Resource Agreement
Affirmation Document of the Resolution In Council with Corporate Seal**

Resolution No. CM20160613.1003

MOVED BY B. MARSHALL that Council approve the Northwestern Alberta Emergency Resource Agreement as presented.

CARRIED

Signed this 13th day of July, 2016.



COUNTY ADMINISTRATOR (W.A. (BILL) ROGAN)



REEVE LEANNE BEAUPRE

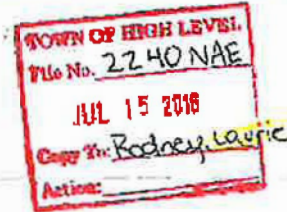


COUNTY OF
Northern Lights

4650, 7th Ave NW, PO Box 10, Manning, AB T0L 2A0
Phone 780 836 2242 Fax 780 836 3663
Toll Free 1-888-525-3481

July 13, 2016

COPY



Town of High Level
Northwest Emergency Resource Agreement
10511-103 Street
High Level AB T0L 1Z0

Attention: Rodney Schmidt, Director of Protective Services

Dear Rodney:

Re: **Letter of Affirmation – Northwest Emergency Resource Agreement**

As per the requirements in Appendix D of the above noted agreement, enclosed for your attention is a letter of affirmation, duly signed by the Reeve for the County of Northern Lights.

Thank you for organizing this venture, and we look forward to receiving a complete listing of signing parties at your earliest convenience.

Yours truly,

Theresa Van Cor
Chief Administrative Officer

/encl.

Please visit our website at: www.countyofnorthernlights.com



July 8, 2016

Mr. Rodney Schmidt
10511 103rd Street
High Level, AB
T0G 1Z0

*Re: Letter of Support – Northwest Alberta Emergency
Resourcing Agreement*

Dear Mr. Schmidt

Town Council strongly supports the agreement as it provides a fees schedule regarding how Fire Departments bill for and ultimately pay for emergency resources.

Council at their regular meeting held on April 12th, 2016, passed the following resolution:

#16316 MOVED BY Councillor Quarry that Council approve the Northwest Alberta Emergency Resourcing Agreement in principle.

CARRIED

Should you have any further questions, please do not hesitate to contact the undersigned.

Yours truly,


Brian Martinson
CAO
780-523-3388

Cc: Mr. Ken Melnyk, Fire Chief

Phone (780) 523-3388 Fax (780) 523-5930
P.O. Box 170, High Prairie, AB, Canada T0G 1Z0
Website: www.highprairie.ca General Enquiries: reception@highprairie.ca



May 5, 2016

Town of High Level
10511 - 103rd Street
High Level, AB T0H 1Z0

Attention: Director of Protective Services

RE: Letter of Affirmation - Northwest Emergency Resource Agreement

On April 12, 2016, Greenview Council passed Motion 16.04.134 authorizing administration to enter into the Northwest Alberta Emergency Resource Agreement.

Three officers with authority to access any resources needed to mitigate or support emergency response initiatives have been appointed under this agreement.

Sincerely,

Mike Haugen
Chief Administrative Officer

Encl. List of Appointed Officers



COPY

Town of High Level

June 22nd, 2016

Northwest Emergency Resources Agreement

10511- 103rd Street

High Level Alberta

T0H 1Z0

Attention: Director of Protective Services

TOWN OF HIGH LEVEL
File No. 2240 NAE
JUN 26 2016
Copy To Rodney/Laurie
Action:

Please be advised that the Town of Fox Creek Council has agreed to the terms of the said agreement and have accepted it by way of Council Motion, as attached.

- a) Request for Decision – Northwest Alberta Emergency Resource Agreement
Les Paul, Fire Chief

Moved by: Councillor Conlin

170-16 That Council approve the Northwest Alberta Regional Resource Agreement.

CARRIED UNANIMOUSLY

By my signature below the Town of Fox Creek accepts this agreement for its tenure.

