

**AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, MAY 14, 2024**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, May 14, 2024, at 9:30 a.m. in the Council Chambers, County Office, 313 Alberta Avenue Worsley, Alberta.

1. CALL TO ORDER	
2. AGENDA	
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**MINUTES OF CLEAR HILLS COUNTY
POLICY & PRIORITY MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, MAY 7, 2024**

PRESENT	<p>Amber Bean David Janzen Abe Giesbrecht Danae Walmsley Susan Hansen Jason Ruecker Nathan Stevenson</p>	<p>Reeve Deputy Reeve Councillor Councillor Councillor Councillor Councillor</p>
ATTENDING	<p>Allan Rowe Bonnie Morgan</p>	<p>Chief Administrative Officer (CAO) Executive Assistant (EA)</p>
ABSENT		
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> P241-24(05-07-24)	<p>RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the May 7, 2024 Policy & Priority Meeting with the addition of 5.1. closed labour, as presented. CARRIED.</p>	
<u>NEW BUSINESS:</u> Cleardale Firehall Building Quotes	<p>Council is presented with two quotes for the Cleardale Firehall building material supply and construction.</p> <p>Councillor Ruecker entered the meeting at 9:37 a.m.</p>	
P242-24(05-07-24)	<p>RESOLUTION by Councillor Giesbrecht to recommend Council award Goodon Industries Ltd.'s quote of \$126,500.00 for the Cleardale Firehall building material supply and construction. CARRIED.</p>	
Bylaw No. 9 Fees for Extinguishing Fires	<p>Council is presented with Bylaw No. 9 Fees for Extinguishing Fires for review.</p>	
P243-24(05-07-24)	<p>RESOLUTION by Reeve Bean to recommend Council bring back Bylaw No. 9 Fees for Extinguishing Fires to the next regular Council meeting. CARRIED.</p>	
<u>DELEGATION:</u> Dawson Ruecker Continuing Education Scholarship	<p>Dawson Ruecker was in attendance to discuss the Clear Hills County Continuing Education Scholarship.</p> <p>Councillor Ruecker declared pecuniary interest and left the meeting at 10:12 a.m.</p> <p>Councillor Ruecker entered the meeting at 10:16 a.m.</p> <p>Reeve Bean recessed the meeting at 10:16 a.m. Councillor Stevenson entered the meeting at 10:19 a.m. Reeve Bean reconvened the meeting at 10:29 a.m.</p>	

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POLICY & PRIORITY MEETING
TUESDAY, MAY 7, 2024

Fairview & Worsley
Chamber Of
Commerce

The Fairview & Worsley Chamber of Commerce was in attendance to discuss economic development.

Reeve Bean recessed the meeting at 11:16 a.m.
Reeve Bean reconvened the meeting at 11:20 a.m.

Councillor Giesbrecht left the meeting 11:56 a.m.

Reeve Bean recessed the meeting at 11:56 a.m.
Reeve Bean reconvened the meeting at 12:22 p.m.

Derek Young,
Alberta Transportation
Regional Manager

Derek Young, Alberta Transportation Regional Manager and Mae Stewart were in attendance to secondary highways within Clear Hills County.

Reeve Bean recessed the meeting at 1:20 p.m.
Reeve Bean reconvened the meeting at 1:26 p.m.

Councillor Ruecker declared pecuniary interest and left the meeting at 1:36 p.m.

P244-24(05-07-24)

RESOLUTION by Reeve Bean to receive the delegation from Dawson Ruecker and deny the request to have his December 15, 2023 scholarship application reconsidered. CARRIED.

Councillor Ruecker entered the meeting at 1:52 p.m.

P245-24(05-07-24)

RESOLUTION by Councillor Hansen to receive the delegation from the Fairview & Worsley Chamber of Commerce for information, as presented. CARRIED.

P246-24(05-07-24)

RESOLUTION by Councillor Stevenson to receive the delegation from Derek Young, Alberta Transportation Regional Manager for information, as presented. CARRIED.

Alberta Open Farm
Days

Open Farm Days is a once-a-year event that takes place on a weekend in August. Farms & Municipalities across Alberta sign up to participate for the public to celebrate and educate Alberta Agriculture.

P247-24(05-07-24)

RESOLUTION by Councillor Walmsley to share the Alberta Open Farm Days information on our social media platforms and have the Agricultural Service Board discuss this further. CARRIED.

Parade Float

Council is presented with information regarding the 22st Annual Worsley Pioneer Days is being held Saturday August 10,2024.

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POLICY & PRIORITY MEETING
TUESDAY, MAY 7, 2024

P248-24(05-07-24)

**RESOLUTION by Deputy Reeve Janzen to share the information regarding the 22nd Annual Worsley Pioneer Days Float held Saturday August 10, 2024 with the Agricultural Service Board.
CARRIED.**

Whitelaw Transfer
Station Security

Council is presented with a proposal from Chris Maennchen regarding providing security for the Whitelaw Transfer Station.

Deputy Reeve Janzen left the meeting at 2:29 p.m.

P249-24(05-07-24)

**RESOLUTION by Councillor Walmsley to have administration bring back additional security options for the Whitelaw Transfer Station.
CARRIED.**

Clear Hills County
Website

Council is presented with quotes for the Clear Hills County Website.

P250-24(05-07-24)

**RESOLUTION by Councillor Hansen to bring back a quote for a website redesign from Loop to a future Regular Council Meeting.
CARRIED.**

Reeve Bean recessed the meeting at 2:44 p.m.
Reeve Bean reconvened the meeting at 12:22 p.m.

CONFIDENTIAL
ITEM(S)
Labour

One labour item was discussed in a closed meeting.

P251-24(05-07-24)

**RESOLUTION by Councillor Hansen that Council close the meeting to the public as per Section 27, of FOIP at 2:50 p.m.
CARRIED.**

P252-24(05-07-24)

RESOLUTION by Councillor Walmsley that Council open the meeting to the public as per Section 27, of FOIP at 3:45 p.m.

ADJOURNMENT

Reeve Bean adjourned the May 7, 2024 Regular Council Meeting at 3:46 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COMMUNITY ROOM
TUESDAY, APRIL 23, 2024**

PRESENT

David Janzen	Deputy Reeve
Danae Walmsley	Councillor
Abe Giesbrecht	Councillor
Susan Hansen	Councillor
Jason Ruecker	Councillor

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Bonnie Morgan	Executive Assistant (EA)
Terry Shewchuk	Public Works Manager (PWM)

ABSENT

Amber Bean	Reeve
Nathan Stevenson	Councillor

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA
C218-24(4-23-24)**

RESOLUTION by Councillor Ruecker to adopt the agenda governing the April 23, 2024 Regular Council Meeting, as presented. CARRIED.

**APPROVAL OF
MINUTES
Previous Council
Meeting Minutes**

C219-24(4-23-24)

RESOLUTION by Councillor Walmsley to adopt the minutes of the April 9, 2024, Regular Council Meeting, as presented. CARRIED.

**Management Team
Activity Report**

Management activity report was reviewed.

C220-24(4-23-24)

RESOLUTION by Councillor Hansen that the management activity report for April 9, 2024, be accepted, as presented. CARRIED.

**NEW BUSINESS:
COUNCIL**

Councillor Reports

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

C221-24(4-23-24)

RESOLUTION by Councillor Giesbrecht to accept the Councillor Reports for information, as presented. CARRIED.

Deputy Reeve Janzen recessed the meeting at 10:10 a.m.
Councillor Ruecker left the meeting at 10:10 a.m.
Deputy Reeve Janzen reconvened the meeting at 10:15 a.m.

DELEGATIONS

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REGULAR COUNCIL MEETING
TUESDAY, APRIL 23, 2024

Wilde & Company
Wilde & Company performed the year end audit and produced the draft 2023 audited financial statements at 10:15 a.m.

C222-24(4-23-24) **RESOLUTION by Deputy Janzen that Council adopts the 2023 audited financial statements as presented by Wilde & Company. CARRIED.**

CORPORATE
SERVICES

Accounts Payable
April 10, 2024,
to April 23, 2024

A list of expenditures for Clear Hills County for the period of April 10, 2024 to April 23, 2024 is provided for Council's review.

C223-24(4-23-24) **RESOLUTION by Councillor Hansen that Council receives for information the Accounts Payable report for Clear Hills County for the period of April 10, 2024 to April 23, 2024 for a total of \$205,687.36, with funds to be transferred from Long Term Investments. CARRIED.**

2024 Operating
Budget

Council is provided with the 2024 Operating Budget for consideration.

Councillor Ruecker entered the meeting at 11:08 a.m.
Councillor Ruecker left the meeting at 11:09 a.m.
Councillor Ruecker entered the meeting at 11:12 a.m.

C224-24(4-23-24) **RESOLUTION by Councillor Giesbrecht to adopt the 2024 Operating Budget as presented with a decrease to the annual reserve contributions of \$1,051,144.00. CARRIED.**

Bylaw No. 284-24 –
2024 Mill Rates

Bylaw No. 284-24 authorizes the rates of taxation to be levied against assessable property within Clear Hills County for the 2024 taxation year.

