

**AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, DECEMBER 12, 2023**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, December 12, 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 28, 2023.....	2
Previous: Policy & Priority Meeting Minutes, December 5, 2023.....	8
4. DELEGATION(S)	
1. TELUS 10:00 a.m.....	10
2. Caters Camp Recreation Society 11:00 a.m.....	11
5. PUBLIC HEARING	
6. TENDER OPENING 9:35 a.m.	
7. NEW BUSINESS	
a. COUNCIL	
1. Management Team Activity Report.....	13
2. Councillor Reports	24
3. Land Use Bylaw 287-23	25
4. Bylaw 281-23 Advertising Statutory and Non-Statutory Notices	26
5. Nurse Practitioners.....	27
b. CORPORATE SERVICES	
1. Accounts Payable	31
2. October Financial Report.....	43
3. Reserve Discussion	54
4. Draft Policy 7011 Community Support Services Grant.....	59
5. Proposal Award- 2023-P14 Multi-Function Devices	66
6. Funding Request- Village of Hines Creek	67
c. COMMUNITY SERVICES	
1. Sprinkler Protection Unit (SPU).....	127
2. Draft Policy 2305 Clear Creek Fire Committee Promotional Items	204
d. PUBLIC WORKS	
1. Policy 3221 Dust Control.....	209
2. Transfer Station Operating Cost Review	225
3. Tendering Evaluation Criteria	235
8. WRITTEN REPORTS:	
1. Chief Administrative Officer's Report.....	237
2. Corporate Services Manager's Report.....	238
3. Public Works Manager's Report.....	240
9. COUNCIL INFORMATION (<i>including Correspondence</i>)	241
10. CALENDARS	242
11. CLOSED MEETING ITEMS	
12. ADJOURNMENT	

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

PRESENT	Amber Bean Abe Giesbrecht Danae Walmsley David Janzen Jason Ruecker Susan Hansen Nathan Stevenson	Reeve Councillor Councillor Deputy Reeve Councillor Councillor Councillor
ATTENDING	Allan Rowe Lori Jobson Terry Shewchuk Bonnie Morgan	Chief Administrative Officer (CAO) Corporate Services Manager (CSM) Public Works Manager (PWM) Executive Assistant (EA)
ABSENT		
CALL TO ORDER	Reeve Bean called the meeting to order at 9:32 a.m.	
<u>ACCEPTANCE OF AGENDA</u> C638-23(11-18-23)	RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the November 28, 2023 Regular Council Meeting, as presented. CARRIED.	
<u>TENDER OPENING</u>	Reeve Bean recessed the meeting for the public hearing at 9:59 a.m.	
<u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes		
C639-23(11-28-23)	RESOLUTION by Councillor Giesbrecht to adopt the minutes of the November 14, 2023, Regular Council Meeting, as presented. CARRIED.	
C640-23(11-28-23)	RESOLUTION by Councillor Walmsley to adopt the minutes of the November 16, 2023, Policy & Priority Meeting, as Presented. CARRIED.	
<u>NEW BUSINESS: COUNCIL</u> Management Team Activity Report	Management activity report was reviewed.	
C641-23(11-28-23)	RESOLUTION by Councillor Stevenson that the management activity reports for November 28, 2023, be accepted, as presented. CARRIED.	

Page 2 of 6
REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 28, 2023

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

Reeve Bean recessed the meeting for the public hearing at 10:00 a.m

PUBLIC MEETING Bylaw 287-23 - Land Use – 10:00 a.m.
Bylaw 281-23- Advertising - 10:05 a.m.

Reeve Bean reconvened the meeting at 10:11 a.m

C642-23(11-28-23) RESOLUTION by Reeve Bean to amend the Land Use bylaw to include discretionary approvals within a quarter section including subdivisions, to notify all the adjacent landowners sharing the quarter section borders. CARRIED.

C643-23(11-28-23) RESOLUTION by Councillor Ruecker to approve the allocation of \$5,000.00 from the Rate Stabilization, for the reclamation of ground fires persisting on private land as a direct outcome of the 2023 Wildfire. The full amount to be billed back to the Department of Emergency Services. CARRIED.

C644-23(11-28-23) RESOLUTION by Councillor Giesbrecht to receive the Council verbal and written reports for information, as presented. CARRIED.

C645-23(11-28-23) RESOLUTION by Reeve Bean to draft a letter for the Peace Libraries within Clear Hills County requisition boundaries, regarding legislative requirements and funding opportunities. CARRIED.

Reeve Bean recessed the meeting at 11:16 a.m.
Reeve Bean reconvened the meeting at 11:23 a.m.

Municipal Affairs-
Municipal
Government Act –
5:1 Ratio

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.

C646-23(11-28-23) RESOLUTION by Reeve Bean to approve the 10-year plan for Clear Hills County to come into compliance with Municipal Governments mandated 5:1 ratio for property tax rates. CARRIED.

Mackenzie Municipal
Services Agency
Mackenzie Municipal
Services Agency
(MMSA)

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

C647-23(11-28-23)

RESOLUTION by Councillor Giesbrecht to 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. CARRIED.

Member Balder
Ruecker – (ASB)
Agricultural Service
Board

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

C648-23(11-28-23)

RESOLUTION by Councillor Stevenson to receive the correspondence from Member Ruecker (Clear Hills County Agricultural Service Board) representative for information, as presented. CARRIED.

Councillor Ruecker entered the meeting at 11:40 a.m.

Peace River School
Division Board
Joint Meeting

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.

C649-23(11-28-23)

RESOLUTION by Deputy Reeve Janzen 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. CARRIED.

Policy 6317- Biggest
Vegetable Contest

C650-23(11-28-23)

RESOLUTION by Councillor Hansen to adopt Policy 6317- Biggest Vegetable Contest, as presented. CARRIED.

CORPORATE
SERVICES

Accounts Payable
November 15, 2023,
to November 28, 2023

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.

C651-23(11-28-23)

RESOLUTION by Deputy Reeve Janzen 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. CARRIED.

Draft 2024 Interim

Page 4 of 6
REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 28, 2023

Operation Budget	Council is provided with the draft 2024 Interim Operating Budget for consideration. Reeve Bean recessed the meeting at 11:54 a.m. Reeve Bean reconvened the meeting at 12:39 p.m.
C652-23(11-28-23)	RESOLUTION by Deputy Reeve Janzen to adopt the 2024 Interim Operating Budget effective January 1, 2024, as presented. CARRIED.
Multi Year Capital Plan	Council is being provided with a copy of the Multi Year Capital Plan.
C653-23(11-28-23)	RESOLUTION by Councillor Hansen that Council approves the Multi Year Capital Plan, as presented. CARRIED.
2024 Funding Request – Fairview & Area Seniors Check in line.	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.
C654-23(11-28-23)	RESOLUTION by Reeve Bean to 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. CARRIED.
<u>COMMUNITY</u> Policy 6804 – Appreciation Banquet	Council is presented with the draft Clear Hills County Appreciation Banquet - Policy 6804 for review.
C655-23(11-28-23)	RESOLUTION by Councillor Hansen to Adopt Policy 6804 Clear Hills County Appreciation Banquet, as presented. CARRIED.
Policy 6805 Parades	Council is presented with draft policy 6205- Clear Hills County Parades, outlining Councils participation in local parades in the County.
C656-23(11-28-23)	RESOLUTION by Councillor Ruecker to Adopt Policy 6202 Clear Hills County Parades, as presented. CARRIED.
Clear Creek Fire Committee Recommendations	Council is presented with recommendations from the Clear Creek Committee (CCFC) meeting November 21, 2023, for Consideration.
C657-23(11-28-23)	RESOLUTION by Deputy Reeve Janzen to include \$3,000.00 to the Clear Creek Fire Committee operating budget for emergency type promotional items and accept the November 21, 2023, meeting minutes for information. CARRIED.

Page 5 of 6
REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 28, 2023

Mutual Aid
Agreements

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.

C658-23(11-28-23)

RESOLUTION by Reeve Bean to invite The Town of Manning Mayor McLeod, Deputy Mayor Schamehorn and CAO to a joint meeting with Clear Hills County to discuss the current Mutual Aid agreement.
CARRIED.

PUBLIC WORKS

Log Haul Route
Request – Mercer

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.

C659-23(11-28-23)

RESOLUTION by Reeve Bean 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.
CARRIED.

Proceed to Tender-
One New Pickup
Truck

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

C660-23(11-28-23)

RESOLUTION by Deputy Reeve Janzen to proceed to tender for the purchase of one new pickup truck.
CARRIED.

WRITTEN REPORTS

Chief Administrative
Officer's Report

Chief Administrative Officer's report.

Reeve Bean recessed the meeting at 1:59 p.m.
Reeve Bean reconvened the meeting at 2:05 p.m.

C661-23(11-28-23)

RESOLUTION by Deputy Reeve Janzen 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

Page 6 of 6
 REGULAR COUNCIL MEETING
 TUESDAY, NOVEMBER 28, 2023

C662-23(11-28-23)

RESOLUTION by Councillor Giesbrecht 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.

C663-23(11-28-23)

RESOLUTION by Councillor Walmsley to receive the correspondence, for information. CARRIED.

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.

C664-23(11-28-23)

RESOLUTION by Councillor Hansen 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
Dec 5	BR-Rec	Walmsley
Dec 13	HPEC/Med	Hansen
Jan 12	NTAB	Bean
Jan 22	MPTA Board	Bean
Jan 27	PLS Exec	Bean
Jan 22-24	ASB Conference	Janzen, Ruecker
		CARRIED.

ADJOURNMENT

Reeve Bean adjourned the, November 28, 2023 Regular Council Meeting 2:31 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES OF CLEAR HILLS COUNTY
POLICY & PRIORITY MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, DECEMBER 5, 2023**

PRESENT	Abe Giesbrecht Danae Walmsley David Janzen Jason Ruecker	Councillor Councillor Deputy Reeve Councillor
ATTENDING	Allan Rowe Terry Shewchuk Natasha Gillett	Chief Administrative Officer (CAO) Public Works Manager (PWM) Community Services Clerk (CSC)
ABSENT	Amber Bean Susan Hansen Nathan Stevenson	Reeve Councillor Councillor
CALL TO ORDER	Deputy Reeve Janzen called the meeting to order at 9:38 a.m.	
<u>ACCEPTANCE OF AGENDA</u> P665-23(12-05-23)	RESOLUTION by Councillor Giesbrecht to adopt the agenda governing the December 5, 2023 Policy & Priority Meeting, as presented. CARRIED.	
<u>NEW BUSINESS: COUNCIL</u> Policy 1221 Tendering & Purchasing P666-23(12-05-23)	Council reviewed Policy 1221 Tendering & Purchasing. RESOLUTION by Councillor Ruecker to recommend Council change the contracted grader life cycle to 12 years and adopt a clause in the grader contracts that offers an up to 3 year life cycle extension to be granted by Council motion when in a consecutive term. CARRIED.	
P667-23(12-05-23)	Deputy Reeve Janzen recessed the meeting at 10:50 a.m. Deputy Reeve Janzen reconvened the meeting at 10:57 a.m. RESOLUTION by Councillor Ruecker to recommend Council change the tender package evaluation criteria to make the evaluation weight of location of contractor in proximity to work area 40 points, total contracted price 20 points, experience 20 points, and equipment 20 points. CARRIED.	
Family and Community Support Services (FCSS) program P668-23(12-05-23)	Council reviewed the Family and Community Support Services (FCSS) program. RESOLUTION by Councillor Walmsley to bring a draft Policy regarding a new grant for supporting community programs to the December 12, 2023 Regular Council Meeting. CARRIED.	

Page 2 of 2
REGULAR COUNCIL MEETING
TUESDAY, DECEMBER 5, 2023

P669-23(12-05-23)

RESOLUTION by Deputy Reeve Janzen to recommend Council authorize the use of Clear Hills County Annual Family and Community Support Services (FCSS) funding to support the Sr. Snowplowing Program. CARRIED.

Deputy Reeve Janzen recessed the meeting at 12:01 p.m.
Deputy Reeve Janzen reconvened the meeting at 12:24 p.m.

Dust Control

Council reviewed the dust control policy.

P670-23(12-05-23)

RESOLUTION by Councillor Giesbrecht to recommend Council adopt Policy 3221 Dust Control, as presented. CARRIED.

Transfer Station
Review

Council reviewed the Transfer Station information.

P671-23(12-05-23)

RESOLUTION by Deputy Reeve Janzen to bring back more information regarding the Clear Hills County Transfer Stations operating costs to a future meeting. CARRIED.

Cleardale Fire Hall

Council discussed the Cleardale Fire Hall

P672-23(12-05-23)

RESOLUTION by Councillor Giesbrecht to accept for information the discussion regarding the planning, development, and location of the Cleardale Fire Hall, as presented. CARRIED.

Re-Branding

Council discussed the Re-branding proposal.

P673-23(12-05-23)

RESOLUTION by Councillor Giesbrecht to table the discussion regarding the Re-branding proposal. CARRIED.

Nurse Practitioner

Council reviewed the media release regarding the Nurse Practitioner incentives.

P674-23(12-05-23)

RESOLUTION by Deputy Reeve Janzen to bring back the discussion regarding the nurse practitioner incentives to the December 12, 2023, Regular Council Meeting. CARRIED.

ADJOURNMENT

Deputy Reeve Janzen adjourned the December 5, 2023 Regular Council Meeting 1:43 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION – TELUS – 10:00 a.m.
File:	11-02-02

DESCRIPTION:

TELUS will be attending virtually to discuss Clear Hills County connectivity concerns.

RESOLUTION by.....

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION – Carter Camp Recreation Society– 11:00 a.m.
File:	11-02-02

DESCRIPTION:

Carter Camp Recreation Society will be in attendance to request funding for playground equipment at Carters Camp recreation area.

ATTACHMENTS:

Carters Camp Correspondence

RESOLUTION by.....

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

From: [rob.young](#)
To: [Bonnie Morgan](#)
Subject: delegation
Date: December 6, 2023 12:06:14 PM

Hi Bonnie

We would like to discuss funding for playground equipment. Thank you for your time.
December 12th at 11:00 am will be fine.

Rob Young
Secretary Treasurer
Carter Camp Recreation Society

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Management Team Activity Report
File:	11-02-02

DESCRIPTION:

Management activity report for December 12, 2023.

ATTACHMENTS:

- Management Activity Report
- Policy & Priority Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for December 12, 2023, be accepted, as presented.

Initials show support - Reviewed by:	Manager:	CAO: <i>AR</i>
--------------------------------------	----------	----------------



Management Team

Activity Report for December 12, 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
		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	November 21, 2023
		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
		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



Management Team

Activity Report for December 12, 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
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
		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
		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 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.	CC	In works
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	December 5 P&P
		October 24, 2023		
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	January 16, 2024
C608-23	10/24/23	RESOLUTION by Councillor Walmsley to approve Great Northern Bridgeworks Ltd. quote for the Bridge File 71273 temporary bridge rental, funds are to be allocated from the Bridge Reserve. CARRIED.	PW	Installed
		November 14, 2023		



Management Team

Activity Report for December 12, 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										
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 border="1" style="width: 100%; margin-top: 5px;"> <tr> <td style="width: 50%;">Company</td> <td style="width: 50%;">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	December 12, 2023 Regular Meeting
Company	Amount													
Xerox Canada	Opened													
Ideal Office Solutions	Opened													
Hi Tech Building Systems/Solutions	Opened													
Hi Tech Building Systems/Solutions	Opened													
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.	PW	In works										
		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.	EA	December 5 P&P										
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.	CC/ PW	December 5 P&P										
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.	EA	January 9, 2023 Regular Meeting										
P634-23	11/16/23	RESOLUTION by Deputy Reeve Janzen to table the discussion regarding Transfer Stations until the next Policy & Priority Meeting.CARRIED.	PW	December 5 P&P										
		November 28, 2023												
C642-23	11/28/23	RESOLUTION by Reeve Bean to amend the Land Use bylaw to include discretionary approvals	EA	December 12, 2023										



Management Team

Activity Report for December 12, 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
		within a quarter section including subdivisions, to notify all the adjacent landowners sharing the quarter section borders. CARRIED.		Regular Meeting
C643-23	11/28/23	RESOLUTION by Councillor Ruecker to approve the allocation of \$5,000.00 from the Rate Stabilization, for the reclamation of ground fires persisting on private land as a direct outcome of the 2023 Wildfire. The full amount to be billed back to the Department of Emergency Services. CARRIED.	CC	In works
C645-23	11/28/23	RESOLUTION by Reeve Bean to draft a letter for the Peace Libraries within Clear Hills County requisition boundaries, regarding legislative requirements and funding opportunities. CARRIED.	EA	
C646-23	11/28/23	RESOLUTION by Reeve Bean to approve the 10-year plan for Clear Hills County to come into compliance with Municipal Governments mandated 5:1 ratio for property tax rates. CARRIED.	EA	In works
C647-23	11/28/23	RESOLUTION by Councillor Giesbrecht to 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. CARRIED.	EA	
C649-23	11/28/23	RESOLUTION by Deputy Reeve Janzen 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. CARRIED.	EA	February 7, 2024
C650-23	11/28/23	RESOLUTION by Councillor Hansen to adopt Policy 6317- Biggest Vegetable Contest, as presented. CARRIED.	AG	
C652-23	11/28/23	RESOLUTION by Deputy Reeve Janzen to adopt the 2024 Interim Operating Budget effective January 1, 2024, as presented.	CS	
C653-23	11/28/23	RESOLUTION by Councillor Hansen that Council approves the Multi Year Capital Plan, as presented. CARRIED.	CS	



Management Team

Activity Report for December 12, 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
C655-23	11/28/23	RESOLUTION by Councillor Hansen to Adopt Policy 6804 Clear Hills County Appreciation Banquet, as presented. CARRIED.	CC	
C656-23	11/28/23	RESOLUTION by Councillor Ruecker to Adopt Policy 6202 Clear Hills County Parades, as presented. CARRIED.	CC	
C657-23	11/28/23	RESOLUTION by Deputy Reeve Janzen to include \$3,000.00 to the Clear Creek Fire Committee operating budget for emergency type promotional items and accept the November 21, 2023, meeting minutes for information. CARRIED.	CC	
C658-23	11/28/23	RESOLUTION by Reeve Bean to invite The Town of Manning Mayor McLeod, Deputy Mayor Schamehorn and CAO to a joint meeting with Clear Hills County to discuss the current Mutual Aid agreement. CARRIED.	CC	
C659-23	11/28/23	RESOLUTION by Reeve Bean 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. CARRIED.	PW	
C660-23	11/28/23	RESOLUTION by Deputy Reeve Janzen to proceed to tender for the purchase of one new pickup truck. CARRIED.	PW	Closes January 8, 2024
		December 5, 2023 Policy & Priority		
P666-23	(12-05-23)	RESOLUTION by Councillor Ruecker to recommend Council change the contracted grader life cycle to 12 years and adopt a clause in the grader contracts that offers an up to 3 year life cycle extension to be granted by Council motion when in a consecutive term. CARRIED.	PW	December 12, 2023 Regular Meeting
P667-23	(12-05-23)	RESOLUTION by Councillor Ruecker to recommend Council change the tender package	PW	December 12, 2023



Management Team

Activity Report for December 12, 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
		evaluation criteria to make the evaluation weight of location of contractor in proximity to work area 40 points, total contracted price 20 points, experience 20 points, and equipment 20 points. CARRIED.		Regular Meeting
P668-23	(12-05-23)	RESOLUTION by Councillor Walmsley to bring a draft Policy regarding a new grant for supporting community programs to the December 12, 2023 Regular Council Meeting. CARRIED.	CS	December 12, 2023 Regular Meeting
P669-23	(12-05-23)	RESOLUTION by Deputy Reeve Janzen to recommend Council authorize the use of Clear Hills County Annual Family and Community Support Services (FCSS) funding to support the Sr. Snowplowing Program. CARRIED.	CS	
P670-23	(12-05-23)	RESOLUTION by Councillor Giesbrecht to recommend Council adopt Policy 3221 Dust Control, as presented. CARRIED.	PW	December 12, 2023 Regular Meeting
P671-23	(12-05-23)	RESOLUTION by Deputy Reeve Janzen to bring back more information regarding the Clear Hills County Transfer Stations operating costs to a future meeting. CARRIED.	PW	December 12, 2023 Regular Meeting
P672-23	(12-05-23)	RESOLUTION by Councillor Giesbrecht to accept for information the discussion regarding the planning, development, and location of the Cleardale Fire Hall, as presented. CARRIED.	PW	
P673-23	(12-05-23)	RESOLUTION by Councillor Giesbrecht to table the discussion regarding the Re-branding proposal. CARRIED.	EA	Next P&P
P674-23	(12-05-23)	RESOLUTION by Deputy Reeve Janzen to bring back the discussion regarding the nurse practitioner incentives to the December 12, 2023, Regular Council Meeting. CARRIED.	EA	December 12, 2023 Regular Meeting
		November 17, 2021		
C114-22	03/08/22	RESOLUTION by Deputy Reeve Janzen to approve an unconditional grant of \$450,000.00 for 2022, and a 3-year commitment of \$300,000.00 for 2023, 2024 and 2025, to the Village of Hines Creek to assist with operating expenses. CARRIED.	CDM	2022✓ 2023✓ 2024✓ 2025
C636-22	12/13/	RESOLUTION by Councillor Walmsley that Clear Hills	EA	Waiting for



Management Team

Activity Report for December 12, 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
	22	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.		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
		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
		November 28, 2023		
C654-23	11/28/23	RESOLUTION by Reeve Bean to 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. CARRIED.	CS	

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 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 December 12, 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 vender 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 December 12, 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
P666-23(12-05-23)		PW	RESOLUTION by Councillor Ruecker to recommend Council change the contracted grader life cycle to 12 years and adopt a clause in the grader contracts that offers an up to 3 year life cycle extension to be granted by Council motion when in a consecutive term. CARRIED.		December 12, 2023
P667-23(12-05-23)			RESOLUTION by Councillor Ruecker to recommend Council change the tender package evaluation criteria to make the evaluation weight of location of contractor in proximity to work area 40 points, total contracted price 20 points, experience 20 points, and equipment 20 points. CARRIED.		December 12, 2023
P668-23(12-05-23)		CS	RESOLUTION by Councillor Walmsley to bring a draft Policy regarding a new grant for supporting community programs to the December 12, 2023 Regular Council Meeting. CARRIED.		December 12, 2023
P669-23(12-05-23)		CS	RESOLUTION by Deputy Reeve Janzen to recommend Council authorize the use of Clear Hills County Annual Family and Community Support Services (FCSS) funding to support the Sr. Snowplowing Program. CARRIED.		
P670-23(12-05-23)		PW	RESOLUTION by Councillor Giesbrecht to recommend Council adopt Policy 3221 Dust Control, as presented. CARRIED.		December 12, 2023
P671-23(12-05-23)		PW	RESOLUTION by Deputy Reeve Janzen to bring back more information regarding the Clear Hills County Transfer Stations operating costs to a future meeting. CARRIED.		December 12, 2023
P672-23(12-05-23)		PW	RESOLUTION by Councillor Giesbrecht to accept for information the discussion regarding the planning, development, and location of the Cleardale Fire Hall, as presented. CARRIED.		
P673-23(12-05-23)		EA	RESOLUTION by Councillor Giesbrecht to table the discussion regarding the Re-branding proposal. CARRIED.		Next P & P

Policy & Priority Update

Activity Report for December 12, 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
P674-23(12-05-23)		EA	RESOLUTION by Deputy Reeve Janzen to bring back the discussion regarding the nurse practitioner incentives to the December 12, 2023, Regular Council Meeting. CARRIED.		December 12, 2023

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	December 12, 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)

	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Land Use Bylaw 287-23
File:	11-02-03

DESCRIPTION:

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

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.

RECOMMENDED ACTION:

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

RESOLUTION by to proceed to third and final reading to Land Use Bylaw 287-23 being a Bylaw of Clear Hills County in the Province of Alberta to Replace the Clear Hills County Land Use Bylaw 189-16.

RESOLUTION by to give third and final 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.

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

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Bylaw 281-23 Advertising Statutory and Non-Statutory Notices
File:	11-02-03

DESCRIPTION:

Council is presented with 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.

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.

RECOMMENDED ACTION:

RESOLUTION by to give second reading to 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.

RESOLUTION by to proceed to third and final reading to 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.

RESOLUTION by to give third and final reading to 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.

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Nurse Practitioners
File:	11-02-02

DESCRIPTION:

Council is presented information for further discussion regarding nurse practitioners.

DESCRIPTION:

P674-23(12-05-23) RESOLUTION by Deputy Reeve Janzen to bring back the discussion regarding the nurse practitioner incentives to the December 12, 2023, Regular Council Meeting. CARRIED.

ATTACHMENTS:

RFD Nurse Practitioners December 5, 2023

RECOMMENDATION:

RESOLUTION by...

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Policy & Priority Meeting
Meeting Date:	December 5, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Nurse Practitioners
File:	11-02-02

DESCRIPTION:

Council is presented with key points from the media release from the Alberta Government.

Challenges in Accessing Family Doctors: Many Albertans face difficulties finding a regular family doctor or securing timely appointments.

Empowering Nurse Practitioners: The government is enabling nurse practitioners to open their own clinics, take on patients, and provide services within their scope of practice, training, and expertise.

Nurse Practitioners' Role: Nurse practitioners, who have completed graduate studies and are regulated by the College of Registered Nurses of Alberta, can offer approximately 80% of the medical services provided by family physicians.

Compensation Model: A new compensation model is being developed to reflect the expanded role of nurse practitioners. This model is expected to be launched in early 2024.

Capacity Building: The new compensation model aims to encourage nurse practitioners to operate independently, adding much-needed capacity to Alberta's primary care system.

Grant for Implementation: A \$2-million grant over the next three years will be provided to the Nurse Practitioner Association of Alberta to help implement the compensation model and support nurse practitioners in setting up their own clinics.

Expression of Interest: Nurse practitioners interested in independent practice will be invited to submit expressions of interest for the compensation model, launching in early 2024.

Caseload Supports: Nurse practitioners opting into the compensation model qualify for supports, part of a \$57-million support program helping primary health care providers manage increasing patient numbers.

Rural Health Care Enhancement: The new nurse practitioner model is designed to enhance and expand rural health care deliveries, addressing the shortage of health care professionals in rural communities.

ATTACHMENTS:

November 22, 2023, Alberta Government Media Release

RESOLUTION by.....

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

Strengthening primary care with nurse practitioners

November 22, 2023 Media inquiries

Alberta's government is expanding opportunities for nurse practitioners to give Albertans greater access to a regular primary care provider when and where they need one.

Too many Albertans cannot find a regular family doctor or have trouble getting an appointment with the one they have. Alberta's government continues to support and stabilize primary health care across the province by enabling nurse practitioners to open their own clinics, take on patients and offer services based on their scope of practice, training and expertise. Typically nurse practitioners can provide about 80 per cent of the medical services a family physician provides, and this will be reflected in the compensation model when it's finalized.

Nurse practitioners have completed graduate studies and are regulated by the College of Registered Nurses of Alberta. Like other regulated professions, all nurse practitioners must meet minimum requirements to practise and follow standards set by their regulatory college.

"Nurse practitioners are highly trained and valued medical professionals. By enabling them to open their own clinics, we are ensuring Albertans can more easily access the care they need. This is a significant improvement in our primary health care system that will benefit patients and help improve the overall health and health outcomes of Alberta families."

Danielle Smith, Premier

As the province enables nurse practitioners to do more of the work they are trained to do, a new compensation model will be created to encourage them to operate independently, adding much-needed capacity to Alberta's primary care system. Nurse practitioners are extensively trained in their graduate studies to assess, diagnose, treat, order and interpret diagnostic tests, prescribe medications, make referrals to a specialist and manage a person's overall care.

In addition, through a \$2-million grant over the next three years, the Nurse Practitioner Association of Alberta will help to implement a compensation model, recruit other nurse practitioners to participate and provide supports as they work to set up their own clinics.

“There is no doubt about it, we need more health professionals providing primary health care to Albertans. Nurse practitioners are skilled health care professionals who play vital roles in modern health care. This model has the potential to add capacity in communities across the province and help so many Albertans gain access to a regular primary care provider.”

Adriana LaGrange, Minister of Health

The new compensation model will be phased in and is expected to launch in early 2024 when nurse practitioners who want to go into independent practice will be asked to submit expressions of interest. The model is expected to include payment for a specified number of clinical hours and other commitments, such as caring for a certain number of patients.

“The Nurse Practitioner Association of Alberta is thrilled for the opportunity to support Albertans across the province in accessing a care provider in all health care environments, not just primary care. With this announcement and this grant, the association will be perfectly positioned to ensure that our members will be fully prepared to meet the needs of Albertans in both urban and rural communities. Until now, accessing a nurse practitioner has been challenging. This announcement ends those challenges. The NPAA looks forward to working with Alberta Health to get clinics open and to support NPs in being able to do the work that they are trained to do.”

Susan Prendergast, president, Nurse Practitioner Association of Alberta

Nurse practitioners who opt into the compensation model will also qualify for caseload supports once their patient caseloads are established, as announced on Oct. 18. The three-year \$57-million support program will help primary health care providers manage an increasing number of patients. Each provider has the potential to receive up to \$10,000 annually.

“The shortage of health care professionals in rural communities has always been a challenge that required innovative solutions. The new nurse practitioner model actively addresses this need by enhancing and expanding rural health care deliveries. This new initiative will enable rural Albertans to have better access to primary health care close to home.”

Martin Long, parliamentary secretary for rural health

Alberta’s government will continue working with the Nurse Practitioner Association of Alberta and the College of Registered Nurses of Alberta as the compensation model is implemented.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 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 29, 2023 to December 12, 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 29, 2023 to December 12, 2023 for a total of \$550,003.97.

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

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID First	Last
Vendor Name	First	Last	Cheque Number First	Last
Cheque Date	11/29/23	12/12/23		

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
AMSC INSURANCE SERVICES LTD	028538	12/12/23	\$10,528.81

Invoice Description	Invoice Number	Invoice Amount
December Benefits	1754-2023-12	\$10,528.81

B & E HOME HARDWARE	028539	12/12/23	\$811.70
---------------------	--------	----------	----------

Invoice Description	Invoice Number	Invoice Amount
Chain for Gate Lock-Whtlw T.S.	102-67919	\$11.94
Screws/Washers for Signs	101-157208	\$18.90
HCFD Printer Ink	101-157500	\$32.54
Furnace Thermostat - EMS House	101-157980	\$33.59
Cherry Pt. Well Check Valves	101-158413	\$46.18
Janitorial Supplies	101-158581	\$448.21
Bridge Reflect Marker Screws	102-68914	\$31.55
Lights for Office	101-158677	\$188.79

BELL CANADA	028540	12/12/23	\$737.52
-------------	--------	----------	----------

Invoice Description	Invoice Number	Invoice Amount
Nov Service Agmt #644	X0149829582311	\$737.52

BORDERLINE SURVEYS LTD.	028541	12/12/23	\$1,837.50
-------------------------	--------	----------	------------

Invoice Description	Invoice Number	Invoice Amount
Lot Staking for Cldl Firehall	1898	\$1,837.50

BOSCHWICK CONTRACTING	028542	12/12/23	\$20,024.59
-----------------------	--------	----------	-------------

Invoice Description	Invoice Number	Invoice Amount
Worsley GB01	635	\$9,213.77
Bear Canyon GB09	636	\$10,810.82

BOSS BRIDGEWORKS INC.	028543	12/12/23	\$42,199.50
-----------------------	--------	----------	-------------

Invoice Description	Invoice Number	Invoice Amount
BF86029 Progress Est. No. 2	092723	\$42,199.50

BRIDGEMEN SERVICES LTD.	028544	12/12/23	\$181,534.50
-------------------------	--------	----------	--------------

Invoice Description	Invoice Number	Invoice Amount
2022 Bridge Maint Cont. Prog 2	102023	\$201,705.00

CAL-R CONTRACTING LTD.	028545	12/12/23	\$4,309.62
------------------------	--------	----------	------------

Invoice Description	Invoice Number	32 Invoice Amount
---------------------	----------------	-------------------

Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

System: 12/06/23 3:27:58 PM
User Date: 12/06/23

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Post Replace BF71273	13148		\$462.00
Post Replacement BF71273	13149		\$346.50
Dirt Work at Cldl Transfer St.	13773		\$577.50
Regional Water Line Tie-In	13418		\$2,923.62
<hr/>			
CAMPBELL DODGE CHRYSLER LTD.	028546	12/12/23	\$99.62
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
R&M Unit 65-60	398983	\$99.62	
<hr/>			
CLEAR HILLS WASTE MANAGEMENT	028547	12/12/23	\$10,550.62
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Transfer Station Contract	189	\$10,340.62	
Worsley Hamlet Garbage Haul	188	\$210.00	
<hr/>			
CORMAC SAFETY SERVICE INC.	028548	12/12/23	\$5,880.00
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Wildfire Medic Truck	6172	\$5,880.00	
<hr/>			
CUSTOM COMMUNICATIONS & SECURI	028549	12/12/23	\$162.75
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
New Faubs for FIT Centre/Ship	135133	\$162.75	
<hr/>			
DHL	028550	12/12/23	\$242.32
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Wat Samp/WFD Shipping	10674090	\$242.32	
<hr/>			
EUREKA RIVER AG SOCIETY	028551	12/12/23	\$175.00
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Public Meeting Hall Rental	573	\$175.00	
<hr/>			
GLOBAL FLEET INFORMATION	028552	12/12/23	\$619.50
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Monthly Fees	220796	\$619.50	
<hr/>			
GOVERNMENT OF ALBERTA	028553	12/12/23	\$103.65
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Annual Rent DLO-870099	0005852859	\$52.50	
Bear Canyon Trans St. Rent	0005852806	\$51.15	
<hr/>			
GRADE PRO CONTRACTING LTD.	028554	12/12/23	\$33,181.07
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Cleardale GB07	1216	\$16,643.57	
Whitelaw GB15	1217	\$16,537.50	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
GREAT WEST MEDIA	028555	12/12/23	\$1,397.42
Invoice Description	Invoice Number	Invoice Amount	
Newsletter Printing	GWM11293	\$1,397.42	
GREGG DISTRIBUTORS CO. LTD(FAI 028556		12/12/23	\$135.28
Invoice Description	Invoice Number	Invoice Amount	
WWTP Supplies	036-343077	\$135.28	
HACH SALES & SERVICE CANADA LP 028557		12/12/23	\$1,439.55
Invoice Description	Invoice Number	Invoice Amount	
Reagent & Freight	337886	\$1,439.55	
HELGESEN OWEN	028558	12/12/23	\$400.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80896-112123	\$400.00	
HITECH BUSINESS SYSTEMS LTD. 028559		12/12/23	\$511.07
Invoice Description	Invoice Number	Invoice Amount	
Copier Service Agreement	1728876	\$511.07	
JOHNSTONE CONTRACTING LTD. 028560		12/12/23	\$863.10
Invoice Description	Invoice Number	Invoice Amount	
BF71273 Ditch Mowing	14310	\$863.10	
LEMOINE RAWLIE	028561	12/12/23	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80724-111723	\$300.00	
LONETECH ENTERPRISES	028562	12/12/23	\$1,073.42
Invoice Description	Invoice Number	Invoice Amount	
CVIP & Repair to HC Senior Bus	IN078584	\$1,073.42	
MANITOULIN TRANSPORT	028563	12/12/23	\$323.62
Invoice Description	Invoice Number	Invoice Amount	
Water Pump Pipe Shipping	3302776674	\$323.62	
MAVERICK LIVESTOCK COMPANY LTD 028564		12/12/23	\$400.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive Program	112023	\$400.00	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
MCLARTY, BRETT	028565	12/12/23	\$200.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive Program	112923	\$200.00	
M.D. OF FAIRVIEW NO. 136	028566	12/12/23	\$16,641.89
Invoice Description	Invoice Number	Invoice Amount	
AWOS Replacement Cost Share	IVC00000000015	\$16,641.89	
NORTECH MECHANICAL	028567	12/12/23	\$1,951.95
Invoice Description	Invoice Number	Invoice Amount	
CVIP/R&M - Unit 63-07	10920	\$1,279.95	
R&M Unit 63-29	10935	\$672.00	
NORTH PEACE HOUSING FOUNDATION	028568	12/12/23	\$151,553.44
Invoice Description	Invoice Number	Invoice Amount	
2023 NPHE Requisition	020123	\$606,213.73	
PETROWICH JANET	028569	12/12/23	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
Cem Grant-St. Peter & Paul	112823	\$500.00	
PROGRADE SERVICES LTD.	028570	12/12/23	\$14,673.75
Invoice Description	Invoice Number	Invoice Amount	
Mont GB03	4296	\$14,673.75	
R&R ROAD LTD.	028571	12/12/23	\$1,029.00
Invoice Description	Invoice Number	Invoice Amount	
SL/SC GB16	4887	\$1,029.00	
ROBERT RAVEN	028572	12/12/23	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80899-111723	\$50.00	
RELIANCE ASSESSMENT CONSULTANT	028573	12/12/23	\$6,835.50
Invoice Description	Invoice Number	Invoice Amount	
December Assessment Services	107	\$6,835.50	
RICHARDSON, BAILEE	028574	12/12/23	\$3,000.00
Invoice Description	Invoice Number	Invoice Amount	
Continuing Ed Scholarship	112823	\$3,000.00	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
ROADATA SERVICES LTD	028575	12/12/23	\$470.40
Invoice Description	Invoice Number	Invoice Amount	
Permitting Services - November	00082682	\$470.40	
ROAMING TRANSPORT	028576	12/12/23	\$6,667.50
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14	0483	\$6,667.50	
RUSSELL WANDA & BRIAN	028577	12/12/23	\$1,050.00
Invoice Description	Invoice Number	Invoice Amount	
Sulphur Lake Caretaker	113023	\$1,050.00	
SKERRATT, CLAYTON AND ANN	028578	12/12/23	\$1,950.00
Invoice Description	Invoice Number	Invoice Amount	
November Janitorial Services	223268	\$1,950.00	
POSTMEDIA	028579	12/12/23	\$105.00
Invoice Description	Invoice Number	Invoice Amount	
Public Hearing/Advertising Ads	870831-103123	\$105.00	
WARREN FARMING LTD	028580	12/12/23	\$800.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	80904-112123	\$400.00	
Rental Deposit Refund	80951-112823	\$400.00	
WASYLCIW, CLEN	028581	12/12/23	\$400.00
Invoice Description	Invoice Number	Invoice Amount	
Wolf Hunt Incentive Program	112723	\$400.00	
WORSLEY GRAVEL SUPPLY LTD.	028582	12/12/23	\$15,496.53
Invoice Description	Invoice Number	Invoice Amount	
Gravel/Trucking - Spot Gravel	7940	\$1,957.55	
Centreline Gravel/Dirt/Truck	7513	\$7,694.50	
Gravel/Trucking - Spot Gravel	7530	\$5,844.48	
WYCLIFFE ENTERPRISES LTD.	028583	12/12/23	\$6,562.50
Invoice Description	Invoice Number	Invoice Amount	
Eureka GB13	750	\$6,562.50	
DIAMOND SOFTWARE SOLUTIONS INC	028584	12/12/23	\$224.78
Invoice Description	Invoice Number	Invoice Amount	
REACH Renewal	397526	\$224.78	

System: 12/06/23 3:27:58 PM
User Date: 12/06/23

Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

Page: 6
User ID: Dawn

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
-------------	---------------	-------------	---------------

		Report Total	\$550,003.97
--	--	--------------	--------------

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 11/29/23 12/12/23
 Vendor ID First Last Chequebook ID First Last
 Vendor Name First Last

Sorted By: Cheque Number

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
028538	AMSC05	AMSC INSURANCE SERVICES LTD	12/12/23	ATB	PMCHQ00001250	\$10,528.81
028539	B&EHOME01	B & E HOME HARDWARE	12/12/23	ATB	PMCHQ00001250	\$811.70
028540	BELL	BELL CANADA	12/12/23	ATB	PMCHQ00001250	\$737.52
028541	BORDERLINE	BORDERLINE SURVEYS LTD.	12/12/23	ATB	PMCHQ00001250	\$1,837.50
028542	BOSCHWICK01	BOSCHWICK CONTRACTING	12/12/23	ATB	PMCHQ00001250	\$20,024.59
028543	BOSS	BOSS BRIDGEWORKS INC.	12/12/23	ATB	PMCHQ00001250	\$42,199.50
028544	BRIDGEMEN	BRIDGEMEN SERVICES LTD.	12/12/23	ATB	PMCHQ00001250	\$181,534.50
028545	CALR01	CAL-R CONTRACTING LTD.	12/12/23	ATB	PMCHQ00001250	\$4,309.62
028546	CAMPBELL01	CAMPBELL DODGE CHRYSLER LTD.	12/12/23	ATB	PMCHQ00001250	\$99.62
028547	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	12/12/23	ATB	PMCHQ00001250	\$10,550.62
028548	CORMAC	CORMAC SAFETY SERVICE INC.	12/12/23	ATB	PMCHQ00001250	\$5,880.00
028549	CUCO06	CUSTOM COMMUNICATIONS & SECURI	12/12/23	ATB	PMCHQ00001250	\$162.75
028550	DHL01	LOOMIS EXPRESS	12/12/23	ATB	PMCHQ00001250	\$242.32
028551	EUREKA01	EUREKA RIVER AG SOCIETY	12/12/23	ATB	PMCHQ00001250	\$175.00
028552	GFI01	GFI SYSTEMS INC..	12/12/23	ATB	PMCHQ00001250	\$619.50
028553	GOVERNMENT02	GOVERNMENT OF ALBERTA	12/12/23	ATB	PMCHQ00001250	\$103.65
028554	GRADEPRO	GRADE PRO CONTRACTING LTD.	12/12/23	ATB	PMCHQ00001250	\$33,181.07
028555	GREATWEST	GREAT WEST MEDIA, LP	12/12/23	ATB	PMCHQ00001250	\$1,397.42
028556	GREGG01	GREGG DISTRIBUTORS CO. LTD.	12/12/23	ATB	PMCHQ00001250	\$135.28
028557	HACH01	HACH SALES & SERVICE CANADA LP	12/12/23	ATB	PMCHQ00001250	\$1,439.55
028558	HELGESENO	OWEN HELGESEN	12/12/23	ATB	PMCHQ00001250	\$400.00
028559	HITECH01	HITECH BUSINESS SYSTEMS LTD.	12/12/23	ATB	PMCHQ00001250	\$511.07
028560	JOHNSTONE	JOHNSTONE CONTRACTING LTD.	12/12/23	ATB	PMCHQ00001250	\$863.10
028561	LEMOINER	RAWLIE LEMOINE	12/12/23	ATB	PMCHQ00001250	\$300.00
028562	LONETECH01	LONETECH ENTERPRISES	12/12/23	ATB	PMCHQ00001250	\$1,073.42
028563	MANITOULIN01	MANITOULIN TRANSPORT	12/12/23	ATB	PMCHQ00001250	\$323.62
028564	MAVERICK02	MAVERICK LIVESTOCK COMPANY LTD	12/12/23	ATB	PMCHQ00001250	\$400.00
028565	MCLARTY	BRETT MCLARTY	12/12/23	ATB	PMCHQ00001250	\$200.00
028566	MDFAIRO1	M.D. OF FAIRVIEW NO. 136	12/12/23	ATB	PMCHQ00001250	\$16,641.89
028567	NORTECH	NORTECH MECHANICAL	12/12/23	ATB	PMCHQ00001250	\$1,951.95
028568	NPHOUSE01	NORTH PEACE HOUSING FOUNDATION	12/12/23	ATB	PMCHQ00001250	\$151,553.44
028569	PETROWICH03	JANET PETROWICH	12/12/23	ATB	PMCHQ00001250	\$500.00
028570	PROGRADE01	PROGRADE SERVICES LTD.	12/12/23	ATB	PMCHQ00001250	\$14,673.75
028571	R&R01	R&R ROAD LTD.	12/12/23	ATB	PMCHQ00001250	\$1,029.00
028572	RAVEN01	ROBERT RAVEN	12/12/23	ATB	PMCHQ00001250	\$50.00
028573	RELIANCE	RELIANCE ASSESSMENT	12/12/23	ATB	PMCHQ00001250	\$6,835.50
028574	RICHARDSONBA	BAILEE RICHARDSON	12/12/23	ATB	PMCHQ00001250	\$3,000.00
028575	ROADATA	ROADATA SERVICES LTD	12/12/23	ATB	PMCHQ00001250	\$470.40
028576	ROAMING	ROAMING TRANSPORT	12/12/23	ATB	PMCHQ00001250	\$6,667.50
028577	RUSSELLB	WANDA & BRIAN RUSSELL	12/12/23	ATB	PMCHQ00001250	\$1,050.00
028578	SKERRATT	CLAYTON AND ANN SKERRATT	12/12/23	ATB	PMCHQ00001250	\$1,950.00
028579	SUNMEDIA	POSTMEDIA NETWORK INC.	12/12/23	ATB	PMCHQ00001250	\$105.00
028580	WARREN02	WARREN FARMING LTD	12/12/23	ATB	PMCHQ00001250	\$800.00
028581	WASYLCIWL01	GLEN WASYLCIW	12/12/23	ATB	PMCHQ00001250	\$400.00
028582	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	12/12/23	ATB	PMCHQ00001250	\$15,496.53
028583	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	12/12/23	ATB	PMCHQ00001250	\$6,562.50
028584	DIAMOND01	CENTRALSQUARE CANADA SOFTWARE	12/12/23	ATB	PMCHQ00001250	\$224.78

Total Cheques: 47

Total Amount of Cheques: \$550,003.97

ATB MASTER CARD DETAILS			
DATE OF PURCHASE	PLACE OF PURCHASE	DESCRIPTION	AMOUNT
		RMA Conference Fees - EA	\$6,126.75
10/05/23	RMA	Joint Meeting with MD of Fairview Snacks - EA	\$186.24
10/11/23	Tim Hortons	PWM AMSA Conference Fee - EA	\$400.00
10/12/23	AMSA	RMA Conference Fees/EOEP - EA	\$2,431.80
10/12/23	RMA	Community Clerk EOEP - EA	\$414.75
10/12/23	RMA	Community Clerk AMSA Conference Fee - EA	\$250.00
10/17/23	AMSA	Video Conferencing Account - EA	\$27.30
10/23/23	GoTo Technologies Canada Ltd	November Newsletter Mailout - EA	\$8.94
10/31/23	Canada Post	November Newsletter Mailout - EA	\$47.38
10/31/23	Canada Post	November Newsletter Mailout - EA	\$59.02
10/31/23	Canada Post	November Newsletter Mailout - EA	\$7.60
10/31/23	Canada Post	November Newsletter Mailout - EA	\$121.61
10/31/23	Canada Post	November Newsletter Mailout - EA	\$82.95
10/31/23	Canada Post	November Newsletter Mailout - EA	\$719.94
11/01/23	Amazon	Trade Show Bags - EA	\$7,621.97
11/03/23	Courtyard by Marriott	RMA Conference Hotel Rooms - EA	
10/10/23	Eventbrite	Peace Region ASB Conference Fees - CSM	\$525.00
10/12/23	Canadian Safety Supplies	HCFD First Aid Supplies - AP	\$368.34
10/15/23	Amazon	Corporate & Trade Show Binders - AP	\$164.16
10/17/23	Resource Purchasing & Supply	HCFD Safety Vests - AP	\$397.59
10/26/23	RPH Irrigation Services Ltd.	Water Pump Check Valves - AP	\$443.10
10/27/23	Amazon	Corporate Desk Calendar, Fridge Filters, Plunger & Brush Set for Bathrooms - AP	\$123.84
10/27/23	Amazon	Plunger & Brush Set for Bathrooms - AP	\$41.98



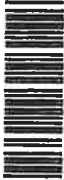
ATB

RECEIVED
NOV 16 2023
Clear Hills County

CLEAR HILLS COUNTY *
Account Number:
Alberta BusinessCard

MONTHLY STATEMENT
OCT 06 to NOV 06, 2023

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



YOUR ACCOUNT SUMMARY

Statement date: November 06, 2023

PREVIOUS CHARGES AND PAYMENTS

Your previous balance		\$2,592.75
Payments made from Oct 06 to Nov 06 - Thank you	-\$2,592.75	
Credits	\$0.00	
Total payments and credits	-\$2,592.75	
NEW CHARGES		
Purchases and returns	\$20,570.26	
Cash advances and Mastercard cheques	\$0.00	
Fees and adjustments	\$0.00	
Interest charges	\$0.00	
Total new charges	\$20,570.26	
Your new balance		\$20,570.26

MINIMUM PAYMENT AND CREDIT LIMIT

Minimum payment due	\$618.00	Your credit limit	\$60,000.00
Payment due date	November 27, 2023	Available credit on Nov 06	\$39,429.74

Page 1 of 4

ATB Financial



Payment Slip

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

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

Account number:

Your new balance: **\$20,570.26**

Minimum payment due: **\$618.00**

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

Amount enclosed: \$

PFDATFXH 001699
CLEAR HILLS COUNTY *
PO BOX 240
WORSLEY AB T0H 3W0

PAYMENTS AND CREDITS

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

Date Posted	Description	Amount (\$)
Oct 26	AUTOMATIC PAYMENT-THANKS	-2,592.75
Total payments and credits		-\$2,592.75

\$20,570.26 will be debited from your account and credited as your automatic payment on Nov 27, 2023.

PURCHASES AND RETURNS

Date Charged	Date Posted	Description	Amount (\$)
Oct 05	Oct 06	EVENT* RMA 2023 FALL C FREDERICTON NB	6,126.75
Oct 11	Oct 11	TIM HORTONS #9710 FAIRVIEW AB	186.24
Oct 12	Oct 12	PAYPAL *AMSA AMSA 4029357733 ON	400.00
Oct 12	Oct 12	EVENT* RMA 2023 FALL C FREDERICTON NB	2,431.80
Oct 12	Oct 12	EVENT* RMA 2023 FALL C FREDERICTON NB	414.75
Oct 17	Oct 17	PAYPAL *AMSA AMSA 4029357733 ON	250.00
Oct 23	Oct 23	GOTOCOM*GOTOMEETING GOTO.COM QC	27.30
Oct 31	Oct 31	CANADA POST EST DESKTO OTTAWA ON	8.94
Oct 31	Oct 31	CANADA POST EST DESKTO OTTAWA ON	47.38
Oct 31	Oct 31	CANADA POST EST DESKTO OTTAWA ON	59.02
Oct 31	Oct 31	CANADA POST EST DESKTO OTTAWA ON	7.60
Oct 31	Oct 31	CANADA POST EST DESKTO OTTAWA ON	121.61
Oct 31	Oct 31	CANADA POST EST DESKTO OTTAWA ON	82.95
Nov 01	Nov 01	AMZN MKTP CA*MW9U517G3 WWW.AMAZON.CA ON	719.94
Nov 03	Nov 03	COURTYARD MARRIOTT EDM EDMONTON AB FOLIO #M30950	7,621.97
Total for			\$18,506.25

(continued on next page)

Page 2 of 4

Making payments

You can make your payment by:

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

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

Mail your payments and enquiries to:

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



MONTHLY STATEMENT
OCT 06 to NOV 06, 2023

CLEAR HILLS COUNTY *
Account Number:
Alberta BusinessCard

PURCHASES AND RETURNS (continued)

Date Charged	Date Posted	Description	Amount (\$)
Oct 10	Oct 10	EVENTBRITE/PEACEREGION SAINT JOHN NB	525.00
Total for			\$525.00

Date Charged	Date Posted	Description	Amount (\$)
Oct 12	Oct 12	CANADIANSAF 4029357733 QC	368.34
Oct 15	Oct 15	AMAZON.CA*TP8DU4Z21 AMAZON.CA ON	164.16
Oct 17	Oct 17	RESOURCE PURCHASING S GRANDE PRAIRI AB	397.59
Oct 26	Oct 26	RPH IRRIGATION SERVICE 403-243-0012 AB	443.10
Oct 27	Oct 27	AMZN MKTP CA*C47J93SU3 WWW.AMAZON.CA ON	123.84
Oct 27	Oct 27	AMZN MKTP CA*F59IC9GE3 WWW.AMAZON.CA ON	41.98
Total for			\$1,539.01

Total purchases and returns **\$20,570.26**

INTEREST CHARGES

Balance Type	Interest Charged (\$)	Annual Interest Rate (%)
Purchases	0.00	9.20 (v)
Cash advances and Mastercard cheques	0.00	9.20 (v)
Total interest charges	\$0.00	

(v) - Variable (f) - Fixed

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

Category	Spent This Period (\$)
Dining and entertainment	711.24
Grocery	0.00
Professional services	0.00
Retail stores	27.30
Utilities	1,049.92
Home Improvement and maintenance	0.00
Travel and lodging	7,621.97
Vehicle expenses (fuel, repair)	0.00
Business services	10,509.83
Miscellaneous	650.00
Sub-total (purchases and returns)	\$20,570.26
Cash advances and Mastercard cheques	\$0.00
Grand total	\$20,570.26

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	December 12, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	October Financial Report
File:	12-05-03

DESCRIPTION:

The Operating & Capital Budget Performance Reports for the Clear Hills County for the period ending October 31, 2023.

BACKGROUND / PROPOSAL:

This is the report showing actual revenues and expenses compared to budget for the period ending October 31, 2023, showing the budget amounts and percentages remaining for 2023.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

ATTACHMENTS

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

RECOMMENDED ACTION:

RESOLUTION by Councillor ... that Council accepts for information the financial report for the period ending October 31, 2023.

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

CLEAR HILLS COUNTY**CONSOLIDATED STATEMENT OF FINANCIAL POSITION**

As at: October 31, 2023

and: December 31, 2022

	2023	2022
	\$	\$
FINANCIAL ASSETS		
Cash and Temporary Investments	14,304,840	3,988,971
Taxes Receivable	2,323,816	713,306
Trade and Other Receivables	281,643	767,096
Land for Resale Inventory	430,986	462,186
Investments	44,192,530	48,342,635
	<u>61,533,815</u>	<u>54,274,195</u>
LIABILITIES		
Employee benefit obligations	0	211,697
Accounts Payable and Accrued Liabilities	1,495,859	871,626
Deferred Revenue	0	0
Deposit Liabilities	72,280	69,630
Provision for Gravel Pit & Landfill Closure	648,147	648,701
	<u>2,216,287</u>	<u>1,589,957</u>
NET FINANCIAL ASSETS (DEBT)	<u>59,317,529</u>	<u>52,684,238</u>
NON FINANCIAL ASSETS		
Tangible Capital Assets	71,518,483	71,170,546
Inventory for Consumption	569,107	564,681
Prepaid Expenses	23,674	125,601
	<u>72,111,263</u>	<u>71,860,829</u>
ACCUMULATED SURPLUS	<u>131,428,792</u>	<u>124,545,067</u>

**Clear Hills County
2023 Operating Revenue Report**

Description	2021 Actual 12/31/21	2022 Actual 12/31/22	2023			
			Actual 10/31/23	Budget	\$	Remaining %
PROPERTY TAXES	17,295,908	17,140,422	17,396,386	17,536,595	140,209	1%
REQUISIT - SCHOOL - Prov. Government Dept.	(3,116,943)	(3,147,217)	(3,146,028)	(3,146,028)	-	0%
REQUISIT - SENIORS - Other Municipal Agencies	(534,214)	(558,066)	(606,214)	(606,214)	-	0%
REQUISIT - Linear & Industrial Assessment	(66,838)	(65,862)	(66,410)	(66,410)	-	0%
ESTIMATED UNCOLLECTABLE TAXES	-	-	-	(1,250,000)	-	-
NET PROPERTY TAXES	13,577,913	13,369,277	13,577,734	12,467,943	140,209	1%
HIGHWAY TRAFFIC/BYLAWS FINES	-	-	-	-	-	-
LAND SALES - TAX RECOVERY	-	-	-	-	-	-
COMPUTER PURCHASE REIMBURSEMENT	-	-	-	-	-	-
GEN ADMIN - SALE OF GOODS & SERVICES	-	-	-	-	-	-
GEN ADMIN - TAX CERTIFICATES	5,835	6,510	4,550	5,000	450	9%
GEN ADMIN - SALE OF MAPS	1,160	1,855	590	1,250	660	53%
GEN ADMIN - SALE OF FIXED ASSETS	-	-	-	-	-	-
GEN ADMIN - SALE OF PHOTOCOPIES, FAX, ETC.	193	193	117	100	(17)	-17%
ADMINISTRATION	7,188	8,558	5,257	6,350	1,093	17%
FIRE FIGHTING CHARGES	1,626	800	11,813	1,000	(10,813)	-1081%
PROTECTIVE SERVICES - Fire Departments	1,626	800	11,813	1,000	10,813	-1081%
ROADS - SALE OF SALVAGE/DUST CONTROL	6,900	24,957	18,009	7,500	(10,509)	-140%
ROADS - SALE OF FIXED ASSETS	-	-	-	-	-	-
ROADS	6,900	24,957	18,009	7,500	10,509	-140%
WATER-WORSLEY FRONTAGE	-	-	-	-	-	-
WATER-WORSLEY SALE OF WATER	-	-	-	-	-	-
WATER-WORSLEY SALE OF WATER	136,538	128,730	135,881	135,000	(881)	-1%
WATER-CLEARDALE SALE OF WATER	62,937	61,388	58,554	50,000	(8,554)	-17%
WATER-BEAR CANYON-SALE OF WATER	720	650	515	700	185	26%
WATER-SALE OF SERVICES	2,620	2,340	2,135	2,500	365	15%
WATER-REGIONAL WATERLINE TIE-IN	-	4,382	8,900	4,000	(4,900)	-123%
UTILITIES - Water	202,815	197,490	205,985	192,200	13,785	-7%
SEWER-WORSLEY FRONTAGE	-	-	-	-	-	-
SEWER-WORSLEY SALE OF SERVICE	14,535	14,410	13,378	14,000	622	4%
SEWER-CLEARDALE SALE OF SERVICE	6,982	6,927	5,820	6,000	180	3%
UTILITIES - Sewer	21,516	21,338	19,198	20,000	802	4%
GARBAGE-SALE OF GOODS & SERVICES	-	-	-	-	-	-
UTILITIES - Garbage	-	-	-	-	-	-
UTILITIES - TOTAL	224,331	218,828	225,182	212,200	12,982	-6%

**Clear Hills County
2023 Operating Revenue Report**

Description	2021 Actual 12/31/21	2022 Actual 12/31/22	2023		Remaining	
			Actual 10/31/23	Budget	\$	%
ASB-SALE OF SERVICE	50	350	450	600	150	25%
TRADESHOW - Breakfast	-	-	-	-	-	-
TRADESHOW - Banquet	-	-	1,050	3,000	1,950	65%
TRADESHOW -Dance	-	-	7,870	-	(7,870)	-
TRADESHOW - Bar	-	-	-	-	-	-
TRADESHOW - Miscellaneous	-	-	-	-	-	-
TRADESHOW - Exhibitors	-	-	12,900	14,000	1,100	8%
TRADESHOW - Other	-	-	-	-	-	-
TRADESHOW - Sponsorship	-	-	22,450	17,000	(5,450)	-32%
ASB - Weed Enforcement Chargebacks	-	2,691	11,069	5,000	(6,069)	-121%
AG SERVICES - V.S.I. - Memberships	2,940	850	1,200	1,050	(150)	-14%
ASB-EXTENSION MISC REVENUE	1,535	200	200	600	400	67%
ASB-REGISTRATIONS TRADE FAIR/TOURS	-	-	-	-	-	-
ASB-VSI RETURNS	4,044	3,160	6,046	3,500	(2,546)	-73%
ASB	8,569	7,251	63,235	44,750	18,485	-41%
USER FEES AND SALES OF GOODS	248,614	260,394	323,496	271,800	51,696	-19%
PROVINCIAL CONDITIONAL GRANTS	-	-	-	-	-	-
GEN ADMIN - CONDITIONAL GRANT	458,156	137,004	274,008	137,004	(137,004)	-100%
FIRE - PROVINCIAL CONDITIONAL GRANT	-	-	-	-	-	-
DISASTER - PROV. COND. GRANTS	-	-	-	-	-	-
ROADS - PROVINCIAL CONDITIONAL GRANT	-	1,282,811	-	-	-	-
WATER - PROVINCIAL CONDITIONAL GRANT	-	-	-	-	-	-
FCSS PROVINCIAL CONDITIONAL GRANT	93,116	93,873	115,171	93,873	(21,298)	-23%
ASB-PROVINCIAL COND GRANTS	233,907	233,907	276,247	233,907	(42,340)	-18%
ASB-REGIONAL SPECIAL WEED GRANT	-	-	-	-	-	-
Economic Development-PROVINCIAL COND GRANTS	-	-	-	-	-	-
PROVINCIAL CONDITIONAL GRANTS	785,179	1,747,595	665,426	464,784	200,642	-43%
ROADS - CONT FROM NON GOVERNMENT	-	-	-	-	-	-
RECREATION - CONT FROM NON GOVERNMENT	24,500	30,425	-	28,000	28,000	100%
RECREATION - MISC.	-	-	-	-	-	-
CONTRIBUTIONS FROM NON GOVERNMENT SOURCE	24,500	30,425	-	28,000	28,000	100%
RETURN ON INVESTMENT-INTEREST	870,881	467,534	(44,183)	216,625	260,808	120%
PENALTIES & COSTS ON TAXES	1,365,441	1,628,033	1,104,790	500,000	(604,790)	-121%
GEN ADMIN - PENALTY ACCT RECEIVABLE	4,744	207	309	250	(59)	-24%
WATER-UTILITY PENALTY	4,830	3,936	3,186	4,500	1,314	29%

**Clear Hills County
2023 Operating Revenue Report**

Description	2021 Actual 12/31/21	2022 Actual 12/31/22	2023				
			Actual 10/31/23	Budget	\$	Remaining %	
Development - Penalty	-	-	-	-	-	-	
PENALTIES & COSTS ON TAXES	1,375,016	1,632,176	1,108,286	504,750	-	603,536	-120%
ROADS - PERMIT FEES	6,626	11,014	5,965	5,000	-	(965)	-19%
DEVELOPMENT - OTHER LOCAL GOVERNMENTS	-	-	-	-	-	-	-
PLANNING - APPROVAL FEES	900	1,950	300	1,800	-	1,500	83%
PLANNING - LICENSES, PERMITS	100	-	500	100	-	(400)	-400%
SUBDIVISION APPLICATION FEES	-	-	-	-	-	-	-
LICENSES AND PERMITS	7,626	12,964	6,765	6,900	-	135	2%
RENTAL REVENUE	11,100	11,400	9,516	11,400	-	1,884	17%
GEN ADMIN - STAFF HOUSE RENT	-	-	-	-	-	-	-
ASB-RENTAL EQUIPMENT REVENUE	31,173	31,138	30,074	20,000	-	(10,074)	-50%
RECREATION - RENTAL REVENUE	9,331	7,093	7,705	10,000	-	2,295	23%
RENTALS	51,604	49,631	47,294	41,400	-	5,894	-14%
OIL WELL DRILLING	-	-	-	-	-	-	-
MISC REVENUE	926	4,527	15,706	-	-	(15,706)	-
GEN ADMIN - Misc. Other Revenue	4,807	3,645	1,051	1,500	-	449	30%
GEN ADMIN - Cash Over/Short	1	0	(2)	-	-	2	-
FIRE - Other Revenue	13,475	13,426	17,130	16,228	-	(902)	-6%
PUBLIC WORKS - Miscellaneous Revenue	-	-	-	-	-	-	-
PUBLIC WORKS - Miscellaneous Revenue	79,120	20,852	20	-	-	(20)	-
Contribution from other Municipalities	3,044	1,082	2,459	3,800	-	1,341	35%
OTHER	101,373	43,533	36,364	21,528	-	14,836	-69%
GAIN/LOSS ON DISPOSAL OF CAPITAL ASSETS	6,052	42,579	-	(9,456)	-	(9,456)	100%
TOTAL REVENUE	17,048,757	17,656,108	15,721,181	14,014,274	-	(456,907)	-3%

**CLEAR HILLS COUNTY
2023 Operating Expense Report**

FUNCTION	2021	2022	Actual	2023	Remaining	
	Actual	Actual		Budget	\$	%
	12/31/21	12/31/22	10/31/23			
Salaries, Wages, and Benefits	278,675	317,088	262,707	337,500	74,793	22%
Contracted & General Services	74,632	129,577	92,296	154,316	62,020	40%
Purchases From Other Governments	-	-	-	-	-	
Materials, Goods & Utilities	14,751	18,225	14,946	20,250	5,304	26%
Transfer Payments	-	-	-	-	-	
Financial Services & Other Charges	-	-	-	-	-	
Council	368,058	464,889	369,949	512,066	142,117	28%
Salaries, Wages, and Benefits	774,042	789,922	546,403	945,000	398,597	42%
Contracted & General Services	444,831	464,979	337,132	484,725	147,594	30%
Purchases From Other Governments	-	-	-	-	-	
Materials, Goods & Utilities	3,692	4,915	16,192	7,250	(8,942)	-123%
Transfer Payments	37,761	37,761	-	37,761	37,761	100%
Financial Services & Other Charges	5,547	(3,767)	5,922	-	(5,922)	
Other Transactions	2,303,506	1,588,234	-	-	-	
Administration	3,569,380	2,882,044	905,648	1,474,736	569,088	39%
Policing	90,024	46,119	177,626	177,626	-	0%
Fire Fighting	325,017	380,769	239,087	431,422	192,336	45%
Disaster Services & Emergency Measures	5,953	11,935	332,879	11,000	(321,879)	-2926%
Ambulance & Medical Support	129,248	126,910	115,240	124,784	9,544	8%
Protective Services	550,241	565,734	864,831	744,832	(119,999)	-16%
Buildings	-	-	1,422	0	(1,422)	#####
Equipment	-	-	-	0	0	100%
Rental Equipment	-	-	-	-	-	
Vehicles	-	-	-	0	0	100%
Mapping	-	-	-	-	(0)	
Communications	-	-	-	-	(0)	
Common Services	-	-	1,422	1	(1,422)	#####

**CLEAR HILLS COUNTY
2023 Operating Expense Report**

FUNCTION	2021	2022	Actual	2023		
	Actual	Actual		Budget	Remaining	
	12/31/21	12/31/22	10/31/23		\$	%
Administration	420,209	320,937	185,681	411,145	225,464	55%
Road Maintenance - General	1,632,880	1,767,935	1,202,745	2,391,000	1,188,255	50%
Bridges - Annual Maintenance	853,507	416,117	265,903	426,590	160,687	38%
Roads - Hamlets	114,257	118,809	77,628	188,099	110,471	59%
Roads - Approach Construction	59,844	81,626	70,171	142,595	72,424	51%
Roads - Brushing	19,373	13,631	11,418	20,162	8,744	43%
Roads - Dust Control	16,231	20,498	13,784	37,000	23,216	63%
Roads - Hard Surfaces	320,654	290,025	192,262	435,500	243,238	56%
Roads - Mowing	208,422	238,674	168,468	277,685	109,217	39%
Roads - Gravel	1,088,692	1,226,619	1,108,049	1,488,312	380,263	26%
Roads - Signage	27,073	38,728	47,082	38,882	(8,199)	-21%
Roads - Road Repairs	577,427	668,659	387,834	701,155	313,321	45%
Roads - New Roads	3,144,421	3,108,280	-	3,096,564	3,096,564	100%
Roads - Regrade	-	-	-	-	-	
Roads - Gravel Pits	8,075	5,237	4,347	11,500	7,153	62%
Roads - Licensed Drainage Ditches	-	875	-	25,000	25,000	100%
Transportation (Roads, streets, walks, lighting)	8,491,064	8,316,650	3,735,372	9,691,190	5,955,817	61%
Water	842,202	911,710	315,874	1,123,516	807,642	72%
Sewer	31,491	43,439	17,812	48,296	30,485	63%
Waste Collection	1,831	2,439	2,000	2,400	400	17%
Landfills	9,525	9,525	-	9,522	9,522	100%
Transfer Stations	423,773	420,023	425,173	500,285	75,112	15%
Recycling	58,534	50,005	40,203	62,000	21,798	35%
Utilities	1,367,357	1,437,141	801,061	1,746,019	944,958	54%
FCSS	111,451	118,459	72,120	123,328	51,208	42%
Cemeteries	10,000	11,000	9,635	13,500	3,865	29%
Social Services	121,451	129,459	81,755	136,828	55,073	40%
Municipal Planning & Development - General	200,792	185,160	196,311	200,628	4,316	2%

**CLEAR HILLS COUNTY
2023 Operating Expense Report**

FUNCTION	2021	2022	Actual 10/31/23	2023	
	Actual	Actual		Budget	Remaining
	12/31/21	12/31/22			\$ %
Municipal Planning & Development	200,792	185,160	196,311	200,628	4,316 2%
Community - General	491,083	625,744	657,897	373,014	(284,883) -76%
Community - Seniors	5,745	7,788	5,355	10,059	4,704 47%
Community - Community	-	-	-	-	-
Community Services	496,828	633,532	663,252	383,073	(280,179) -73%
Ag Svc - General	253,642	261,890	166,247	284,808	118,561 42%
Ag Svc - Improvement	134,206	152,528	224,567	309,763	85,196 28%
Ag Svc - A.E.S.A.	117,500	117,500	117,500	117,500	- 0%
Ag Svc - Control	74,524	101,346	87,382	135,311	47,929 35%
Agricultural Services	579,872	633,264	595,696	847,382	251,686 30%
Economic Development - General	167,362	175,289	90,734	160,336	69,602 43%
Economic Development - Tourism	16,810	9,447	8,206	10,852	2,646 24%
Economic Development - Special Project	597	41	-	-	-
Economic Development	184,769	184,777	98,940	171,188	72,248 42%
Recreation	432,012	863,773	538,696	595,375	56,679 10%
Culture	49,043	51,389	50,770	53,193	2,423 5%
Recreation & Culture	481,055	915,162	589,467	648,568	59,101 9%
Subtotal	16,410,867	16,347,811	8,903,706	16,556,511	7,652,806 46%

Clear Hills County
Council Expenditure Report
For the Year to Date Period Ending October 31, 2023

	Honorariums	Employer Contributions	Training	Travel & Subsistence	Membership & Conference Fees	Internet	Other Costs	Totals
Ward 1	33,979	5,269	0	7,901	1,892	1,340	154	50,535
Ward 2	31,470	5,558	0	9,062	1,667	1,340	154	49,251
Ward 3	47,451	4,149	0	8,518	1,453	1,440	166	63,176 *
Ward 4	29,413	4,934	0	3,697	578	1,290	154	40,065
Ward 5	42,871	5,029	0	10,763	728	1,390	154	60,934
Ward 6	24,572	4,721	0	2,361	0	975	154	32,783
Ward 7	<u>16,154</u>	<u>883</u>	<u>0</u>	<u>778</u>	<u>0</u>	<u>375</u>	<u>154</u>	<u>18,344</u>
Total Expenditures	225,910	30,543	0	43,079	6,317	8,150	1,090	315,088

* Please note: The County has been reimbursed \$2,073.47 from Alberta Environment & Parks.