Roy Dell

Chief Administrative Officer

Corporate Seal

Town of Fox Creek

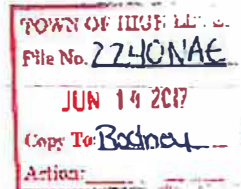
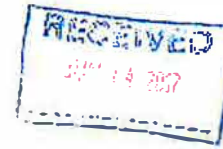
102 Kaybob Dr. Box 149, Fox Creek, AB T0H 1P0
(P) 780 622-3896 (T) 780 622-4247 (E) admin@foxcreek.ca

"A Playground of Opportunity"

COPY

June 1, 2017

Town of High Level
Northwest Emergency Resource Agreement
Attention: Director of Protective Services
10511 - 103 Street
High Level AB
T0H 1Z0



Re: North-West Alberta Emergency Resource Agreement
Letter of Affirmation

Dear Sir:

Please accept this letter as affirmation that the Town of Whitecourt, via a motion of Town Council at its regular May 8, 2017 meeting, has agreed to participate in the North-West Alberta Emergency Resource Agreement, as outlined within the attached Agreement.

The Town of Whitecourt's current designated contacts and officers include:

Fire Chief Brian Wynn
Cell: 780 706-6961
Office: 780 778-2342
brianwynn@whitecourt.ca

Deputy Fire Chief Wayne Andrusak
Cell: 780 778 0068
Office: 780 778-7342
wayneandrusak@whitecourt.ca

Deputy Fire Chief Aaron Floyd
Cell: 780 706-0819
Office: 780 778-2342
aaronfloyd@whitecourt.ca

Director of Community Safety Jay Cranley
Cell: 780 778 5780
Office: 780 778-9780
jaycranley@whitecourt.ca

I thank you for your work with coordinating this initiative.

Sincerely,


Mayor Maryann Chikrak


CAO Peter Smyl



500 52 Avenue, Box 239 Whitecourt, AB T4S 1K6
Phone: 780.778.2275 Fax: 780.778.1966
www.whitecourt.ca



Lesser Slave River

11 July 2018

Town of High Level
10511 - 103 St.
High Level, AB
T0H 1Z0

Attention: *Director of Protective Services*

RE: Northwest Emergency Resource Agreement

At the Municipal District of Lesser Slave River No. 124 Council meeting on June 13, 2018, Council reviewed the Northwest Alberta Emergency Management Resource Agreement and passed the following motion to join:

MOTION 192-18

Moved by Councillor Esau that the Municipal District of Lesser Slave River No. 124 endorse the Northwest Alberta Emergency Resource Agreement and that Administration process the affirmation letter and related information with the Town of High Level.

CARRIED (7-0)

Please forward a copy of the agreement to our office once all letters of affirmation are attached

Thank you,

Allan Winarski, CPA, CGA
Chief Administrative Officer



P.O. Box 34
BERWYN, AB
T0H 0E0

Phone: (780) 338-3845
Fax: (780) 338-2222
Email: info@mdpeace.com

March 25, 2019

Town of High Level
10511 – 103 Street
High Level, AB T0H 1Z0

Attention: Director of Protective Services

RE: Northwest Emergency Resource Agreement

At the March 12, 2019 Council meeting of the Municipal District of Peace No. 135, Council reviewed the Northwest Alberta Emergency Resource Agreement and passed the following motion:

Sandra Eastman: MOVED that the M.D. of Peace enter into the Northwest Alberta
89/19 Emergency Resource Agreement, a multi-municipality mutual aid
 agreement for the Northwest region of Alberta.

Carried

If you require any further information, please don't hesitate to contact me.

Yours truly,

Barbara Johnson, CAO
M.D. of Peace No. 135

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Log Haul Route Request - MERCER
File:	32-02-08 & 32-02-09

DESCRIPTION:

Council is presented with correspondence from Mercer Peace River Pulp (MPR) requesting approval to use local roads as log haul routes within Clear Hills County.

Additional maintenance fees for using Clear Hills County local roads during the log haul season may occur for winter road maintenance (i.e., sand, salt & snow removal) based on the route and usage of the users.

BACKGROUND:

Logging Companies are required to identify log haul routes within our County, annually, for approval, so they can proceed to submit a request to Alberta Government for provincial approval.