C225-24(4-23-24) **RESOLUTION by Deputy Reeve Janzen that first reading be given to Bylaw No. 284-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2024 taxation year. CARRIED.**

C226-24(4-23-24) **RESOLUTION by Councillor Ruecker that second reading be given to Bylaw No. 284-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2024 taxation year. CARRIED.**

C227-24(4-23-24) **RESOLUTION by Councillor Hansen to proceed to third and final reading of Bylaw No. 284-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2024 taxation year. CARRIED UNANIMOUSLY**

C228-24(4-23-24) **RESOLUTION by Councillor Walmsley that third reading be given to Bylaw No. 284-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2024 taxation year. CARRIED.**

Deputy Reeve Janzen recessed the meeting at 11:29 a.m.
Deputy Reeve Janzen reconvened the meeting at 11:32 a.m.

Multi Year Capital Plan

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

C229-24(4-23-24) **RESOLUTION by Councillor Ruecker to receive the discussion of the Multi Year Capital Plan for information, as presented. CARRIED.**

Expense Claims Administration would like to have a discussion with Council regarding the submission of expense claims.

C230-24(4-23-24) **RESOLUTION by Councillor Walmsley to table the discussion regarding expense claims until a future meeting. CARRIED.**

COMMUNITY
Bylaw 282-24
Fire Bans

Council has requested Bylaw No. 282-24 Fire Bans be brought back to a Council meeting for further discussion.

C231-24(4-23-24) **RESOLUTION by Deputy Reeve Janzen to bring back Bylaw No. 282-24 including options for different levels of Fire Bans within Clear Hills County to the next Regular Council meeting. CARRIED.**

Deputy Reeve Janzen recessed the meeting at 11:54 a.m.
Councillor Ruecker left the meeting at 12:05 p.m.
Deputy Reeve Janzen reconvened the meeting at 12:15 p.m.

Fire Fees & Services Council has requested information on Fire Services Fees in other Municipalities.

C232-24(4-23-24) **RESOLUTION by Deputy Reeve Janzen to bring back the Fire Services Fees to the next Regular Council meeting amending the current fee rates. CARRIED.**

PUBLIC WORKS
Policy 3201 Road Construction

Council is presented with a Policy 3201 Road Construction and the related agreements for review.

C233-24(4-23-24) **RESOLUTION by Councillor Giesbrecht to table the discussion regarding Policy 3201 Road Construction and the related agreements until later in today's meeting. CARRIED.**

Tender Awarding-
 Bridge File No. 71273
 Tender No.
 CA00046766.1010

Council is presented with the analysis and recommendation from WSP Canada Inc. for Bridge File No. 71273 Tender No. CA00046766.1010, that was opened on Tuesday, April 9, 2024, at 9:35 a.m.

C234-24(4-23-24)

RESOLUTION by Councillor Walmsley to award the Tender No. CA00046766.1010 for Bridge File No. 71273 to Szmata Projects Ltd. for the amount of \$571,265.00, funds to be allocated from the Bridge Reserve. CARRIED.

WRITTEN REPORTS

Chief Administrative
 Officer's Report

Chief Administrative Officer's report.

C235-24(4-23-24)

RESOLUTION by Deputy Reeve Janzen to receive the Chief Administrative Officer's report for information, as presented. CARRIED.

Public Works
 Manager's Report

Public Works Manager's Report

C236-24(4-23-24)

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

Councillor Giesbrecht left the meeting at 1:10 p.m.
 Councillor Ruecker entered the meeting at 1:12 p.m.

COUNCIL
 INFORMATION

Council is presented with correspondence, for information.

C237-24(4-23-24)

RESOLUTION by Councillor Hansen to receive the Council correspondence for information, as presented. CARRIED.

CALENDARS

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.

C238-24(4-23-24)

RESOLUTION by Deputy Reeve Janzen to accept for information April, May, and June 2024 calendar updates of Councillor meetings for information, as presented.

Date	Meeting	Attendee
June 4	PAC	Janzen
April 29	NPRL	Ruecker
		CARRIED.

Policy 3201 Road

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TUESDAY, APRIL 23, 2024

Construction

Council is presented with a Policy 3201 Road Construction and the related agreements for review.

C239-24(4-23-24)

RESOLUTION by Councillor Ruecker to raise the discussion regarding Policy 3201 Road Construction and the related agreements off the table. CARRIED.

C240-24(4-23-24)

RESOLUTION by Councillor Ruecker to accept the discussion regarding Policy 3201 Road Construction and the related agreements for information, as presented. CARRIED.

ADJOURNMENT

Reeve Bean adjourned the April 23, 2024 Regular Council Meeting at 1:52 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Management Team Activity Report
File:	11-02-02

DESCRIPTION:

Management activity report for May 7, 2024.

ATTACHMENTS:

- o Management Activity Report
- o Policy & Priority Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for May 7, 2024, be accepted, as presented.

Initials show support - Reviewed by: Manager: CAO: 



Management Team

Activity Report for May 7, 2024

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
		October 16, 2023		
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 –
		November 28, 2023		
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	Reeve Bean
		February 27, 2024		
C93-24	02/27/24	RESOLUTION by Deputy Reeve Janzen to receive the delegation from the Fairview Curling Club for information, as presented, and bring back the funding request to a future Regular Council Meeting. CARRIED.	EA	In waiting
		March 12, 2024		
C130-24	03/12/24	RESOLUTION by Reeve Bean to approve hiring Mike Evans with Honey Films to proceed with the showcasing seniors' video and include a budget of up to \$4,000.00 for the video production, funds to be allocated from the Rate Stabilization Reserve.CARRIED.	EA	In works
C131-24	03/12/24	RESOLUTION by Councillor Giesbrecht to award Tender 2024-01 New Rotary Mower to Flaman Sales and Rentals for \$27,400.00 This price includes a trade-in allowance of \$29,500.00 for Unit 19 2021 Schulte Mower, funds to be allocated from the Common Services Vehicles and Equipment Reserve.CARRIED.	AG	April
C133-24	03/12/24	RESOLUTION by Deputy Reeve Janzen to award Tender 2024-02 Two New Sidearm/Swingarm Hitches to Flaman Sales and Rentals for the cash	AG	Sept/Oct



Management Team

Activity Report for May 7, 2024

LEGEND:

Budget Items: Completed Items: Items in Waiting:

Department = EA-Executive Assistant/CAO, PW=Public Works, CS=Corporate Services
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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		price amount of \$32,830.76 per sidearm/swingarm with no trade. The total cash price for the two sidearm/swingarm's is \$65,661.52, funds to be allocated from Common Services Vehicles and Equipment Reserve.CARRIED.		
C139-24	03/12/24	RESOLUTION by Councillor Giesbrecht to proceed to Tender for Fire Fighter Turnout Gear for the Worsley Volunteer Fire Department. CARRIED.	CC	Tendered
C140-24	03/12/24	RESOLUTION by Councillor Hansen to proceed to Tender for Fire Fighter Turnout Gear for the Hines Creek Volunteer Fire Department. CARRIED.	CC	Tendered
C141-24	03/12/24	RESOLUTION by Reeve Bean to reject all tenders for tender 2024 Grading Projects (Access Road Construction) Contract No. CA0003927-8338 due to budgetary reasons. CARRIED.	PW	
C143-24	03/12/24	RESOLUTION by Deputy Reeve Janzen to approve the quote and proceed with Hydrogeological Consultants Ltd. for the engineering of the drilling, testing, and licensing of the 2024 Worsley Water Well at the Worsley Water Treatment Plant for the estimated cost of \$55,984.71, funds to be allocated from the Water Reserve. CARRIED.	PW	In works
C144-24	03/12/24	RESOLUTION by Councillor Stevenson to approve the quote and proceed with Darel Saville for the drilling and installation of the 2024 Worsley Water Well at the Worsley Water Treatment Plant for the estimated cost of \$272,885.00, funds to be allocated from the Water Reserve. CARRIED.	PW	In works
C145-24	03/12/24	RESOLUTION by Councillor Walmsley to approve the quote and proceed with Main-Way Electrical & Instrumentation Ltd. for the required Worsley Water Treatment Plant replacement computer and Scada licensing upgrade for the proposed cost of \$41,865.18, funds to be allocated from the Water Reserve. CARRIED.	PW	In works
C148-24	03/12/24	RESOLUTION by Councillor Giesbrecht to proceed with the disposal of unit 65 New Holland tractor and the Worsley Water Treatment Plant air compressor at a future local auction, as presented. CARRIED.	AG	April



Management Team

Activity Report for May 7, 2024

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
C158-24	03/12/24	RESOLUTION by Deputy Reeve Janzen to proceed with the land purchase for the proposed Cleardale subdivision/firehall as discussed. CARRIED.	PW	In works
		March 26, 2024		
C172-24	03/26/24	RESOLUTION by Deputy Reeve Janzen to proceed to proposal for the operation and maintenance of the Transfer Stations. CARRIED.	PW	June 7 closes
C174-24	03/26/24	RESOLUTION by Councillor Walmsley to award Tender 2024-05 Pavement Crack Sealing to Marshall Lines for the amount of \$1,250.00/per km and 1.95/m funds to be allocated from the 2024 Operating Budget. CARRIED.	PW	In works
C179-24	03/26/24	RESOLUTION by Councillor Giesbrecht to approve the attendance of Reeve Bean to the Trappers Rendezvous on July 12-14, 2024. CARRIED.	EA	
		April 2, 2024 Policy & Priority		
P188-24	04/02/24	RESOLUTION by Deputy Reeve Janzen to invite the Fairview Chamber of Commerce and Worsley Chamber of Commerce to a future Policy & Priority Meeting.CARRIED.	EA	Invite sent
		April 2, 2024 Special Council Meeting		
SP184-24	04/02/24	RESOLUTION by Reeve Bean to issue a Clear Hills County Fire Ban for all areas in Clear Hills County effective at 12:01 a.m., on April 3, 2024, as per Bylaw No. 282-24. CARRIED.	CC/ EA	Active
		April 9, 2024 Regular Council Meeting		
C197-24	04/09/24	RESOLUTION by Councillor Stevenson to draft a letter to the Minister of Transportation inviting him to a meeting with Council to discuss Secondary Highway 717.CARRIED.	EA	Letter Sent
C198-24	04/09/24	RESOLUTION by Councillor Stevenson to approve a conditional grant to the Cherry Canyon Agricultural Society for their water trailer up to the amount of \$16,170.00 with the following conditions: The Cherry Canyon Agricultural Society must put a policy in place stating that the water trailer will only be used for fire suppression and prevention and not for non-fire related	CS	Policy in Place