2023 CAPITAL PROJECTS REPORT Year to Date October 31, 2023

Class	Area	Project	Source	Actual	Budget	Remaining	
						\$'s	%
	31	Photocopiers	Reserve	-	30,000	30,000	
		Photocopiers Total		-	30,000	30,000	100.00%
		Administration Building Renovations	Reserve	58,665.00	200,000	141,335	
		Administration Building Renovations Total		58,665.00	200,000	141,335	70.67%
		31 Total		58,665.00	230,000	171,335	
610 Infrastructure	32	SW8-83-2-W6M Access - RR25 South of Twp Rd 832	Reserves	-	400,000	400,000	
		SW8-83-2-W6M Access - RR25 South of Twp Rd 832 Total		-	400,000	400,000	
		NW9-84-12-W6M Access - RR 124 North 1000 meters	Reserves	3,934.00	400,000	396,066	
		NW9-84-12-W6M Access - RR 124 North 1000 meters Total		3,934.00	400,000	396,066	99.02%
		Range Road 84 Construction	Reserves	-	40,000	40,000	
		Range Road 84 Construction Total		-	40,000	40,000	100.00%
		BF 86029 Replacement	Reserves	40,190.00	62,798	22,608	
		BF 86029 Replacement Total		40,190.00	62,798	22,608	36.00%
		BF 71273 Replacement	Reserves	6,042.00	1,500,000	1,493,958	
		BF 71273 Replacement Total		6,042.00	1,500,000	1,493,958	
		NE17-87-6-W6M Access Road (RR64 north to Twp 874)	Reserves	12,134.53	567,234	555,099	
		NE17-87-6-W6M Access Road (RR64 north to Twp 874) Total		12,134.53	567,234	555,099	
		Poplar Drive Overlay (650 meters)	Reserves	-	314,000	314,000	
		Poplar Drive Overlay (650 meters) Total		-	314,000	314,000	
		32 Total		62,300.53	3,284,032	3,221,732	98.10%
610 Total		120,965.53	3,514,032	3,393,067	96.56%		
620 Buildings	23	Cleardale Fire Hall	Reserves	31,092.00	1,000,000	968,908	
		Cleardale Fire Hall Total		31,092.00	1,000,000	968,908	96.89%
		620 Total		31,092.00	1,000,000	968,908	96.89%
630 Equipment	31	Mower	Reserve	26,300.00	37,500	11,200	
			Trade In	27,500.00	12,500		
		Mower Total		53,800.00	50,000	-3,800	-7.60%
	31 Total		53,800.00	50,000	-3,800		
	41	Worsley Water Treatment Plant Dosing Pumps x 2	Taxes	14,847.52	-	-14,848	
		Worsley Water Treatment Plant Dosing Pumps x 2 Total		14,847.52	-	-14,848	
		Worsley Water Treatment Plant Water Levels Investigation	Reserve	2,740.50	75,000	72,260	
		Worsley Water Treatment Plant Water Levels Investigation Total		2,740.50	75,000	72,260	
	41 Total		17,588.02	75,000	57,412		
	63	Replacement PTO Water Pump Trailer	Reserve	8,700.00	10,000	1,300	
			Trade In	-	-	0	
Replacement PTO Water Pump Trailer Total			8,700.00	10,000	1,300	13.00%	
63 Total		8,700.00	10,000	1,300			
630 Total		80,088.02	135,000	54,912	40.68%		
650 Vehicles	31	Truck x 2	Reserves	115,790.50	110,000	-5,791	
		Truck x 2 Total		115,790.50	110,000	-5,791	-5.26%
		31 Total		115,790.50	110,000	-5,791	
650 Total		115,790.50	110,000	-5,791	-5.26%		
Summary			Provincial Grant	-	-	-	
			Taxes	14,847.52	-	14,848	#DIV/0!
			Reserve	305,588.53	4,671,532	4,365,944	93.46%
			Trade In	27,500.00	12,500	-15,000	-120.00%
Grand Total				347,936.05	4,684,032	4,336,096	92.57%

Clear HillsCounty
Schedule of Reserve Balances
Year to Date October 31, 2023

	2022 Ending Balance	Reallocation of 2022 Surplus	January 1, 2023 Beginning Balance	Actual Contributions	2023 Budgeted Contributions	Actual Interest	2023 Budgeted Interest	Actual Expenditures	2023 Budgeted Expenditures	Year to Date Actual Balance	Year End Budget Balance
Operating Reserves:											
Rate Stabilization Reserve	5,244,092.84	-\$ 1,244,092.84	4,000,000.00					298,993.14		3,701,006.86	4,000,000.00
	5,244,092.84	- 1,244,092.84	4,000,000.00	-	-	-	-	298,993.14	-	3,701,006.86	4,000,000.00
Capital Reserves:											
Administration Reserve	381,043.60		381,043.60			\$ 2,162.86	1,755.22		30,000.00	378,989.33	352,798.82
Fire Reserve	260,777.37	1,244,092.84	1,504,870.21	12,500.00		\$ 8,465.10	(3,633.61)	31,092.00	1,000,000.00	1,479,357.21	513,736.60
Office & Shop Building Reserve	484,497.63		484,497.63			\$ 2,505.63	1,422.49	58,665.00	200,000.00	422,976.17	285,920.12
EMS Housing Reserve	338,964.30		338,964.30			\$ 1,924.01	1,694.82			337,136.39	340,659.12
Worsley Fire/Community Hall Building Reserve	194,628.61		194,628.61			\$ 1,104.73	973.14			193,579.32	195,601.75
Road Construction & Upgrades Reserve	16,923,890.41		16,923,890.41	2,845,761.00		\$ 96,004.66	92,351.10	16,068.53	840,000.00	16,821,590.36	16,176,241.51
Gravel Plus Reserve	3,164,737.50		3,164,737.50			\$ 17,963.49	15,996.14			3,147,675.36	3,180,561.19
Bridges Reserve	3,224,228.25		3,224,228.25			\$ 17,527.62	13,996.14			3,087,340.33	2,813,224.39
Common Services Vehicles & Equipment Reserve	2,499,535.35		2,499,535.35			\$ 12,987.37	11,760.18	142,090.50	147,500.00	2,342,769.38	2,363,795.53
Water Reserve	4,707,282.50		4,707,282.50			\$ 26,705.41	23,536.41	2,740.50		4,679,150.45	4,730,818.91
Drainage & Water Management Reserve	805,903.32		805,903.32			\$ 4,574.41	4,029.52			801,558.55	809,932.84
Sewer Reserve	3,256,927.43		3,256,927.43			\$ 18,486.76	16,284.64			3,239,368.76	3,273,212.07
Cemetery Reserve	27,085.86		27,085.86			\$ 133.74	135.43			26,939.83	27,221.29
Development Reserve	1,118,055.63		1,118,055.63			\$ 6,346.25	5,590.28			1,112,028.01	1,123,645.91
Seniors Reserve	6,228.93		6,228.93			\$ 35.36	31.14			6,195.35	6,260.07
Economic Development Reserve	4,133,932.01		4,133,932.01			\$ 23,464.75	20,669.66			4,111,645.25	4,154,601.67
Ag Services Reserve	193,071.51		193,071.51			\$ 1,053.46	915.36	8,700.00		183,288.19	183,986.87
Rec Board Reserve	32,589.20		32,589.20			\$ 183.68	162.95	280.50	10,000.00	32,131.71	32,752.15
	\$ 41,753,379.41	1,244,092.84	\$ 42,997,472.25	\$ -	\$ 2,858,261.00	\$ 241,649.29	\$ 207,498.55	\$ 378,369.03	\$ 2,652,500.00	\$ 42,403,726.35	\$ 40,564,970.80
	\$ 46,997,472.25	-	\$ 46,997,472.25	\$ -	\$ 2,858,261.00	\$ 241,649.29	\$ 207,498.55	\$ 677,362.17	\$ 2,652,500.00	\$ 46,104,727.21	\$ 44,564,970.80

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	December 12, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Reserve Discussion
File:	12-05-03

DESCRIPTION:

At the November 28, 2023 Regular Council Meeting, Council approved the Multi Year Capital Plan and Projected Reserve Balances Budget.

BACKGROUND / PROPOSAL:

The ending balances on the Projected Reserve Balances Budget are based on budgeted capital projects and estimated interest proceeds.

The Projected Reserve Balances Budget forecasts a deficit of \$1,011,134.00 in the Fire Reserve in 2024. Funds need to be transferred to the Fire Reserve to cover the capital projects that are budgeted.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

ATTACHMENTS

- Projected Reserve Balances Budget
- Reserve Definitions
- Annual Commitment to Capital Reserves

RECOMMENDED ACTION:

RESOLUTION by Councillor ... to transfer \$_____ from _____ Reserve to cover the budgeted capital projects.

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

Clear Hills County
Reserves Forecast
Based on Multi Year Capital Plan

	2023	2024	2025	2026	2027	2028	2029	2030
	Ending Balance	Ending Balance	Ending Balance	Ending Balance	Ending Balance	Ending Balance	Ending Balance	Ending Balance
Reserves	5,244,093	5,244,093	5,244,093	5,244,093	5,244,093	5,244,093	5,244,093	5,244,093
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
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	1,123,646	27,221	27,494	27,632	27,770	27,909	28,048	28,188
Seniors Reserve	6,260	1,129,264	1,134,910	1,140,585	1,146,288	1,152,019	1,157,779	1,163,568
Economic Development Reserve	4,154,602	16,341	26,473	36,655	46,889	57,173	67,509	77,897
Ag Services Reserve	185,293	4,175,375	4,196,252	4,217,233	4,238,319	4,259,511	4,280,808	4,302,212
Rec Board Reserve	32,752.15	58,040.91	202,100	233,260	264,577	296,049	327,680	359,468
			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

Reserve Definitions

6-12-30-00-712	Rate Stabilization Reserve	Provides funding for any operating deficit and enables the County to maintain stable tax rates for residential, commercial, farmland and machinery & equipment property taxes.
6-12-02-02-760	Administration Reserve	Provides funding for the support of Administrative and mapping activities including office & IT equipment.
6-23-00-00-760	Fire Reserve	Provides funding for fire protection vehicles, equipment and specific fire protection purchases.
6-31-61-03-760	Office & Shop Building Reserve	Provides funding for major repairs and/or replacement of the County office and shop.
6-31-61-04-760	EMS Housing Reserve	Provides funding for major repairs and/or replacement of the EMS rental house.
6-31-61-05-760	Worsley Fire/Community Hall Building Reserve	Provides funding for major repairs and/or replacement of the Worsley Fire/Community Hall building.
6-31-61-07-760	Nursing-Residencee-Housing Reserve	Provides funding for major repairs and/or replacement of the Nursing-Residencee.
6-32-00-01-760	Road Construction & Upgrades Reserve	Provides funding for various roads capital projects and the maintenance of the roads in the County.
6-32-00-02-760	Gravel Pits Reserve	Provides funding for acquiring gravel sites or securing gravel supply contracts as well as funding the future costs of long term, post-closure care of gravel sites.
6-32-00-03-760	Bridges Reserve	Provides funding for the construction and maintenance of bridge infrastructure.
6-32-02-02-760	Vehicles & Equipment Reserve	Provides funding to acquire any common services vehicles and equipment.
6-41-00-00-760	Water Reserve	Provides funding for water infrastructure.
6-41-00-01-760	Drainage & Water Management Reserve	Provides funding for resolving drainage issues.
6-42-00-00-760	Sewer Reserve	Provides funding for waste water infrastructure.
6-56-00-00-760	Cemetery Reserve	Provides funding for grants to non-profit organizations for major cemetery maintenance costs such as fences, road construction, landscaping etc. as well as the acquisition of land for future cemetery sites.

Clear Hills County

Reserve Definitions

6-61-02-02-760	Development Reserve	Provides funding for the acquisition of land and engineering design costs for new development.
6-62-00-00-760	Seniors Reserve	Provides funding for the purchases of seniors handi buses.
6-62-10-00-760	Economic Development Reserve	Provides funding for projects and programs that create or retain jobs, improve the County tax base or otherwise enhance the quality of life in the County.
6-63-02-02-760	Ag Services Reserve	Provides funding to acquire any agricultural services buildings, vehicles and equipment (including rental equipment).
6-72-20-00-760	Rec Board Reserve	Provides funding for grants to non-profit organizations for construction and major maintenance costs of recreational sites and facilities.



ANNUAL COMMITMENT TO CAPITAL RESERVES

12 - ADMINISTRATION		
	Machinery and Equipment	32,000
23 - FIRE DEPARTMENTS		
	Machinery and Equipment	12,500
31 - COMMON SERVICES		
	Vehicles, Machinery and Equipment	284,000
	Buildings	65,000
32 - PUBLIC WORKS - Bridges		100,000
41 - UTILITIES - Water		350,000
42 - UTILITIES - Sewer		25,000
62 - SENIORS		10,000
63 - AG SERVICES		
	Rental Equipment	30,000
71 - RECREATION		25,000
ALL INFRASTRUCTURE PROJECTS (Class 610 & 620)		<u>3,750,000</u>
TOTAL		\$4,683,500

Administration Reserve	32,000.00
Fire Reserve	12,500.00
Office & Shop Building Reserve	50,000.00
EMS Housing Reserve	-
Worsley Fire/Community Hall Building Reserve	15,000.00
Nursing Residence Housing Reserve	
Road Construction & Upgrades Reserve	3,750,000.00
Gravel Pits Reserve	-
Bridges Reserve	100,000.00
Common Services Vehicles & Equipment Reserve	284,000.00
Water Reserve	100,000.00
Drainage & Water Management Reserve	250,000.00
Sewer Reserve	25,000.00
Cemetary Reserve	-
Development Reserve	-
Seniors Reserve	10,000.00
Economic Development Reserve	-
Ag Services Reserve	30,000.00
Rec Board Reserve	25,000.00
	<u>4,683,500.00</u>

Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Draft Policy 7011 – Community Support Services Grant
File:	51-02-02

DESCRIPTION:

Council is provided with a copy of draft Policy 7011 – Community Support Services Grant.

BACKGROUND:

At the December 5, 2023 Policies & Priorities Meeting Council made the following motions:

P668-23(12-05-23) RESOLUTION by Councillor Walmsley to bring a draft Policy regarding a new grant for supporting community programs to the December 12, 2023 Regular Council Meeting. CARRIED.

P669-23(12-05-23) RESOLUTION by Deputy Reeve Janzen to recommend Council authorize the use of Clear Hills County Annual Family and Community Support Services (FCSS) funding to support the Sr. Snowplowing Program. CARRIED.

BUDGET:

CHC Annual FCSS Funding	\$ 98,097.29
CHC 20% Matching FCSS dollars	19,619.46
Village of Hines Creek Annual FCSS Funding (includes V of HC 20%)	17,538.00
Total Annual FCSS Grant Funds Budget	\$135,254.75

ATTACHMENTS:

- Draft Policy 7011 – Community Support Services Grant
- Draft Community Support Services Grant Application

RECOMMENDATION:

RESOLUTION by ... that...

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



Clear Hills County

Effective Date: **DECEMBER 12, 2023**

Policy Number: **7011**

Title: **COMMUNITY SUPPORT SERVICES GRANT**

1. Policy Statement

Clear Hills County may provide grants to enhance the social well-being of individuals, families and community through prevention and establish a system for evaluating applications and requests.

2. General

Council may annually during budget deliberations, establish a budget for Community Support Services Grant.

Council may maintain a reserve to assist community organizations and individuals.

3. Applications

Applications will be available starting November 1st of each year.

Applications will be accepted until the budgeted funds have been fully dispersed.

Applications and requests will be evaluated as received.

The applicants proposed program must do one or more of the following:

- Help people to develop independence, strengthen coping skills and become more resistant to crisis.
- Help people to develop an awareness of social needs.
- Help people to develop interpersonal and group skills.
- Help people and communities to assume responsibility for decisions and actions which affect them.
- Provide supports that help sustain people as active participants in the community.

The following criteria will be used to determine eligibility of funding:

- Contribution to Area Residents Quality of Life
- Fund Raising Efforts
- Other Potential Funding Sources

3.5 Ineligible activities:

- Services provided under this grant program must not provide primarily for the recreational needs or leisure time pursuits of individuals.
- offer direct assistance (including money, food, clothing, or shelter) to sustain an individual or family.
- duplicate services that are ordinarily provided by a government or government agency.
- The purchase, construction, or manufacturing of tangible capital assets.
- Are primarily rehabilitative in nature.

4. Reporting

Community Support Services Grant recipients are required to complete the grey 'Actuals' areas of their applications at year end.

Deadline for year end reporting is January 15th.

Community Support Services Grant recipients that fail to provide their year-end reporting will not be eligible to receive future grants from Clear Hills County.

5. End of Policy

ADOPTED
Resolution #C###-23

Date: December 12, 2023



CLEAR HILLS COUNTY COMMUNITY SUPPORT SERVICES FUNDING APPLICATION

1. Please read carefully all of the information in this form prior to your submission.
2. Please note all shaded **grey areas are reserved for your year-end final report.**
3. Ensure budget template provided is used.
4. Applicants may be required to provide a presentation on their application.
5. Recommendations on funding will go to Council as quickly as possible. You will be contacted once a Council resolution has been made.
6. Incomplete applications will be returned to the applicant.

If you have questions about this application, please contact:

Lori Jobson, Corporate Services Manager

Phone: 780- 685- 3925 ext. 105

Email: Lori@clearhillscounty.ab.ca

Clear Hills County Community Support Services Grant Application

1. PROGRAM/PROJECT NAME	GRANT AMOUNT REQUESTED	GRANT AMOUNT AWARDED
	\$	\$

2. APPLICANT INFORMATION	
Applicant Name:	Start typing here - boxes will expand
Contact Name:	
E-Mail Address:	
Mailing Address (include postal code):	
Telephone Number:	

3. PROGRAM/PROJECT OVERVIEW
<p>Please explain, in your own words, what the program/project is and why it is important to our community.</p> <p>Start typing here - boxes will expand</p>

Participant Information:									
Anticipated and Actual # of participants:									
	Infants/Toddlers 0-3 yrs.	Preschoolers 3-5 yrs.	Children 5-12 yrs.	Youth 12-18 yrs.	Adults	Seniors 65+ yrs.	Families	Presentations	
Anticipated									
Actual									
Other:									
	Total # of Participants*	# of Volunteers*	# of Volunteer Hours*	Other?	Other?	Other?	Other?	Other?	
Anticipated									
Actual									

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	December 12, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	PROPOSAL AWARD 2023-P14 Multi-Function Devices
File:	31-61-03

DESCRIPTION:

Council is presented with a recommendation for award of Proposal 2023-P14 Multi-Function Devices.

BACKGROUND:

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

BUDGET/COSTS:

There is \$30,000 included in the 2023 Capital Budget for the purchase of two photocopiers.

RECOMMENDED ACTION:

RESOLUTION by Councillor ... to award Proposal 2023-P14 Multi-Function Devices to Hi-Tech Business Systems for the purchase of a Canon imageRUNNER Advance DX C5870i and a Canon imageRUNNER Advance DX C3926i at a cost of \$21,953.25 plus G.S.T.

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

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	December 12, 2023
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Funding Request – Village of Hines Creek
File:	12-05-03

DESCRIPTION:

The Village of Hines Creek has sent a letter requesting additional funding for a tax incentive for its ratepayers for the 2024 taxation year.

BACKGROUND / PROPOSAL:

YEAR	DESCRIPTION	TOTAL
2013	Unconditional Grant	\$1,113,659.00
2014		
2015		
2016	Unconditional Grant	\$ 467,000.00
2017	Operating Grant	\$ 350,000.00
2018	Grant	\$ 500,000.00
2019	Unconditional Grant	\$ 500,000.00
2020	Conditional Grant & Tax Incentive	\$ 510,419.72
2021	General Grant	\$ 425,000.00
2022	General Grant	\$ 450,000.00
2023	Operating Grant & Tax Incentive	\$ 426,693.14

BUDGET:

\$300,000.00 has been included in the 2024 Operating Budget for the Village of Hines Creek per Council motion C114-22 (03-08-22)

ATTACHMENTS

- Additional Funding Request Letter dated November 30, 2023
- Village of Hines Creek Audited Financial Statement for the period ending December 31, 2021
- Village of Hines Creek Audited Financial Statement for the period ending December 31, 2022
- Village of Hines Creek Grant Funding Breakdown for 2021 - 2023
- Village of Hines Creek Bylaw No. 619-23 – 2023 Mill Rates
- Village of Hines Creek Bylaw 2023 Debenture & Schedule of Repayment

RECOMMENDED ACTION:

RESOLUTION by Councillor ... to

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



Clear Hills County
Box 240
Worsley, Alberta
T0H 3W0

November 30, 2023

File No: 0126

Dear Reeve Bean and Council,

Re: 2024 Funding Request

On behalf of Village of Hines Creek Council, I extend our appreciation for your willingness to provide long term funding towards the Village of Hines Creek for the term 2022-2025, and your candid discussions regarding the future of the Village.

Your \$300,000.00 annual commitment for the 2024 Operating Budget affords us a more stable framework for fiscal planning. We ask that you consider up to an additional \$130,000.00 for the following:

- Annual Tax Incentive to Ratepayers for the 2024 taxation year.

On behalf of the Village of Hines Creek, I am extremely grateful for your Council's investment in our community. We commit to remaining transparent and dedicated to fiscal responsibility. If you require any further clarification, please contact me at 780-494-3690

Yours truly,

A handwritten signature in blue ink that reads "Leanne Walmsley".

Leanne Walmsley
Chief Administrative Officer
Village of Hines Creek

Village of Hines Creek

Financial Statements

December 31, 2021

Village of Hines Creek

CONTENTS

	<u>Page</u>
MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING	1
INDEPENDENT AUDITOR'S REPORT	2 - 3
FINANCIAL STATEMENTS	
Statement of Financial Position	4
Statement of Operations	5
Statement of Change in Net Financial Assets	6
Statement of Cash Flows	7
Schedule of Changes in Accumulated Operating Surplus - Schedule 1	8
Schedule of Tangible Capital Assets - Schedule 2	9
Schedule of Property Taxes Levied - Schedule 3	10
Schedule of Government Transfers - Schedule 4	11
Schedule of Expenses by Object - Schedule 5	12
Schedule of Segmented Disclosure - Schedule 6	13
Notes to Financial Statements	14 - 23

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Village of Hines Creek (the "Village") is responsible for the preparation, accuracy, objectivity and integrity of the accompanying financial statements and all other information contained within this Financial Report. Management believes that the financial statements present fairly the Village's financial position as at December 31, 2021 and the results of its operations for the year then ended.

The consolidated financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirement on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the consolidated financial statements.

The Village Council carries out its responsibilities for review of the financial statements principally through its meeting with management. The Council meets with management and the external auditors to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to the Council with and without the presence of management. The Village Council has approved the financial statements.

The financial statements have been audited by Doyle & Company, Chartered Professional Accountants, independent external auditors appointed by the Village. The accompanying independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Village's financial statements.

Leanne Walmsley

Chief Administrative Officer

Allan J. Grykuliak, CPA, CA*
Scott T. Mockford, CPA, CA*
Allen Lee, CPA, CMA*
Jason Bondarevich, CPA, CA*
*Operates as a professional Corporation

11210 – 107 Avenue N.W.
Edmonton, Alberta T5H 0Y1
Tel (780) 452-2300, Fax (780) 452-2335

INDEPENDENT AUDITOR'S REPORT

To the Members of Council

Opinion

We have audited the financial statements of the **Village of Hines Creek (the "Organization")**, which comprise the statement of financial position as at December 31, 2021, and the results of its operations, changes in its net financial assets and cash flows for the years then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the **Village of Hines Creek** as at December 31, 2021, the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than from one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

INDEPENDENT AUDITOR'S REPORT - continued

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

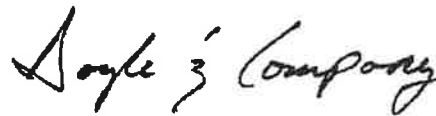
We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Report on Other Legal and Regulatory Requirements

- Debt Limit Regulation:
In accordance with Alberta Regulation 255/2000, we confirm that the municipality is in compliance with the Debt Limit Regulation. A detailed account of the Organization's debt limit can be found in Note 10.
- Supplementary Accounting Principles and Standards Regulation:
In accordance with Alberta Regulation 313/2000, we confirm that the municipality is in compliance with the Supplementary Accounting Principles and Standards Regulation and note the information required can be found in Note 15.

Edmonton, Alberta

April 26, 2022



Chartered Professional Accountants

Village of Hines Creek
Statement of Financial Position
As at December 31, 2021

	2021	2020
	\$	\$
FINANCIAL ASSETS		
Cash and temporary investments (Note 3)	2,336,207	2,180,002
Receivables		
Taxes and grants in place of taxes (Note 4)	130,002	129,118
Trade and other receivables (Note 4)	507,953	554,490
Land for resale inventory	28,260	46,025
Investments (Note 5)	33,570	32,641
	3,035,992	2,942,276
LIABILITIES		
Accounts payable and accrued liabilities	81,032	76,971
Deposit liabilities	10,497	9,223
Deferred revenue (Note 6)	478,251	704,862
Employee benefits obligation (Note 7)	7,875	8,545
Long-term debt (Note 8)	340,746	387,857
	918,401	1,187,458
NET FINANCIAL ASSETS	2,117,591	1,754,818
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 2)	8,597,901	8,413,044
ACCUMULATED OPERATING SURPLUS (Schedule 1, Note 13)	10,715,492	10,167,862

Contingencies - Note 17

The accompanying notes form part of these financial statements

Village of Hines Creek
Statement of Operations
For the year ended December 31, 2021

	2021 Budget (Unaudited) \$	2021 Actual \$	2020 Actual \$
REVENUE			
Net municipal taxes (Schedule 3)	427,137	426,644	431,778
User fees and sales of goods	323,040	302,133	284,918
Government transfers for operating (Schedule 4)	664,380	645,182	857,899
Investment income	11,867	17,883	19,384
Penalties and costs of taxes	28,000	29,348	28,267
Total Revenue	1,454,424	1,421,190	1,622,246
EXPENSES			
General government			
Administration	336,870	279,927	283,915
Legislative	32,000	30,029	28,751
Protective services			
Bylaws enforcement	53,337	40,776	38,546
Transportation services			
Roads, streets, walks, lighting	257,318	241,198	257,537
Planning and development			
Land use planning, zoning and development	29,480	28,840	29,113
Recreation and culture			
Culture	26,635	21,844	25,583
Parks and recreation	338,746	304,007	312,297
Environmental services			
Water supply and distribution	240,180	346,260	346,288
Wastewater treatment and disposal	57,381	49,584	63,453
Waste management	46,477	41,551	68,864
Total Expenses	1,418,424	1,384,016	1,454,347
EXCESS OF REVENUE OVER EXPENSES BEFORE OTHER	36,000	37,174	167,899
OTHER			
Gain on disposal of tangible capital assets	-	4,973	-
Government transfers for capital (Schedule 4)	-	505,483	-
EXCESS OF REVENUE OVER EXPENSES	36,000	547,630	167,899
ACCUMULATED OPERATING SURPLUS, BEGINNING OF YEAR		10,167,862	9,999,963
ACCUMULATED OPERATING SURPLUS, END OF YEAR		10,715,492	10,167,862

The accompanying notes form part of these financial statements

5.

Village of Hines Creek
Statement of Change in Net Financial Assets
For the year ended December 31, 2021

	2021 Budget (Unaudited) \$	2021 Actual \$	2020 Actual \$
EXCESS OF REVENUES OVER EXPENSES	36,000	552,603	167,899
Acquisition of tangible capital assets	(36,000)	(536,071)	(80,747)
Proceeds on disposal of tangible capital assets	-	-	24,000
Amortization of tangible capital assets	-	351,214	349,744
(Gain) Loss on disposal of tangible capital assets	-	(4,973)	(6,941)
	(36,000)	(189,830)	286,056
INCREASE (DECREASE) IN NET ASSETS	-	362,773	453,955
NET FINANCIAL ASSETS , BEGINNING OF YEAR	-	1,754,818	1,300,863
NET FINANCIAL ASSETS, END OF YEAR	-	2,117,591	1,754,818

The accompanying notes form part of these financial statements

Village of Hines Creek

Statement of Cash Flows

For the year ended December 31, 2021

	2021	2020
	\$	\$
NET INFLOW (OUTFLOW) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:		
OPERATING		
Excess of revenue over expenses	552,603	167,899
Non-cash items included in excess of revenue over expenses:		
Amortization of tangible capital assets	351,214	349,744
(Gain) loss on disposal of tangible capital assets.	(4,973)	(6,941)
Non-cash charges to operations (net change):		
Decrease (increase) in taxes and grants in lieu receivable	(884)	72,692
Decrease (increase) in trade and other receivables	46,537	(206,967)
Decrease (increase) in land held for resale	17,765	40,523
Increase (decrease) in accounts payable and accrued liabilities	4,061	7,971
Increase (decrease) in deposit liabilities	1,274	154
Increase (decrease) in deferred revenue	(226,611)	214,014
Increase (decrease) in employee benefit obligations	(670)	1,422
Cash provided by operating transactions	740,316	640,511
CAPITAL		
Acquisition of tangible capital assets	(536,071)	(80,747)
Sale of tangible capital assets	-	24,000
Cash applied to capital transactions	(536,071)	(56,747)
INVESTING		
Decrease (increase) investments	(929)	(30,000)
Cash provided by investing	(929)	(30,000)
FINANCING		
Long-term debt repaid	(47,111)	(45,806)
Cash provided by (applied to) financing transactions	(47,111)	(45,806)
CHANGE IN CASH AND EQUIVALENTS DURING THE YEAR	156,205	507,958
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	2,180,002	1,672,044
CASH AND CASH EQUIVALENTS, END OF YEAR	2,336,207	2,180,002

The accompanying notes form part of these financial statements

7.

Village of Hines Creek
Schedule of Changes in Accumulated Operating Surplus - Schedule 1
For the year ended December 31, 2021

	Unrestricted Surplus	Internally Restricted Surplus	Equity in Tangible Capital Assets	2021	2020
	\$	\$	\$	\$	\$
Balance, Beginning of Year	1,360,673	782,002	8,025,187	10,167,862	9,999,963
Excess of revenue over expenses	547,630	-	-	547,630	167,899
Unrestricted funds designated for future use	(490,984)	490,984	-	-	-
Current year funds used for tangible capital assets	(536,071)	-	536,071	-	-
Annual amortization expenses	351,214	-	(351,214)	-	-
Long-term debt repaid	(47,111)	-	47,111	-	-
Change in accumulated surplus	(175,322)	490,984	231,968	547,630	167,899
Balance, End of Year	1,185,351	1,272,986	8,257,155	10,715,492	10,167,862

The accompanying notes form part of these financial statements

Village of Hines Creek
Schedule of Tangible Capital Assets - Schedule 2
For the year ended December 31, 2021

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2021 \$	2020 \$
COST:								
Balance, Beginning of Year	14,104	401,475	1,804,543	13,227,331	948,389	139,486	16,535,328	16,486,571
Acquisition of tangible capital assets	-	37,859	-	487,997	10,215	-	536,071	80,747
Disposal of tangible capital assets	-	-	-	-	(40,299)	(26,741)	(67,040)	(31,990)
Balance, End of Year	14,104	439,334	1,804,543	13,715,328	918,305	112,745	17,004,359	16,535,328
ACCUMULATED AMORTIZATION:								
Balance, Beginning of Year	-	361,374	1,182,292	5,772,171	744,256	62,191	8,122,284	7,787,471
Annual amortization	-	11,632	37,636	266,054	26,295	9,597	351,214	349,744
Accumulated amortization on disposals	-	-	-	-	(40,299)	(26,741)	(67,040)	(14,931)
Balance, End of Year	-	373,006	1,219,928	6,038,225	730,252	45,047	8,406,458	8,122,284
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	14,104	66,328	584,615	7,677,103	188,053	67,698	8,597,901	8,413,044
2020 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	14,104	40,101	622,251	7,455,160	204,133	77,295		8,413,044

The accompanying notes form part of these financial statements

Village of Hines Creek
Schedule of Property and Other Taxes - Schedule 3
For the year ended December 31, 2021

	2021 Budget (Unaudited) \$	2021 Actual \$	2020 Actual \$
TAXATION			
Real property taxes	423,517	426,359	427,608
Designated Industrial property tax	62	62	61
Government grants in place of property taxes	64,750	61,412	64,729
	488,329	487,833	492,398
REQUISITIONS			
Alberta School Foundation Fund	51,958	51,955	51,386
Seniors Foundation	9,234	9,234	9,234
	61,192	61,189	60,620
NET MUNICIPAL TAXES	427,137	426,644	431,778

The accompanying notes form part of these financial statements

Village of Hines Creek
Schedule of Government Transfers - Schedule 4
For the year ended December 31, 2021

	2021 Budget (Unaudited) \$	2021 Actual \$	2020 Actual \$
<u>TRANSFERS FOR OPERATING</u>			
Provincial Government	63,150	63,392	153,434
Local Government (Note 18)	601,230	581,790	704,465
	664,380	645,182	857,899
<u>TRANSFERS FOR CAPITAL</u>			
Provincial Government	-	505,483	-
TOTAL GOVERNMENT TRANSFERS	664,380	1,150,665	857,899

The accompanying notes form part of these financial statements

Village of Hines Creek
Schedule of Expenditures by Object - Schedule 5
For the year ended December 31, 2021

	2021 Budget (Unaudited) \$	2021 Actual \$	2020 Actual \$
CONSOLIDATED EXPENSES BY OBJECT			
Salaries, wages and benefits	444,715	401,552	401,290
Contracted and general services	461,901	325,304	341,982
Materials, goods, and utilities	256,960	168,759	166,631
Provision for allowance	60,000	-	20,000
Transfers to local boards and agencies	134,230	124,984	159,595
Bank charges and short-term interest	2,850	1,550	3,147
Interest on long-term debt	57,768	10,653	11,959
Amortization of tangible capital assets	-	351,214	349,743
TOTAL EXPENSES	1,418,424	1,384,016	1,454,347

The accompanying notes form part of these financial statements

Village of Hines Creek
Schedule of Segmented Disclosure - Schedule 6
For the year ended December 31, 2021

	General Government \$	Protective Services \$	Transportation Services \$	Planning & Development \$	Recreation & Culture \$	Environmental Services \$	2021 \$
REVENUE							426,644
Net municipal taxes	426,644	-	-	-	-	-	426,644
Operating government transfers	14,030	-	-	-	181,592	449,560	645,182
User fees and sales of goods	5,634	3,338	6,083	(8,265)	29,447	243,636	279,873
Investment income	17,883	-	-	-	-	-	17,883
Other revenue	26,395	2,954	3,356	-	18,903	-	51,608
	490,586	6,292	9,439	(8,265)	229,942	693,196	1,421,190
EXPENSES							1,550
Bank charges and interest	1,550	-	-	-	-	-	1,550
Interest on long-term debt	-	-	10,653	-	-	-	10,653
Contracted and general services	92,893	9,344	40,829	3,642	98,079	80,517	325,304
Materials, goods and utilities	16,262	4,160	48,075	-	25,351	74,911	168,759
Salaries, wages and benefits	181,171	25,572	56,132	7,660	72,088	58,929	401,552
Transfers to local boards and agencies	-	-	-	17,538	92,544	14,902	124,984
	291,876	39,076	155,689	28,840	288,062	229,259	1,032,802
Balance, End of Year							
NET REVENUE, BEFORE AMORTIZATION AND OTHER	198,710	(32,784)	(146,250)	(37,105)	(58,120)	463,937	388,388
Gain on disposal of tangible capital assets	-	-	4,973	-	-	-	4,973
Capital government transfers	505,483	-	-	-	-	-	505,483
Amortization	(18,080)	(1,700)	(85,509)	-	(37,789)	(208,136)	(351,214)
NET REVENUE	686,113	(34,484)	(226,786)	(37,105)	(95,909)	255,801	547,630

The accompanying notes form part of these financial statements

Village of Hines Creek
Notes to the Financial Statements
December 31, 2021

DESCRIPTION OF OPERATIONS

The Village of Hines Creek is a local government authority providing municipal services. The Village is empowered through bylaws and policies approved by Council and pursuant to the Municipal Government Act.