C614-22(11-22-22) RESOLUTION by Deputy Reeve Janzen to approve the request from Mercer Peace River Pulp (MPR) to use local roads as log haul routes within Clear Hills County for the 2022/2023 haul season following all related aspects of the Clear Hills County Road Use agreement policy. Additional maintenance fees for using Clear Hills County local roads during the log haul season may occur for winter road maintenance (i.e., sand, salt & snow removal) based on the route and usage of the users. CARRIED.

ATTACHMENTS:

1. Haul route locations
2. Map

OPTIONS:

1. to approve the request from Mercer Peace River Pulp (MPR) to use local roads as log haul routes within Clear Hills County for the 2023/2024 haul season following all related aspects of the Clear Hills County Road Use agreement policy. Additional maintenance fees for using Clear Hills County local roads during the log haul season may occur for winter road maintenance (i.e., sand, salt & snow removal) based on the route and usage of the users.
2. Not accept Mercer Peace River Pulp (MPR) log haul route as presented.

RECOMMENDED ACTION:

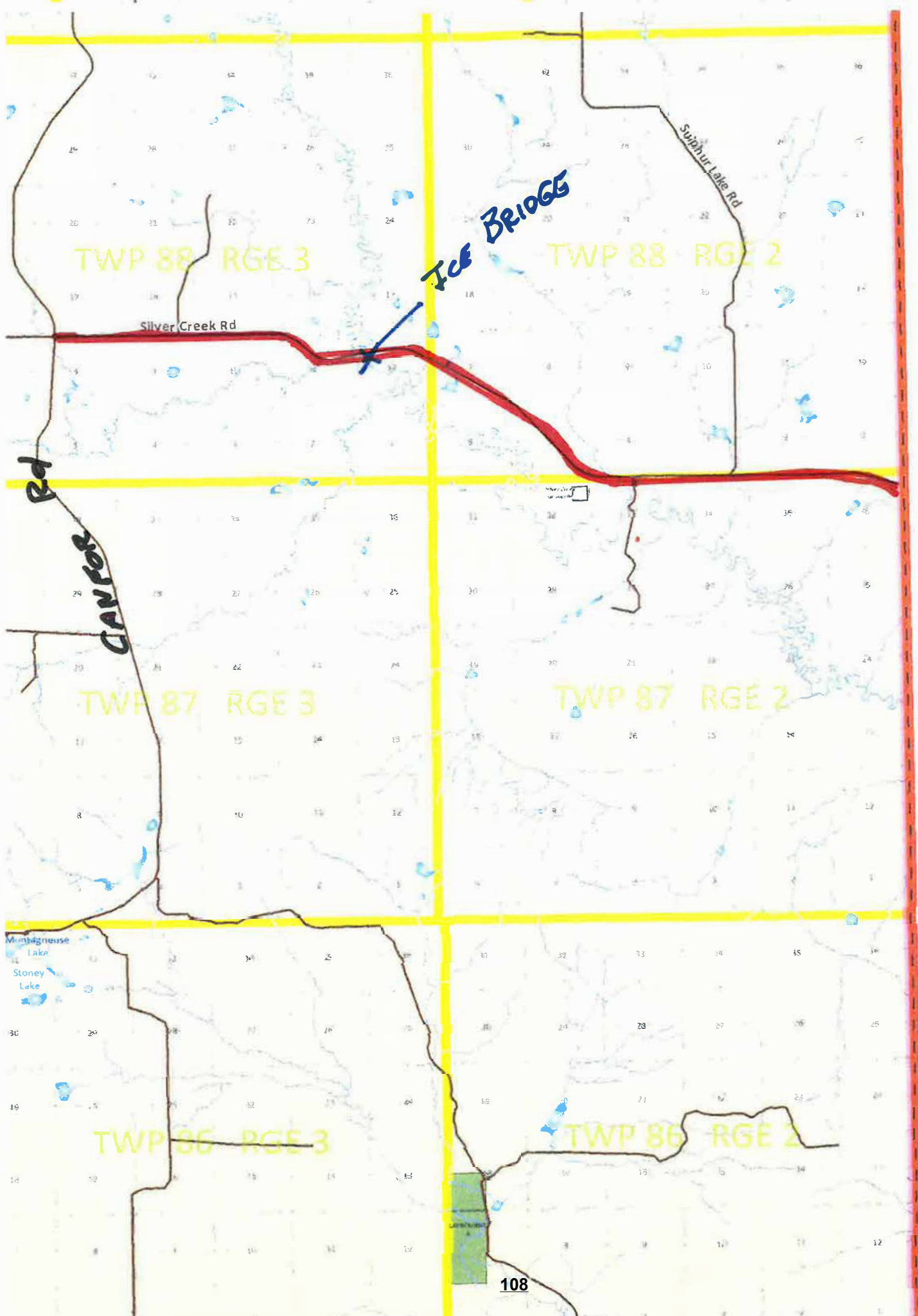
RESOLUTION by.....