Management Team

Activity Report for May 7, 2024

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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MOTION	DATE	DESCRIPTION	DEPT	STATUS
		uses.CARRIED.		
C199-24	04/09/24	RESOLUTION by Councillor Ruecker to renew a 3-year rental lease agreement with Alberta Health Services on the double wide mobile home, (Municipal Address- 485 Creek Bend Street. Legal Land Description - Plan 802KS, Block 2, Lot 5) with a monthly rental rate of \$1,050.00.CARRIED.	AG	
C203-24	04/09/24	RESOLUTION by Deputy Reeve Janzen to approve a conditional grant to the Worsley Chamber of Commerce of \$3,500.00 for a 13x13 ft granary gazebo on Lot P Plan 802KS with the requirements as follows: All Alberta Transportation and required permits completed, A maintenance agreement entered with Clear Hills County, including a report with the complete design & specifications of the gazebo and all Municipal Planning Development obligations fulfilled. Funds to be allocated from the Economic Development Reserve. CARRIED.	CS	
C204-24	04/09/24	RESOLUTION by Reeve Bean to table the request for an access road north of Township Road 854 to access NW-29-85-7 W6M until a future Regular Council Meeting. CARRIED.	PW	May 14
C206-24	04/09/24	RESOLUTION by Deputy Reeve Janzen to schedule a Road Tour for the west end of the County on April 30, 2024.CARRIED.	EA	April 30
C207-24	04/09/24	RESOLUTION by Councillor Giesbrecht to approve WSP Canada Inc. proposal of \$166,460.00 for the engineering, design, tendering, and construction & administration for the Hamlet of Cleardale sewer upgrade and street extension. Funds to be allocated from the Road Construction Reserve and the Sewer Reserve. CARRIED.	PW	In works
C208-24	04/09/24	RESOLUTION by Councillor Ruecker to proceed with acquiring quotes on an engineered building for the Cleardale Firehall and proceed with the necessary dirt work to prepare for the building construction. CARRIED.	PW	In works
C209-24	04/09/24	RESOLUTION by Councillor Stevenson to bring back information on hiring a project manager for	PW	In works



Management Team

Activity Report for May 7, 2024

LEGEND:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		the overseeing of the Cleardale Firehall to the next Regular Council Meeting. CARRIED.		
		April 23, 2024		
C222-23	04/23/24	RESOLUTION by Deputy Janzen that Council adopts the 2023 audited financial statements as presented by Wilde & Company. CARRIED.		
C224-23	04/23/24	RESOLUTION by Councillor Giesbrecht to adopt the 2024 Operating Budget as presented with a decrease to the annual reserve contributions of \$1,051,144.00. CARRIED.		
C228-23	04/23/24	RESOLUTION by Councillor Walmsley that third reading be given to Bylaw No. 284-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2024 taxation year.CARRIED.		
C230-23	04/23/24	RESOLUTION by Councillor Walmsley to table the discussion regarding expense claims until a future meeting. CARRIED.	CS	May 14
C231-23	04/23/24	RESOLUTION by Deputy Reeve Janzen to bring back Bylaw No. 282-24 including options for different levels of Fire Bans within Clear Hills County to the next Regular Council meeting. CARRIED.	CC	May 14
C232-23	04/23/24	RESOLUTION by Deputy Reeve Janzen to bring back the Fire Services Fees to the next Regular Council meeting amending the current fee rates. CARRIED.	CC	May 14
C234-23	04/23/24	RESOLUTION by Councillor Walmsley to award the Tender No. CA0004766.1010 for Bridge File No. 71273 to Szmata Projects Ltd. for the amount of \$571,265.00, funds to be allocated from the Bridge Reserve. CARRIED.	PW	In Works
		May 7, 2024 Policy & Priority Meeting		
P-242-24	05/07/24	RESOLUTION by Councillor Giesbrecht to recommend Council award Goodon Industries Ltd.'s quote of \$126,500.00 for the Cleardale Firehall building material supply and construction. CARRIED.	PW	May 14



Management Team

Activity Report for May 7, 2024

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
P243-24	05/07/24	RESOLUTION by Reeve Bean to recommend Council bring back Bylaw No. 9 Fees for Extinguishing Fires to the next regular Council meeting.CARRIED.	CC	May 14
P244-24	05/07/24	RESOLUTION by Reeve Bean to receive the delegation from Dawson Ruecker and deny the request to have his December 15, 2023 scholarship application reconsidered.CARRIED.	EA	Letter Drafted
P247-24	05/07/24	RESOLUTION by Councillor Walmsley to share the Alberta Open Farm Days information on our social media platforms and have the Agricultural Service Board discuss this further.CARRIED.	EA/ AG	
P248-24	05/07/24	RESOLUTION by Deputy Reeve Janzen to share the information regarding the 22nd Annual Worsley Pioneer Days Float held Saturday August 10, 2024 with the Agricultural Service Board.CARRIED.	AG	
P249-24	05/07/24	RESOLUTION by Councillor Walmsley to have administration bring back additional security options for the Whitelaw Transfer Station.CARRIED.	PW	May 14
P250-24	05/07/24	RESOLUTION by Councillor Hansen to bring back a quote for a website redesign from Loop to a future Regular Council Meeting.CARRIED.	EA	In works
		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
		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	Update 022824 Rejected all Tenders due to overbudget
		December 12, 2023		
C696-23	12/12/23	RESOLUTION by Councillor Ruecker to approve a	CS	



Management Team

Activity Report for May 7, 2024

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
	3	25% tax rebate incentive applicable to the Commercial Assessment Code (CN) for the Municipal portion of Clear Hills County and The Village of Hines Creek's property taxes in 2024. CARRIED.		
		March 21, 2024		
C150-24	03/12/24	RESOLUTION by Councillor Stevenson to approve WSP Canada Inc.'s engineering estimate of \$87,834.00 for the construction of approximately 1000 meters of a new local road on Range Road 25 South of Township 832, with the funds to be allocated from the Road Construction Reserve. CARRIED.	PW	
C151-24	03/12/24	RESOLUTION by Reeve Bean to approve WSP Canada Inc.'s engineering estimate of \$86,404.00 for the construction of approximately 1000 meters of a new local road on Range Road 124 North of Township 840, with the funds to be allocated from the Road Construction Reserve. CARRIED.	PW	
		March 27, 2024		
C134-24	03/12/24	RESOLUTION by Councillor Hansen to award Tender 2024-03 Tractor to Fosters Agri-World for \$155,000.00. This price includes a trade-in allowance of \$90,000.00 for Unit 66 Case IH L765, contingent upon its value remaining unchanged at time of delivery as per the agreement, funds to be allocated from Common Services Vehicles and Equipment Reserve.CARRIED.	AG	Spring 2025
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		



Management Team

Activity Report for May 7, 2024

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		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. CARRIED.		
		February 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.	EA	Letter Sent
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	Spring 2025
C83-24	02/13/24	RESOLUTION by Deputy Reeve Janzen to proceed with the disposal of unit 48 2014 Chev crew cab and the 2008 16' Rainbow trailer at a future local auction. CARRIED.	PW	
C128-24	03/12/24	RESOLUTION by Reeve Bean to include the civic rural address to all tax notices starting in 2025.CARRIED.	CS	

Policy & Priority Update

Activity Report for May 7, 2024

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	Notes
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/
P666-23(12-05-23)	Contract	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.	March 2025
P674-23(12-05-23)	Recruitment	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.	In waiting
C51-24(1-23-24)	Website	EA	RESOLUTION by Councillor Hansen to bring back the development of the Clear Hills County website to a future Policy & Priority Meeting. CARRIED.	May 7 P&P meeting Sent quotes to 3 businesses received 2
C31-24(1-09-24)	Re-Brand	EA	RESOLUTION by Reeve Bean to hire Source Inspired to proceed with the Brand Identity package at a cost of \$2,950.00 funds to be allocated from the Economic Development Reserve. CARRIED.	Waiting on info from Source Inspire
C98-24(2-27-24)	P&P	EA	RESOLUTION by Councillor Hansen to schedule monthly Policy & Priority meetings for the first Tuesday of every month at 9:30 a.m. commencing Tuesday, April 2, 2024.	Ongoing
P118-24(03-04-24)	MLA	EA	RESOLUTION by Councillor Walmsley to request a meeting with MLA, Todd Loewen to discuss county related concerns. CARRIED.	Request sent – End April/beginning May
C130-24(3-12-24)	Seniors video	EA	RESOLUTION by Reeve Bean to approve hiring Mike Evans with Honey Films to proceed with the showcasing seniors' video and include a budget of up to \$4,000.00 for the video production, funds to be allocated from the Rate Stabilization Reserve. CARRIED.	Contract signed/ will begin working with Honey Films
P188-24(04-02-24)	Ec-Dev	EA	RESOLUTION by Deputy Reeve Janzen to invite the Fairview Chamber of Commerce and Worsley Chamber of Commerce to a future Policy & Priority Meeting. CARRIED	May 7 – Fairview will be in attendance at 10:30 a.m.
P250-24(05-07-24)	Website	EA	RESOLUTION by Councillor Hansen to bring back a quote for a website redesign from Loop to a future Regular Council Meeting. CARRIED.	In works

Clear Hills County

Request For Decision (RFD)

Meeting Date:	Regular Council Meeting
Originated By:	May 14, 2024
Title:	Allan Rowe, Chief Administrative Officer
File:	COUNCIL REPORTS ON MEETINGS
	11-02-02

DESCRIPTION:

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

BACKGROUND / PROPOSAL:

Council members attend meetings they have been appointed to.