1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Village of Hines Creek are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Village of Hines Creek are as follows:

(a) Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and changes in financial position of the reporting entity.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

Interdepartmental and organizational transactions and balances are eliminated.

(b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting record revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed or goods have yet to be provided. Revenue is recognized in the period when the related expenses are incurred, services performed/goods provided or the tangible assets are acquired.

(c) Cash and Temporary Investments

Cash and cash equivalents consists of bank deposits and savings accounts with a term of three (3) months or less.

(d) Investments

Investments in interest bearing securities are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective instruments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2021

1. SIGNIFICANT ACCOUNTING POLICIES - continued

(e) Long-Term Debt

Long-term debt is initially recognized net of any premiums, discounts, fees and transactions costs, with interest expense recognized using the effective interest method. Long-term debt is subsequently measured at amortized cost.

(f) Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(g) Inventories for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

(h) Tax Revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from municipal revenue.

(i) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when the Village of Hines Creek is either directly responsible or accepts responsibility and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

(j) Revenue Recognition

Revenue from transactions with no performance obligation is recognized at realizable value when the village has the authority to claim or retain an inflow of economic resources and identifies a past transaction or event giving rise to an asset.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sales of goods are recognized when goods are delivered. Licenses and permits with a single performance obligation at a point in time are recognized as revenue on issuance, those which result in a continued performance obligation over time are recognized over the period of the license or permit as the performance obligation is satisfied.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2021

1. SIGNIFICANT ACCOUNTING POLICIES - continued

(k) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(l) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets (Debt) for the year.

i) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	Years
Land Improvements	15-20
Buildings	25-50
Engineered structures	10-75
Machinery and equipment	5-20
Vehicles	3-20

Annual amortization is charged in the year of acquisition and not in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

ii) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value when the amount can reasonably be determined and would have been purchased by the Village, if not contributed, at the date of receipt and also are recorded as revenue.

iii) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operation leases and the related lease payments are charges to expenses as incurred.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2021

2. MEASUREMENT UNCERTAINTY

The preparation of financial statements in conformity with Canadian Accounting Standards for Public Sector Accounting Board requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of the tangible capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in the revenue or expenses in the period in which they become known. Actual results could differ from those estimates.

3. CASH AND TEMPORARY INVESTMENTS

	2021 \$	2020 \$
Bank account - operating	226,648	1,097,084
Bank account - sale of tax properties	71,308	53,431
Temporary investments	2,038,251	1,029,487
	2,336,207	2,180,002

Included in temporary investments is a restricted amount of \$54,000 (2020 - \$198,019) received from the Federal Gas Tax Fund held for approved projects.

Council has designated funds of \$1,272,986 (2020 - \$782,002) for operating and capital reserves. See Note 13 for details.

The operating bank account earns interest at different rates depending on the balance in the account. At year end the balance in the account earned interest at 0.55%.

Temporary investments are deposits in a notice on amount 31-90 days with interest at 0.85-0.95%

4. RECEIVABLES

	2021 \$	2020 \$
i) Taxes and grants in place of taxes		
Current taxes and grants in place of taxes	112,625	61,855
Arrears taxes	17,377	67,263
	130,002	129,118

Note there is an operating reserve set-up for doubtful accounts. See Note 13 Accumulated Surplus under operating reserves for the amount.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2021

4. RECEIVABLES - Continued

ii) Trade and other receivables

Goods and services tax receivable	31,749	12,508
Government receivable	442,886	506,843
Trade and other receivables	33,318	35,139
	507,953	554,490

The Government receivable is comprised of Municipal Sustainability Initiative - Capital \$342,886 (2020 - \$306,843) and \$100,000 (2020 - \$200,000) Federal Gas Tax Fund.

5. INVESTMENTS

	2021	2020
	\$	\$
ATB - Guaranteed Investment Certificate (GIC) - at cost	30,987	30,000
United Farmers of Alberta Co-operative Ltd. - at cost	2,488	2,546
Alberta Municipal Financing Corporation Shares - at cost	10	10
Alberta Association of Municipal Districts and Counties - at cost	85	85
	33,570	32,641

The ATB GIC has an interest rate of 0.50% with a maturity date of February 21, 2023 and is restricted for the purpose of assisting future major repairs on the ice plant or related systems.

6. DEFERRED REVENUE

	2021	2020
	\$	\$
Federal Gas Tax Fund (FGTF)	154,000	398,019
Municipal Sustainability Initiative (MSI) - Capital	324,251	306,843
	478,251	704,862

Municipal Sustainability Initiative (MSI)

Funding in the amount of \$49,362 was received in the current year and \$178,872 is set up as receivable from the Municipal Sustainability Initiative. Of the \$228,234 funding amount, \$178,872 is from the capital component of the program and is restricted to eligible capital projects, as approved under the funding agreement. The remaining \$49,362 is from the operating component of the program and is restricted to eligible operating projects, as approved under the funding agreement.

Funding from the province and interest earned on the conditional capital transfers (Federal Gas Tax Fund) in the amount of \$54,000 (2020 - \$198,019) remains unspent at year-end. The use of these funds is restricted to eligible projects, as approved under the funding agreement. Unexpected funds related to these advances are supported by cash in bank (refer to Note 3)

Village of Hines Creek
Notes to the Financial Statements
December 31, 2021

7. EMPLOYEE BENEFITS OBLIGATIONS

	2021	2020
	\$	\$
Vacation and overtime	7,875	8,545

The vacation and overtime liability is comprised of the vacation and overtime that employees are deferring to future years. Employees have either earned the benefits (and are vested) or are entitled to these benefits within the next budgetary year.

8. LONG-TERM DEBT

	2021	2020
	\$	\$
Alberta Capital Finance Authority - 4002400	340,746	387,857
Less: current portion	48,454	47,111
Long-term portion	292,292	340,746

The current portion of long-term debt amounts to \$48,454 (2020 - \$47,111).

Principal and interest payments are as follows:

	Principal	Interest	Total
	\$	\$	\$
2022	48,454	9,309	57,763
2023	49,837	7,928	57,765
2024	51,259	6,506	57,765
2025	52,721	5,044	57,765
2026	54,224	3,540	57,764
Thereafter	84,251	2,397	86,648
	340,746	34,724	375,470

The debenture 4002400 is repayable to the Alberta Capital Finance Authority and bears interest at a rate of 2.832% per annum and matures June 15, 2028 repayable over a 10 year period in semi-annual installments of \$28,882 (starting December 15, 2018).

The Village issued by-law 572-17 pursuant to Section 258 of the Municipal Government Act to authorize the financing, undertaking and completion of the street improvement project.

Debenture debt is issued on the credit and security of the Village at large.

Interest on long-term debt amounted to \$10,653 (2020 - \$11,959).

Village of Hines Creek
Notes to the Financial Statements
December 31, 2021

9. MUNICIPAL REVOLVING LINE OF CREDIT

The Village passed by-law 569-16 authorizing the Mayor and Chief Administrative Officer to arranged with the Alberta Treasury Financial (ATB) an Independent Business Loan - Revolving up to \$155,000. The limit with ATB at December 31, 2021 was \$155,000. Interest will be calculated from the date or dates funds are advanced on the daily outstanding principal at ATB's Prime rate and will be payable on the last day of each month. This credit facility will expire and all outstanding amounts under it will be payable in full on demand by the ATB. The balance outstanding at December 31, 2021 - \$0 (2020 - \$0).

10. DEBT LIMIT

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/2000 for the Village of Hines Creek be disclosed as follow:

	2021 \$	2020 \$
Total Debt Limit	2,131,785	2,433,369
Total Debt	340,746	387,857
Amount of debt limit unused	1,791,039	2,045,512
Debt Service Limit	355,298	405,562
Debt Service	57,764	57,764
Amount of debt service limit unused	297,534	347,798

The debt limit is calculated at 1.5 times revenue of the municipality excluding transfers from the governments of Alberta and Canada for the purposes of capital property (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

11. TANGIBLE CAPITAL ASSETS

	2021 \$	2020 \$
Net Book Value		
Land	14,104	14,104
Land improvements	66,328	40,101
Buildings	584,615	622,251
Engineering structures	7,677,103	7,455,160
Machinery and equipment	188,053	204,133
Vehicles	67,698	77,295
	8,597,901	8,413,044

Village of Hines Creek
Notes to the Financial Statements
December 31, 2021

12. EQUITY IN TANGIBLE CAPITAL ASSETS

	2021 \$	2020 \$
Tangible capital assets (Schedule 2)	17,004,359	16,535,328
Accumulated amortization (Schedule 2)	(8,406,458)	(8,122,284)
Long-term debt (Note 8)	(340,746)	(387,857)
	8,257,155	8,025,187

13. ACCUMULATED OPERATING SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2021 \$	2020 \$
Unrestricted surplus	1,185,351	1,360,673
Internally restricted surplus		
Operating reserves		
Contingency fund	204,320	132,336
Doubtful accounts	112,040	42,040
Rate stabilization	240,000	240,000
Capital reserves		
Arena	120,000	20,000
Drainage	10,000	-
Fire - Equipment	310	9,828
Fire - Mobile	-	97
General Administration	77,000	77,000
Property Clean-up	100,000	-
Roads and Streets - Equipment	136,813	50,198
Roads and Streets - Signs	-	5,000
Recreation and Community Services	44,266	44,266
Sewer Project	63,475	46,475
Street Light Project	56,762	56,762
Bulk Water Dispensing Project	-	22,000
Water Treatment Plant	108,000	36,000
Equity in Tangible Capital Assets (Note 12)	8,257,155	8,025,187
	10,715,492	10,167,862

14. SEGMENTED DISCLOSURE

The Village of Hines Creek provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 6).

General government includes administration and legislative. Protective services include bylaw enforcement. Transportation services includes roads, streets, walks, and lighting. Planning and development includes land use planning, zoning and development. Recreation and culture includes culture, and parks and recreation. Environmental services includes water supply and distribution, wastewater treatment and disposal, and waste management.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2021

15. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Months	2021		Total	2020
		Salary	Benefits & Allowances		Total
		(1) \$	(2) \$		\$
Mayor					
Hazel Reintjes	12	6,655	387	7,042	7,145
Deputy Mayor					
Camille Zavisha	10	7,590	387	7,977	9,565
Alison Bjornson	2	1,980	584	2,564	-
Councilors					
Len Rimmer	3	1,705	461	2,166	-
Megan Bjornson	10	5,555	300	5,855	9,180
Chief Administrative Officer					
Leanne Walmsley	12	61,570	8,649	70,219	63,857

- (1) Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.
- (2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans, professional memberships and tuition.

16. FINANCIAL INSTRUMENTS

Credit Risk

The Village of Hines Creek is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayer and entities to which the Village of Hines Creek provides services may experience financial difficulty and be unable to fulfil their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in interest rate. The Village of Hines Creek is exposed to interest rate risk on its bank account balances and any of its fixed and/or floating interest rate financial instruments.

Liquidity Risk

Liquidity risk is the risk that the Village of Hines Creek will encounter difficulty in meeting its obligations associated with financial liabilities. The Village of Hines Creek manages its liquidity risk by monitoring its operating requirements and cash forecasts to ensure it has sufficient funds to fulfil its financial obligations.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2021

17. CONTINGENCIES

The Village is a member of the Rural Municipalities Association and Counties - Jubilee Reciprocal Insurance Exchange. Under the terms of the membership, the Village could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

18. FUNDING FROM CLEARHILLS COUNTY

	2021	2020
	\$	\$
Unconditional grant	425,000	510,420
Recreation board	96,790	96,790
	521,790	607,210

The recreational board provided grants to the Village of Hines Creek during the year of \$50,000 (2020 - \$50,000) and the Hines Creek Fitness Centre \$10,000 (2020 - \$10,000).

19. BUDGET FIGURES

Budget figures are included in the financial statements for information purposes and are unaudited. The budget was approved by Council.

20. COMPARATIVE FIGURES

Certain comparative figures have been restated to conform with the current year's presentation.

21. SIGNIFICANT EVENT

As of the date of the financial statements, there is a global outbreak of COVID-19 (coronavirus) which was declared a pandemic by the World Health Organization. This has an impact on municipal government operations through the restrictions put in place by the Canadian and provincial governments as well as the Alberta Health Services regarding travel, isolation/quarantine orders, closure of municipal facilities, cancellation or postponement of programs, and deferral of property tax and utility payments. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Village of Hines Creek as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the virus, and the duration of the outbreak, including the duration of facility closures, program and service disruptions, and isolation/quarantine measures that are currently or maybe put in place by Canada and other countries to fight the virus.

22. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

Village of Hines Creek

Financial Statements

December 31, 2022

Village of Hines Creek

CONTENTS

	<u>Page</u>
MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING	1
INDEPENDENT AUDITOR'S REPORT	2 - 3
FINANCIAL STATEMENTS	
Statement of Financial Position	1
Statement of Operations	5
Statement of Change in Net Financial Assets	6
Statement of Cash Flows	7
Schedule of Changes in Accumulated Operating Surplus - Schedule 1	8
Schedule of Tangible Capital Assets - Schedule 2	9
Schedule of Property Taxes Levied - Schedule 3	10
Schedule of Government Transfers - Schedule 4	11
Schedule of Expenses by Object - Schedule 5	12
Schedule of Segmented Disclosure - Schedule 6	13
Notes to Financial Statements	14 - 23

Village of Hines Creek

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the **Village of Hines Creek (the "Organization")** is responsible for the preparation, accuracy, objectivity and integrity of the accompanying financial statements and all other information contained within this Financial Report. Management believes that the financial statements present fairly the Organization's financial position as at December 31, 2022 and the results of its operations for the year then ended.

The financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirement on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the financial statements.

The Organization Council carries out its responsibilities for review of the financial statements principally through its meeting with management. The Council meets with management and the external auditors to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to the Council with and without the presence of management. The Organization Council has approved the financial statements.

The financial statements have been audited by Doyle & Company, Chartered Professional Accountants, independent external auditors appointed by the Organization. The accompanying independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Organization's financial statements.

Leanne Walmsley

Chief Administrative Officer

The accompanying notes form part of these financial statements

1.

Edward Cheung, CPA, CA*
Scott T. Mockford, CPA, CA*
Allen Lee, CPA, CMA*
Jason Bondarevich, CPA, CA*
*Operates as a Professional Corporation

11210 - 107 Avenue N.W.
Edmonton, Alberta T5H 0Y1
Tel (780) 452-2300, Fax (780) 452-2335

INDEPENDENT AUDITOR'S REPORT

To the Members of Council

Opinion

We have audited the financial statements of the **Village of Hines Creek (the "Organization")**, which comprise the statement of financial position as at December 31, 2022, and the results of its operations, changes in its net financial assets and cash flows for the years then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2022, the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than from one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

The accompanying notes form part of these financial statements

2.

INDEPENDENT AUDITOR'S REPORT - continued

Auditor's Responsibility for the Audit of the Financial Statements - continued

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

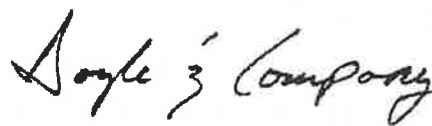
We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Report on Other Legal and Regulatory Requirements

- Debt Limit Regulation:
In accordance with Alberta Regulation 255/2000, we confirm that the municipality is in compliance with the Debt Limit Regulation. A detailed account of the Organization's debt limit can be found in Note 10.
- Supplementary Accounting Principles and Standards Regulation:
In accordance with Alberta Regulation 313/2000, we confirm that the municipality is in compliance with the Supplementary Accounting Principles and Standards Regulation and note the information required can be found in Note 15.

March 14, 2023
11210 - 107 Avenue NW
Edmonton, Alberta T5H 0Y1



Chartered Professional Accountants

The accompanying notes form part of these financial statements

3.

Village of Hines Creek
Statement of Financial Position
As at December 31, 2022

	2022	2021
	\$	\$
FINANCIAL ASSETS		
Cash and temporary investments (Note 3)	2,352,813	2,336,207
Receivables		
Taxes and grants in place of taxes (Note 4)	133,476	130,002
Trade and other receivables (Note 4)	482,085	507,953
Land for resale inventory	26,060	28,260
Investments (Note 5)	33,343	33,570
	3,027,777	3,035,992
LIABILITIES		
Accounts payable and accrued liabilities	67,034	81,032
Deposit liabilities	-	10,497
Deferred revenue (Note 6)	320,056	478,251
Employee benefits obligation (Note 7)	4,041	7,875
Long-term debt (Note 8)	292,290	340,746
	683,421	918,401
	2,344,356	2,117,591
NET FINANCIAL ASSETS		
	2,344,356	2,117,591
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 2)	8,563,757	8,597,901
	10,908,113	10,715,492
ACCUMULATED OPERATING SURPLUS (Schedule 1, Note 13)		
	10,908,113	10,715,492

Contingencies - Note 17

The accompanying notes form part of these financial statements

Village of Hines Creek
Statement of Operations
For the year ended December 31, 2022

	2022 Budget (Unaudited) \$	2022 Actual \$	2021 Actual \$
REVENUE			
Net municipal taxes (Schedule 3)	429,178	446,307	426,644
User fees and sales of goods	354,510	346,857	302,133
Government transfers for operating (Schedule 4)	808,060	708,740	645,182
Investment income	20,000	56,712	17,883
Penalties and costs of taxes	32,600	26,659	29,348
Total Revenue	1,644,348	1,585,275	1,421,190
EXPENSES			
General government			
Administration	380,767	312,953	279,927
Legislative	50,300	39,388	30,029
Protective services			
Ambulance and emergency measures	-	17,469	-
Bylaws enforcement	53,158	46,128	40,776
Transportation services			
Roads, streets, walks, lighting	256,650	300,074	241,198
Planning and development			
Land use planning, zoning and development	29,680	28,735	28,840
Recreation and culture			
Culture	30,590	29,516	21,844
Parks and recreation	440,584	416,336	304,007
Environmental services			
Water supply and distribution	217,730	413,540	346,260
Wastewater treatment and disposal	64,134	32,740	49,584
Waste management	42,755	43,755	41,551
Total Expenses	1,566,348	1,680,634	1,384,016
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES BEFORE OTHER	78,000	(95,359)	37,174
OTHER			
Gain on disposal of tangible capital assets	-	-	4,973
Government transfers for capital (Schedule 4)	-	287,980	505,483
EXCESS OF REVENUE OVER EXPENSES	78,000	192,621	547,630
ACCUMULATED OPERATING SURPLUS, BEGINNING OF YEAR		10,715,492	10,167,862
ACCUMULATED OPERATING SURPLUS, END OF YEAR		10,908,113	10,715,492

The accompanying notes form part of these financial statements

Village of Hines Creek
Statement of Change in Net Financial Assets
For the year ended December 31, 2022

	2022 Budget (Unaudited) \$	2022 Actual \$	2021 Actual \$
EXCESS OF REVENUES OVER EXPENSES	78,000	192,621	552,603
Acquisition of tangible capital assets	(78,000)	(331,574)	(536,071)
Amortization of tangible capital assets	-	365,718	351,214
(Gain) Loss on disposal of tangible capital assets	-	-	(4,973)
	(78,000)	34,144	(189,830)
INCREASE (DECREASE) IN NET ASSETS	-	226,765	362,773
NET FINANCIAL ASSETS, BEGINNING OF YEAR	-	2,117,591	1,754,818
NET FINANCIAL ASSETS, END OF YEAR	-	2,344,356	2,117,591

The accompanying notes form part of these financial statements

Village of Hines Creek

Statement of Cash Flows

For the year ended December 31, 2022

	2022	2021
	\$	\$
NET INFLOW (OUTFLOW) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:		
OPERATING		
Excess of revenue over expenses	192,621	552,603
Non-cash items included in excess of revenue over expenses:		
Amortization of tangible capital assets	365,718	351,214
(Gain) loss on disposal of tangible capital assets	-	(4,973)
Non-cash charges to operations (net change):		
Decrease (increase) in taxes and grants in lieu receivable	(3,474)	(884)
Decrease (increase) in trade and other receivables	25,868	46,537
Decrease (increase) in land held for resale	2,200	17,765
Increase (decrease) in accounts payable and accrued liabilities	(13,998)	4,061
Increase (decrease) in deposit liabilities	(10,497)	1,274
Increase (decrease) in deferred revenue	(158,195)	(226,611)
Increase (decrease) in employee benefit obligations	(3,834)	(670)
Cash provided by operating transactions	396,409	740,316
CAPITAL		
Acquisition of tangible capital assets	(331,574)	(536,071)
Cash applied to capital transactions	(331,574)	(536,071)
INVESTING		
Decrease (increase) investments	227	(929)
Cash provided by investing	227	(929)
FINANCING		
Long-term debt repaid	(48,456)	(47,111)
Cash provided by (applied to) financing transactions	(48,456)	(47,111)
CHANGE IN CASH AND EQUIVALENTS DURING THE YEAR	16,606	156,205
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	2,336,207	2,180,002
CASH AND CASH EQUIVALENTS, END OF YEAR	2,352,813	2,336,207

The accompanying notes form part of these financial statements

7.

Village of Hines Creek
Schedule of Changes in Accumulated Operating Surplus - Schedule 1
For the year ended December 31, 2022

	Unrestricted Surplus	Internally Restricted Surplus	Equity in Tangible Capital Assets	2022	2021
	\$	\$	\$	\$	\$
Balance, Beginning of Year	1,185,351	1,272,986	8,257,155	10,715,492	10,167,862
Excess of revenue over expenses	192,621	-	-	192,621	547,630
Unrestricted funds designated for future use	(10,000)	10,000	-	-	-
Restricted funds used for operations	25,210	(25,210)	-	-	-
Restricted funds used for tangible capital assets	-	(51,901)	51,901	-	-
Current year funds used for tangible capital assets	(279,673)	-	279,673	-	-
Annual amortization expenses	365,718	-	(365,718)	-	-
Long-term debt repaid	(48,456)	-	48,456	-	-
Change in accumulated surplus	245,420	(67,111)	14,312	192,621	547,630
Balance, End of Year	1,430,771	1,205,875	8,271,467	10,908,113	10,715,492

The accompanying notes form part of these financial statements

Village of Hines Creek
Schedule of Tangible Capital Assets - Schedule 2
For the year ended December 31, 2022

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2022 \$	2021 \$
COST:								
Balance, Beginning of Year	14,104	439,334	1,804,543	13,715,328	918,305	112,745	17,004,359	16,535,328
Acquisition of tangible capital assets	-	-	-	141,126	190,448	-	331,574	536,071
Disposal of tangible capital assets	-	-	-	-	-	-	-	(67,040)
Balance, End of Year	14,104	439,334	1,804,543	13,856,454	1,108,753	112,745	17,335,933	17,004,359
ACCUMULATED AMORTIZATION:								
Balance, Beginning of Year	-	373,006	1,219,928	6,038,225	730,252	45,047	8,406,458	8,122,284
Annual amortization	-	11,119	41,951	265,390	37,661	9,597	365,718	351,214
Accumulated amortization on disposals	-	-	-	-	-	-	-	(67,040)
Balance, End of Year	-	384,125	1,261,879	6,303,615	767,913	54,644	8,772,176	8,406,458
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	14,104	55,209	542,664	7,552,839	340,840	58,101	8,563,757	8,597,901
2021 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	14,104	66,328	584,615	7,677,103	188,053	67,698		8,597,901

The accompanying notes form part of these financial statements

Village of Hines Creek
Schedule of Property and Other Taxes - Schedule 3
For the year ended December 31, 2022

	2022 Budget (Unaudited) \$	2022 Actual \$	2021 Actual \$
TAXATION			
Real property taxes	425,213	432,420	426,359
Designated Industrial property tax	63	62	62
Government grants in place of property taxes	64,000	73,917	61,412
	489,276	506,399	487,833
REQUISITIONS			
Alberta School Foundation Fund	50,864	50,280	51,955
Seniors Foundation	9,234	9,812	9,234
	60,098	60,092	61,189
NET MUNICIPAL TAXES	429,178	446,307	426,644

The accompanying notes form part of these financial statements

Village of Hines Creek
Schedule of Government Transfers - Schedule 4
For the year ended December 31, 2022

	2022 Budget (Unaudited) \$	2022 Actual \$	2021 Actual \$
<u>TRANSFERS FOR OPERATING</u>			
Provincial Government	98,392	63,392	63,392
Local Government (Note 18)	709,668	645,348	581,790
	808,060	708,740	645,182
<u>TRANSFERS FOR CAPITAL</u>			
Provincial Government	-	287,980	505,483
TOTAL GOVERNMENT TRANSFERS	808,060	996,720	1,150,665

The accompanying notes form part of these financial statements

Village of Hines Creek
Schedule of Expenditures by Object - Schedule 5
For the year ended December 31, 2022

	2022 Budget (Unaudited) \$	2022 Actual \$	2021 Actual \$
EXPENSES BY OBJECT			
Salaries, wages and benefits	492,180	453,402	401,552
Contracted and general services	530,227	443,345	325,304
Materials, goods, and utilities	217,350	215,100	168,759
Provision for allowance	80,000	-	-
Transfers to local boards and agencies	186,471	192,169	124,984
Bank charges and short-term interest	2,350	1,591	1,550
Interest on long-term debt	57,770	9,309	10,653
Amortization of tangible capital assets	-	365,718	351,214
TOTAL EXPENSES	1,566,348	1,680,634	1,384,016

The accompanying notes form part of these financial statements

Village of Hines Creek
Schedule of Segmented Disclosure - Schedule 6
For the year ended December 31, 2022

	General Government \$	Protective Services \$	Transportation Services \$	Planning & Development \$	Recreation & Culture \$	Environmental Services \$	2022 \$
REVENUE							
Net municipal taxes	446,307	-	-	-	-	-	446,307
Operating government transfers	14,030	-	-	-	220,029	474,681	708,740
User fees and sales of goods	4,222	2,846	9,709	4,520	91,750	233,810	346,857
Investment income	56,712	-	-	-	-	-	56,712
Penalties and costs of taxes	23,369	3,290	-	-	-	-	26,659
	544,640	6,136	9,709	4,520	311,779	708,491	1,585,275
EXPENSES							
Bank charges and interest	1,591	-	-	-	-	-	1,591
Interest on long-term debt	-	-	9,309	-	-	-	9,309
Contracted and general services	121,234	12,797	75,106	3,591	133,058	97,559	443,345
Materials, goods and utilities	15,548	5,501	53,257	-	33,456	107,338	215,100
Salaries, wages and benefits	190,427	26,130	69,072	7,606	96,467	63,700	453,402
Transfers to local boards and agencies	-	17,469	-	17,538	139,300	17,862	192,169
Balance, End of Year	328,800	61,897	206,744	28,735	402,281	286,459	1,314,916
NET REVENUE, BEFORE AMORTIZATION AND OTHER							
	215,840	(55,761)	(197,035)	(24,215)	(90,502)	422,032	270,359
Gain on disposal of tangible capital assets	-	-	-	-	-	-	-
Capital government transfers	40,347	-	189,496	-	22,637	35,500	287,980
Amortization	(23,541)	(1,700)	(93,330)	-	(43,571)	(203,576)	(365,718)
NET REVENUE	232,646	(57,461)	(100,869)	(24,215)	(111,436)	253,956	192,621

The accompanying notes form part of these financial statements

Village of Hines Creek

Notes to the Financial Statements

December 31, 2022

DESCRIPTION OF OPERATIONS

The Village of Hines Creek is a local government authority providing municipal services. The Village of Hines Creek is empowered through bylaws and policies approved by Council and pursuant to the Municipal Government Act.

I. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Village of Hines Creek are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Village of Hines Creek are as follows:

(a) Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and changes in financial position of the reporting entity.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

Interdepartmental and organizational transactions and balances are eliminated.

(b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed or goods have yet to be provided. Revenue is recognized in the period when the related expenses are incurred, services performed/goods provided or the tangible assets are acquired.

(c) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditures during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

d) Valuation of Financial Assets and Liabilities

The village's financial assets and liabilities are measured as follows:

<u>Financial statement component</u>	<u>Measurement</u>
Cash and temporary investments	Cost and amortized cost
Trade and other receivables	Lower of cost or net recoverable value
Investments	Fair value and amortized cost
Accounts payable and accrued liabilities	Cost
Deposit liabilities	Cost
Bank indebtedness and long-term liabilities	Amortized cost

Village of Hines Creek
Notes to the Financial Statements
December 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES - continued

(e) Cash and Temporary Investments

Cash and cash equivalents consists of bank deposits and savings accounts with a term of three (3) months or less.

(f) Investments

Investments in derivatives and equity instruments quoted in an active market are carried at fair value with transactions costs expensed upon initial recognition. Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses. When the investment is disposed of the accumulated gains or losses are reclassified to the statement of operations.

Investments in interest bearing securities are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective instruments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

(g) Long-Term Debt

Long-term debt is initially recognized net of any premiums, discounts, fees and transactions costs, with interest expense recognized using the effective interest method. Long-term debt is subsequently measured at amortized cost.

(h) Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(i) Inventories for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

(j) Tax Revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from municipal revenue.

(k) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when the Village of Hines Creek is either directly responsible or accepts responsibility and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES - continued

(l) Revenue Recognition

Revenue from transactions with no performance obligation is recognized at realizable value when the village has the authority to claim or retain an inflow of economic resources and identifies a past transaction or event giving rise to an asset.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sales of goods are recognized when goods are delivered. Licenses and permits with a single performance obligation at a point in time are recognized as revenue on issuance, those which result in a continued performance obligation over time are recognized over the period of the license or permit as the performance obligation is satisfied.

(m) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(n) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets (Debt) for the year.

i) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	Years
Land Improvements	15-20
Buildings	25-50
Engineered structures	10-75
Machinery and equipment	5-20
Vehicles	3-20

Annual amortization is charged in the year of acquisition and not in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

ii) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value when the amount can reasonably be determined and would have been purchased by the Village, if not contributed, at the date of receipt and also are recorded as revenue.

iii) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operation leases and the related lease payments are charges to expenses as incurred.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2022

2. MEASUREMENT UNCERTAINTY

The preparation of financial statements in conformity with Canadian Accounting Standards for Public Sector Accounting Board requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of the tangible capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in the revenue or expenses in the period in which they become known. Actual results could differ from those estimates.

3. CASH AND TEMPORARY INVESTMENTS

	2022	2021
	\$	\$
Bank account - operating	495,163	226,648
Bank account - sale of tax properties	72,919	71,308
Temporary investments	1,784,731	2,038,251
	2,352,813	2,336,207

Included in temporary investments is a restricted amount of \$9,074 (2021 - \$54,000) received from the Federal Gas Tax Fund held for approved projects.

Council has designated funds of \$1,195,875 (2021 - \$1,272,986) for operating and capital reserves. See Note 13 for details.

The operating bank account earns interest at different rates depending on the balance in the account. At year end the balance in the account earned interest at 4.55%.

Temporary investments are deposits in a notice on amount 31-90 days with interest at 4.85%-4.95%

4. RECEIVABLES

	2022	2021
	\$	\$
i) Taxes and grants in place of taxes		
Current taxes and grants in place of taxes	36,062	50,488
Arrears taxes	97,414	79,514
	133,476	130,002
	133,476	130,002

Note there is an operating reserve set-up for doubtful accounts. See Note 13 Accumulated Surplus under operating reserves for the amount.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2022

4. RECEIVABLES - Continued

ii) Trade and other receivables

Goods and services tax receivable	26,688	31,749
Government receivable	401,408	442,886
Trade and other receivables	53,989	33,318
	482,085	507,953

The Government receivable is comprised of Municipal Sustainability Initiative - Capital \$251,408 (2021 - \$342,886) and \$150,000 (2021 - \$100,000) Federal Gas Tax Fund.

5. INVESTMENTS

	2022	2021
	\$	\$
ATB - Guaranteed Investment Certificate (GIC) - at cost	30,987	30,987
United Farmers of Alberta Co-operative Ltd. - at cost	2,261	2,488
Alberta Municipal Financing Corporation Shares - at cost	10	10
Alberta Association of Municipal Districts and Counties - at cost	85	85
	33,343	33,570

The ATB GIC has an interest rate of 0.50% with a maturity date of February 21, 2023 and is restricted for the purpose of assisting future major repairs on the ice plant or related systems.

6. DEFERRED REVENUE

	2022	2021
	\$	\$
Canada Community Building Fund (Federal Gas Tax Fund)	163,074	154,000
Municipal Sustainability Initiative (MSI) - Capital	156,982	324,251
	320,056	478,251

Municipal Sustainability Initiative (MSI)

Funding in the amount of \$121,898 was received in the current year from the Municipal Sustainability Initiative. Of the \$121,898 received, \$72,536 was from the capital component of the program and is restricted to eligible capital projects, as approved under the funding agreement. The remaining \$49,362 is from the operating component of the program and is restricted to eligible operating projects, as approved under the funding agreement.

Unexpensed funds related to these advances are supported by cash and temporary investments held exclusively for these projects. (refer to Note 3)

Village of Hines Creek
Notes to the Financial Statements
December 31, 2022

7. EMPLOYEE BENEFITS OBLIGATIONS

	2022	2021
	\$	\$
Vacation and overtime	4,041	7,875

The vacation and overtime liability is comprised of the vacation and overtime that employees are deferring to future years. Employees have either earned the benefits (and are vested) or are entitled to these benefits within the next budgetary year.