Initials show support - Reviewed by:	Manager:	CAO:	
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Mercer Peace River Pulp (MPR)

Proposed Winter Haul Routes

- Silver Creek Road from the Canfor Road to the County of Northern Lights Border.
- Range Road 43 from the Canfor Mill to Highway 685.
- Range Road 34 from the Township Road 842 to Highway 685.



890

884

TWP 88

882

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874

TWP 87

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TWP 86

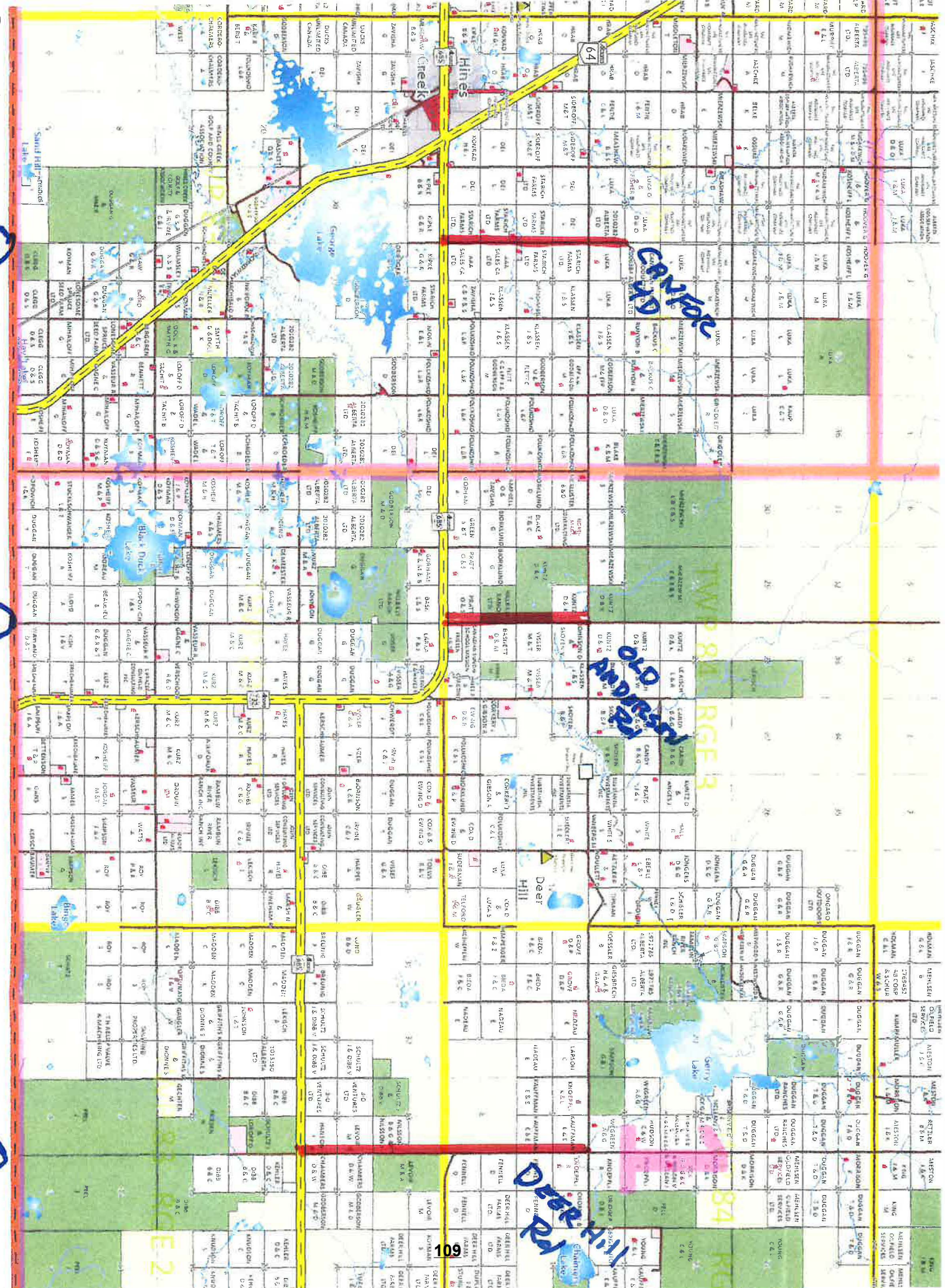
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Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 28, 2022
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Proceed to Tender- One New Pickup Truck
File:	31-65-02