ATTACHMENTS:

RECOMMENDED ACTION:

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

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Road Tour Overview
File:	11-02-02

DESCRIPTION:

Council had their annual Road Tour on April 30th, touring the west end of the County from Bear Canyon back to Worsley.

ATTACHMENT:

RESOLUTION by..... to receive the discussion regarding the annual Road Tour that Council completed on April 30, 2024, for information, as presented.

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Hines Creek Composite Graduation – June 22, 2024
File:	11-02-02

DESCRIPTION:

Councillor Hansen has been invited to attend the Hines Creek Composite Graduation on June 22, 2024.

ATTACHMENT:

Correspondence

RESOLUTION by..... to approve the attendance of Councillor Hansen to attend the Hines Creek Composite Graduation on June 22, 2024 in Hines Creek, Alberta.

Initials show support - Reviewed by:	Manager:	CAO: 
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Hines Creek Composite

Box 450
Hines Creek, Alberta T0H 2A0
Phone: 780-494-3510
Fax: 780-494-3616
Email: HinesCreekHS@prsd.ab.ca



Dear Councillor Hansen:

On behalf of the graduating class of 2024 we would like to formally invite you to attend our graduation ceremonies on June 22nd at 2:00pm at Hines Creek Composite school. We would be honoured if you would attend on behalf of the MD of Clear Hills. If you would like to say a few words at the ceremony, please let our principal, Mrs. Janice Charchuk, know so that we can include it in the program. She can be contacted at charchukj@prsd.ab.ca or call the school at 780-494-3510.

Thank you for your consideration. We hope to see you at graduation.

Sincerely,
Hines Creek Composite Grad Class



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Finance – Accounts Payable
File:	12-03-02

DESCRIPTION:

A list of expenditures for Clear Hills County for the period of April 24, 2024 to May 14, 2024 is provided for Council's review.

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING (if applicable):

RECOMMENDED ACTION:

RESOLUTION by... that Council receives for information the Accounts Payable report for Clear Hills County for the period of April 24, 2024 to May 14, 2024 for a total of \$717,909.88, with funds to be transferred from Long Term Investments.

Initials show support - Reviewed by:	Manager:		CAO:	
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Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	4/24/24	5/14/24		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
1359773 AB LTD	029085	5/14/24	\$299.25
Invoice Description Invoice Number Invoice Amount			
Worsley Sidewalks Snow Removal 2404312 \$299.25			
756446 ALBERTA LTD.	029086	5/14/24	\$1,783.84
Invoice Description Invoice Number Invoice Amount			
Gravel Haul 7606-042424 \$1,783.84			
A.S. ROACH FIRE SERVICES LTD.	029087	5/14/24	\$2,940.00
Invoice Description Invoice Number Invoice Amount			
SPU Training 1632 \$2,940.00			
ALBERTA CONSERVATION ASSOCIATI	029088	5/14/24	\$5,000.00
Invoice Description Invoice Number Invoice Amount			
Sulphur Lake Areation Agmt 675 SI00971 \$5,000.00			
ALBERTA NWT COMMAND THE ROYAL	029089	5/14/24	\$1,140.00
Invoice Description Invoice Number Invoice Amount			
2024 Military Service Rec Book 042524 \$1,140.00			
AMSC INSURANCE SERVICES LTD	029090	5/14/24	\$10,971.96
Invoice Description Invoice Number Invoice Amount			
May Benefits 1754-2024-05 \$10,971.96			
B & E HOME HARDWARE	029091	5/14/24	\$1,529.26
Invoice Description Invoice Number Invoice Amount			
Laundry Soap for Trade Show	102-73119		\$10.17
Printer Ink for HCFD	102-73253		\$76.63
Coat Hooks - HCFD	102-73282		\$41.98
AHS House Supplies	101-170100		\$83.72
Yard Light - AHS House	101-170288		\$124.91
AHS House Supplies	101-170290		\$3.77
Lath for Road Markers	101-170654		\$115.48
Jet Dry for Office Dish Washer	101-168484		\$27.28
Trade Show Janitorial Supplies	101-169057		\$54.34
HCFD Janitorial Supplies	101-169078		\$26.23
HCFD Janitorial Supplies	101-169080		\$16.79
Trade Show Breakfast Supplies	101-169107		\$17.60
HCFD Janitorial Supplies	101-169148		\$8.39
Trade Show Supplies	101-169159		\$14.76

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Janitorial Supplies	101-170847		\$484.77
Trade Show Supplies	101-168727		\$110.18
Trade Show Supplies	101-168733		\$8.39
Trade Show Supplies	101-168984		\$265.57
Trade Show Supplies	101-169099		\$38.30
<hr/>			
BEAN HADLEE	029092	5/14/24	\$110.00
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Talent Show 1st Place Winner	041524	\$110.00	
<hr/>			
BIG EASY WELDING LTD.	029093	5/14/24	\$420.00
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Invoice Description	Invoice Number	Invoice Amount	
Water Pumps R&M	412	\$420.00	
<hr/>			
BOSCHWICK CONTRACTING	029094	5/14/24	\$15,479.14
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Worsley GB01	669	\$7,616.72	
Bear Canyon GB09	670	\$7,862.42	
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BRAUER ERNIE	029095	5/14/24	\$50.00
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	81642-041124	\$50.00	
<hr/>			
BRAUN JEROME	029096	5/14/24	\$300.00
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	81809-050624	\$300.00	
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BROWNLEE LLP	029097	5/14/24	\$3,779.14
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Legal Opinion	566274	\$538.65	
Legal Opinion	566579	\$311.85	
O&G Tax Collections	566581	\$586.67	
O&G Tax Collections	566594	\$2,101.05	
O&G Tax Collections	566596	\$240.92	
<hr/>			
CARTER CAMP RECREATION SOCIETY	029098	5/14/24	\$3,500.00
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Canfor Grant 2022-2026	041724	\$3,500.00	
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CHERRY CANYON AG. SOCIETY	029099	5/14/24	\$19,670.00
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Canfor Grant 2022-2026	041724	\$3,500.00	
CC Ag General Grant 2024-04	043024	\$16,170.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CIKT-FM	029100	5/14/24	\$1,050.00
Invoice Description Invoice Number Invoice Amount			
Trade Show Radio Advertising 501805-1 \$1,050.00			
CJXX-FM	029101	5/14/24	\$1,575.00
Invoice Description Invoice Number Invoice Amount			
Trade Show Radio Advertising 501808-1 \$1,575.00			
CLEAR HILLS WASTE MANAGEMENT	029102	5/14/24	\$13,504.37
Invoice Description Invoice Number Invoice Amount			
Load & Haul Oversized Material 207 \$2,953.75			
Worsley Hamlet Garbage Hauling 205 \$210.00			
Transfer Stations Contract 206 \$10,340.62			
CLEARDALE AGRICULTURAL SOCIETY	029103	5/14/24	\$4,000.00
Invoice Description Invoice Number Invoice Amount			
Canfor Grant 2022-2026 041724 \$3,500.00			
2024 Cemetery Grant 041624 \$500.00			
COON NATASHA	029104	5/14/24	\$60.00
Invoice Description Invoice Number Invoice Amount			
Talent Show 2nd Place Winner 041524 \$60.00			
COX, GERALD	029105	5/14/24	\$6,915.00
Invoice Description Invoice Number Invoice Amount			
WTP Operator Contract 139622 \$5,775.00			
Haul Water to BCWP 139623 \$1,140.00			
CRAGAR'S AUTOBODY LTD.	029106	5/14/24	\$1,213.55
Invoice Description Invoice Number Invoice Amount			
Deductible/GST Unit 65-35 6243 \$1,213.55			
CUSTOM COMMUNICATIONS & SECURI	029107	5/14/24	\$441.00
Invoice Description Invoice Number Invoice Amount			
Repair Fire Hall Door Sensor 138486 \$441.00			
DAVID PENNER	029108	5/14/24	\$100.00
Invoice Description Invoice Number Invoice Amount			
Utility Deposit Refund 042624 \$100.00			
DAVID THOMPSON HALL	029109	5/14/24	\$100.00
Invoice Description Invoice Number Invoice Amount			