8. LONG-TERM DEBT

	2022	2021
	\$	\$
Alberta Capital Finance Authority - 4002400	292,290	340,746
Less: Current portion	(49,837)	(48,454)
Long-term portion	242,453	292,292

The current portion of long-term debt amounts to \$49,837 (2021 - \$48,454).

Principal and interest payments are as follows:

	Principal	Interest	Total
	\$	\$	\$
2023	49,837	7,928	57,765
2024	51,259	6,506	57,765
2025	52,721	5,044	57,765
2026	54,224	3,540	57,764
2027	55,771	1,994	57,765
Thereafter	28,478	403	28,881
	292,290	25,415	317,705

The debenture 4002400 is repayable to the Alberta Capital Finance Authority and bears interest at a rate of 2.832% per annum and matures June 15, 2028 repayable over a 10 year period in semi-annual installments of \$28,882 (starting December 15, 2018).

The Village issued by-law 572-17 pursuant to Section 258 of the Municipal Government Act to authorize the financing, undertaking and completion of the street improvement project.

Debenture debt is issued on the credit and security of the Village at large.

Interest on long-term debt amounted to \$8,613 (2021 - \$10,653).

Village of Hines Creek
Notes to the Financial Statements
December 31, 2022

9. MUNICIPAL REVOLVING LINE OF CREDIT

The Village passed by-law 569-16 authorizing the Mayor and Chief Administrative Officer to arranged with the Alberta Treasury Financial (ATB) an Independent Business Loan - Revolving up to \$155,000. The limit with ATB at December 31, 2022 was \$155,000. Interest will be calculated from the date or dates funds are advanced on the daily outstanding principal at ATB's Prime rate plus 1% and will be payable on the last day of each month. This credit facility will expire and all outstanding amounts under it will be payable in full on demand by the ATB. The balance outstanding at December 31, 2022 - \$0 (2021 - \$0).

10. DEBT LIMIT

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/2000 for the Village of Hines Creek be disclosed as follow:

	2022	2021
	\$	\$
Total Debt Limit	2,377,913	2,131,785
Total Debt	292,290	310,746
Amount of debt limit unused	2,085,623	1,791,039
Debt Service Limit	396,319	355,298
Debt Service	57,764	57,764
Amount of debt service limit unused	338,555	297,534

The debt limit is calculated at 1.5 times revenue of the municipality excluding transfers from the governments of Alberta and Canada for the purposes of capital property (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

Total debt includes long-term debt less debt charges recoverable. Debt servicing includes principle and interest payments due on long-term debt in the 12 months subsequent to year-end less amounts that are recoverable.

11. TANGIBLE CAPITAL ASSETS

	2022	2021
	\$	\$
Net Book Value		
Land	14,104	14,104
Land improvements	55,209	66,328
Buildings	542,664	584,615
Engineering structures	7,552,839	7,677,103
Machinery and equipment	340,840	188,053
Vehicles	58,101	67,698
Total	8,563,757	8,597,901

Village of Hines Creek
Notes to the Financial Statements
December 31, 2022

12. EQUITY IN TANGIBLE CAPITAL ASSETS

	2022	2021
	\$	\$
Tangible capital assets (Schedule 2)	17,335,933	17,004,359
Accumulated amortization (Schedule 2)	(8,772,176)	(8,406,458)
Long-term debt (Note 8)	(292,290)	(340,746)
	8,271,467	8,257,155

13. ACCUMULATED OPERATING SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2022	2021
	\$	\$
Unrestricted surplus	1,430,771	1,185,351
Internally restricted surplus		
Operating reserves		
Contingency fund	204,320	204,320
Doubtful accounts	112,040	112,040
Rate stabilization	240,000	240,000
Capital reserves		
Arena	120,000	120,000
Drainage	20,000	10,000
Fire - Equipment	310	310
General Administration	47,873	77,000
Property Clean-up	100,000	100,000
Roads and Streets - Equipment	115,598	136,813
Recreation and Community Services	20,270	44,266
Sewer Project	63,475	63,475
Street Light Project	53,989	56,762
Water Treatment Plant	108,000	108,000
Equity in Tangible Capital Assets (Note 12)	8,271,467	8,257,155
	10,908,113	10,715,492

14. SEGMENTED DISCLOSURE

The Village of Hines Creek provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 6).

General government includes administration and legislative. Protective services include bylaw enforcement. Transportation services includes roads, streets, walks, and lighting. Planning and development includes land use planning, zoning and development. Recreation and culture includes culture, and parks and recreation. Environmental services includes water supply and distribution, wastewater treatment and disposal, and waste management.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2022

15. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	2022			2021	
	Months	Salary	Benefits & Allowances	Total	Total
		(1) \$	(2) \$	\$	\$
Mayor					
Hazel Reintjes	12	10,560	1,087	11,647	7,042
Deputy Mayor					
Camille Zavisha	-	-	-	-	7,977
Alison Bjornson	12	12,375	1,200	13,575	2,564
Councilors					
Len Rimmer	12	11,825	1,307	13,132	2,166
Megan Bjornson	-	-	-	-	5,855
Chief Administrative Officer					
Leanne Walmsley	12	66,170	8,405	74,575	70,219

- (1) Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.
- (2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans, professional memberships and tuition.

16. FINANCIAL INSTRUMENTS

Credit Risk

The Village of Hines Creek is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayer and entities to which the Village of Hines Creek provides services may experience financial difficulty and be unable to fulfil their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in interest rate. The Village of Hines Creek is exposed to interest rate risk on its bank account balances and any of its fixed and/or floating interest rate financial instruments.

Liquidity Risk

Liquidity risk is the risk that the Village of Hines Creek will encounter difficulty in meeting its obligations associated with financial liabilities. The Village of Hines Creek manages its liquidity risk by monitoring its operating requirements and cash forecasts to ensure it has sufficient funds to fulfil its financial obligations.

Village of Hines Creek
Notes to the Financial Statements
December 31, 2022

17. CONTINGENCIES

The Village is a member of the Rural Municipalities Association and Counties - Jubilee Reciprocal Insurance Exchange. Under the terms of the membership, the Village could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

18. FUNDING FROM CLEARHILLS COUNTY

	2022	2021
	\$	\$
Unconditional grant	450,000	510,420
Recreation board	130,348	96,790
	580,348	607,210

The recreational board provided grants to the Village of Hines Creek during the year of \$55,000 (2021 - \$50,000) and the Hines Creek Fitness Centre \$10,000 (2021 - \$10,000).

19. BUDGET FIGURES

Budget figures are included in the financial statements for information purposes and are unaudited. The budget was approved by Council.

20. COMPARATIVE FIGURES

Certain comparative figures have been restated to conform with the current year's presentation.

21. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

Grant Funding Breakdown for 2021-2023

Grant Funding	Project Description	Project Year	Project #	MSI	FGT/CCBF	Other	Total Project	Comments
Municipal Stimulus Program	Lagoon & Reservoir Fencing	2020				50,000.00	50,000.00	Completed in the winter of 2021
Municipal Operating Support Transfer (MOST)	Revenue/Expenses incurred during COVID-19 (Dave Shaw Memorial Complex)	2021				40,036.00	40,036.00	
Sidewalk Rehabilitation Project	Monolithic Curb & Cutter, Concrete sidewalks ACP & Other Work	2021	GTF-1322 MSI- CAP-13455	161,464.00	351,754.00		513,218.00	
Agri spirit Grant Fund	Furnace Replacement at Dave Shaw Memorial Hall	2022				25,000.00		Project Denied under Program
Agri spirit Fund Arts & Crafts	Upgrades to storage area, dishwasher, stove, and kitchen remodel	2022						Project Denied under Program
Alberta Community Champions Program Albert Beverage Container Recycling Corporation	9 Waste Containers.	2022				19,772.42	19,772.42	Money was sent directly to Bush Systems International from ABCRC up delivery of the order

ARMA 30 th Anniversary Bench	Giveaway Application Hines Creek Playground & Splash Park	2022/2023								No response from program
AWWAP Testing Lagoon System for Capacity Project	Testing Lagoon System Capacity	2023								AWWAP Project denied as it was deemed maintenance
2022 Generator Project	Generator purchase, transfer switch, fuel tank and pad	2022	CCBF-2001		70,000.00	339.39	70,339.39			Overrun from Operating Budget
2023 Equipment Replacement	Line locator & leak detector, Brush hog mower, lawnmower	2022/2023	MSI-CAP-15376		30,600.00	2.24	30,602.24			Overrun from 2023 Operating Budget
AWWAP Upgrade to UF Filters & Valves	Upgrades to the UF Filters and Harmonic Valves	2023								AWWAP Project denied as it was deemed maintenance
New Horizons Seniors Program	New Chair lift and installation	2023	#18805317		25,000.00	9,000.00	34,000.00			Overrun is taken from 2023 Recreation Reserve
2023 Road Rehabilitation Project	Crack sealing, Calcium on high traffic gravel roads as well as graveling and grading all gravel	2023	MSI-CAP-15519				32,500.00			Remainder will be gravel and sand stockpiled for emergency winter

	roads and back alleys								projects. If there should be a short overrun that will come out of 2023 Operating Budget
2023 Community Centre Rehabilitation Project	Furnaces, Chiller line replacement, water heaters, brine pump repairs,	2023	MSI-CAP-15750	111,926.00	111,926.00			111,926.00	Project is complete.
2023 Community Energy Systems Rehabilitation Project	Fitness center mats, windows, door replacement, furnace replacement and painting of the kitchen, hall & bathrooms	2023	CCBF-2334		66,504.81			143,074.00	Painting & furnaces are being finished right now and invoices are not in. We are still looking for a transfer switch and generator which may run the remainder of the grant into 2024
2023 Non-Routine Maintenance – Water	Purchase and installation of harmonic valve and UF filters.	2023	MSI-CAP-15751	162,788.43				163,500.00	Remainder of grant will be used when the

Treatment Plant									installation of the UF filters are put in. Estimate time of installation is December 4-5, 2023.
Canada Summer Jobs Program	Assisting Public Works with arena summer maintenance, grass mowing, flowers, curb, and crosswalk painting etc. We have applied for two students yearly. 2024 we have applied for three students.	2021-2024	A001049191						We have applied for this grant every year. Last year we were approved funding was 2019. Subsequent expenses have come out the annual Operating Budgets.

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE VILLAGE OF HINES CREEK FOR THE 2023 TAXABLE YEAR

WHEREAS the Village of Hines Creek has prepared and adopted detailed estimates of municipal revenue, expenses and expenditures as required, at the council meeting held on May 23, 2023; and

WHEREAS the estimated municipal revenues from all sources other than property taxation total \$493,608.00 and.

WHEREAS the estimated municipal expenses (excluding non-cash items) set out in the annual budget for the Village of Hines Creek for 2023 total \$1,201,663.00; and the balance of \$493,608.00 to be raised by general municipal property taxation; and

WHEREAS the estimated amount required to repay principal debt to be raised by general municipal taxation is \$49,837.00 and.

WHEREAS the estimated amount required for current year capital expenditures to be raised by general municipal taxation is \$13,441.00 and.

WHEREAS the estimated amount required for future financial plans to be raised by municipal taxation is 0, and.

THEREFORE, the total amount to be raised by general municipal taxation is \$1,695,271.00 and

WHEREAS the requisitions are:

Alberta School Foundation Fund	
Residential & Farmland	\$33,608.54
Non-Residential	\$17,058.16
Designated Industrial Property	\$ 63.17
Seniors Foundation	\$11,325.70

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

WHEREAS the assessed value of all property in the Village of Hines Creek as shown on the assessment roll is:

Residential & Farmland	12,907,490
Non-Residential	4,480,130
Non-Residential Small Business	0
Linear	846,700
Machinery and Equipment	<u>3,312,000</u>
Total Assessment	21,546,320

NOW THEREFORE under the authority of the Municipal Government Act, the Council of the Village of Hines Creek, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Village of Hines Creek.

General Municipal	Tax Levy	Assessment	Tax Rate
Residential & Farmland	220,848	12,907,490	0.01711
Non-Residential, Linear, Machinery & Equipment & Designated Industrial Property	<u>317,219</u>	<u>8,638,830</u>	<u>0.03672</u>
Totals	538,067	21,546,320	

**A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY
WITHIN THE VILLAGE OF HINES CREEK FOR THE 2023 TAXABLE YEAR**

Alberta School Foundation Fund

Residential & Farmland	33,608.54	12,907,490	0.0026038
Non-Residential	17,058.16	5,326,830	0.0032023
Designated Industrial Property	63.17	846,700	0.0746
Seniors Foundation	11,325.70	21,5463,320	0.0005256

2. That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$250.00
3. This bylaw comes into force at the beginning of the day that it is passed unless otherwise provided for in the MGA or another enactment or in the bylaw. This bylaw is passed when it receives third reading, and it is signed in accordance with s 213 of the MGA.

READ a first time on this _____ day of May, 2023.

READ a second time on this _____ day of May, 2023.

Given **UNANIMOUS** consent to go to third reading on this _____ of May, 2023.

READ a third and final time on this _____ day of May, 2023.

Hazel Reintjes, Mayor

Leanne Walmsley, Chief Administrative Officer

\$500,000.00

ACCOUNT # 4002400

CANADA
PROVINCE OF ALBERTA

VILLAGE OF HINES CREEK

2.83200%

DUE: 15-Jun-2028

VILLAGE OF HINES CREEK

*For value received, promises to pay to the
ALBERTA CAPITAL FINANCE AUTHORITY
or its registered assigns, the principal sum of*

---Five Hundred Thousand---00/100 Dollars

(\$500,000.00) in lawful money of Canada, with interest thereon at the rate of 2.83200% per annum. These payments are to be made in Twenty (20) consecutive installments of Principal and Interest combined, in accordance with the repayment schedule endorsed hereon and forming part of this Debenture.

The sum of \$500,000.00 has been borrowed by the Village of Hines Creek under the authority, and in accordance with terms of the said By-laws listed and numbered below for the specific purposes listed therein.

By-law 572-17

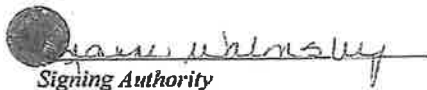
27-Feb-2018

\$500,000.00

This Debenture is made pursuant to and hereby incorporates the terms and conditions of the Master Loan Agreement between Alberta Capital Finance Authority and Village of Hines Creek made effective 01-May-2018 except as expressly modified by this Debenture.

*IN TESTIMONY whereof and under the authority of the By-laws listed above this debenture is sealed with the Seal of the Village of Hines Creek and signed by the
Mayor and Acting CAO thereof, this 15 day of
June, 2018*


Signing Authority


Signing Authority

Village of Hines Creek

ISSUED:15-Jun-2018

LOAN REPAYMENT SCHEDULE FOR: \$500,000.00

TO ALBERTA CAPITAL FINANCE AUTHORITY

Account No. 4002400

Payment Number	Date	Payment Amount	Principal	2.83200% Interest	Outstanding Principal
1	15-Dec-2018	\$28,882.28	\$21,802.28	\$7,080.00	\$478,197.72
2	15-Jun-2019	\$28,882.28	\$22,111.00	\$6,771.28	\$456,086.72
3	15-Dec-2019	\$28,882.28	\$22,424.09	\$6,458.19	\$433,662.63
4	15-Jun-2020	\$28,882.28	\$22,741.62	\$6,140.66	\$410,921.01
5	15-Dec-2020	\$28,882.28	\$23,063.64	\$5,818.64	\$387,857.37
6	15-Jun-2021	\$28,882.28	\$23,390.22	\$5,492.06	\$364,467.15
7	15-Dec-2021	\$28,882.28	\$23,721.43	\$5,160.85	\$340,745.72
8	15-Jun-2022	\$28,882.28	\$24,057.32	\$4,824.96	\$316,688.40
9	15-Dec-2022	\$28,882.28	\$24,397.97	\$4,484.31	\$292,290.43
10	15-Jun-2023	\$28,882.28	\$24,743.45	\$4,138.83	\$267,546.98
11	15-Dec-2023	\$28,882.28	\$25,093.81	\$3,788.47	\$242,453.17
12	15-Jun-2024	\$28,882.28	\$25,449.14	\$3,433.14	\$217,004.03
13	15-Dec-2024	\$28,882.28	\$25,809.50	\$3,072.78	\$191,194.53
14	15-Jun-2025	\$28,882.28	\$26,174.97	\$2,707.31	\$165,019.56
15	15-Dec-2025	\$28,882.28	\$26,545.60	\$2,336.68	\$138,473.96
16	15-Jun-2026	\$28,882.28	\$26,921.49	\$1,960.79	\$111,552.47
17	15-Dec-2026	\$28,882.28	\$27,302.70	\$1,579.58	\$84,249.77
18	15-Jun-2027	\$28,882.28	\$27,689.30	\$1,192.98	\$56,560.47
19	15-Dec-2027	\$28,882.28	\$28,081.38	\$800.90	\$28,479.09
20	15-Jun-2028	\$28,882.28	\$28,479.09	\$403.19	\$0.00
		\$577,645.60	\$500,000.00	\$77,645.60	

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Crystal Dei, CSC
Title:	Sprinkler Protection Unit
File:	23-20-02

DESCRIPTION:

Council has requested Information regarding a Sprinkler Protection Unit (SPU), costs, storage, grants, and funding.

BACKGROUND:

During Wildfire 18, Peace River Forestry enlisted the assistance of the Sprinkler Protection Unit (SPU) from the Municipal District of Opportunity to safeguard structures. Our fire departments observed the effectiveness of the SPU in preserving structures and believe that Clear Hills County could greatly benefit from acquiring its own SPU.

Clear Creek Fire Committee:


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 of a Sprinkler Protection Unit. CARRIED.

Clear Hills County options for possible storage for a SPU, are as follows:

1. New Fire Hall in Cleardale (County shop until Fire Hall is complete)
2. Worsley Fire Hall (when Cleardale Fire Hall is Complete)
3. Hines Creek Village Office Shop (more central location)
4. Old Forestry Shop in the Village of Hines Creek (more central location)

Grants and Funding:

- In 2023, there are no funds available from Fire SMART-FRIAA (Forest Resource Improvement Association of Alberta).
- Clear Hills County, under the MSI Capital Program, has exhausted its funding for 2023. Guidelines for the LGFF Program will be released by the end of 2023 for eligibility verification.
- Units under Wildfire, specifically managed by Todd Lynch, are ineligible for funding through the usual wildfire programs.

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

Acquiring Stocked Units is a straightforward process, while Custom Units typically require approximately 80 days from the order date, depending on equipment availability from the manufacturer. A.S. Roach is open to bringing a Stocked Units (SPU) unit to CHC for a viewing and discussion about available options.

Unit	New	Used
AR6WPAB	\$ 381,480.00	\$ 184,400.00
AR5P2plus	\$ 323,245.00	\$ 178,840.00
AR6AB	\$ 305,150.00	\$ 184,400.00
AR5P75	\$ 278,700.00	New this fall

The SPU units requires annual maintenance, including the inspection of pumps, assessment of hoses, and verification of sprinkler functionality.

ATTACHMENTS:

- email Todd Lynch (Wildfire)
- email Carol Klassen (Municipal Affairs)
- email A.S Roach
- SPU information

RECOMMENDED ACTION:

RESOLUTION by.....

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

Community Services Coordinator

From: Carol Klassen <carol.klassen@gov.ab.ca>
Sent: November 30, 2023 9:07 AM
To: Community Services Coordinator
Subject: structural protection unit funding

Hi Crystal,

As discussed, the structural protection unit would be eligible under the MSI Capital program, however, Clear Hills County has already committed all of their MSI Capital funding to other projects.

The LGFF program guidelines will be announced by the end of the year, and then you will be able to check if it is eligible under that program.

Let me know if you still have any questions.
Thanks,

Carol Klassen
Grant Advisor
Grants and Education Property Tax Branch
Municipal Affairs
Government of Alberta

Tel 780-422-8051
carol.klassen@gov.ab.ca

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

Classification: Protected A

Community Services Coordinator

From: Todd Lynch <Todd.Lynch@gov.ab.ca>
Sent: November 23, 2023 11:06 AM
To: Community Services Coordinator
Subject: Re: Funding for S.P.U Unit

Good Morning Crystal

Unfortunately, these units are not eligible for funding under our usual programs, let me make some calls and I'll see what I can find out.

Classification: Protected A

From: Community Services Coordinator <csc@clearhillscounty.ab.ca>
Sent: Thursday, November 23, 2023 10:58:16 AM
To: Todd Lynch <Todd.Lynch@gov.ab.ca>
Subject: Funding for S.P.U Unit

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Todd,

Good Morning

I am hoping you can help me with a project or direct me in the right direction.

Clear Hills County had used the MD of Opportunity's Sprinkler Protection Unit during the wildfires which saved around 8 homes in Clear Hills County.

Clear Hills County now believes that having a Sprinkler Protection Unit in Our County would benefit Clear Hills County and surrounding County's/MD's in the future.

I am looking for possible funding/grant/collaboration Grants.

I look forward to hearing from you!

Crystal Dei

Community Service Coordinator

csc@clearhillscounty.ab.ca

Clear Hills County

Box 240

Worsley AB, T0H 3W0

Office: 780-685-3925

EXT: 117

Cell: 780-835-9527

Fax: 780-685-3960

info@clearhillscounty.ab.ca

Community Services Coordinator

From: albert@asroachfire.com
Sent: December 4, 2023 2:39 PM
To: Community Services Coordinator
Subject: RE: SPU

Warranty Statement

A.S. Roach Fire Services Ltd products are warranted against defects in material and workmanship for two years from the date of the shipment.

Upon inspection, A.S. Roach Fire Services Ltd reserves the right to repair or replace items and parts at our discretion. This warranty does not cover normal product usage, wear, scratches, stains, tears, and scuffs, issues caused by improper use or product abuse.

This warranty excludes consequential or incidental damages including any loss, expense or damage that may result from a product defect.

All warranty claims are subject to approval and discretion by the manufacturer.

A two-year extension may be purchased for \$500.

Any repairs required will be done on-site by A.S. Roach Fire Services Ltd or their representative.

We have offers pending on some of our used units.

Albert Roach
A.S. Roach Fire Services Ltd
albert@asroachfire.com
www.asroachfire.com
780 719 9584

-----Original Message-----

From: Community Services Coordinator <csc@clearhillscounty.ab.ca>
Sent: Monday, December 4, 2023 12:58 PM
To: albert@asroachfire.com
Subject: RE: SPU

What is the Warranty on the new and used units?

Crystal Dei
Community Service Coordinator
csc@clearhillscounty.ab.ca
Clear Hills County
Box 240
Worsley AB, T0H 3W0
Office: 780-685-3925
EXT: 117
Cell: 780-835-9527
Fax: 780-685-3960

Community Services Coordinator

From: albert@asroachfire.com
Sent: November 27, 2023 5:41 PM
To: Community Services Coordinator
Subject: RE: SPU
Attachments: AR5P 2 Plus SprinklerTrailer Contents check list July 2019.pdf; AR6PAB April 2023.pdf; AR6WPAB Oct, 2023.pdf; Trailer Specifications.pdf; Trailer Equipment specs.pdf; 5 Pump 75 Unit SprinklerTrailer contents check list.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

This message's attachments contains at least one web link. This is often used for phishing attempts. Please only interact with this attachment if you know its source and that the content is safe. If in doubt, confirm the legitimacy with the sender by phone.

Attached please find AR5P2plus, AR6PAB, AR5P75 and AR6WPAB check lists showing their contents and the way they are set up. Also find trailer specification, and equipment specifications.

The AR5P2plus is the oldest and has been used the most. All equipment in all of the trailers is in good working order and has been winterised.

The AR6WP was new this spring.

Prices:

AR5P2PLUS New \$323,245.00 - Used \$178,840.00 AR6PAB New 381,480.00 - used \$184,400.00 AR6WPAB New \$305,150.00 - used \$184,400.00

AR5P75 new this fall \$278,700.00

Albert Roach
A.S. Roach Fire Services Ltd
26-53106 Range Road 14
Parkland County AB T7Y 2T3
www.asroachfire.com
albert@asroachfire.com
780 719 9584

-----Original Message-----

From: Community Services Coordinator <csc@clearhillscounty.ab.ca>
Sent: Monday, November 27, 2023 11:22 AM
To: albert@asroachfire.com
Subject: RE: SPU

Could you send me pictures and cost of what you have in stock now new and used.

Crystal Dei
Community Service Coordinator

csc@clearhillscounty.ab.ca
Clear Hills County
Box 240
Worsley AB, T0H 3W0
Office: 780-685-3925
EXT: 117
Cell: 780-835-9527
Fax: 780-685-3960
info@clearhillscounty.ab.ca

-----Original Message-----

From: albert@asroachfire.com <albert@asroachfire.com>
Sent: Monday, November 27, 2023 8:38 AM
To: Community Services Coordinator <csc@clearhillscounty.ab.ca>
Subject: RE: SPU

We have one new unit in stock and one being built. Custom build for these two is an easy thing to do. Custom orders will take about 80 days from date of order depending on getting the equipment from the manufacturer. We are experiencing long wait times for pumps and portable tanks. This is a problem that should soon correct itself. We have some used units in stock. They have been rented to fires this year and one that has been rented in the past. The prices are based on rental time and model.

Albert Roach
A.S. Roach Fire Services Ltd
26-53106 Range Road 14
Parkland County AB T7Y 2T3
www.asroachfire.com
albert@asroachfire.com
780 719 9584

-----Original Message-----

From: Community Services Coordinator <csc@clearhillscounty.ab.ca>
Sent: Monday, November 27, 2023 8:10 AM
To: albert@asroachfire.com
Subject: RE: SPU

Good Morning,

I'm looking for a little more information about the SPU units.

After a unit has been purchased how long before it is available for pick up?
IF it is a custom order is availability time longer?

Crystal Dei

NEW \$305,150.00

USED \$184,400.00

Artificial Rain Sprinkler Trailer AR6WPAB

“V Nose”

A.S. Roach Fire Services Ltd



14' "V Nose," Twin 7,000 lb. Axles, 4 Roll-Up Doors, 8 Slide-Out Trays, 12K Pop-Up Jack



A.S. Roach Fire Services Ltd.
www.asroachfire.com

Sprinkler Trailer Equipment

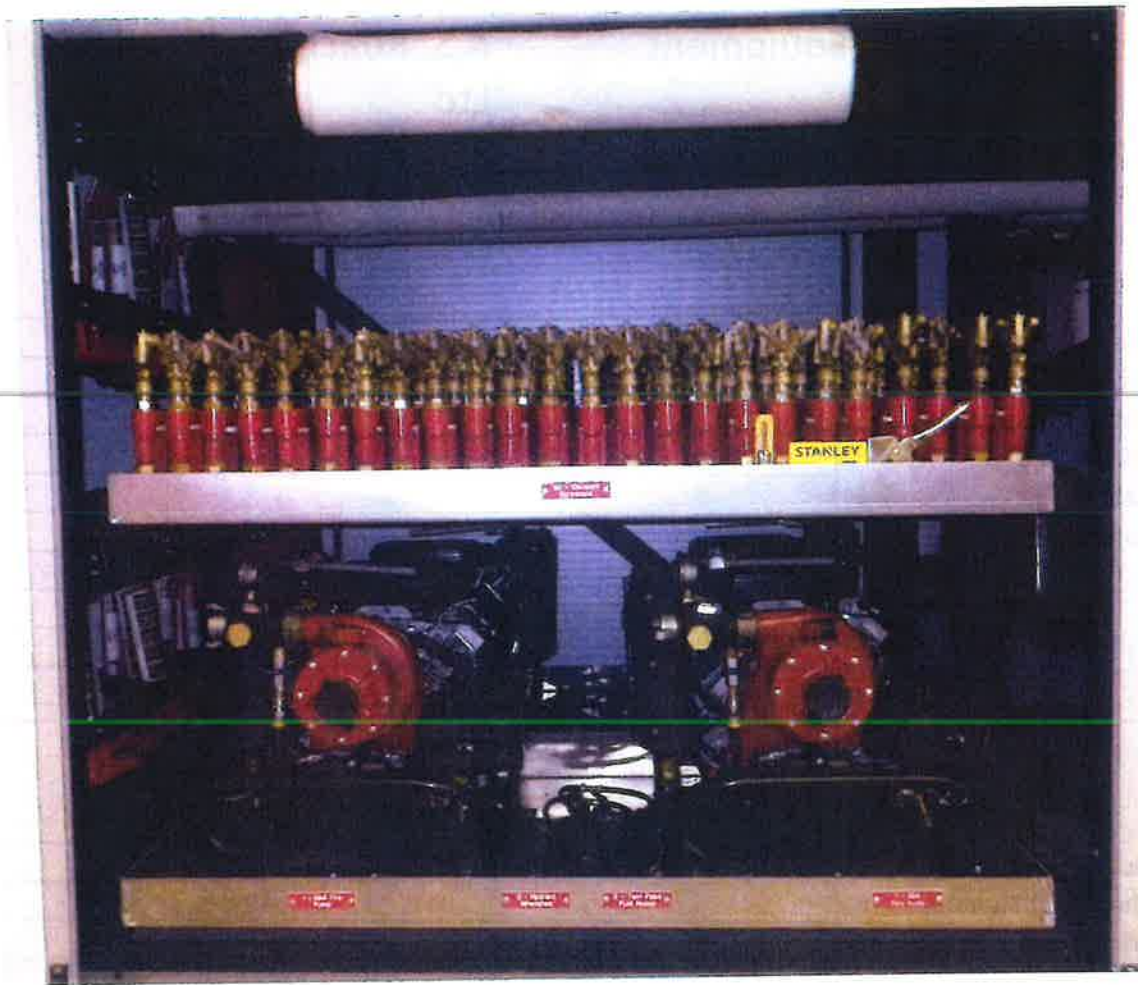
A.S. Roach Fire Services
Ltd

AR6WPAB Check List

780 719 9584

Customer
Drop-Off Location
Check In Signature
Print Name
Date
Comments

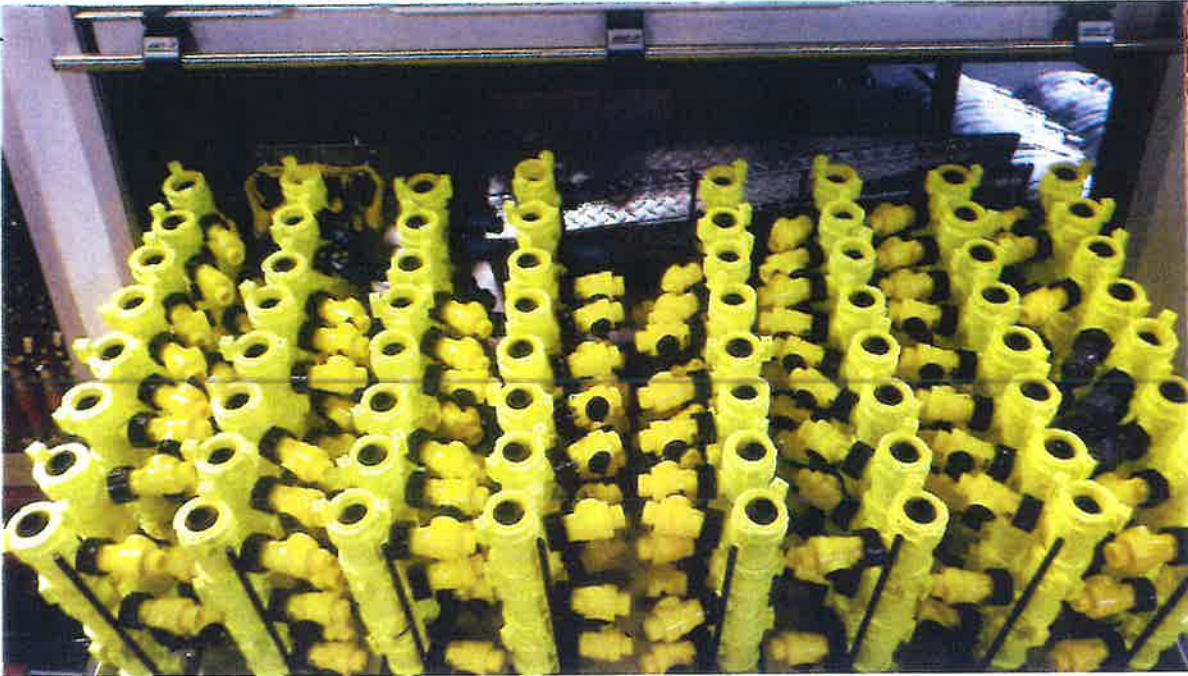
Pick Up Location
Check Out Signature
Print Name
Date
Comments



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
	UPPER TRAY		
96	Elevated Sprinklers with Standard Nozzles		
1	Roll Poly		
1	Stapler		
1	Box Staples		
1	Knife		



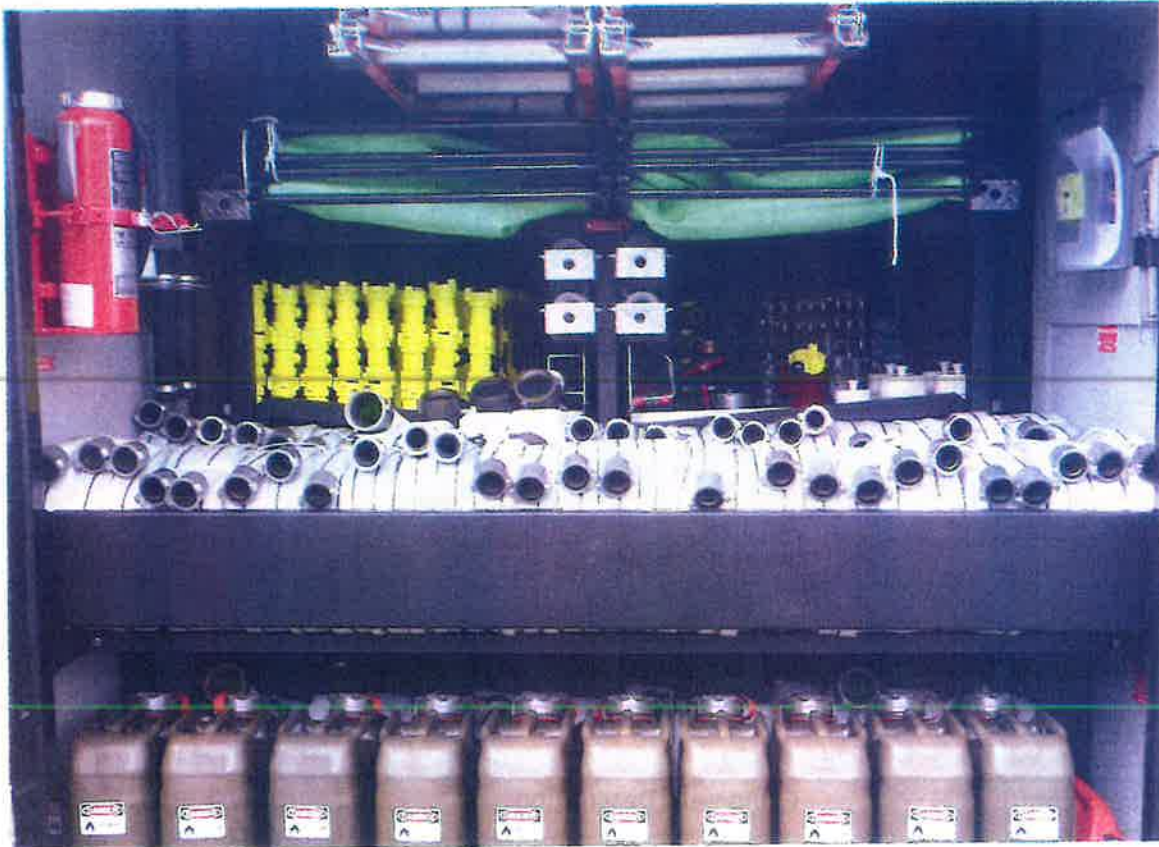
Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
3	Watson Fire Pump		
3	Pump Operator's Kits		
3	Leader Hose		
1	Fuel Can		
3	Hydrant Wrenches		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
144	Water Thieves		
1	2" X 3' Tank Connector Hose		
6	Butterfly Sprinklers		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
70	3/4" GHT x 15' Hose		
18	1 1/2" x 50' Hose with Instantaneous Fittings		
30	3/4" GHT x 50' Hose		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
1	14' Roof Ladder c/w Roof Hooks		
1	24' Extension Ladder		
2	Portable Tanks 2,500 Gal.		
6	2" Hard Suction Hoses c/w Strainers		
42	1 ½" X 100' Hose		
1	ABC Fire Extinguisher		
10	Fuel Cans		
1	First Aid Kit		
1	Eye Wash Station		
1	Saline Solution		
2	Strangler Hose Clamps		
20	2 ½" x 50' Hose		
1	Chain Oil		
1	Chain Saw Fuel/Oil Can		