DESCRIPTION:

Council is presented with information regarding proceeding to tender for the purchase of one new pickup truck.

BACKGROUND:

Clear Hills County replaces vehicles on a rotational basis, due to mileage and wear.

BUDGET:

\$55,000.00– Multiyear Capital Plan.

RECOMMENDED ACTION:

RESOLUTION by ...to proceed to tender for the purchase of one new pickup truck.

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

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

1. November 21, 2023 – Meeting with Saddle Hills County
2. November 22, 2023 – Joint Municipal Meeting
3. November 27, 2023 – Joint Meeting with the Village of Hines Creek

RECOMMENDED ACTION:

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

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 21, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Public Works Manager's Report
File:	32-02-02

Graders

- Graders are out grading the roads and ice blading the icy areas.

Roads, Culverts & Approaches

- Preparation for the annual spring gravel haul is underway.
- WSP Canada Inc. has commenced with the design and tender of Range Road 64.

Other

- Regular maintenance is being done to the pickup trucks.
- Borderline Surveys Ltd. has been contacted to locate and mark the proposed lot for the fire hall in the Hamlet of Cleardale
- Hydrogeological Consultants Ltd. (HCL) has been contacted for an update on the results of the Worsley Water Treatment Plant water levels.
- Replacement furnaces have been installed at the Worsley Water Treatment Plant.
- The air compressor at the Worsley Water Treatment Plant must be replaced. A replacement has been ordered, currently expecting an 8-10 week delivery.
- One of the water pumps in the Worsley Water Treatment Plant is leaking and must be replaced. A replacement has been ordered; delivery time is currently undetermined.

ATTACHMENTS:

RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Council Information
File:	11-02-02

DESCRIPTION:

Council is presented with correspondence, for information.

BACKGROUND / PROPOSAL:

ATTACHMENTS:

Q2 Community Policing Report - Fairview Detachment

RECOMMENDED ACTION:



























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

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

Fairview Provincial Detachment
Crime Statistics (Actual)
Q2: July to September 2019 - 2023

All categories contain "Attempted" and/or "Completed"

October 10, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		1	0	0	0	0	-100%	N/A	-0.2
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		3	4	3	4	1	-67%	-75%	-0.4
Other Sexual Offences		1	3	1	2	1	0%	-50%	-0.1
Assault		34	28	27	20	9	-74%	-55%	-5.8
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		7	8	4	5	7	0%	40%	-0.3
Uttering Threats		16	21	10	11	3	-81%	-73%	-3.6
TOTAL PERSONS		62	64	45	42	21	-66%	-50%	-10.4
Break & Enter		27	23	24	15	17	-37%	13%	-2.8
Theft of Motor Vehicle		9	17	9	9	6	-33%	-33%	-1.4
Theft Over \$5,000		5	1	6	4	2	-60%	-50%	-0.3
Theft Under \$5,000		38	48	28	19	25	-34%	32%	-5.5
Possn Stn Goods		11	17	10	12	0	-100%	-100%	-2.7
Fraud		11	13	18	13	6	-45%	-54%	-1.0
Arson		0	1	0	0	2	N/A	N/A	0.3
Mischief - Damage To Property		22	29	16	19	7	-68%	-63%	-4.0
Mischief - Other		26	23	31	32	16	-38%	-50%	-1.1
TOTAL PROPERTY		149	172	142	123	81	-46%	-34%	-18.5
Offensive Weapons		7	9	8	10	1	-86%	-90%	-1.1
Disturbing the peace		13	11	5	11	8	-38%	-27%	-1.0
Fail to Comply & Breaches		19	15	27	41	3	-84%	-93%	-0.6
OTHER CRIMINAL CODE		7	10	9	12	3	-57%	-75%	-0.6
TOTAL OTHER CRIMINAL CODE		46	45	49	74	15	-67%	-80%	-3.3
TOTAL CRIMINAL CODE		257	281	236	239	117	-54%	-51%	-32.2