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Joint Mtg Hall Rental	265127		\$100.00
DEP VENTURES	029110	5/14/24	\$1,864.60
Invoice Description	Invoice Number	Invoice Amount	
Gravel Haul	7610-042424	\$1,864.60	
DHL	029111	5/14/24	\$347.94
Invoice Description	Invoice Number	Invoice Amount	
Water Sample Shipping	10835610	\$85.02	
Water Sample Shipping	10844211	\$85.02	
Water Sample Shipping	10809900	\$88.70	
Water Sample Shipping	10826977	\$89.20	
DIAMOND SOFTWARE SOLUTIONS INC	029112	5/14/24	\$4,368.00
Invoice Description	Invoice Number	Invoice Amount	
Tax Notice Form Edits	409056	\$2,058.00	
REACH Renewal	410581	\$2,310.00	
END OF STEEL MECHANICAL LTD.	029113	5/14/24	\$77.60
Invoice Description	Invoice Number	Invoice Amount	
Fuel Stabilizer Unit 63-93	202107988	\$77.60	
FEHR HERMAN	029114	5/14/24	\$400.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	81789-042924	\$400.00	
FEHR, WILLIE	029115	5/14/24	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Utility Deposit Refund	042624	\$100.00	
GEORGE LAKE AQUATIC RECREATION	029116	5/14/24	\$3,500.00
Invoice Description	Invoice Number	Invoice Amount	
Canfor Grant 2022-2026	041624	\$3,500.00	
GIESBRECHT CORNILIUS & BARBARA	029117	5/14/24	\$890.00
Invoice Description	Invoice Number	Invoice Amount	
Tax Payment Refund	041824	\$890.00	
GIESBRECHT VENTURES	029118	5/14/24	\$1,945.66
Invoice Description	Invoice Number	Invoice Amount	
Gravel Haul	7601-042424	\$1,945.66	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
GLOBAL FLEET INFORMATION	029119	5/14/24	\$687.75
Invoice Description	Invoice Number	Invoice Amount	
April Monthly Fees	221506	\$687.75	
GNB	029120	5/14/24	\$8,531.25
Invoice Description	Invoice Number	Invoice Amount	
Portable Bridge Rent Agmt #723	550190	\$8,531.25	
GOVERNMENT OF ALBERTA	029121	5/14/24	\$286.59
Invoice Description	Invoice Number	Invoice Amount	
Annual Rent DML-3095	0005960053	\$181.59	
DLO-830290 WWTP Water Intake	0005961755	\$52.50	
DLO-980528 Rent	0005961631	\$52.50	
GRADE PRO CONTRACTING LTD.	029122	5/14/24	\$35,146.16
Invoice Description	Invoice Number	Invoice Amount	
Cleardale GB07	1248	\$18,739.91	
Whitelaw GB15	1249	\$16,406.25	
GREAT WEST MEDIA	029123	5/14/24	\$1,429.92
Invoice Description	Invoice Number	Invoice Amount	
Newsletter Printing	GWM13098	\$1,429.92	
GREGG DISTRIBUTORS CO. LTD(FAI	029124	5/14/24	\$695.69
Invoice Description	Invoice Number	Invoice Amount	
Suction Hose - Unit 64-11	036-348621	\$695.69	
GRIMSHAW GRAVEL SALES	029125	5/14/24	\$23,006.50
Invoice Description	Invoice Number	Invoice Amount	
Gravel Haul Trucking & Gravel	24073	\$23,006.50	
H.K.P. TRUCKING	029126	5/14/24	\$3,517.47
Invoice Description	Invoice Number	Invoice Amount	
Gravel Haul	8344-042424	\$1,658.62	
R&M Unit 63-13	53521149	\$1,755.83	
Fuse for Unit 63-20	53521158	\$3.15	
Parts Unit 64-39	53521168	\$99.87	
HEART AND LIFE TRAINING	029127	5/14/24	\$1,165.50
Invoice Description	Invoice Number	Invoice Amount	
HCFD First Aid	041024	\$1,165.50	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
HYDROGEOLOGICAL CONSULTANTS LT	029128	5/14/24	\$3,754.70
Invoice Description	Invoice Number	Invoice Amount	
WWTP Water Level Monitoring	30469	\$3,754.70	
J.R. PAINE & ASSOCIATES LTD.	029129	5/14/24	\$535.50
Invoice Description	Invoice Number	Invoice Amount	
Sieve Analysis S-032 & S-033	PR 4407	\$357.00	
Sieve Analysis S-035	PR 4406	\$178.50	
JANZEN JULIA	029130	5/14/24	\$110.00
Invoice Description	Invoice Number	Invoice Amount	
Talent Show 1st Place Winner	041524	\$110.00	
JLD ENTERPRISE	029131	5/14/24	\$2,162.56
Invoice Description	Invoice Number	Invoice Amount	
Gravel Haul	7608-042424	\$2,162.56	
KNELSEN SAND AND GRAVEL LTD.	029132	5/14/24	\$26,666.63
Invoice Description	Invoice Number	Invoice Amount	
Cleardale Overlay - Poplar Dr.	110823	\$266,666.36	
LAPRAIRIE WORKS	029133	5/14/24	\$4,452.00
Invoice Description	Invoice Number	Invoice Amount	
Pavement Sweeping	4490-0151 D351	\$4,452.00	
LITTLE DENISE FOODS LTD.	029134	5/14/24	\$324.72
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Set Up Meals	4152024	\$324.72	
LONG & MCQUADE MUSICAL INSTRUM	029135	5/14/24	\$287.69
Invoice Description	Invoice Number	Invoice Amount	
Cord for Council Sound System	R40108553	\$33.59	
Piano & Screen Rent - Trade Sh	R40108444	\$254.10	
LUND KELSEY	029136	5/14/24	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	81754-042424	\$300.00	
M.D. OF PEACE # 135	029137	5/14/24	\$2,499.54
Invoice Description	Invoice Number	Invoice Amount	
Shared Cost for District 4 Mtg	202300393	\$2,499.54	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
MACKENZIE MUNICIPAL SERVICES A	029138	5/14/24	\$198.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show/Fire Map Printing	202421	\$198.00	
MAIN-WAY ELECTRICAL & INSTRUME	029139	5/14/24	\$2,205.00
Invoice Description	Invoice Number	Invoice Amount	
WWTP & CWP R&M	3600	\$2,205.00	
MANITOULIN TRANSPORT	029140	5/14/24	\$280.20
Invoice Description	Invoice Number	Invoice Amount	
Freight for Water Pump Parts	3303073923	\$280.20	
MANY ISLANDS RECREATION SOCIET	029141	5/14/24	\$3,500.00
Invoice Description	Invoice Number	Invoice Amount	
Canfor Grant 2022-2026	041724	\$3,500.00	
MUNNOCH CEILIDH	029142	5/14/24	\$60.00
Invoice Description	Invoice Number	Invoice Amount	
Talent Show 2nd Place Winner	041524	\$60.00	
N.P.A. Ltd	029143	5/14/24	\$1,000.00
Invoice Description	Invoice Number	Invoice Amount	
Utility Deposit Refund	042624	\$1,000.00	
PEACE REGIONAL FIRE CHIEFS	029144	5/14/24	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
WFD Cheif PRFC Membership	24-03	\$100.00	
PEACE RIVER BROADCASTING	029145	5/14/24	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Radio Advertising	13741-1	\$787.50	
Trade Show Radio Advertising	13741-2	\$787.50	
PETERS BENJAMIN G	029146	5/14/24	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	81713-041624	\$300.00	
PETERS, ABRAHAM	029147	5/14/24	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	81540-042624	\$50.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
PITNEY BOWES	029148	5/14/24	\$106.12
Invoice Description	Invoice Number	Invoice Amount	
Postage Meter Lease	3202361514	\$106.12	
PRAIRIE DISPOSAL LTD.	029149	5/14/24	\$9,870.67
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Garbage Bins	0000712199	\$544.04	
Recycle Bin Maintenance	0000713159	\$4,536.00	
Additional Hauling	0000712975	\$4,790.63	
PROGRADE SERVICES LTD.	029150	5/14/24	\$19,314.75
Invoice Description	Invoice Number	Invoice Amount	
Mont GB03	4345	\$19,314.75	
PROVIDENT	029151	5/14/24	\$6,688.00
Invoice Description	Invoice Number	Invoice Amount	
Fire Dept Additional Insurance	240430-01	\$6,688.00	
QUINTEL COMMUNICATIONS	029152	5/14/24	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Radio Rental	686299	\$315.00	
RICHARD OLIVIA	029153	5/14/24	\$60.00
Invoice Description	Invoice Number	Invoice Amount	
Talent Show 2nd Place Winner	041524	\$60.00	
ROADATA SERVICES LTD	029154	5/14/24	\$50.40
Invoice Description	Invoice Number	Invoice Amount	
Permitting Services	00083708	\$50.40	
ROAMING TRANSPORT	029155	5/14/24	\$10,966.77
Invoice Description	Invoice Number	Invoice Amount	
Gravel Haul	8300-042424	\$2,032.32	
Hines Creek GB14/Gravel Haul	0508	\$8,934.45	
RUCO ENTERPRISES	029156	5/14/24	\$2,520.00
Invoice Description	Invoice Number	Invoice Amount	
Gravel Haul Trucking	1806	\$2,520.00	
RUDYK AMANDA	029157	5/14/24	\$110.00
Invoice Description	Invoice Number	Invoice Amount	
Talent Show 1st Place Winner	041524	\$110.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
RUECKER JASON	029158	5/14/24	\$1,455.00
Invoice Description	Invoice Number	Invoice Amount	
2023 2nd Quarter Fire Hon	JR04-010124	\$1,455.00	
RUSSELL WANDA & BRIAN	029159	5/14/24	\$1,050.00
Invoice Description	Invoice Number	Invoice Amount	
Sulphur Lake Caretaker	043024	\$1,050.00	
SCHMALTZ SHON	029160	5/14/24	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	81814-050324	\$100.00	
SHARNA'S OPEN CAMP	029161	5/14/24	\$2,835.00
Invoice Description	Invoice Number	Invoice Amount	
Council Mtg/SPU Training Meals	605	\$2,835.00	
SIGNS BY LORI	029162	5/14/24	\$166.65
Invoice Description	Invoice Number	Invoice Amount	
Funding Recognition Sign	13565	\$107.10	
County Logo Decals	13843	\$59.55	
SKERRATT, CLAYTON AND ANN	029163	5/14/24	\$3,242.50
Invoice Description	Invoice Number	Invoice Amount	
April Janitorial Services	223273	\$1,950.00	
Janitorial - Spring Clean	223274	\$1,292.50	
TRINUS TECHNOLOGIES INC.	029164	5/14/24	\$4,757.05
Invoice Description	Invoice Number	Invoice Amount	
Microsoft 365 Renewal	6845	\$4,297.86	
Corporate Headset	6816	\$320.64	
Payroll Gatekeeper Faub	7052	\$138.55	
UNITED FARMERS OF ALBERTA	029165	5/14/24	\$1,670.53
Invoice Description	Invoice Number	Invoice Amount	
Sign Posts	SOINV6010110	\$1,544.74	
Unit 63-25 Fuel Stabilizer	SOINV5987525	\$32.55	
Lumber - SPU	SOINV5906292	\$93.24	
URE RYAN	029166	5/14/24	\$2,100.00
Invoice Description	Invoice Number	Invoice Amount	
Running/Stoney Lake Caretaker	082935	\$2,100.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
VILLAGE OF HINES CREEK	029167	5/14/24	\$370,194.48
Invoice Description	Invoice Number	Invoice Amount	
Operating Grants	042424	\$370,194.48	
WILDE & COMPANY	029168	5/14/24	\$30,975.00
Invoice Description	Invoice Number	Invoice Amount	
2023 Year End Audit	0790-042324	\$30,975.00	
WOODLAND HOME BUILDING CENTRE	029169	5/14/24	\$722.28
Invoice Description	Invoice Number	Invoice Amount	
Unit 61-06 Supplies	586388	\$722.28	
WORSLEY GENERAL STORE	029170	5/14/24	\$2,339.91
Invoice Description	Invoice Number	Invoice Amount	
Grocery Order	72840	\$510.60	
Road Tour Snacks	73454	\$63.79	
WFD Drinks	72079	\$331.76	
Trade Show Breakfast Supplies	71685	\$1,433.76	
WSP	029171	5/14/24	\$7,721.14
Invoice Description	Invoice Number	Invoice Amount	
RR 64 Engineering/Tendering	20103824	\$1,254.75	
RR 124 Engineering & Tendering	20100795	\$5,968.69	
Cleardale Overlay - Poplar Dr.	20101759	\$497.70	
WYCLIFFE ENTERPRISES LTD.	029172	5/14/24	\$3,937.50
Invoice Description	Invoice Number	Invoice Amount	
Eureka River GB13	850	\$3,937.50	
ZONE WEST ENTERPRISES LTD.	029173	5/14/24	\$387.45
Invoice Description	Invoice Number	Invoice Amount	
WFD Uniforms/Shipping	73533	\$282.45	
WFD Uniforms/Shipping	73725	\$105.00	
Report Total			\$ 717,909.88