A.S. Roach Fire Services Ltd.
www.asroachfire.com



Equipment	Equipment Description	Check In	Check Out
6	2 ½" BAT X 1 ½" Water Thieves		
1	2 ½" x 1 ½" x 1 ½" Wye		
4	2 ½" Male X 1 ½" QC		
4	2 ½" Female X 1 ½" QC		
2	2 ½" Caps		
2	2" X 1 ½" QC Relay Adaptor		
	Duplex Nails		
2	Hydrant Gate Valves		
6	1 ½" Female Adaptors		
6	1 ½" Male Adaptors		
10	1 ½" Caps		
6	¾" Female x 1 1/2" Adaptors		
6	¾" Male x 1 ½" Adaptors		
1	Hanson Nozzle		
16	¾" Caps		
50	¾" Wye (Brass)		
24	1 ½" Wyes		
2	Adjustable Wrenches 8"		
2	Pliers		
2	Marker Tape		
4	Electrical Tape		
1	Sheathing Tape		
12	¾" Gaskets		
10	Instantaneous Fitting Gaskets		
44	¾" Double Female		
6	Intake Hose Gaskets		
1	Roll Mechanics Wire		
1	Fog Nozzle		
6	2 ½" X 2" Hydrant Adaptors		
1	2 ½" Double Male		
1	2 ½" Double Female		
1	Multi Screwdriver		

A.S. Roach Fire Services Ltd.
www.asroachfire.com



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
70	¾" GHT x 15' Hose		
18	1 ½" x 50' Hose		
30	¾" GHT x 50' Hose		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
60	½" Rainbird Sprinklers c/w Lawn Spikes		
48	Elevated Sprinklers Standard Nozzles		
6	90 Degree Adaptors		
2	Carpenter Hammers		
1	Roll Poly		
1	Stapler		
1	Box Staples		
1	Knife		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
3	Watson Fire Pumps		
1	Fuel Can		
3	Pump Operator's Kits		
3	Leader Hose		
3	Hydrant Wrenches		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
144	Ground Spikes		
24	OTR		
2	Shovels		
1	Ball Hitch		
1	Box of Highway Flares		
1	Set Wheel Chalks		
12	2 Cycle engine Oil		
1	Polaski		
1	Backpack Fire Extinguisher		
2	Tool Belts		
1	Chain Saw Chaps		
1	Chain Saw Operators Hard Hat		
1	Cordless Drill (Milwaukee)		
1	Generator		
1	STIHL Chainsaw with 20" Bar		
1	Chainsaw Tool Kit		
2	Chain Saw Oil		
2	LED Work Lights		
2	50' Extension Cords		
1	24" Pry Bar		
1	14" Pipe Wrench		

Left Side

No.	Description	Kit 1		Kit 2		Kit 3	
		In	Out	In	Out	In	Out
1	1 ½ Check Valve						
1	Spark Plug						
1	Fuel Line						
1	Rewind Rope						
1	Wire Mesh for Strainer						
1	1 ½" x 1 ½" x ¾" Water Thief						
1	¾" Brass Nozzle						
1	1 ½" x 10' Pony Hose						
1	Priming Bucket						
1	1 ½" Wye						
1	Mark 3 Watson Tool Kit						
1	Suction Hose Spanner						
1	1 ½" Male x Quick Connect Adapter						
1	1 ½" Female x Quick Connect Adapter						
1	Hose Gasket Set						

Right Side

No.	Description	Kit 4		Kit 5		Kit 6	
		In	Out	In	Out	In	Out
1	1 ½ Check Valve						
1	Spark Plug						
1	Fuel Line						
1	Rewind Rope						
1	Wire Mesh for Strainer						
1	1 ½" x 1 ½" x ¾" Water Thief						
1	¾" Brass Nozzle						
1	1 ½" x 10' Pony Hose						
1	Priming Bucket						
1	1 ½" Wye						
1	Mark 3 Watson Tool Kit						
1	Suction Hose Spanner						
1	1 ½" Male x Quick Connect Adapter						
1	1 ½" Female x Quick Connect Adapter						
1	Hose Gasket Set						

Notes

A R Sprinkler Trailer Contents Specifications

Waterax Ultra Striker Fire Pump

- 3 stage high pressure fire pump
- Powered by a fuel pump equipped 13HP 4 cycle model GX390 Honda engine
- Performance 75 GPM @ 150PSI, maximum pressure at shut off 345 PSI
- Comes complete with 10' hard suction intake hose, foot valve suction strainer and Mercury style fuel line fitting



Waterax BB4-23 Fire Pump

- 4 stage high pressure fire pump
- Powered by a 2 cylinder 23 HP Briggs and Stratton 4 cycle Vanguard engine with electric start
- Performance 105 GPM @ 150 PSI, maximum pressure at shut off 440 PSI
- Comes complete with 10' hard suction intake hose, foot valve suction strainer and Mercury style fuel line fitting



Waterax Mark 3 Fire Pump

- 4 stage high pressure fire pump
- Powered by a 1 cylinder 2 stroke engine
- Performance 62 GPM @ 150PSI maximum pressure at shut off 380PSI
- Comes complete with 10' hard suction intake hose, foot valve suction strainer and Mercury style fuel line fitting



Portable tank

- 2,500 gallon (9500L) capacity
- Steel frame collapsible tank
- Fitted with two 2" (50mm) pump connections and plugs



Hose - Intake

- 2" X 10' Hard Suction Reinforced Black Rubber
- Foot valve Strainer



Ladders

- 28 foot (8.5m), heavy industrial fiberglass extension ladder
- ANSI - Type 1
- CSA - Type 1, Grade 1

- 14 foot (4.25m)
- ANSI - Type 1
- CSA - Type 1, Grade 1

- Folding roof hooks

Hose

- 1 ½" (38mm) all synthetic forestry fire hose Spec.187
- Forestry QC fittings
- NFPA 1961, UL, and FM compliant
- 300 PSI Service Test pressure



Hose

- 5/8" (16mm) or ¾" (19mm) inside diameter x 15' (4.5m)
- Fire hose style fabric covered flat lay
- 300 psi Service test pressure
- ¾" GHT threaded fittings



Fuel Tank

- Tough lightweight rust proof 20 L
 - Approved for air transport by rotary wing and fixed wing aircraft
 - Registered transport Canada and UN MIL-53109, UN3HI/y1.o/200yycan/spr2 456/2.3mm
 - Includes internal filter
 - Quick Connect fuel line Fitting
-



Fuel Line

- Connects two fuel tanks providing long term operation of fire pumps
- Quick connect fuel line Fittings
- Mercury Style Engine Connector
- In-line ball type primer



Sprinkler

- Butterfly style
- GHT female fitting



Sprinkler

- Rainbird model 20H Agricultural grade Brass Impact Sprinkler
- 360 degree operation
- 30 ft. (9m) Reach producing a 60 ft. (18m) diameter circle of water
- Flow rate @50 psi (350kpa) 3 gpm (11.3 lpm)
- Step style lawn spike with GHT male and female fittings manufactured in North America



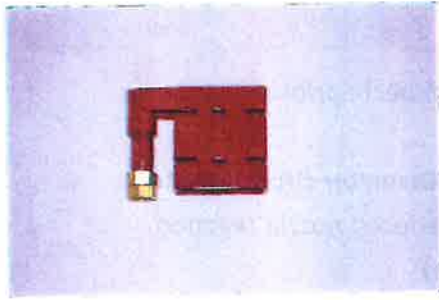
Sprinkler

- Rainbird model 30H Agricultural grade Brass Impact Sprinkler
- 360 degree operation
- 50 ft. (15 m) reach producing a 100 ft. (30 m) Diameter circle of water
- Two nozzles for even water distribution and reduced nozzle reaction
- Flow rate @ 50 psi (350 kpa) - 10 gpm (38 lpm)
- Rain equivalent .8 inches (20 mm) per hour
- Manufactured in North America



Sprinkler Mount

- 2" x 4" opening in the bottom that fits over the end of a standard 2x4
- Holes and slots for nailing to a vertical surface
- Vertical water intake to prevent hose kinks
- Holes and slots for securing to a pole
- ¾" GHT female swivel hose connection
- Steel construction
- Red powder coat finish
- Made in Canada by A.S. Roach Fire Services Ltd



Ground Spike

- Fits into the 2" x 4" opening in the bottom of the sprinkler mount
- Step design for using a foot or a hammer for soil penetration
- 2 - 3/8" (9.5 mm) spikes for easy soil penetration and long term security
- Holds the sprinkler nozzle a minimum of 13" (33 cm) above the ground
- Provides space for direct connection of a water thief
- 3/8" (9.5 mm) steel construction
- Red powder coat finish
- Made in Canada by A.S. Roach Fire Services Ltd.





On Terrain or Roof (OTR)

- Fits into the 2"x4" opening in the bottom of the sprinkler mount
- Free standing without nails or other fasteners
- Fits over the peak of a roof
- Works on flat surfaces where a ground spike isn't suitable
- 2 piece steel construction
- Folds together for compact storage
- Efficient operation location can be achieved without walking on a roof
- Red powder coat finish
- Made in Canada by A.S. Roach Fire services Ltd.



$\frac{3}{4}$ " GHT Wye

- Brass construction
- Open unrestricted waterways
- $\frac{3}{4}$ " GHT threads



Water Thief

- 1 ½" (38 mm) main waterway
- ¾" tee waterway c/w ¼ turn shut off valve and ¾" GHT fitting
- 1 ½" forestry QC fittings
- Made of glass reinforced engineering grade nylon



1 ½" (38 mm) Three Way (Wye)

- Open water way
- 1 ½" forestry QC fittings
- Made of glass reinforced engineering grade nylon



Double Female Adaptor

- Brass construction
- Swivel type
- ¾" GHT threads



Check Valve

- 1 ½" (38mm) in line check valve
- Ball type flow control
- Forestry QC fittings



90 Degree Fitting

- GHT male
- GHT female swivel



Hydrant Wrench

- Adjustable
- Steel and cast iron construction
- Integrated hose spanner



Cordless Electric Drill

- ½" Chuck
- 18Volt
- Spare Battery
- Charger



Adaptors – ¾", 1 ½", 2", 2 ½"

- Light weight
- Die cast aluminum alloy
- ULC compliant



Hose Strangler

- V shape
- Replaceable rubber shoes
- Corrosion resistant alloy
- 2 settings



Hydrant Gate Valve

- Non rising stem
- Anodized aluminum body and swivel
- Brass stem and valve
- Ball bearing swivel
- BAT threads



Wye

- 2 ½" BAT female swivel
- 1 ½" NPSH tread male
- 1 ½" NPSH thread to forestry QC adaptors
- Anodized aluminum construction



Chain Saw

- Stihl model MS291
- 55.5 cc Engine
- 20" Bar



NEW \$381,480.00

USED \$184,400.00

Artificial Rain Sprinkler Trailer AR6PAB

14' "V Nose"

A.S. Roach Fire Services Ltd



14' "V Nose," Twin 7,000 lb. Axles, 4 Roll-Up Doors, 8 Slide-Out Trays, 12K Pop-Up Jack



A.S. Roach Fire Services Ltd.
www.asroachfire.com

Sprinkler Trailer Equipment

A.S. Roach Fire Services

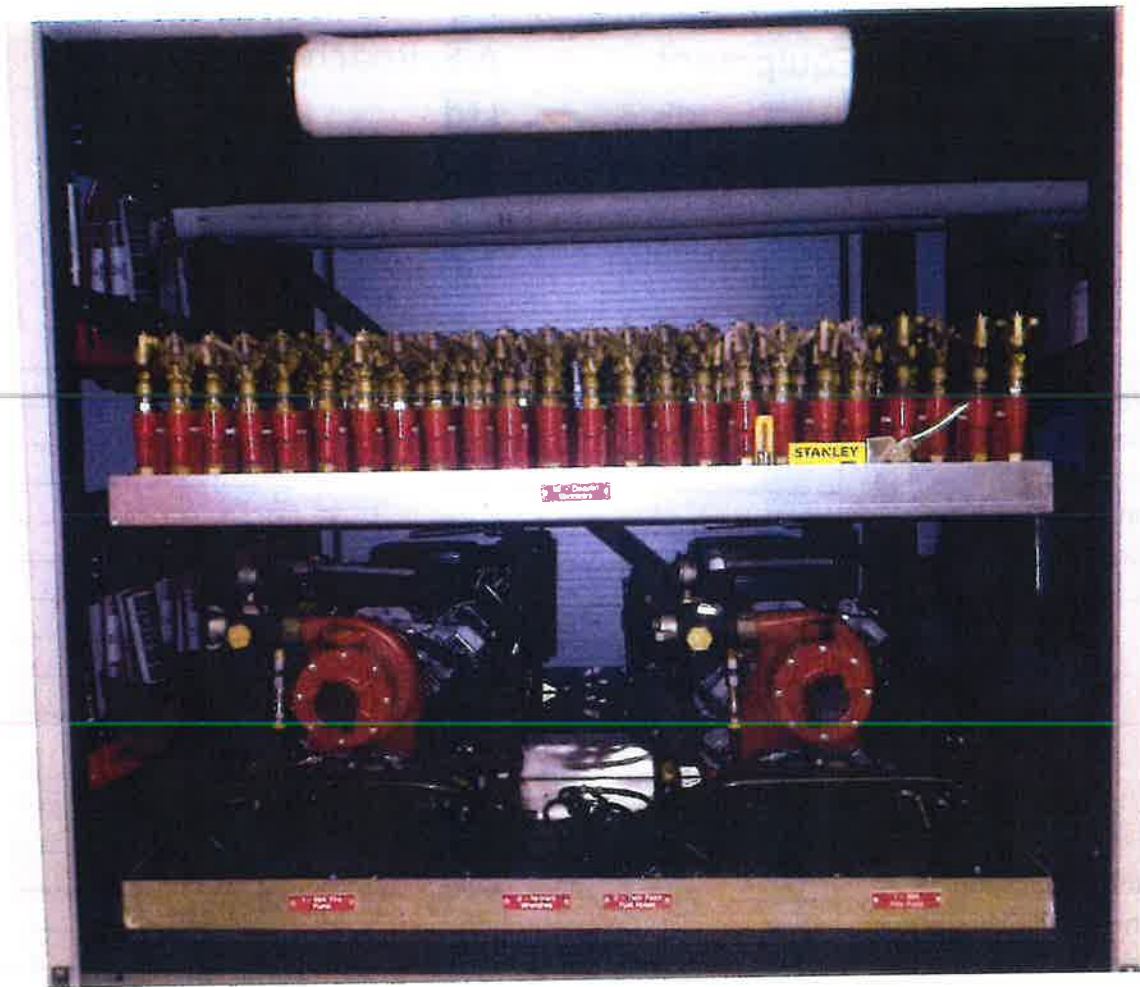
Ltd

AR6P2AB Check List

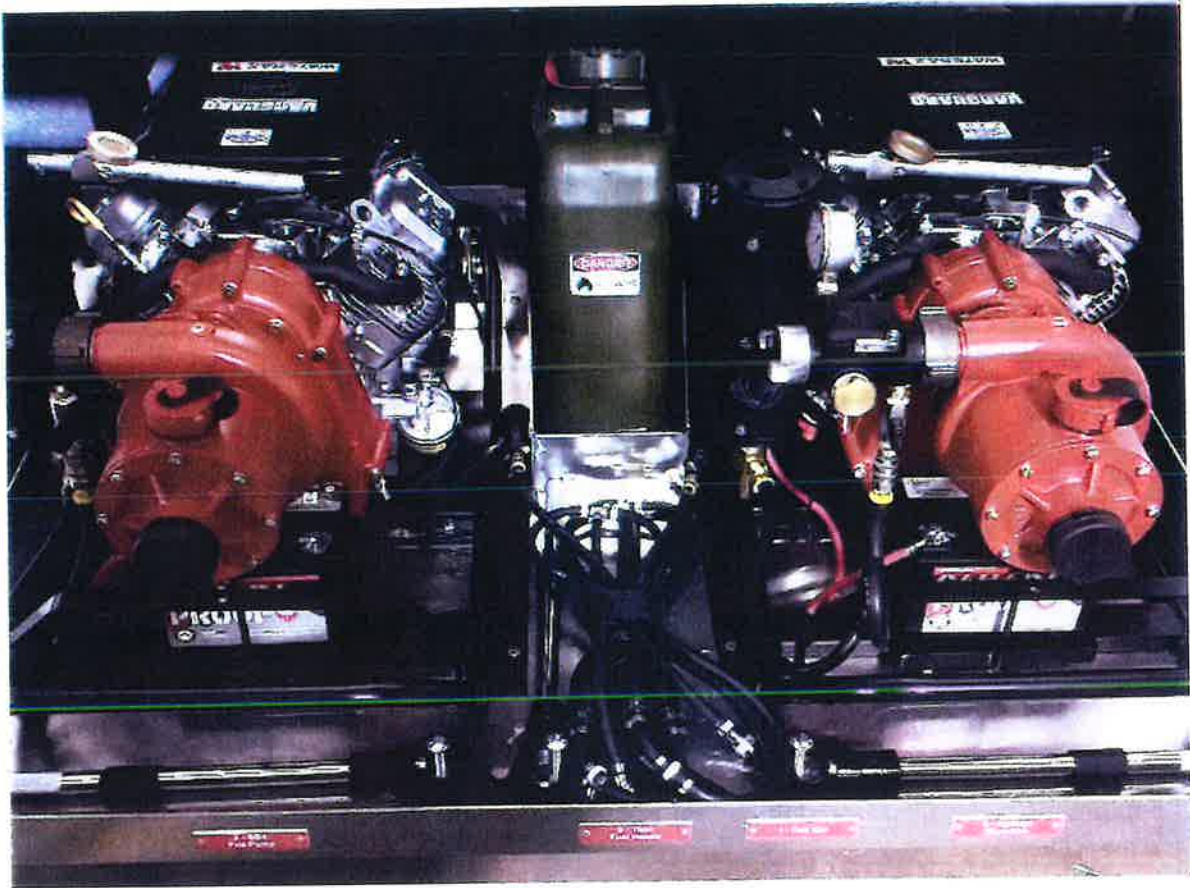
780 719 9584

Customer
Drop-Off Location
Check In Signature
Print Name
Date
Comments

Pick Up Location
Check Out Signature
Print Name
Date
Comments

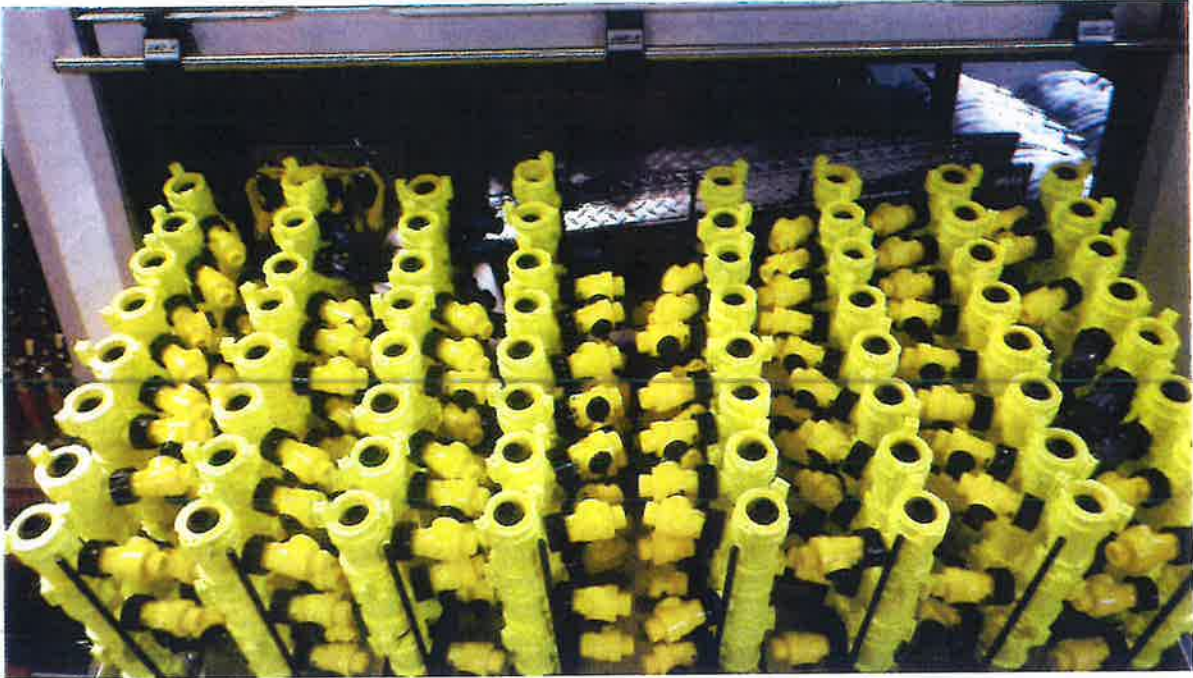


Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
	UPPER TRAY		
96	Elevated Sprinklers with Standard Nozzles		
1	Roll Poly		
1	Stapler		
1	Box Staples		
1	Knife		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
2	BB4 – 23hp Fire Pump		
3	Twin Feed Fuel Hoses		
1	Fuel Can		
3	Hydrant Wrenches		

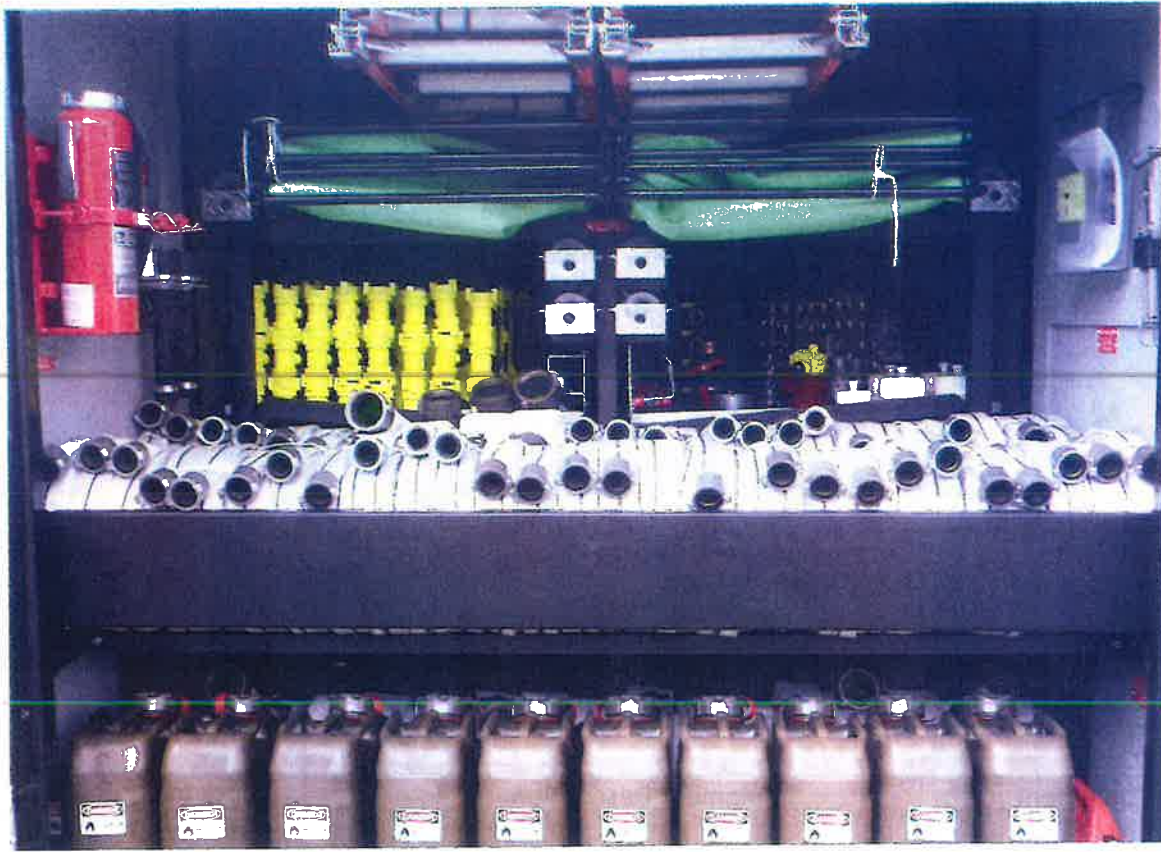
A.S. Roach Fire Services Ltd.
www.asroachfire.com



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
144	Water Thieves		
1	2" X 3' Tank Connector Hose		
6	Butterfly Sprinklers		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
70	3/4" GHT x 15' Hose		
20	1 1/2" x 50' Hose with Instantaneous Fittings		
30	3/4" GHT x 50' Hose		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
1	14' Roof Ladder c/w Roof Hooks		
1	24' Extension Ladder		
2	Portable Tanks 2,500 Gal.		
6	2" Hard Suction Hoses c/w Strainers		
42	1 1/2" X 100' Hose		
1	ABC Fire Extinguisher		
10	Fuel Cans		
2	Flashlights		
1	First Aid Kit		
1	Eye Wash Station		
1	Saline Solution		
2	Strangler Hose Clamps		
20	2 1/2" x 50' Hose		
1	Chain Saw Fuel/Oil Can		

A.S. Roach Fire Services Ltd.
www.asroachfire.com



Equipment	Equipment Description	Check In	Check Out
6	2 ½" BAT X 1 ½" Water Thieves		
1	2 ½" x 1 ½" x 1 ½" Wye		
4	2 ½" Male X 1 ½" QC		
4	2 ½" Female X 1 ½" QC		
2	2 ½" Caps		
2	2" X 1 ½" QC		
	Duplex Nails		
2	Hydrant Gate Valves		
1	1 ½" Check Valve		
6	1 ½" Female Adaptors		
6	1 ½" Male Adaptors		
10	1 ½" Caps		
6	¾" Female x 1 1/2" Adaptors		
6	¾" Male x 1 ½" Adaptors		
1	Hanson Nozzle		
16	¾" Caps		
56	¾" Wye (Brass)		
24	1 ½" Wyes		
2	Adjustable Wrenches 8"		
2	Pliers		
2	Marker Tape		
4	Electrical Tape		
1	Sheathing Tape		
12	¾" Gaskets		
10	Instantaneous Fitting Gaskets		
44	¾" Double Female		
4	Intake Hose Gaskets		
1	Roll Mechanics Wire		
1	Fog Nozzle		
5	2 ½" X 2" Hydrant Adaptors		
1	2 ½" Double Male		
1	2 ½" Double Female		
1	Multi Screwdriver		

A.S. Roach Fire Services Ltd.
www.asroachfire.com



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
70	3/4' GHT x 15' Hose		
20	1 1/2" x 50' Hose		
30	3/4" GHT x 50' Hose		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
60	½" Rainbird Sprinklers c/w Lawn Spikes		
48	Elevated Sprinklers Standard Nozzles		
6	90 Degree Adaptors		
4	Carpenter Hammers		
1	Roll Poly		
1	Stapler		
1	Box Staples		
1	Knife		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
2	BB4 – 23hp Fire Pumps		
1	Fuel Can		
3	Twin Feed Fuel Hoses		
3	Hydrant Wrenches		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
144	Ground Spikes		
24	OTR		
2	Shovels		
1	Ball Hitch		
1	Box of Highway Flares		
1	Set Wheel Chalks		
2	Ultra-Striker Fire Pump		
1	Polaski		
1	Backpack Fire Extinguisher		
2	Tool Belts		
1	Chain Saw Chaps		
1	Chain Saw Operators Hard Hat		
1	Cordless Drill (Milwaukee)		
1	2500 Honda Generator		
1	STIHL Chainsaw with 20" Bar		
1	Chainsaw Tool Kit		
2	LED Work Lights		
2	50' Extension Cords		
1	24" Pry Bar		
1	14" Pipe Wrench		



A.S. Roach Fire Services

26-53106 Range Road 14, Parkland County AB T7Y 2T3

(780) 719-9584

www.asroachfire.com



- 7' wide x 14' long x 72" high, 16100 GVWR
- 2 of 7000 lb. Torflex Rubber Ride axles
- Electric brakes on all wheels
- White spoke wheels c/w center caps
- ST235/80R16 radial tires
- 2 5/16" Adjustable coupler
- 12K drop foot jack (spring loaded)
- Teardrop aluminum fenders
- 30" high aluminum checker plate rock guard
- 3/4" interior flooring
- Protected wiring with sealed connections
- Breakaway kit c/w charger
- Safety chain c/w hooks
- Full width rear hose tray
- Custom built equipment holders and labels for easy inventory
- Armorthane floor finish
- Rear cargo doors c/w cam lock
- 4 roll-up side doors with single point lock system
- 30" wide side door c/w flush mount latch
- Motion activated interior lights
- One-piece aluminum roofing
- Smooth rivet-less exterior aluminum sheeting
- Tubing mainframe
- SLB I-beam cross members
- Structural tubing interior framing
- 3/8" interior wall sheeting
- Rubber mounted, recessed lighting
- 1- two-way vent
- 54" x 34" aluminum roll-out trays, 2 tip down, 6 straight
- Overhead storage for long items – ladders, portable tanks, pump intake hoses

NEW \$278,700.00

Sprinkler Trailer – “5 Pump” AR5P75

14’ “V Nose”

A.S. Roach Fire Services Ltd



14’ “V Nose,” Twin 7,000 lb. Axles, 4 Roll-Up Doors, 8 Slide-Out Trays, 12K Pop-Up Jack