Fairview Provincial Detachment Crime Statistics (Actual) Q2: July to September 2019 - 2023

All categories contain "Attempted" and/or "Completed"

October 10, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 -2023	% Change 2022 -2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		4	4	3	3	3	-25%	0%	-0.3
Drug Enforcement - Trafficking		5	3	1	2	1	-80%	-50%	-0.9
Drug Enforcement - Other		0	1	1	1	0	N/A	-100%	0.0
Total Drugs		9	8	5	6	4	-56%	-33%	-1.2
Cannabis Enforcement		1	0	0	1	0	-100%	-100%	-0.1
Federal - General		1	1	1	0	3	200%	N/A	0.3
TOTAL FEDERAL		11	9	6	7	7	-36%	0%	-1.0
Liquor Act		3	2	1	1	0	-100%	-100%	-0.7
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		21	17	27	42	47	124%	12%	7.7
Other Provincial Stats		23	26	21	24	19	-17%	-21%	-1.0
Total Provincial Stats		47	45	49	67	66	40%	-1%	6.0
Municipal By-laws Traffic		0	0	0	1	0	N/A	-100%	0.1
Municipal By-laws		8	1	2	2	0	-100%	-100%	-1.5
Total Municipal		8	1	2	3	0	-100%	-100%	-1.4
Fatals		0	2	0	0	0	N/A	N/A	-0.2
Injury MVC		2	5	5	2	4	100%	100%	0.1
Property Damage MVC (Reportable)		43	30	25	43	27	-37%	-37%	-1.9
Property Damage MVC (Non Reportable)		7	3	3	3	3	-57%	0%	-0.8
TOTAL MVC		52	40	33	48	34	-35%	-29%	-2.8
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	4	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		210	234	184	96	145	-31%	51%	-26.8
Other Traffic		2	0	0	1	0	-100%	-100%	-0.3
Criminal Code Traffic		11	11	11	10	11	0%	10%	-0.1
Common Police Activities									
False Alarms		21	9	18	17	13	-38%	-24%	-0.8
False/Abandoned 911 Call and 911 Act		34	48	26	33	20	-41%	-39%	-4.3
Suspicious Person/Vehicle/Property		71	55	47	57	71	0%	25%	0.2
Persons Reported Missing		5	5	2	7	1	-80%	-86%	-0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		23	25	9	6	17	-26%	183%	-3.1
Form 10 (MHA) (Reported)		1	0	0	2	5	400%	150%	1.0



November 10, 2023

Sgt Lacey Blair
Detachment Commander
Fairview, Alberta

Dear CAO, Reeve, Mayor and Councillors,,

Please find the quarterly Community Policing Report attached that covers the July 1st to September 30th, 2023 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Fairview Detachment.

This quarter I want to update you on the status of Body Worn Camera (BWC) field test pilot project, which commenced earlier this year in Grand Prairie, Parkland, and St. Paul Detachments respectively. The rollout of BWC is part of the RCMP's on-going efforts to be transparent and accountable to the communities we serve. The use of BWC can play a role in enhancing public trust, improving interactions between the public and police, resolving public complaints more quickly, and improving evidence gathering. I wish to advise that the 10-week BWC & Digital Evidence Management Service (DEMS) Field Test has ended. Over the course of the Field Test, the Project Team reviewed the tools and services provided by the Contractor as well feedback provided by users of the Field Test Service against the contractual requirements. The RCMP has determined that the Contractor has not successfully met the Field Test requirements as outlined in the Contract. As such, we are in the process of transitioning to a new Contractor, and more details will be shared once they are confirmed.