Ranges: From: To: From: To:
 Cheque Number First Last Cheque Date 4/24/24 5/14/24
 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
029085	1359773	1359773 AB LTD	5/14/24	ATB	PMCHQ00001262	\$299.25
029086	756446	756446 ALBERTA LTD.	5/14/24	ATB	PMCHQ00001262	\$1,783.84
029087	A.S.	A.S. ROACH FIRE SERVICES LTD.	5/14/24	ATB	PMCHQ00001262	\$2,940.00
029088	ABCONSERV01	ALBERTA CONSERVATION ASSOCIATI	5/14/24	ATB	PMCHQ00001262	\$5,000.00
029089	ALBERTANWT	ALBERTA NWT COMMAND THE ROYAL	5/14/24	ATB	PMCHQ00001262	\$1,140.00
029090	AMSC05	AMSC INSURANCE SERVICES LTD	5/14/24	ATB	PMCHQ00001262	\$10,971.96
029091	B&EHOME01	B & E HOME HARDWARE	5/14/24	ATB	PMCHQ00001262	\$1,529.26
029092	BEANH	HADLEE BEAN	5/14/24	ATB	PMCHQ00001262	\$110.00
029093	BIGEASY	BIG EASY WELDING LTD.	5/14/24	ATB	PMCHQ00001262	\$420.00
029094	BOSCHWICK01	BOSCHWICK CONTRACTING	5/14/24	ATB	PMCHQ00001262	\$15,479.14
029095	BRAUER01	ERNIE BRAUER	5/14/24	ATB	PMCHQ00001262	\$50.00
029096	BRAUN06	JEROME BRAUN	5/14/24	ATB	PMCHQ00001262	\$300.00
029097	BROWNLEE01	BROWNLEE LLP	5/14/24	ATB	PMCHQ00001262	\$3,779.14
029098	CARTER01	CARTER CAMP RECREATION SOCIETY	5/14/24	ATB	PMCHQ00001262	\$3,500.00
029099	CHERRYCAN01	CHERRY CANYON AGRICULTURAL SOC	5/14/24	ATB	PMCHQ00001262	\$19,670.00
029100	CIKT-FM01	CIKT-FM PATTISON MEDIA LTD.	5/14/24	ATB	PMCHQ00001262	\$1,050.00
029101	CJXX01	CJXX-FM PATTISON MEDIA LTD.	5/14/24	ATB	PMCHQ00001262	\$1,575.00
029102	CLEARHILLSW	CLEAR HILLS WASTE MANAGEMENT	5/14/24	ATB	PMCHQ00001262	\$13,504.37
029103	CLEARDALEAG01	CLEARDALE AGRICULTURAL SOCIETY	5/14/24	ATB	PMCHQ00001262	\$4,000.00
029104	COONN	NATASHA COON	5/14/24	ATB	PMCHQ00001262	\$60.00
029105	COXGERALD01	GERALD COX	5/14/24	ATB	PMCHQ00001262	\$6,915.00
029106	CRAGER01	CRAGAR'S AUTOBODY LTD.	5/14/24	ATB	PMCHQ00001262	\$1,213.55
029107	CUCO06	CUSTOM COMMUNICATIONS & SECURI	5/14/24	ATB	PMCHQ00001262	\$441.00
029108	PENNER01	DAVID PENNER	5/14/24	ATB	PMCHQ00001262	\$100.00
029109	DAVID02	DAVID THOMPSON HALL SOCIETY	5/14/24	ATB	PMCHQ00001262	\$100.00
029110	DEP01	DEP VENTURES	5/14/24	ATB	PMCHQ00001262	\$1,864.60
029111	DHL01	LOOMIS EXPRESS	5/14/24	ATB	PMCHQ00001262	\$347.94
029112	DIAMOND01	CENTRALSQUARE CANADA SOFTWARE	5/14/24	ATB	PMCHQ00001262	\$4,368.00
029113	ENDMECH	END OF STEEL MECHANICAL LTD.	5/14/24	ATB	PMCHQ00001262	\$77.60
029114	FEHRHE	HERMAN FEHR	5/14/24	ATB	PMCHQ00001262	\$400.00
029115	FEHRW	WILLIE FEHR	5/14/24	ATB	PMCHQ00001262	\$100.00
029116	GEORGE02	GEORGE LAKE AQUATIC &	5/14/24	ATB	PMCHQ00001262	\$3,500.00
029117	GIESBRECHTC	CORNILIUS & BARBARA GIESBRECHT	5/14/24	ATB	PMCHQ00001262	\$890.00
029118	GIESBRECHTV	GIESBRECHT VENTURES	5/14/24	ATB	PMCHQ00001262	\$1,945.66
029119	GFI01	GFI SYSTEMS INC..	5/14/24	ATB	PMCHQ00001262	\$687.75
029120	GNB	GREAT NORTHERN BRIDGEWORKS LTD	5/14/24	ATB	PMCHQ00001262	\$8,531.25
029121	GOVERNMENT02	GOVERNMENT OF ALBERTA	5/14/24	ATB	PMCHQ00001262	\$286.59
029122	GRADEPRO	GRADE PRO CONTRACTING LTD.	5/14/24	ATB	PMCHQ00001262	\$35,146.16
029123	GREATWEST	GREAT WEST MEDIA, LP	5/14/24	ATB	PMCHQ00001262	\$1,429.92
029124	GREGG01	GREGG DISTRIBUTORS CO. LTD.	5/14/24	ATB	PMCHQ00001262	\$695.69
029125	GRIMSHAW02	GRIMSHAW GRAVEL SALES	5/14/24	ATB	PMCHQ00001262	\$23,006.50
029126	HKPTRUCK01	H.K.P. TRUCKING	5/14/24	ATB	PMCHQ00001262	\$3,517.47
029127	HEART01	HEART AND LIFE TRAINING	5/14/24	ATB	PMCHQ00001262	\$1,165.50
029128	HYDRO01	HYDROGEOLOGICAL CONSULTANTS	5/14/24	ATB	PMCHQ00001262	\$3,754.70
029129	JRPAINE01	J.R. PAINE & ASSOCIATES LTD.	5/14/24	ATB	PMCHQ00001262	\$535.50
029130	JANZENJU	JULIA JANZEN	5/14/24	ATB	PMCHQ00001262	\$110.00
029131	JLD	JLD ENTERPRISE	5/14/24	ATB	PMCHQ00001262	\$2,162.56
029132	KNELSEN	KNELSEN SAND AND GRAVEL LTD.	5/14/24	ATB	PMCHQ00001262	\$26,666.63
029133	LAPRAIWORKS01	LAPRAIRIE WORKS	5/14/24	ATB	PMCHQ00001262	\$4,452.00
029134	LITTLED	LITTLE DENISE FOODS LTD.	5/14/24	ATB	PMCHQ00001262	\$324.72
029135	LONG01	LONG & MCQUADE MUSICAL INSTRUM	5/14/24	ATB	PMCHQ00001262	\$287.69
029136	LUND01	KELSEY LUND	5/14/24	ATB	PMCHQ00001262	\$300.00
029137	MDPEACE01	M.D OF PEACE #135	5/14/24	ATB	PMCHQ00001262	\$2,499.54
029138	MACKENZIE01	MACKENZIE MUNICIPAL	5/14/24	ATB	PMCHQ00001262	\$198.00