A.S. Roach Fire Services Ltd.
www.asroachfire.com

Sprinkler Trailer Equipment

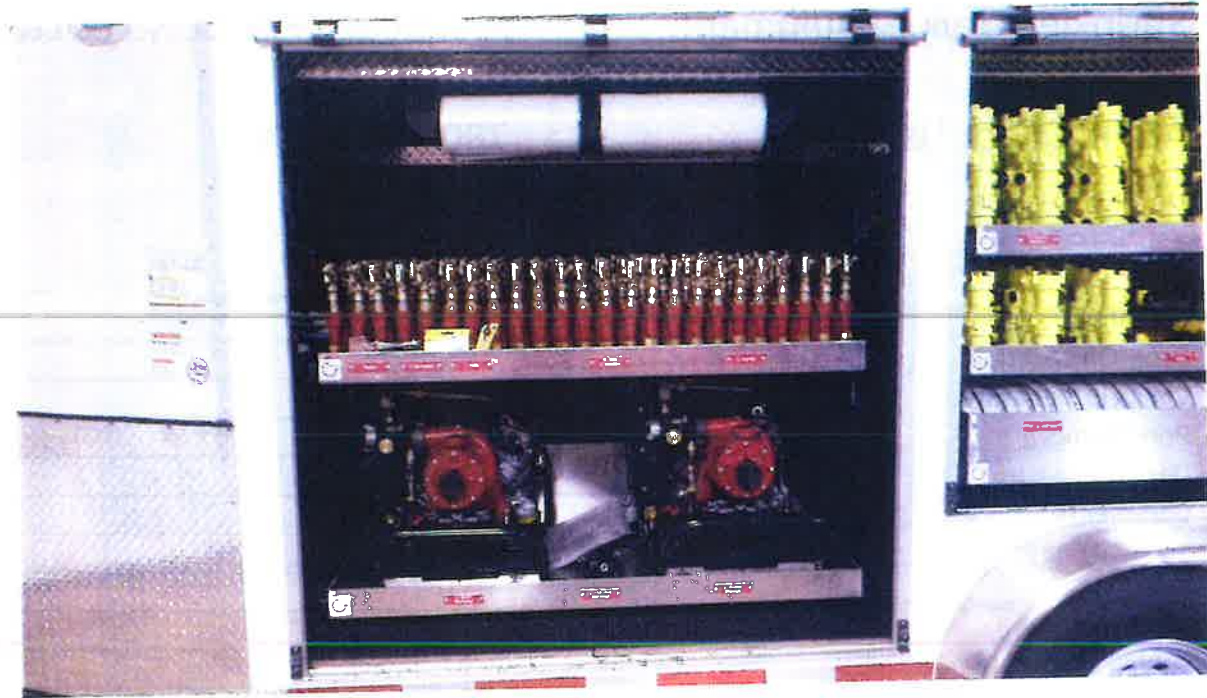
A.S. Roach Fire Services Ltd

AR5P Check List

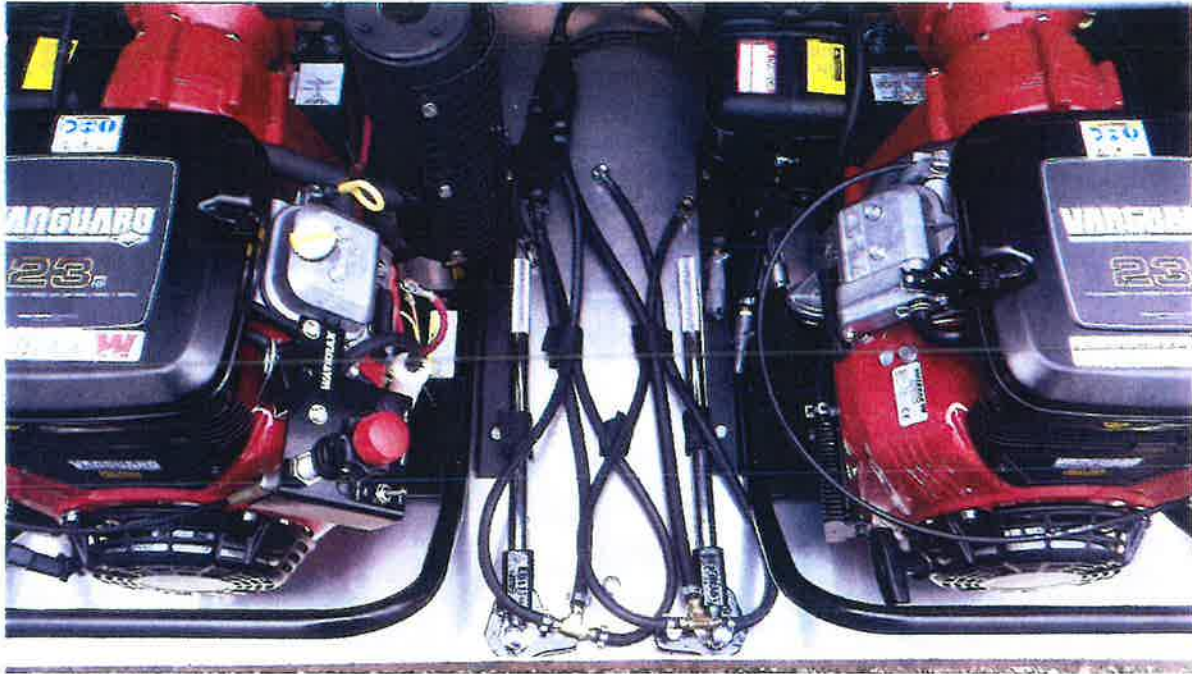
780 719 9584

Customer
Drop-Off Location
Check In Signature
Print Name
Date
Comments

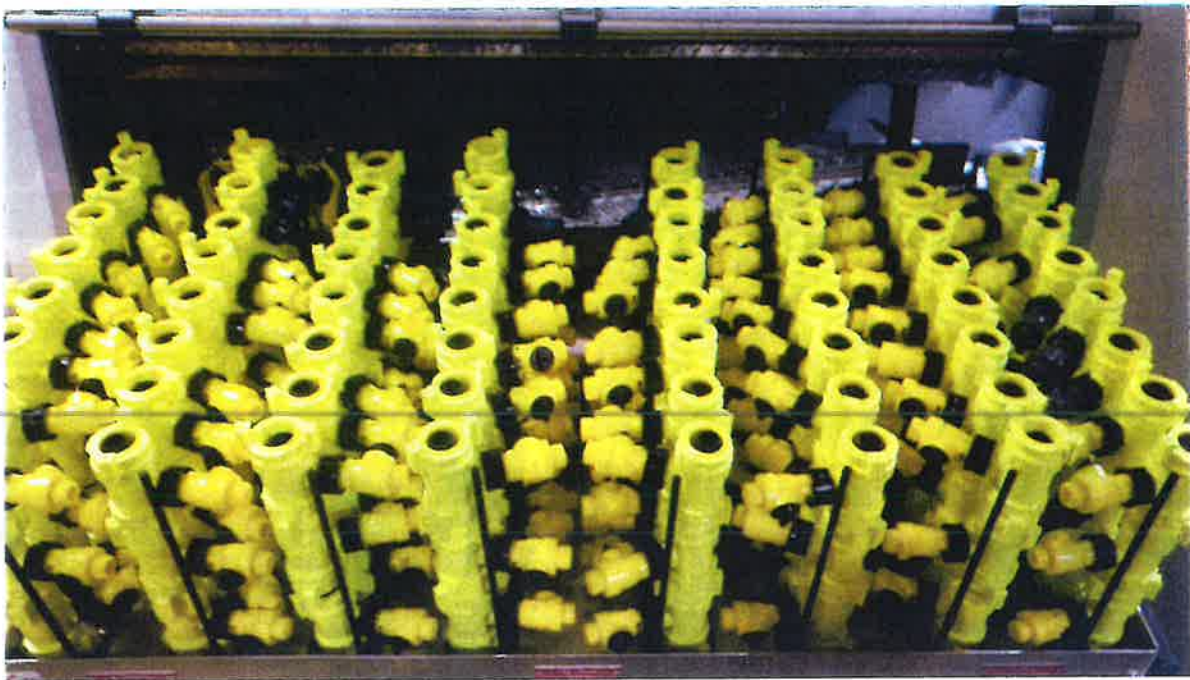
Pick Up Location
Check Out Signature
Print Name
Date
Comments



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
1	Roll of Poly		
1	Stapler		
1	Knife		
1	Box of Staples		
96	Elevated Sprinklers with Standard Nozzles		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
2	BB4 Fire Pump		
2	Twin Feed Fuel Hoses		
2	Hydrant Wrenches		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
144	Water Thieves		
1	2" X 3' Tank Connector Hose		
6	Butterfly Sprinklers		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
70	3/4" GHT X 15' Hose		
30	3/4" GHT X 50' Hose		
18	1 1/2" X 50' Hose with Instantaneous fittings		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
1	14' Roof Ladder		
1	24' Extension Ladder c/w Roof Hooks		
2	Portable Tanks 2,500 Gal.		
5	2" Hard Suction Hoses c/w Strainers		
75	1 ½" X 100' Hose		
1	ABC Fire Extinguisher		
10	Fuel Cans		
1	First Aid Kit		
1	Eye Wash Station		
1	Chain Saw Oil/Fuel can		
1	Saline Solution		
2	Hose Stranglers		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
5	2" NPSH x 2 1/2" BAT Adaptors		
1	2 1/2" x 1 1/2" x 1 1/2" Wye		
	Duplex Nails		
1	1 1/2" Check Valve		
6	1 1/2" Female Adaptors		
6	1 1/2" Male Adaptors		
10	1 1/2" Caps		
6	3/4" Female x 1 1/2" Adaptors		
6	3/4" Male x 1 1/2" Adaptors		
16	3/4" Caps		
56	3/4" Wye (Brass)		
24	1 1/2" Wyes		
2	Adjustable Wrenches 8"		
2	Pliers		
2	Marker Tape		
4	Electrical Tape		
12	3/4" Gaskets		
10	Instantaneous Fitting Gaskets		
44	3/4" Double Female		
4	Intake Hose Gaskets		
1	Roll Mechanics Wire		
1	Fog Nozzle		

A.S. Roach Fire Services Ltd.
www.asroachfire.com



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
70	¾' GHT X 15' Hose		
18	1 ½" X 50' Hose		
30	¾" GHT X 50' Hose		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
60	½" Rainbird Sprinklers c/w Lawn Spikes		
48	Elevated Sprinklers Standard Nozzles		
4	Carpenter Hammers		
1	Roll of Poly		
1	Stapler		
1	Knife		
1	Box of Staples		
6	90 Degree Adaptors		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
2	BB4 Fire Pumps		
3	Twin Feed Fuel Hoses		
3	Hydrant Wrenches		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
144	Ground Spikes		
24	OTR		
2	Shovels		
1	Cordless Drill		
1	Ball Hitch		
2	Flood Lights		
2	50' Extension Cords		
1	Generator		
1	Box of Highway Flares		
1	Set Wheel Chalks		
1	Ultra Striker Fire Pump		
1	Chain Saw		
6	2 cycle oil for Chain Saw		

A.S. Roach Fire Services Ltd.
www.asroachfire.com

Artificial Rain Sprinkler Trailer 5 Pump Type 2 Plus

14' "V Nose"

A.S. Roach Fire Services Ltd



14' "V Nose," Twin 7,000 lb. Axles, 4 Roll-Up Doors, 8 Slide-Out Trays, 12K Pop-Up Jack



A.S. Roach Fire Services Ltd.
www.asroachfire.com

Sprinkler Trailer Equipment

A.S. Roach Fire Services
Ltd

AR5P2Plus Check List

780 719 9584

Customer

Drop-Off Location

Check In Signature

Print Name

Date

Comments

Pick Up Location

Check Out Signature

Print Name

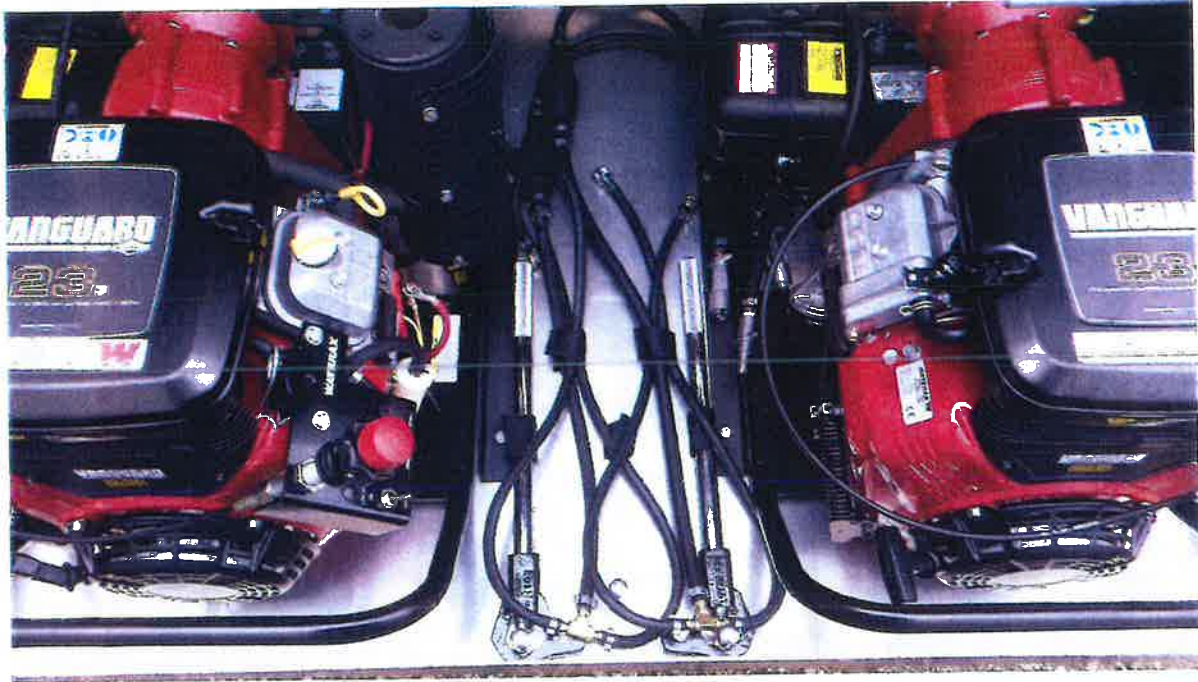
Date

Comments

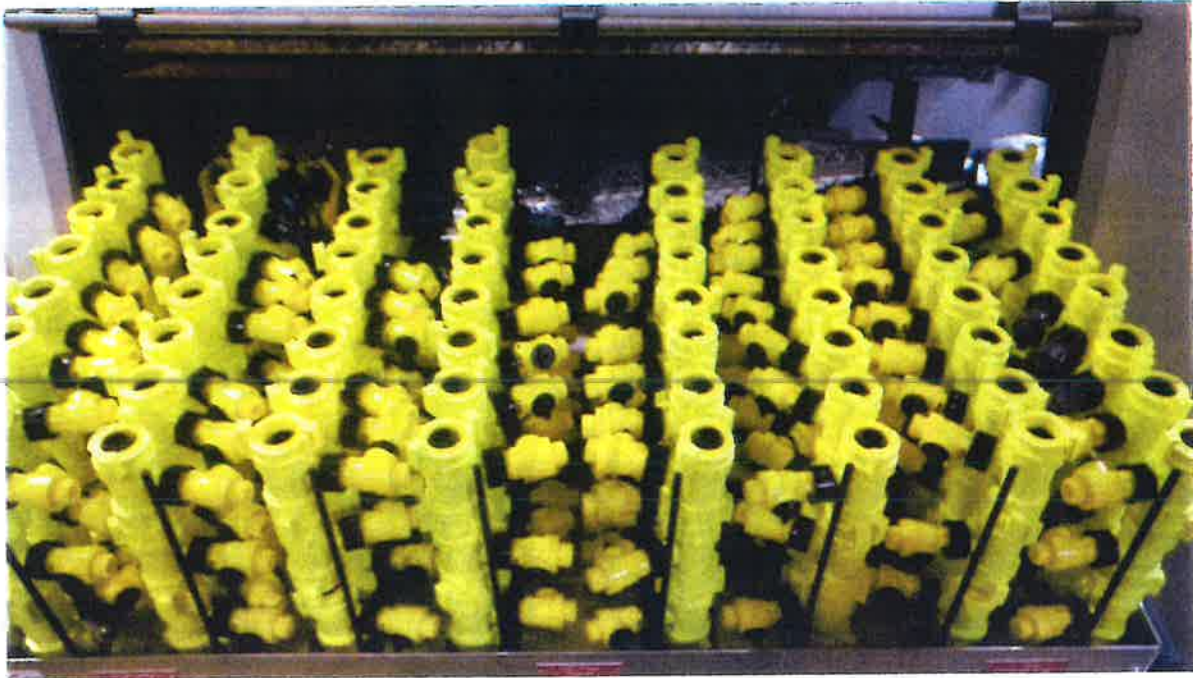


Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
	UPPER TRAY		
96	Elevated Sprinklers with Standard Nozzles		
1	Roll Poly		
1	Stapler		
1	Box Staples		
1	Knife		

A.S. Roach Fire Services Ltd.
www.asroachfire.com



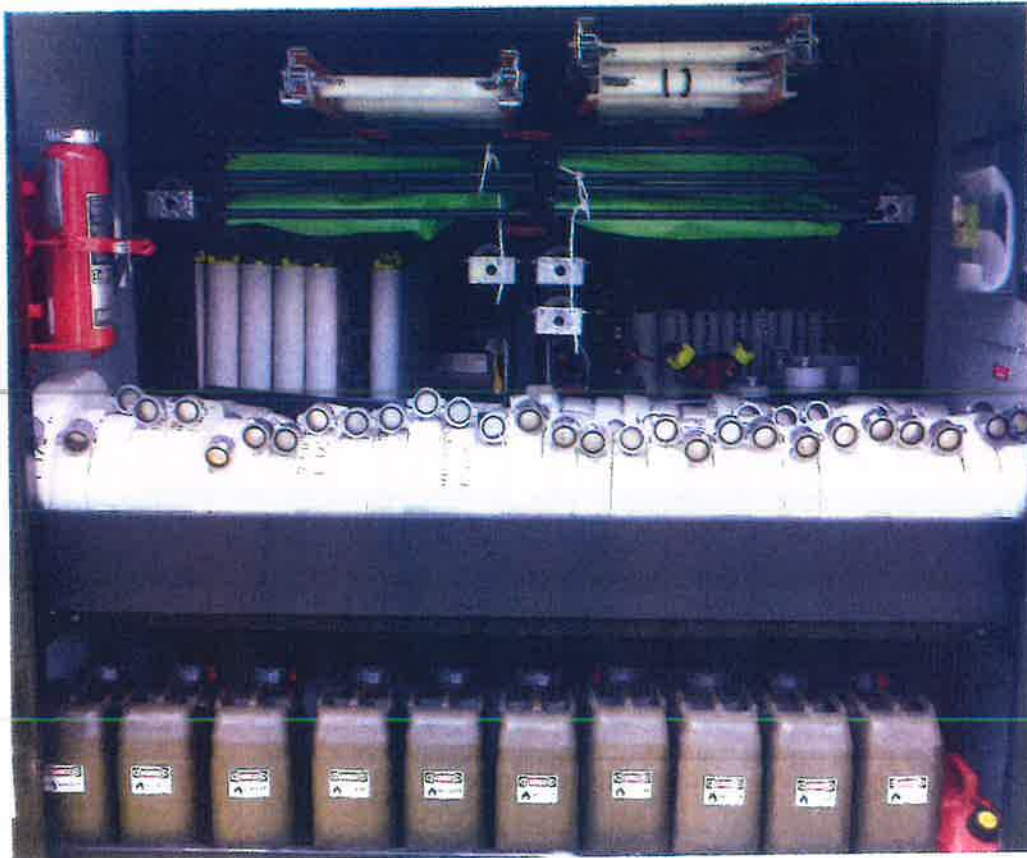
Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
2	BB4 – 23hp Fire Pump		
2	Twin Feed Fuel Hoses		
2	Hydrant Wrenches		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
144	Water Thieves		
1	2" X 3' Tank Connector Hose		
6	Butterfly Sprinklers		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
70	3/4" GHT x 15' Hose		
18	1 1/2" x 50' Hose With Instantaneous Fittings		
30	3/4" GHT x 50' Hose		



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
1	14' Roof Ladder c/w Roof Hooks		
1	24' Extension Ladder		
2	Portable Tanks 2,500 Gal.		
5	2" Hard Suction Hoses c/w Strainers		
50	1 ½" X 100' Hose		
1	ABC Fire Extinguisher		
10	Fuel Cans		
1	First Aid Kit		
1	Eye Wash Station		
1	Saline Solution		
2	Strangler Hose Clamps		
20	2 ½" x 50' Hose		
1	Chain Saw Fuel/Oil Can		

A.S. Roach Fire Services Ltd.
www.asroachfire.com



Equipment	Equipment Description	Check In	Check Out
6	2 ½" BAT X 1 ½" Water Thieves		
1	2 ½" x 1 ½" x 1 ½" Wye		
4	2 ½" Male X 1 ½" QC		
4	2 ½" Female X 1 ½" QC		
2	2 ½" Caps		
2	2" X 1 ½" QC		
	Duplex Nails		
2	Hydrant Gate Valves		
1	1 ½" Check Valve		
6	1 ½" Female Adaptors		
6	1 ½" Male Adaptors		
10	1 ½" Caps		
6	¾" Female x 1 1/2" Adaptors		
6	¾" Male x 1 ½" Adaptors		
1	Hanson Nozzle		
16	¾" Caps		
56	¾" Wye (Brass)		
24	1 ½" Wyes		
2	Adjustable Wrenches 8"		
2	Pliers		
2	Marker Tape		
4	Electrical Tape		
12	¾" Gaskets		
10	Instantaneous Fitting Gaskets		
44	¾" Double Female		
4	Intake Hose Gaskets		
1	Roll Mechanics Wire		
1	Fog Nozzle		
5	2 ½" X 2" Hydrant Adaptors		
1	2 ½" Double Male		
1	2 ½" Double Female		
1	Multi Screwdriver		

A.S. Roach Fire Services Ltd.
www.asroachfire.com



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
70	¾' GHT x 15' Hose		
18	1 ½" x 50' Hose		
30	¾" GHT x 50' Hose		

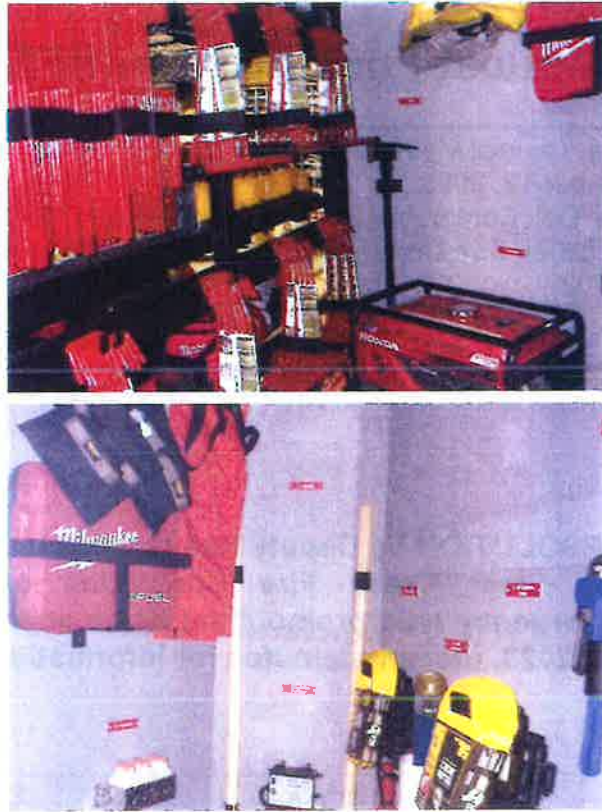


Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
60	½" Rainbird Sprinklers c/w Lawn Spikes		
48	Elevated Sprinklers Standard Nozzles		
6	90 Degree Adaptors		
4	Carpenter Hammers		
1	Roll Poly		
1	Stapler		
1	Box Staples		
1	Knife		

A.S. Roach Fire Services Ltd.
www.asroachfire.com



Equipment Quantity	Equipment Description	Check In Quantity	Check Out Quantity
2	BB4 – 23hp Fire Pumps		
3	Twin Feed Fuel Hoses		
3	Hydrant Wrenches		



Equipment	Equipment Description	Check In	Check Out
144	Ground Spikes		
18	OTR		
2	Shovels		
1	Ball Hitch		
1	Box of Highway Flares		
1	Set Wheel Chalks		
1	Ultra-Striker Fire Pump		
1	Polaski		
1	Backpack Fire Extinguisher		
2	Tool Belts		
1	Chain Saw Chaps		
1	Cordless Drill (Milwaukee)		
1	2500 Honda Generator		
1	STIHL Chainsaw with 20" Bar		
1	Chainsaw Tool Kit		
6	2 Cycle Oil		
2	LED Work Lights		
2	50' Extension Cords		
1	24" Pry Bar		
1	14" Pipe Wrench		

A.S. Roach Fire Services Ltd.
www.asroachfire.com

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Crystal Dei, Community Service Coordinator
Title:	Clear Creek Fire Committee Promotional Items - Policy 2305 draft
File:	23-02-02

DESCRIPTION:

Council is presented with the draft Clear Creek Fire Committee Promotional Items - Policy 2305 for review.

BACKGROUND:

C657-23(11-28-23) RESOLUTION by Deputy Reeve Janzen to include \$3,000.00 to the Clear Creek Fire Committee operating budget for emergency type promotional items and accept the November 21, 2023, meeting minutes for information. **CARRIED.**

ATTACHMENTS:

- Clear Creek Fire Committee Promotional Items -Policy 2305 draft

RECOMMENDED ACTION:

RESOLUTION byto Adopt Policy 2305 Clear Creek Promotional Items, as presented.

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



Clear Hills County

Effective Date: **December 12, 2023 Draft**

Policy Number: **2305**

Title: **CLEAR CREEK FIRE COMMITTEE PROMOTIONAL ITEMS**

1. Policy Statement

- 1.1 Clear Hills County Council will annually, allocate up to \$3000.00 within the budget, for promotional items for the Clear Creek Fire Committee.

2. General

- 2.1 The Community Service Coordinator shall be responsible for maintaining an inventory of promotional items, as per budget allocations.
- 2.2 Community organizations or community events (i.e., homecomings, rodeos, bonspiels, tournaments, etc.) may request donations of promotional items for distribution such as door prizes, silent auction items, etc. The Community Service Coordinator shall determine appropriateness of such requests.
- 2.3 Promotional Items will consist of emergency-based items with the Clear Creek Fire Committee logo or name on item.

3. End of Policy

ADOPTED

Date:

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Policy 3221 Dust Control
File:	32-14-02

DESCRIPTION:

Council is presented with Policy 3221 Dust Control draft for review.

BACKGROUND:

P670-23(12-05-23) RESOLUTION by Councillor Giesbrecht to recommend Council adopt Policy 3221 Dust Control, as presented. CARRIED.

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.

C481-23(09-12-23) RESOLUTION by Deputy Reeve Janzen to receive the delegation from Greg Zavisha regarding his 2023 Dust Abatement Application issues and apply a credit of \$600.00 plus GST to the landowner, Greg Zavisha for the 2023 Dust abatement application he purchased. CARRIED.

ATTACHMENTS:

Policy 3221 Dust Control Draft
RFD Policy 3221 Dust Control December 5, 2023 Policy and Priority Meeting

RECOMMENDED ACTION:

RESOLUTION by... to adopt Policy 3221 Dust Control, as presented.

Initials show support - Reviewed by:	Manager: <i>TS</i>	CAO: <i>KE</i>
--------------------------------------	--------------------	----------------



Clear Hills County

Effective Date: DRAFT	Policy Number: 3221
Title: DUST CONTROL	

1. Policy Statement

1.1. Clear Hills County may apply dust control **abatement** product on County roadways at locations identified as safety concerns and ~~or~~ at locations for which a dust control **abatement** application and fee have been received.

1.1.1. Dust control product will be applied by Clear Hills County, Public Works Department, to identified road surfaces, upon completion of the application form by the resident/landowner or Oil Company and prepayment of the calculated fee. Scheduling of the work shall be subject to regular dust control program priorities, in combination with other requests, to maintain cost effectiveness

1.1.2. Residents residing along a gravelled Secondary Highway will be eligible for the residential users dust control **abatement** program, upon application and acceptance by Alberta Infrastructure and Transportation, however all regular maintenance will continue, as required.

1.1.3. Clear Hills County does not guarantee the effectiveness of the dust control agent. Once the dust control agent has been applied, no refunds of the application fee will be made.

1.1.4. Dust control strips shall be a minimum length of 100 meters of roadway surface. Requests for lengths of over 200 meters of roadway surface to be treated are subject to the discretion of the Public Works Manager. Application width is 6 meters on local roads and Secondary Highways.

1.1.5. The application fee for each 100-meter section of roadway is set by Council annually.

~~1.2. Dust abatement will be applied in front of residential properties on County roads and along Secondary Highways as follows and at the corresponding cost sharing rate:~~

Cost Structure

- Residential dust control **abatement** application applied for by the land owner: 50% COUNTY / 50% APPLICANT: to a maximum of 200 meters.
- Industrial User dust control **abatement** applications: 100% APPLICANT

2. Residential Application of Dust Control **Suppression** by County Residents

2.1. County residents will be allowed to apply their own dust control **suppression** in front of their residence, but must notify Clear Hills County of their intent, prior to application.

- 2.2. All dust control suppression products must be approved by Clear Hills County prior to application.
- 2.3. The road surface where dust control suppression is to be applied must be graded to a regular driving surface prior to application.
- 2.4. The roadway where dust control suppression is to be applied must be gravelled with County specification, if required, prior to application.
- 2.5. All associated costs for dust control suppression application by County residents, will be the responsibility of the applicant. ~~which~~ Including but not limited to grading, gravelling, product purchasing and application of the product. ~~will be the responsibility of the applicant.~~
- 2.6. Clear Hills County reserves the right to maintain/grade the dust control suppression areas of the roadway, ~~in the event~~ if the driving surface becomes a safety hazard to the motoring public, or the integrity of the road is compromised and no longer ~~doesn't~~ meets County standards.

Definition(s):

Dust control- Dust control is the efforts to manage and or suppress roadway dust, not the elimination of roadway dust.

Forms/Schedules

Application for Roadway Dust Control

End of Policy

ADOPTED

Resolution #C190-03 Date: March 25, 2003

AMENDED

Resolution #C876-03 Date: November 25, 2003

AMENDED

Resolution #C600-13 Date: October 8, 2013

AMENDED

Resolution: #C625-16 Date: October 25, 2016

AMENDED

Resolution: # C290-19 Date: June 11, 2019

Clear Hills County

Request For Decision (RFD)

Meeting:	Policy and Priority Meeting
Meeting Date:	December 5, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Policy 3221 Dust Control
File:	11-02-03

DESCRIPTION:

Council has requested a review of Policy 3221 Dust Control.

Municipality	Policy Statement
County of Northern Lights	-Calcium Chloride is used as the primary dust control agent. -The County reserves the right to maintain treated sections of roadway. -The County does not in any way guarantee the effectiveness of the dust control agent.
Northern Sunrise County	-Calcium Chloride brine is predominantly used as a dust control agent. -The County does not guarantee the effectiveness of the dust control agent. -The County reserves the right to apply dust control treatment and maintain the treatment sections of roadway.
County of Grande Prairie No.1	-Dust control suppressant is calcium chloride or spec crude oil. -The County does not in any way guarantee the effectiveness of the dust control suppressant. Once suppressant has been applied no refunds of the application fee will be made. -The County reserves the right to maintain dust control suppressant treated sections of roadway.
M.D of Greenview No. 16	-Greenview does not in any way guarantee the effectiveness of the dust control agent or application. Once the agent has been applied no refunds will be made. -Greenview reserves the right to maintain or grade the treated section(s) of roadway as necessary.

BACKGROUND:

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.

C481-23(09-12-23)

RESOLUTION by Deputy Reeve Janzen to receive the delegation from Greg Zavisha regarding his 2023 Dust Abatement Application issues and apply a credit of \$600.00 plus GST to the landowner, Greg Zavisha for the 2023 Dust abatement application he purchased. CARRIED.

ATTACHMENTS:

- Policy 3221 Dust Control Draft
- 2023 Application for Roadway Dust Suppression
- County of Northern Lights Policy Procedure Dust Control Measures
- Northern Sunrise County Policy 6.10 Dust Control
- County of Grande Prairie No.1 Policy N8 Dust Control
- M.D of Greenview No. 16 Policy 4025 Dust Control

RECOMMENDED ACTION:

RESOLUTION by... recommend Council adopt Policy 3221 Dust Control, as presented.

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



Clear Hills County

Effective Date: DRAFT	Policy Number: 3221
Title: DUST CONTROL	

1. Policy Statement

1.1. Clear Hills County may apply dust control **abatement** product on County roadways at locations identified as safety concerns and ~~or~~ at locations for which a dust control **abatement** application and fee have been received.

1.1.1. Dust control product will be applied by Clear Hills County, Public Works Department, to identified road surfaces, upon completion of the application form by the resident/landowner or Oil Company and prepayment of the calculated fee. Scheduling of the work shall be subject to regular dust control program priorities, in combination with other requests, to maintain cost effectiveness

1.1.2. Residents residing along a gravelled Secondary Highway will be eligible for the residential users dust control **abatement** program, upon application and acceptance by Alberta Infrastructure and Transportation, however all regular maintenance will continue, as required.

1.1.3. Clear Hills County does not guarantee the effectiveness of the dust control agent. Once the dust control agent has been applied, no refunds of the application fee will be made.

1.1.4. Dust control strips shall be a minimum length of 100 meters of roadway surface. Requests for lengths of over 200 meters of roadway surface to be treated are subject to the discretion of the Public Works Manager. Application width is 6 meters on local roads and Secondary Highways.

1.1.5. The application fee for each 100-meter section of roadway is set by Council annually.

~~1.2. Dust abatement will be applied in front of residential properties on County roads and along Secondary Highways as follows and at the corresponding cost sharing rate:~~

Cost Structure

- Residential dust control **abatement** application applied for by the land owner: 50% COUNTY / 50% APPLICANT; to a maximum of 200 meters.
- Industrial User dust control **abatement** applications: 100% APPLICANT

2. Residential Application of Dust Control **Suppression** by County Residents

2.1. County residents will be allowed to apply their own dust control **suppression** in front of their residence, but must notify Clear Hills County of their intent, prior to application.

- 2.2. All dust control suppression products must be approved by Clear Hills County prior to application.
- 2.3. The road surface where dust control suppression is to be applied must be graded to a regular driving surface prior to application.
- 2.4. The roadway where dust control suppression is to be applied must be gravelled with County specification, if required, prior to application.
- 2.5. All associated costs for dust control suppression application by County residents, will be the responsibility of the applicant. which Including but not limited to grading, gravelling, product purchasing and application of the product. ~~will be the responsibility of the applicant.~~
- 2.6. Clear Hills County reserves the right to maintain/grade the dust control suppression areas of the roadway, in the event if the driving surface becomes a safety hazard to the motoring public, or the integrity of the road is compromised and no longer doesn't meets County standards.

Definition(s):

Dust control- Dust control is the efforts to manage and or suppress roadway dust, not the elimination of roadway dust.

Forms/Schedules

Application for Roadway Dust Control

End of Policy

ADOPTED
Resolution #C190-03 Date: March 25, 2003

AMENDED
Resolution #C876-03 Date: November 25, 2003

AMENDED
Resolution #C600-13 Date: October 8, 2013

AMENDED
Resolution: #C625-16 Date: October 25, 2016

AMENDED
Resolution: # C290-19 Date: June 11, 2019



Clear Hills County
Application for Roadway Dust Control

Applicant: _____

Mailing Address: _____

Phone No. (Res): _____ (Bus) _____

Legal Land Description: ¼ _____ Sec. _____ Twp. _____ Rge. _____ W6M

I/We, the undersigned, acknowledge and accept the following terms and conditions related to this service.

- 1. Dust control product will be applied by Clear Hills County, Public Works Department, to identified road surfaces, upon completion of this application form by resident/landowner or Oil Company and prepayment of the calculated fee.
2. Residents residing along a graveled Secondary Highway will be eligible for the residential users' dust abatement program upon acceptance by Alberta Infrastructure and Transportation, however, they will continue to carry out all regular maintenance when required.
3. Dust control strips shall be a minimum length of 100 meters of roadway surface. Requests for lengths of over 200 meters of roadway surface to be treated are subject to the discretion of the Public Works Manager. Application width is 6 meters on local roads and Secondary Highways.
4. Clear Hills County does not guarantee the effectiveness of the dust control agent. Once the dust control agent has been applied, no refunds of the application fee will be made.
5. The application fee for each 100-meter section of roadway is set by Council annually. The fee is set at \$1200.00 + GST per 100 meters.
6. RESIDENTIAL USER dust abatement application applied for by the landowner: 50% COUNTY / 50% APPLICANT (\$600.00 + gst) to a maximum of 200 meters. Residential users must remit payment with application. Refunds will be made if application is denied. In the event applicant requests more than 200 meters, the additional meters will be at full cost to the applicant if the additional dust abatement request is accepted by Clear Hills County.
7. INDUSTRIAL USER dust abatement applications: 100% APPLICANT (\$1200.00 + gst). Industrial Users must remit full payment within 60 days of application for dust suppression. In the event payment is not received, Clear Hills County will terminate the Industrial User's Road Use Agreement and no further agreement will be entered into until payment is received.

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts related to this application for dust suppression.

Please describe the requested location of the dust control strip (i.e. length both directions from approach)

Date

Signature of Applicant

Please make cheques payable to Clear Hills County.

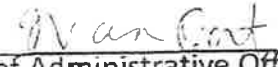
DUST CONTROL POLICY

Subject: Dust Control Measures Ref: Public Works Code: 32
Date Approved: April 13, 2021 Motion 141/13/04/21 Replaces: 172/23/04/13

It is the Vision of the Council of the County of Northern Lights, to be a great rural community of natural beauty and prosperity. Our mission is to efficiently provide services and infrastructure to ensure the quality of life for residents.

The County of Northern Lights
proposes to do this by conducting an
annual dust control program at select sites for
municipal purposes and as a general service by
cost recovery.

Signed: 
Chief Elected Official

Signed: 
Chief Administrative Officer

PROCEDURE:

PART I –County Dust Control Program [provided as a municipal service]

1. The application of dust control agents will be carried out through the County's Public Works Department in accordance with this policy and:
 - a) any provincial policy for supply and application of dust abatement on gravel roads;
 - b) within County's Dust Control Program budget limits.
2. Dust control agents will not be applied on:
 - a) private or lease roads or other roads not under the jurisdiction of the County of Northern Lights.
 - b) roads that are scheduled for regrading or upgrading within one year.
3. Council will make annual decisions on the areas to receive dust control treatment as required, and at no cost based on annual budget and service levels. These areas may include:
 - a) gravel roads near school zones and/or playgrounds;
 - b) at major intersections and/or poor alignments considered hazardous because of dusty conditions;
 - c) on major roadways through declared hamlets;
 - d) roads along and into community water supplies;
 - e) roads into community halls;
 - f) residences adjacent to roads to County gravel pits during County gravel haul operations
4. Applicants for dust control for residences adjacent to Secondary Highways will be directed to the Area Maintenance Provider. With the approval of Alberta Transportation, the County may provide dust control as noted in Part II below.