Your ongoing engagement and the feedback you provide guides our Detachment team and supports the reinforcement of your policing priorities. I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Sgt Lacey Blair
Detachment Commander
Fairview, Alberta



RCMP Provincial Policing Report

Detachment	Fairview
Detachment Commander	
Quarter	Q2
Date of Report	

Community Consultations

Date	2023-08-26
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	Annual summer community event - End of Summer Festival. Detachment Members and VSU staff organized & hosted a Bike Rodeo event for the day as one of the street events. Children & families were able to do the rodeo on their own or with the assistance of a Member. Bike helmets were given away as prizes.

Date	2023-09-20
Meeting Type	Meeting with Elected Officials
Topics Discussed	Crime Reduction Initiatives
Notes/Comments	Fairview Members attended the Town of Fairview council meeting to share information and introduce the two new Members.

Date	2023-09-27
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	Participated in school activities - picnic, gym class, and archery competition with students, teachers, and parents. School safety planning.



Date	2023-09-27
Meeting Type	Community Connection
Topics Discussed	Education Session
Notes/Comments	School meeting to update SAFE and WITS for the upcoming school year.



Community Priorities

Priority 1	Crime Reduction
Current Status & Results	<p>This quarter the Fairview detachment responded to 19 break and enter complaints. 13 - Business, 6 residential, charges laid on 2 files. Member has continued to perform proactive patrols in hot spot areas and conduct curfew checks on prolific offenders.</p>
Priority 2	Enhance Road Safety
Current Status & Results	<p>This quarter 6 roadside Provincial sanctions were issued. 29 violation tickets have been issued. Members have continued to focus efforts on traffic enforcement. Member recently attended CCIT course to assist with impaired complaints.</p>
Priority 3	Enhance Awareness and Education
Current Status & Results	<p>This quarter the Fairview Detachment hosted a Town Hall where community members and elected officials attended. The Detachment continues to grow its participation in community events. Bike Rodeo was hosted this summer along with active participation in the Summer's End Festival parade. Proactive quad patrols have been completed for positive enforcement with in the community.</p>



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2022	2023	% Change Year-over-Year	2021	2022	% Change Year-over-Year
Total Criminal Code	239	117	-51%	941	724	-23%
<i>Persons Crime</i>	42	21	-50%	223	163	-27%
<i>Property Crime</i>	123	81	-34%	549	374	-32%
<i>Other Criminal Code</i>	74	15	-80%	169	187	11%
Traffic Offences						
<i>Criminal Code Traffic</i>	10	11	10%	31	33	6%
<i>Provincial Code Traffic</i>	96	145	51%	781	391	-50%
<i>Other Traffic</i>	1	0	-100%	2	3	50%
CDSA Offences	6	4	-33%	15	17	13%
Other Federal Acts	7	7	0%	20	21	5%
Other Provincial Acts	67	66	-1%	228	187	-18%
Municipal By-Laws	3	0	-100%	9	10	11%
Motor Vehicle Collisions	48	34	-29%	189	194	3%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest



Provincial Police Service Composition Table²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	7	7	0	0
Detachment Support	2	3	0	0

² Data extracted on September 30, 2023 and is subject to change.

³ Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc, and are still included in the overall FTE count.

⁴ Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers: Fairview Detachment is fully staffed with 7 officers working.

Detachment Support: Of the two established positions, there are three resources currently working. One position has two resources assigned to it. There is no hard vacancy at this time.

Quarterly Financial Drivers

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	November 28, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Calendars
File:	11-02-02

DESCRIPTION:

Council is presented with a calendar of upcoming meetings. This will aid administration in maintaining records and serve as a reminder for upcoming meetings for both the Council and administration.