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
029139	MAINWAY	MAIN-WAY ELECTRICAL &	5/14/24	ATB	PMCHQ00001262	\$2,205.00
029140	MANITOULIN01	MANITOULIN TRANSPORT	5/14/24	ATB	PMCHQ00001262	\$280.20
029141	MANY01	MANY ISLANDS RECREATIONAL	5/14/24	ATB	PMCHQ00001262	\$3,500.00
029142	MUNNOCHC	CEILIDH MUNNOCH	5/14/24	ATB	PMCHQ00001262	\$60.00
029143	TEMP000137	N.P.A. Ltd	5/14/24	ATB	PMCHQ00001262	\$1,000.00
029144	PRFC01	PEACE REGIONAL FIRE CHIEFS	5/14/24	ATB	PMCHQ00001262	\$100.00
029145	CKYL01	PEACE RIVER BROADCASTING CORP.	5/14/24	ATB	PMCHQ00001262	\$1,575.00
029146	PETERSGO	BENJAMIN G PETERS	5/14/24	ATB	PMCHQ00001262	\$300.00
029147	PETERS09	ABRAHAM PETERS	5/14/24	ATB	PMCHQ00001262	\$50.00
029148	PITNEY01	PITNEY BOWES CANADA	5/14/24	ATB	PMCHQ00001262	\$106.12
029149	PRAIRIE03	PRAIRIE DISPOSAL LTD.	5/14/24	ATB	PMCHQ00001262	\$9,870.67
029150	PROGRADE01	PROGRADE SERVICES LTD.	5/14/24	ATB	PMCHQ00001262	\$19,314.75
029151	PROVIDENT	PROVIDENT	5/14/24	ATB	PMCHQ00001262	\$6,688.00
029152	QUINTEL01	QUINTEL COMMUNICATIONS LTD.	5/14/24	ATB	PMCHQ00001262	\$315.00
029153	RICHARDO	OLIVIA RICHARD	5/14/24	ATB	PMCHQ00001262	\$60.00
029154	ROADATA	ROADATA SERVICES LTD	5/14/24	ATB	PMCHQ00001262	\$50.40
029155	ROAMING	ROAMING TRANSPORT	5/14/24	ATB	PMCHQ00001262	\$10,966.77
029156	RUCO01	RUCO ENTERPRISES LTD.	5/14/24	ATB	PMCHQ00001262	\$2,520.00
029157	RUDYKA	AMANDA RUDYK	5/14/24	ATB	PMCHQ00001262	\$110.00
029158	RUECKERJ01	JASON RUECKER	5/14/24	ATB	PMCHQ00001262	\$1,455.00
029159	RUSSELLB	WANDA & BRIAN RUSSELL	5/14/24	ATB	PMCHQ00001262	\$1,050.00
029160	SCHMALTZ01	SHON SCHMALTZ	5/14/24	ATB	PMCHQ00001262	\$100.00
029161	SHARNAS	SHARNA'S OPEN CAMP	5/14/24	ATB	PMCHQ00001262	\$2,835.00
029162	SIGNS02	SIGNS BY LORI	5/14/24	ATB	PMCHQ00001262	\$166.65
029163	SKERRATT	CLAYTON AND ANN SKERRATT	5/14/24	ATB	PMCHQ00001262	\$3,242.50
029164	TRINUS01	TRINUS TECHNOLOGIES INC.	5/14/24	ATB	PMCHQ00001262	\$4,757.05
029165	UFA01	UNITED FARMERS OF ALBERTA	5/14/24	ATB	PMCHQ00001262	\$1,670.53
029166	URER	RYAN URE	5/14/24	ATB	PMCHQ00001262	\$2,100.00
029167	VILLAGE01	VILLAGE OF HINES CREEK	5/14/24	ATB	PMCHQ00001262	\$370,194.48
029168	WILDE01	WILDE & COMPANY	5/14/24	ATB	PMCHQ00001262	\$30,975.00
029169	WOODLAND02	WOODLAND HOME BUILDING CENTRE	5/14/24	ATB	PMCHQ00001262	\$722.28
029170	WGENERAL01	4D HOLDINGS LTD.	5/14/24	ATB	PMCHQ00001262	\$2,339.91
029171	WSP01	WSP CANADA INC.	5/14/24	ATB	PMCHQ00001262	\$7,721.14
029172	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	5/14/24	ATB	PMCHQ00001262	\$3,937.50
029173	ZONE	ZONE WEST ENTERPRISES LTD.	5/14/24	ATB	PMCHQ00001262	\$387.45
Total Cheques:	89					Total Amount of Cheques: \$717,909.88

Clear Hills County Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	May 14, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	2023 Surplus Reallocation
File:	12-05-02

DESCRIPTION:

The amount of \$2,313,054 was transferred to our Rate Stabilization Reserve at year end. This is the amount of the 2023 surplus which now needs to be reallocated to the appropriate reserve account(s).

BACKGROUND:

The Rate Stabilization Reserve provides funding for any operating deficit and enables the County to maintain stable property tax rates.

The Fire Reserve is projected to have a deficit of \$293,717 at the end of 2030.

ATTACHMENTS:

- Year End Reserves Forecast (Based on the Multi Year Capital Plan)

RECOMMENDED ACTION:

RESOLUTION by Councillor ... that Council approves the amount of \$331,137, remain in the Rate Stabilization Reserve to cover expenditures made in 2023, \$500,000 be transferred to the Fire Reserve and the remaining \$1,481,917 be transferred to the Bridges Reserve.

Initials show support - Reviewed by:

Manager:

CAO:

Clear Hills County
Reserves Forecast
Based on Multi Year Capital Plan

	2024	2025	2026	2027	2028	2029	2030	
	2023 Ending Balance	2024 Ending Balance	2025 Ending Balance	2026 Ending Balance	2027 Ending Balance	2028 Ending Balance	2029 Ending Balance	2030 Ending Balance
Reserves								
Rate Stabilization Reserve	3,668,863	3,668,863	3,668,863	3,668,863	3,668,863	3,668,863	3,668,863	3,668,863
	\$ 3,668,863	\$ 3,668,863	\$ 3,668,863	\$ 3,668,863	\$ 3,668,863	\$ 3,668,863	\$ 3,668,863	\$ 3,668,863
Administration Reserve	369,387	403,394	346,116	380,006	399,494	403,501	437,679	380,572
Fire Reserve	1,528,375	325,335	339,525	353,785	368,116	382,519	45,244	(293,717)
Office & Shop Building Reserve	437,542	439,730	457,003	509,538	562,336	615,398	668,725	722,318
EMS Housing Reserve	348,747	350,491	352,243	354,004	355,774	357,553	359,341	361,138
Worsley Fire/Community Hall Building Reserve	200,246	166,072	181,977	197,962	214,027	230,172	246,398	262,705
Road Construction & Upgrades Reserve	19,993,740	21,533,614	19,882,533	19,730,695	17,568,099	20,419,689	23,285,538	20,135,715
Gravel Pits Reserve	3,257,364	3,273,651	3,290,020	3,306,470	3,323,002	3,339,617	3,356,315	3,373,097
Bridges Reserve	2,936,956	1,550,713	1,231,841	1,338,500	1,018,568	1,124,161	803,157	907,672
Common Services Vehicles & Equipment Reserve	2,423,447	2,255,669	2,114,187	2,027,273	1,885,654	1,798,603	1,655,841	1,567,640
Water Reserve	4,827,434	4,575,613	4,698,991	4,822,986	4,947,600	5,072,838	5,198,703	5,325,196
Drainage and Water Management Reserve	829,162	1,084,557	1,341,230	1,599,186	1,858,432	2,118,974	2,380,819	2,643,973
Sewer Reserve	3,350,922	3,392,802	3,434,891	3,477,190	3,519,701	3,562,425	3,605,362	3,648,514
Cemetery Reserve	27,868	28,007	28,147	28,288	28,429	28,571	28,714	28,858
Development Reserve	1,150,323	1,156,074	1,161,855	1,167,664	1,173,502	1,179,370	1,185,267	1,191,193
Seniors Reserve	6,409	16,491	26,623	36,806	47,040	57,326	67,662	78,050
Economic Development Reserve	4,253,237	4,274,503	4,295,876	4,317,355	4,338,942	4,360,637	4,382,440	4,404,352
Ag Services Reserve	189,600	185,423	206,450	237,632	268,970	300,465	332,117	363,928
Rec Board Reserve	33,238.19	58,529.38	83,947.03	109,491.76	135,164.22	160,965.04	186,894.87	212,954.34
	\$46,163,996	\$45,070,668	\$43,473,454	\$43,994,833	\$42,012,852	\$45,512,784	\$48,226,216	\$45,314,159
	\$49,832,858	\$48,739,530	\$47,142,316	\$47,663,696	\$45,681,715	\$49,181,647	\$51,895,078	\$48,983,022

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Bylaw No. 287-24 – Schedule of Fees & Charges
File:	12-05-10

DESCRIPTION:

Council is presented with a revised Schedule of Fees & Charges for consideration.