PART II - Dust Control Service [supplied on a cost recovery basis]

1. Fees for the application of dust control will be as specified in the Schedule of Fees, which fees will be reviewed annually by the Public Works Department. Such fees will include the cost of applying dust control agent to 200 meters of road. This amount will include road preparation materials, agent, water truck, and pre/follow-up blading.
2. The following criteria will be used when approving applications for dust control under this section:

- a) receipt by the County of completed and signed application for along with the required fee; and
 - b) will be conditional when requested in proximity/overtop the Grimshaw Gravels Aquifer.
3. The County will annually advertise that it is taking applications for dust control.
- a) An ad placed in the newspaper, and on social media, advising that application forms are available from the County office;
 - b) Applications must be completed by the applicant and any necessary payment must be received by the County prior to any work commencing;
 - c) Applications from residents for dust control will not be accepted after the close of business on the last day of business in April of the application year.
4. Dust control agents will be applied after the road bans have been lifted in the spring and as materials and equipment become available.
- a) For purposes of this policy calcium chloride will be used as the primary dust control agent. Other agents may be utilized as determined by Administration.
 - b) Notwithstanding this policy the County may apply water, or request that water be applied, as a dust control agent on temporary truck-haul routes.
 - c) The County reserves the right to maintain treated sections of roadway as deemed appropriate by its Public Works Department.
 - d) The County does not in any way guarantee the effectiveness of the dust control agent. Once the agent has been applied to the road surface no refunds will be made.
5. The application for dust control form designated 'Schedule A' attached hereto, forms a part of this Policy.

SCHEDULE A



APPLICATION NO: _____

County of Northern Lights

APPLICATION FOR DUST CONTROL - RESIDENCE

NAME: _____

MAILING ADDRESS: _____

PHONE: _____ EMAIL: _____

LEGAL DESCRIPTION: _____ RURAL: _____

HAMLET: _____

THE APPLICANT AGREES TO THE FOLLOWING:

1. The primary dust control agent to be used is calcium chloride.
2. That a 200-meter strip of [7m wide] road in front of the residence will be treated with the dust control agent.
3. That only one treatment of calcium chloride will be made in respect of this Agreement.
4. The County does not guarantee the effectiveness of the dust control agent. Once the agent has been applied to the road surface no refunds will be made.
5. That a fee of \$700.00 (GST included) must accompany this application. All payments must be made prior to application deadline. The County does not invoice for dust control.
6. The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for dust control.

DATE: _____

SIGNATURE OF APPLICANT

All applications and fees must be submitted by the last business day of April at 4:30 p.m. to:

County of Northern Lights
 PO Box 10
 MANNING AB T0H 2M0
 EMAIL: info@countyofothernlights.com

NO LATE APPLICATIONS WILL BE ACCEPTED

**POLICY 6.10
Dust Control**



**NORTHERN SUNRISE
COUNTY**

Department: Public Works

Date Approved: June 11, 2019

Rescinds: 620/08/14/12

Council Res. No: 415/06/11/19

PURPOSE AND SCOPE:

To outline the use and application of dust control agents on County roads.

POLICY:

1. The application of dust control agents will be carried out by Northern Sunrise County in accordance with this policy and within the Dust Control Program budget limits.
2. Dust control agents will not be applied to private or lease roads or other roads not under the jurisdiction of Northern Sunrise County.
3. Dust control agents will be applied to County roads as follows at the following cost sharing rate: (Classification of roads as per the current Traffic Control Bylaw).

<u>Road</u>	<u>Cost Sharing</u>
Gravel Haul Road	100 % County
Arterial Roads	100 % County
Collector & Local Roads	100 % Applicant

Commercial and Industrial Applicants will be responsible for 100% (unless a lesser amount is approved by the Chief Administrative Officer) of the cost of dust control treatment including the supply and application of an approved agent.

4. Dust control agents will be applied to a length of 200 metres per site at a cost of \$500.00 per application.

Page 1 of 2

5. Applicants requesting lengths in excess of 200 metres shall pay the full cost of the additional length.
6. Dust control agents are normally applied after lifting of spring road bans and as material and equipment become available.
7. The type of dust control agent used by the County is a predominantly Calcium Chloride brine.
8. The County does not guarantee the effectiveness of the dust control agent.
9. A dust control application is to be completed by the applicant and required fees paid prior to being included in the Dust Control Program.
10. The County reserves the right to apply dust control treatment and maintain the treatment sections of roadway as deemed appropriate by the Director of Public Works or designate.
11. When, in the opinion of the Director of Public Works or designate, the condition of the roadway is considered beyond normal maintenance and repair, it may be restored to its original gravel condition.



Reeve



Chief Administrative Officer



Dust Control

Public Works
Policy N8

Policy:	N8 – Dust Control
Policy Department(s):	Public Works
Adoption Date:	May 1988
Adoption Reference:	425/5/88
Effective Date:	May 1988
Last Amended:	August 22, 2022

Policy Purpose

To establish the procedures and standards for dust control suppressant application on County roads.

Policy Statement

The County of Grande Prairie No.1 will endeavor to undertake dust control measures on County roads subject to available funds and as indicated annually in the municipal budget.

Definitions

"Annual County Dust Control Program" is the Annual program where the County accepts orders and payment for the application of dust control suppressant.

"Chief Administrative Officer" (CAO) means the person appointed by Council to the position of Chief Administrative Officer under the Municipal Government Act for the County or designate.

"Council" means the duly elected Council members of the County of Grande Prairie No. 1.

"County" means the municipality of the County of Grande Prairie No. 1 having jurisdiction under the Municipal Government Act and other applicable legislation.

"County Park" means a County operated park within the County of Grande Prairie No. 1.

"Dust Control Suppressant" is the application of a dust suppressant, such as calcium chloride or spec crude oil, to gravel roads to minimize road dust.

"Other Parties" is anyone other than the County of Grande Prairie No.1.

Policy Guidelines

1. The application of Dust Control Suppressant will be carried out by the County in accordance with this Policy and:
 - 1.1. An approved Annual County Dust Control Program developed by Council and the Public Works Department.



Dust Control

Public Works Policy N8

- 1.2. Within Annual County Dust Control Program budget limits.
- 1.3. Dust Control will be applied to County Infrastructure and to certain locations in municipalities contained within the boundaries of the County on a cost recovery basis.
2. Areas to receive Dust Control as required, and at no cost are indicated in the following priority order:
 - 2.1. Residences adjacent to roads to County Parks;
 - 2.2. Residences adjacent to roads to County gravel pits during County gravel haul operations;
 - 2.3. Residences adjacent to Secondary Highway with the approval from Alberta Transportation;
 - 2.4. Residents adjacent to County Landfills as primary access roads are to be identified by Public Works; and
 - 2.5. Other sites identified with the approval from Public Works and Council.

Application for Dust Control

3. Each year the County will advertise the opening and closure dates to order Dust Control Suppressant as part of the Annual County Dust Control Program.
4. Dust Control Suppressant may be applied for a minimum length of 100 meters in front of residences.
5. All orders must be completed by the applicant and necessary payment must be received by the County prior to the acceptance of the order.
6. Orders will be received until the last day of April for consideration in developing the Annual Dust Control Program.
7. Orders received after the Annual Dust Control Program deadline may be subject to full cost recovery fees.
8. Fees will be reviewed annually and approved in the County Schedule of Fees, Rates and Charges Bylaw.
9. Dust control for Capital Construction Projects will be completed in accordance with contract documents.

Application of Dust Control

10. Dust Control Suppressant will be applied upon lifting of spring road bans, and as materials and equipment become available.



Dust Control

Public Works
Policy N8

11. The County does not in any way guarantee the effectiveness of the Dust Control Suppressant. Once the suppressant has been applied no refunds of the application fee will be made, unless authorized by the Director of Public Works or designate.
12. The County reserves the right to maintain Dust Control Suppressant treated sections of roadway as deemed appropriate by the Public Works Department.
13. Exceptions and exemptions to this policy may be considered and are at the discretion of the Director of Public Works.

Application of Dust Control Suppressants by Other Parties

14. Applications from County residents and resource companies to privately apply Dust Control Suppressants on municipal roads may be considered in extraordinary circumstances if:
 - 14.1. the applicant completes the Application to Apply Dust Control to County Roads and receives approval from the Director of Public Works or their designate;
 - 14.2. the Dust Control Suppressants have been approved by the County;
 - 14.3. the County approves the desired location of the Dust Control Suppressant;
 - 14.4. the Dust Control Suppressants be applied in a manner that meets County standards (in a professional manner);
 - 14.5. the applicant accepts full responsibility for the Dust Control Suppressant applied;
 - 14.6. The applicant agrees to indemnify and save harmless the County with respect legal liability in connection with the approach installation and will adhere to all applicable laws, standards, regulations, and safety protocols.

References

Legal Authorities	N/A
Related Plans, Bylaws, Policies, Etc.	Policy B1 – Policy Development
Other	Application to Apply Dust Control Suppressants to County Roads – available on County website

Revision History

Review Date	Description
August 22, 2022	Reviewed and Amended CM20220822.012
January 5, 2015	Reviewed and Amended CM20150105.1009
January 9, 2006	Reviewed and Amended 01-034-2006



Dust Control

Public Works Policy N8

June 20, 2005	Reviewed and Amended 06/665/2005
May 1990	Reviewed and Amended 341/5/90
February 1989	Reviewed and Amended 4/2/89
October 1988	Reviewed and Amended 895/10/88
May 1988	Adoption Date 425/5/88

Title: Dust Control

Policy No: 4025

Effective Date: February 23, 2021

Motion Number: 21.02.069

Supersedes Policy No: OP 05

Review Date: February 23, 2024



Purpose: To provide dust control to residents on all roads maintained by Greenview, subject to available funds and as indicated annually.

1. DEFINITIONS

- 1.1. **Greenview** means the Municipal District of Greenview No. 16.

2. POLICY STATEMENT

- 2.1. Greenview recognizes that dust from gravel roads may create health, safety or general nuisance concerns for residents and therefore offers a dust control program to mitigate the impact of dust in front of residents. Greenview will, at no charge to the property owner, apply dust control as deemed necessary by Administration to municipal roads adjacent to the following areas:

- A) School Sites
- B) Hamlets
- C) Parks
- D) Greenview Landfills and Transfer Stations
- E) Cemeteries
- F) Community Centers
- G) Playgrounds
- H) Public Sports Facilities (including Golf Courses)
- I) Designated gravel haul routes from municipal gravel pits and
- J) Any other site owned or controlled by the public sector.

- 2.2 Individual requests not included in the above list, but deemed to be in the public interest, will be assessed on a case-by-case basis by Administration. Criteria for inclusion in the “no-charge” program will be:

- A) Safety
- B) Traffic volume
- C) Proximity to and location on the traveled roadway (must normally be within 100 meters of the road and on the south or east side of a road)
- D) Roadway geometry as determined by Administration and
- E) Be approved by the Chief Administrative Officer

3. PROCEDURE

- 3.1. Greenview will supply dust control to residents, subject to payment of fee as follows;
 - A) The established fee will cover the first 200 meters. Any additional length over 200 meters will be paid in full by the applicant at the full cost for the dust control agent as established by Council annually.
 - B) Multi-Parcel Country Residential Subdivisions – applicants with multi-parcel subdivisions have the option of applying for 100 meters of dust control at the established fee.

- 3.2. Multi-Parcel country residential subdivisions will be eligible under this policy for dust control agents. Where a single application will serve adjoining residences, it is the responsibility of the landowners to work out the distribution of costs.

4. APPLICATION

- 4.1. All residents who wish to be considered for the program must apply each year.
- 4.2. Applications must be in writing on the prescribed form and will be accompanied by the fee for dust control.
- 4.3. Applications will be received up to and including April 15th of each year or if April 15th falls on a weekend it will be the next business day.
- 4.4. Late applications will not be accepted.

5. COUNCIL RESPONSIBILITIES

- 5.1. Council will establish a fee for residential and commercial dust control in the Schedules of Fees.

6. ADMINISTRATION RESPONSIBILITIES

- 6.1. Administration will advertise the dust control program each year in January (if possible), February, March and the first week of April.
- 6.2. Greenview will apply a dust control agent according to the following guidelines:
 - A) Locations will be staked as per the applicant's request.
 - B) The dust control agent will be applied once annually as conditions permit.
 - C) Greenview does not guarantee in any way the effectiveness of the dust control agent or application. Once the agent has been applied no refunds will be made.
 - D) Greenview reserves the right to maintain or grade the treated section(s) of roadway as necessary to maintain a safe driving surface and/or to optimize performance of the dust control product.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Transfer Station Operating Cost Review
File:	43-20-02

DESCRIPTION:

Council requested further information regarding the operating cost of the Clear Hills County Transfer Stations.

BACKGROUND:

P671-23(12-05-23) RESOLUTION by Deputy Reeve Janzen to bring back more information regarding the Clear Hills County Transfer Stations operating costs to a future meeting. CARRIED.

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

- Reducing the operation of the Clear Prairie transfer station to once every two weeks lowers the yearly cost by \$4992.00.
- Reducing the operation of the David Thompson transfer station to once every two weeks lowers the yearly cost by \$9264.00. Additionally, reducing the operating hours of the David Thompson transfer station to 4 hours lowers the yearly cost by \$4272.00.

Transfer Station	Adjusted Cost of Operation for the Year
Clear Prairie	\$ 9,077.12
David Thompson	\$ 12,573.04

- Currently Clear Hills County has 1088 residential and 132 commercial properties, 90 of which are within the two Hamlets.
- Prairie Disposal Ltd.'s bin rental fee is currently \$35.00 per month for a 3-yard bin and \$10.00 per month for a curbside collection bin.
- If Clear Hills County was to supply a bin at every residential and commercial property, it would cost approximately \$40,450.00 per month (\$486,400.00 per year).

ATTACHMENTS:

- RFD Transfer Station Associated Cost Review December 5, 2023
- Clear Hills County Transfer Station Location Map
- Transfer Station Yearly Operating Cost Per User
- Village of Hines Creek's Waste Collection Rate Sheet

RECOMMENDATION:

Resolution by...

Initials show support - Reviewed by:	Manager:	<i>TS</i>	CAO:	<i>AS</i>
---------------------------------------------	-----------------	-----------	-------------	-----------

Clear Hills County

Request For Decision (RFD)

Meeting: Policy and Priority Meeting
Meeting Date: December 5, 2023
Originated By: Terry Shewchuk, Public Works Manager
Title: Transfer Station Associated Costs Review
File: 11-02-03

DESCRIPTION:

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

BACKGROUND:

Combined Transfer Station Cost Analysis				
	2020	2021	2022	2023 Projected
Postage/Freight	\$ 100.00	\$ 200.00	\$ 300.00	\$ 300.00
Management Contract	\$ 217,000.00	\$223,000.00	\$230,000.00	\$ 237,000.00
Contracted Work	\$ 800.00	\$ 7,000.00	\$ 5,000.00	\$ 6,000.00
Repair & Maintenance	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Land Lease	\$ 300.00	\$ 200.00	\$ 200.00	\$ 200.00
Requisition to NPRL	\$ 199,000.00	\$120,000.00	\$112,000.00	\$ 161,000.00
Trucking	\$ 85,000.00	\$ 62,000.00	\$ 63,000.00	\$ 72,000.00
Gate Locks	\$ 700.00	\$ 200.00	\$ 400.00	\$ 300.00
General Supplies	\$ 200.00	\$ 100.00	\$ 300.00	\$ 300.00
Sand & Gravel	\$ 1,100.00	\$ 1,100.00	\$ 600.00	\$ 1,000.00
Wages	\$ 700.00	\$ 12,000.00	\$ 10,000.00	\$ 10,000.00
Approximate Total:	\$ 505,300.00	\$426,200.00	\$422,200.00	\$ 488,500.00

Recycling Cost Analysis				
	2020	2021	2022	2023 Projected
Trucking	\$ 58,000.00	\$ 58,000.00	\$ 50,000.00	\$ 59,000.00
Snow Removal Bear Canyon & Eureka River	\$ 600.00	\$ 800.00	\$ 1,300.00	\$ 1,500.00
Approximate Total:	\$ 58,600.00	\$ 58,800.00	\$ 51,300.00	\$ 60,500.00

	2020	2021	2022	2023 Projected
Approximate Total Transfer Stations & Recycling Stations:	\$ 563,900.00	\$485,000.00	\$473,500.00	\$ 549,000.00

*Any modified hours outside of the regular schedule will be \$48.00 per hour.

ATTACHMENTS:

- RFD North Peace Regional Landfill Financial History November 14, 2023
- Transfer Stations Yearly Usage Report
- Transfer Stations Internal vs. External Usage Report
- Transfer Stations Operation Cost per Hour

RECOMMENDATION:

Resolution by...

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	North Peace Regional Landfill Financial History
File:	11-02-02

DESCRIPTION:

Council is presented with the financial history for the North Peace Regional Landfill from 2002-current.

ATTACHMENT:

North Peace Regional Landfill Cost History

RECOMMENDED ACTION:

RESOLUTION by...to accepted the North Peace Regional Landfill financial history for information, as presented.

Initials show support - Reviewed by:

Manager:

CAO:

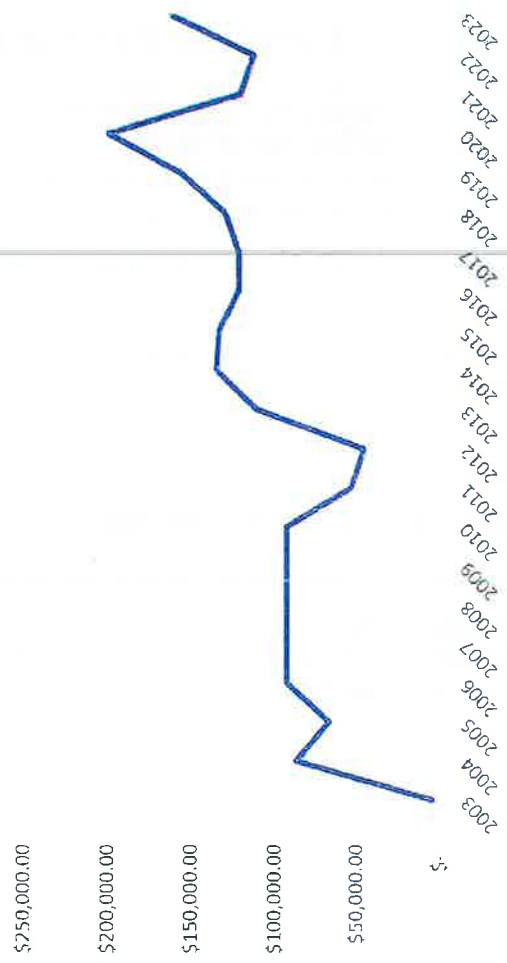


Total Requisition Amount Paid to NPRL	
Year	Requisition
2003	\$ 4,345.51
2004	\$ 86,940.00
2005	\$ 66,640.93
2006	\$ 92,406.16
2007	\$ 92,406.16
2008	\$ 92,406.16
2009	\$ 92,406.16
2010	\$ 92,406.16
2011	\$ 52,986.90
2012	\$ 45,016.29
2013	\$ 110,335.12
2014	\$ 134,063.84
2015	\$ 132,380.98
2016	\$ 120,436.47
2017	\$ 120,436.47
2018	\$ 128,867.02
2019	\$ 155,436.69
2020	\$ 198,826.81
2021	\$ 119,724.30
2022	\$ 111,812.26
2023	\$ 160,312.05
Total:	\$ 2,210,592.44

Other Cost to NPRL		
Year	Amount	Description
21-Apr-09	\$ 4,057.50	Cleardale Transfer Station Engineering
09-Sep-08	\$ 4,559.21	Worsley Transfer Station Engineering
18-Jul-08	\$ 972.25	Eureka River Transfer Station Engineering
05-Jan-08	\$ 570.46	Hines Creek Transfer Station Engineering
05-Nov-05	\$ 56,570.02	Highway Intersection Improvements
18-Nov-03	\$ 417,705.00	Landfill Construction Funding
03-Nov-03	\$ 13,500.00	Interim Operating Funding
16-Apr-03	\$ 13,500.00	Contribution Towards Landfill Construction
18-Dec-02	\$ 13,500.00	Contribution Towards Landfill Construction
Total:	\$ 524,934.44	

*excluding Trucking

NPRL Yearly Requisition



Clear Hills County Transfer Stations Yearly Usage

	2022	2022 Approx. Monthly Average	2023 Jan-October	2023 Approx. Monthly Average
Bear Canyon	711	59	625	63
Clear Prairie	234	20	143	14
Cleardale	2638	220	2203	220
David Thompson	485	41	351	35
Eureka River	1261	105	1115	112
Hines Creek	3535	295	3187	319
Royce	1038	87	915	92
Whitelaw	622	52	530	53
Worsley	1419	118	1225	123
Usage Total:	11943		10294	

Transfer Stations
Internal vs. External Usage

		2022												2023		Combined		Percentage
		January	February	March	April	May	June	July	August	September	October	November	December	Total	Total	Total	%	
Hines Creek	Internal	175	151	170	272	193	206	276	204	185	269	156	192	2449	3561	69%		
	External	75	67	76	147	101	78	79	79	110	158	86	62	1112			31%	
Royce	Internal	35	40	62	50	71	89	78	79	84	55	44	34	721	1098	69%		
	External	20	21	35	21	25	29	20	27	35	26	32	26	317			31%	
		2023																
Hines Creek	Internal	137	140	151	296	207	204	292	224	291	198			2140	3187	67%		
	External	67	61	76	191	123	112	82	140	114	81			1047			33%	
Royce	Internal	43	41	55	58	72	100	78	91	57	44			639	915	70%		
	External	24	20	30	25	35	45	15	30	29	23			276			30%	

Clear Hills County Transfer Stations Operation Cost per Hour

	Summer Hours of operation per week (May 1- September 30)	Winter Hours of operation per week (October 1- April 30)	Cost of Operation per Hour	Cost of Operation per Week (Summer)	Cost of Operation per Week (Winter)	Total Yearly Cost of Operation
Bear Canyon	8	7	\$ 67.64	\$ 541.12	\$ 473.48	\$ 26,109.04
Clear Prairie	4	4	\$ 67.64	\$ 270.56	\$ 270.56	\$ 14,069.12
Cleardale	12	7	\$ 67.64	\$ 811.68	\$ 473.48	\$ 32,061.36
David Thompson	8	7	\$ 67.64	\$ 541.12	\$ 473.48	\$ 26,109.04
Eureka River	8	7	\$ 67.64	\$ 541.12	\$ 473.48	\$ 26,109.04
Hines Creek	9	7	\$ 67.64	\$ 608.76	\$ 473.48	\$ 27,597.12
Royce	8	7	\$ 67.64	\$ 541.12	\$ 473.48	\$ 26,109.04
Whitelaw	8	7	\$ 67.64	\$ 541.12	\$ 473.48	\$ 26,109.04
Worsley	12	7	\$ 67.64	\$ 811.68	\$ 473.48	\$ 32,061.36
Total hours of operation per week:	77	60				

Clear Hills Waste Management's contracted yearly rate is \$236,357.00

Clear Hills County transfer Stations are open 77 hours a week in the summer months and 60 hours a week in the winter months

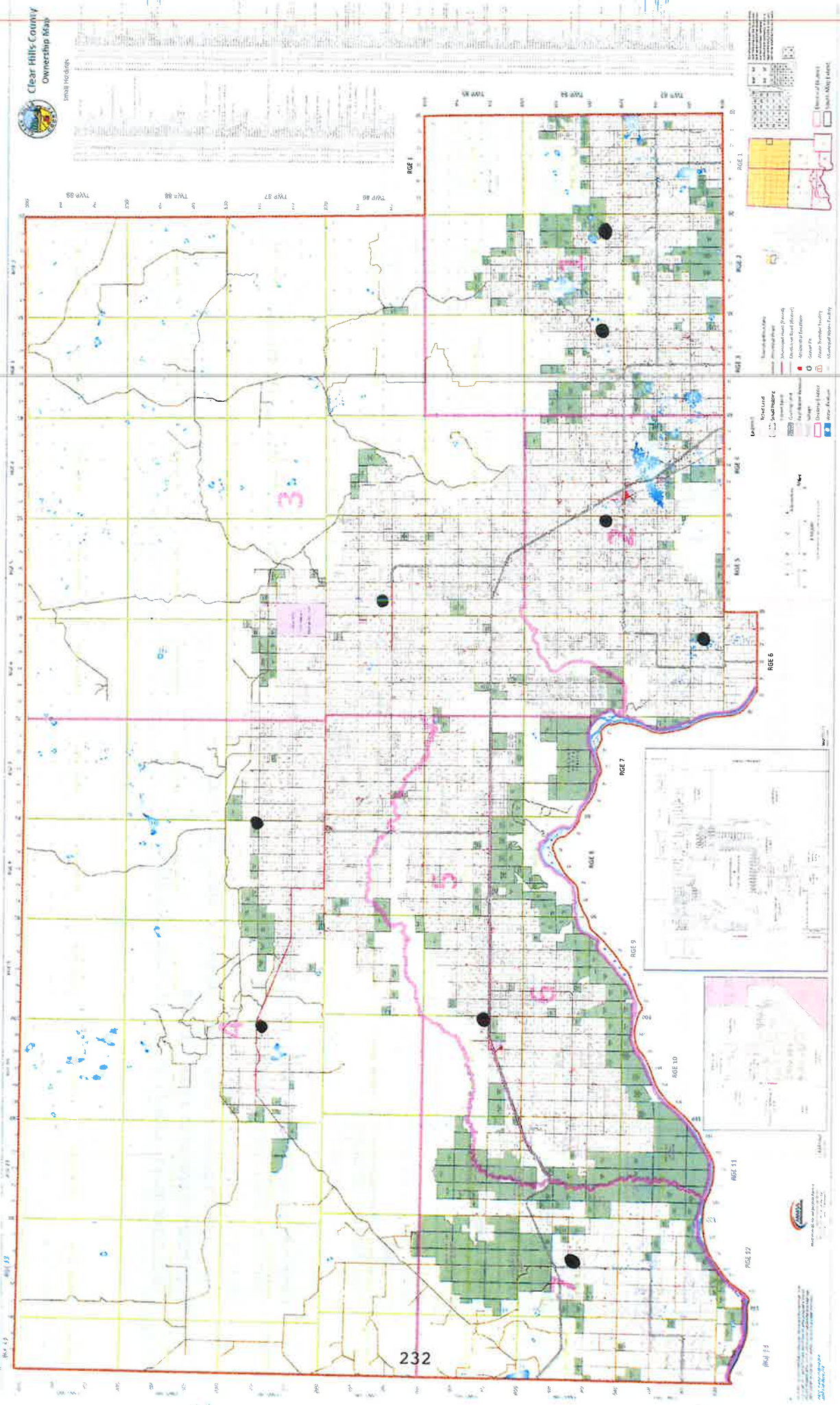
Total hours of operation in the summer months (22 weeks) are 1694

Total hours of operation in the winter months (30 weeks) are 1800

Total hours of operation a year are 3494

The cost per hour to operate the Transfer Stations is \$67.64

Clear Hills County Transfer Station Location Map



Clear Hills County Transfer Stations Yearly Operation Cost per User

	Total Yearly Cost of Operation	2022 Total Users	2022 Cost per User	2023 Total Users January- November	2023 Cost per User
Bear Canyon	\$ 26,109.04	711	\$ 36.72	666	\$ 39.20
Clear Prairie	\$ 14,069.12	234	\$ 60.12	170	\$ 82.76
Cleardale	\$ 32,061.36	2638	\$ 12.15	2375	\$ 13.50
David Thompson	\$ 26,109.04	485	\$ 53.83	381	\$ 68.53
Eureka River	\$ 26,109.04	1261	\$ 20.71	1222	\$ 21.37
Hines Creek	\$ 27,597.12	3535	\$ 7.81	3406	\$ 8.10
Royce	\$ 26,109.04	1038	\$ 25.15	1010	\$ 25.85
Whitelaw	\$ 26,109.04	622	\$ 41.98	574	\$ 45.49
Worsley	\$ 32,061.36	1419	\$ 22.59	1310	\$ 24.47

Option 1: Bag Collection (Manual)

Hines Creek Scheduled Cost - [Garbage Rates:](#)

Year	Curbside Stops	Rate per Dwelling Unit	Monthly Total	Annual Total
2021	193	\$8.87	\$1,711.91	\$20,542.92

* Increased each year based on the Edmonton Consumer Price Index

- **Hines Creek responsible for all tipping fees**
- Includes yard waste collection
- Includes 2 weeks of Christmas Tree Collection

Option 2: 5 Year Contract (Carts Paid for Prairie Disposal Ltd.)

Hines Creek Scheduled Cost - [Garbage Rates:](#)

Year	Curbside stops & cart count	Rate per Dwelling Unit	Monthly Total	Annual Total
(1) 2021-2022	193	\$9.87	\$1,904.91	\$22,858.92
(2) 2022-2023	193	\$9.87*	\$1,904.91*	\$22,858.92*
(3) 2023-2024	193	\$9.87*	\$1,904.91*	\$22,858.92*
(4) 2024-2025	193	\$9.87*	\$1,904.91*	\$22,858.92*
(5) 2025-2026	193	\$9.87*	\$1,904.91*	\$22,858.92*

* Increased each year based on the Edmonton Consumer Price Index

- **Hines Creek responsible for all tipping fees**
- **Yard waste would have to be collected in the provided carts or an additional fee added on for bags to placed at the curb to be collected at the same time as the carts**
- Prairie Disposal Ltd. to purchase carts and manage carts
- 64 gallon cart replacement fee - \$85.00
- Includes 2 weeks of Christmas Tree Collection
- Maintenance to all containers owned by Prairie Disposal Ltd. to be provided for free

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tendering Evaluation Criteria
File:	32-02-02

DESCRIPTION:

Council is presented the tendering evaluation criteria for discussion.

BACKGROUND:

P667-23(12-05-23) RESOLUTION by Councillor Ruecker to recommend Council change the tender package evaluation criteria to make the evaluation weight of location of contractor in proximity to work area 40 points, total contracted price 20 points, experience 20 points, and equipment 20 points. **CARRIED.**

ATTACHMENTS:

Tendering evaluation criteria draft

RECOMMENDED ACTION:

RESOLUTION by... to approve the evaluation weight changes made to the tendering evaluation criteria, as presented.

Initials show support - Reviewed by:

Manager:



CAO:



<i>Evaluation Criteria</i>	Evaluation Weighting (1-50)
Total Contract Price	40 30 points
Location of Contractor in proximity to work area	20 25 points
Experience	20 20 points
Equipment	20 25 Points
Score of Percentage	100 Points

Tendering evaluation criteria and evaluation weighing may vary for service being contracted.

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	December 12, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Chief Administrative Officer Report
File Code:	11-02-02

- December 4, 2023 – North Peace Regional Landfill Commission
- Staff Performance Reviews
- Staff Group Fund
- Grazing Leases/Public Lands
- Eureka River Truck Fill

RECOMMENDED ACTION:

RESOLUTION by to accept the Chief Administrative Officer's report for December 12, 2023, as presented.

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



Clear Hills County Request for Decision (RFD)

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

DESCRIPTION:

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

BACKGROUND:

Administration is working with the Auditors to complete the interim audit.

When processing the third quarter fire honorariums Administration had to pay all fire fighters the higher base honorarium rate in order to cover deductions and insurance expenses.

ATTACHMENTS:

- Rate Stabilization Reserve Activity Report

RECOMMENDATION:

RESOLUTION by...that Council accepts the Corporate Services Manager's report to December 12, 2023, as presented.

Initials show support - Reviewed by:

Manager:



CAO:



Rate Stabilization Activity Report

2023

Spent To Date	Approved by Council	Description	Organization	Motion
-	to be determined	Corporate legal fee overages	Brownlee LLP	C92-17(02/14/17)
1,800.00	\$1,800.00	funding to assist with increased COLA and high gas prices	Worsley Health Nurse Practitioner	C301-22(06-14-22)
35,000.00	\$80,000.00	Trades Training Program	Peace River School Division	C383-22(08-16-22)
2,000.00	\$2,000.00	membership fee	Community Railway Advocacy Group	C636-22(12-13-22)
	\$40,000 max	grant for the replacement of waterslide stairs	Town of Fairview	C648-22(12-13-22)
126,693.14	\$135,000.00	2023 25% tax rebate incentive	Village of Hines Creek	C43-23(01-24-23)
27,000.00	\$27,000.00	general grant for repairs	End of Steel Heritage Museum Society	C106-23(02-28-23)
1,000.00	\$1,000.00	membership fee	Northwest Species at Risk	C165-23(03-28-23)
3,500.00	\$3,500.00	grant for geotechnical services	David Thompson Hall Society	C253-23(05-16-23)
40,000.00	\$40,000.00	grant for new playground	Many Islands Recreational Development Society	C311-23(06-13-23)
60,000.00	\$60,000.00	grant for new playground	Eureka River Agricultural Society	C312-23(06-13-23)
	\$20,000.00	budget increase for annual BBQ	Clear Hills County	C324-23(06-13-23)
3,000.00	\$3,000.00	one time general grant for preschool start-up	Cleardale Preschool	C480-23(09-12-23)
1,000.00	\$1,000.00	general grant for additional operating expenses	Fairview & Area Seniors Check-in Line Society	C485-23(09-12-23)
300,993.14	\$374,300.00			

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 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.
- Replacement of bridge markers is ongoing.



Other

- Borderline Surveys Ltd. has located and marked the proposed lot for the fire hall in the Hamlet of Cleardale.
- Hydrogeological Consultants Ltd. (HCL) are continuously monitoring the water levels at the Worsley Water Treatment Plant to develop an informative report and recommendation that is to be administered in the new year.

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:	December 12, 2023
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Council Information
File:	11-02-02

DESCRIPTION:

Council is presented with correspondence, for information.

BACKGROUND / PROPOSAL:

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by.... that Council receives for information the Council Information presented at the December 12, 2023, Regular Council Meeting.

Initials show support - Reviewed by: Manager: CAO: 

Clear Hills County

Request For Decision (RFD)

Meeting Date:	Regular Council Meeting December 12, 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 December 2023, January & February 2024 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: 

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 BR-Rec-DW	6 NPHF-DW	7 GGAMAC- DW	8 MMSA-AB	9
10	11	12 Council	13 HPEC/Med- SH	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					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 NTAB-AB	13
14	15	16 Public Meeting Eureka River Hall-ALL	17	18	19	20
21	22 MPTA Board-AB	23 Council	24 ASB Conference-DJ, JR	25	26	27 PLS Exec-AB
28	29	30	31	1	2	3

FEBRUARY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3 Appreciation Banquet- Cleardate
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19 Family Day	20 Growing the North Conference	21 Growing the North Conference	22 Growing the North Conference	23	24
25	26	27	28	29	1	2

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
PRED	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