UPCOMING CONFERENCES:

Conference	Date	Location	Attendance
Growing the North Conference	Feb 20-22	Grande Prairie	
RMA Spring Convention	Mar 18-20	Edmonton	
Eda Xperience 2024 Leaders' Summit & Conference	April 10-12	Kananaskis	
FCM Conference	June 6-9	Calgary	

ATTACHMENTS:

- Calendar of upcoming meetings and conferences

RECOMMENDED ACTION:

RESOLUTION by to accept for information November, December 2023 and January 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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NOVEMBER 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	31	1 PLS- CHC – Advisory-AB	2	3	4
5	6	7	8	9 PLS Conference-AB	10 In lieu of Remembrance Day	11 Remembrance Day
12	13	14 Council	15	16 P&P-ALL	17 NAEL-AB,DJ	18
19	20 MED-SH	21 CCFC- SH,DW	22 Muni Joint Meeting - ALL	23	24	25 PLS-AB
26	27 Joint Village of HC-ALL	28 Council Public Hearing 281-23 287-23	29	30 PCBF-DJ,JR	1	2

DECEMBER 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	1	2
3	4 MPTA-EX-AB NPRL-JR	5 P&P-ALL	6 NPHF-DW	7 GGAMAC- DW	8 MMSA-AB	9
10	11	12 Council	13	14 NWSAR- AB,SH	15	16
17	18	19 ASB-DJ,JR	20	21	22 Office Closed	23
24	25 Christmas Day Office Closed	26 Boxing Day Office Closed	27 Office Closed	28 Office Closed	29 Office Closed	30
31	1 New Years Day Office Closed	2	3	4	5	6

JANUARY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1 New Year's Day	2	3	4	5	6
7	8	9 Council	10	11	12	13
14	15	16 Public Meeting Eureka River Hall-ALL	17	18	19	20
21	22	23 Council	24	25	26	27
28	29	30	31	1	2	3

Acronyms for Calendar

RMA	Rural Municipalities of Alberta
ASB	Agricultural Service Board
ASR	Alberta Surface Rights
CCES	Cleardale Community Enhancement Society
CH Conn - D	Clear Hills Joint Venture Ltd. - Directors
CH Conn - O	Clear Hills Joint Venture Ltd. - Operating
CCFC	Clear Creek Fire Committee
DAP	Development Appeal Board
MPRP	Mercer Peace River Pulp Ltd. Public Advisory Committee
HPEC	Health Professional Enhancement committee
EDC	Economic Development Committee
EMC	Emergency Management Committee
FCM	Federation of Canadian Municipalities
FV-Med	Fairview Medical Clinic Operating Society
FRAAC	Fairview Regional Airport Advisory Committee
FV-Seed	Fairview Seed Cleaning Co-Op Board
GGAMAC	Grimshaw Gravel Aquifer Management Advisory Committee
IIC	Interprovincial/Intermunicipal Committee
MMSA	Mackenzie Municipal Services Agency - Directors
MPTA	Mighty Peace Tourist Association
MPC	Municipal Planning Commission
NAEL	Northern Alberta Elected Leaders (Reeve & CAO - once a year)
NTAB	Northern Transportation Advocacy Bureau
NPHF	North Peace Housing Foundation
NPRLFC	North Peace Regional Landfill Commission
PLS Adv	Peace Library Systems – Clear Hills Advisory
PLS	Peace Library Systems
PREDA	Peace Regional Economic Development Alliance
Rec-BR	Recreation Board – Burnt River
Rec-CC	Recreation Board – Cherry Canyon
Rec-CD	Recreation Board – Cleardale
Rec-HC	Recreation Board – Hines Creek
Rec-W	Recreation Board – Worsley
R & CAO	Reeves and CAO's (once a year) Filed with Boards & Committees
RBC	Road Ban Committee
Rural Watch	Rural Crime Watch Executive Board
Site C	Site C Clean Energy Project
TTPC	Trades Training Program Committee
TRC 726	Technical Review Committee – Highway 726 Coulee
WDHP	Worsley & District Health Promotion
Z4	Zone 4 (Spring & Fall)
NWSAR	North West Species at Risk
SDAB	Mackenzie inter-Municipal Subdivision and Development Appeal Board
JIMC	Joint inter-Municipal Committee
PVCRT	Peace Valley Conservation, Recreation and Tourism Society