BACKGROUND / PROPOSAL:

Bylaw No. 287-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of establishing and revising fees and charges has been prepared for first, second and third reading.

ATTACHMENTS

- Bylaw No. 287-24 – Schedule of Fees & Charges showing revisions
- Bylaw No. 287-24 – Schedule of Fees & Charges final

RECOMMENDED ACTION:

RESOLUTION by ... that first reading be given to Bylaw No. 287-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of establishing and revising fees and charges.

AND

RESOLUTION by ... that second reading be given to Bylaw No. 287-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of establishing and revising fees and charges.

AND

RESOLUTION by ... to proceed to third and final reading of Bylaw No. 287-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of establishing and revising fees and charges.
Unanimous consent is required to proceed.

AND

RESOLUTION by ... that third reading be given to Bylaw No. 287-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of establishing and revising fees and charges.

Initials show support - Reviewed by:	Manager:		CAO:	
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BYLAW NO. ~~271-22-287-24~~

BEING A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AND REVISING FEES AND CHARGES AND REPEALING BYLAW NO. ~~265-21-271-22~~

WHEREAS, pursuant to the Municipal Government Act, being Chapter M-26, Revised Statutes of Alberta, 2000, and amendments thereto, the County is requested to provide various services and/or to make certain information available to the public; and

WHEREAS, in accordance with Section 8 of the Municipal Government act, and Section 93 of the Freedom of Information and Protection of Privacy Act, Council may pass a bylaw establishing fees to charge for providing information and services; and

NOW THEREFORE, the Council of Clear Hills County, in the Province of Alberta, duly assembled, enacts as follows:

1. That the Fees and Charges be established by this Bylaw as detailed in the attached Schedule and
2. Bylaw ~~265-21-271-22~~ be repealed upon effective date of Bylaw ~~271-22-287-24~~.
3. THAT, this bylaw shall come into force and effect upon the date of final reading hereof

READ a first time this _____ day of _____, ~~2022~~2024.

READ a second time this _____ day of _____, ~~2022~~2024.

READ a third time this _____ day of _____, ~~2022~~2024.

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County
Bylaw No. 271-22287-24
Fees and Charges

The amount which Clear Hills County may charge for the supply of information, goods and services shall be the amounts listed on this schedule.

ADMINISTRATIVE SERVICES

Faxing, per side (incoming or outgoing) double for two sided	\$ 1.25 + GST
• <u>Exemptions:</u> Faxing for paid services the County provides (ie tax certificates)	
Laminating: Business card size	\$.50 + GST
Letter	\$ 1.00 + GST
Legal	\$ 1.50 + GST
Maps, plus postage/shipping if applicable (topographic/landowner)	
Maps	\$ 25.00 <u>30.00</u> + GST
South Map Books	\$ 30.00 + GST
Shipping Map Books:	\$6.35 each
Shipping folded maps: Mail	\$6.35 for one map, \$2.65 for each additional map
Shipping rolled maps: Mail (up to six)	\$21.25 <u>\$27.50</u>
Courier or other non-postal	Purchaser must provide an account number with the requested courier or shipping company. The County will not ship maps C.O.D. (cash on delivery).

N.S.F. - Insufficient Funds Transactions (preauthorized payments & cheques) \$20.00

Penalties – Past Due Non-Utility Accounts

There shall be added to, by way of penalty, an amount equal to 2% of the outstanding balance owing at the close of business on the last working day of the month of billing. Postmarks will not be accepted as the date payment is received.

- Exemptions: Accounts for donations to, and sponsorship of County events and programs are exempt from penalties

Photocopies: * double for two-sided copying

Black & White per side*

Letter	\$.10 + GST
Legal	\$.15 + GST
11x 17	\$.20 + GST

Color per side*

Letter	\$.25 + GST
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Legal \$.35 + GST

11x 17 \$.50 + GST

Tender Package Fees as set per tender

CANNABIS CONSUMPTION BYLAW

First offense, within one year \$100.00

Second offense, within one year \$200.00

Third and subsequent offenses, within one year \$400.00

COMMUNITY CENTER/FITNESS CENTER

~~Entry Fobs \$15.00~~

~~EMERGENCY SERVICES~~

~~Callouts — Flat rate \$100.00~~

~~Fire Containment Materials (HazMat) cost recovery~~

~~Additional equipment/resources cost recovery~~

ENFORCEMENT RATES

BYLAW ENFORCEMENT – DEVELOPMENT STOP ORDERS, NUISANCE PROPERTIES

Laborers \$40.00 per hour

Supervisors \$75.00 per hour

Vehicles and Equipment: Hour or day rate, whichever is lower, in current ARHCA Equipment Rental Rates Guide.

Travel to and from site: calculated at same rates as above

Contracted services to bring properties into compliance cost recovery

Administration Fee 15%

WEED CONTROL ENFORCEMENT RATES

Weed Pickers \$40.00 per hour

Supervisors \$75.00 per hour

Vehicles and Equipment: Hour or day rate, whichever is lower, in current ARHCA Equipment Rental Rates Guide.

Travel to and from site: calculated at same rates as above

Contracted weed enforcement cost recovery

Herbicide, adjuvants & surfactant cost recovery

Administration Fee 15%

FOIP FEES

Fees for FOIP Requests shall be as outlined in the Freedom of Information and Protection of Privacy Act.

INDUSTRY APPROVAL FEES

Industry Approval Fees \$150.00

Pipeline Crossings	\$150.00
Each Additional Crossing	\$ 50.00

LAND USE AND DEVELOPMENT SERVICES

Development Permit:

Agricultural, Residential & Commercial Flat Rate	\$0.00
Industrial Per \$100,000 of construction cost, or portion thereof	\$100.00
Land Use Bylaw Booklet	\$ 15.00
Municipal Development Plan Bylaw Booklet	\$ 15.00
Cleardale or Worsley Area Structure Plan	\$ 25.00

ROAD USE PERMITS (TRAVIS)

Road Use permit fee	\$15.00
Road Use cancellation fee	\$15.00

RURAL ADDRESS SIGNAGE

Additional signs as per Bylaw 267-17 sections 5 & 8 Current Cost

TAXATION AND ASSESSMENT SERVICES

Assessment Review Board Complaint

Residential (3 or fewer dwellings) and Farmland	\$ 50.00
Residential (more than 3 dwellings)	\$500.00
Non-Residential	\$500.00

(as per Section 481(1), Municipal Government Act)

Assessment Record to Landowner, per roll number (Agricultural/Residential) No Charge

Assessment Record to Others, per roll number	\$ 5.00	
Mailing or Faxing of Assessment Records to Others, per roll number	\$ 5.00	+ GST
Industrial Assessment Record, per roll number	\$ 20.00	+ GST
Tax Certificates	\$ 35.00	
Tax Notification Charges	\$ 25.00	per parcel
Tax Sale Advertising Fee	\$ 20.00	

VETERINARIAN SERVICES INCORPORATED (VSI) FEES

5 Year Membership \$50.00 + GST

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
RENTAL EQUIPMENT					
Definitions:					
Standard – means personal use or primary agricultural producer use.					
Commercial – means business entity that is not a primary agricultural producer.					
KITCHEN EQUIPMENT					
Includes: 3 large coffee urns, 2 orange juice jugs, 2 portable roasters,					
List items on rental Agreement	\$50.00	No Charge	No Charge	No Charge	
CHEMICAL WIPE APPLICATORS					
Quad mount rope wick	\$50.00	No Charge	No Charge	2 days no charge then Standard rates apply	For spot application
Hand held rope wick	\$50.00	No Charge	No Charge	2 days no charge then Standard rates apply	For spot application
Pull /push roller applicator	\$50.00	No Charge	No Charge	2 days no charge then Standard rates apply	Lawn application
Rotowiper – pull type roller applicator (2" ball)	\$150.00	No Charge	No Charge	2 days no charge then Standard rates apply	12V pump, 30 feet, 45L tank capacity
COMMUNITY CENTRE					
Community Room, Kitchen & Access to washrooms	\$50.00	\$50.00	\$100.00	2 days no charge then Standard rates apply	Includes use of 11 round, 32 rectangle tables & 150 folding chairs
Tables & Chairs (rented for off-site use)	\$50.00	\$1.00 per table \$0.50 per chair		2 days no charge then Standard rates apply	11 round 32 rectangle 31 wood rectangle 150 folding chairs
CORRAL PANELS					
2 5/16" ball	\$50.00	\$50.00	\$100.00	2 days no charge then Standard rates apply	21 Panels
ECO BRAN APPLICATOR					
Fits in truck box 12V plugin	\$50.00	No Charge	No Charge	2 days no charge then Standard rates apply	also used for broadcasting seed
GRAIN BAGGER					

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
Clevis or pintle hitch	\$350.00	\$350.00	\$700.00	2 days no charge then Standard rates apply	Minimum 65HP tractor 540 PTO
GRAIN BAG EXTRACTOR					
Tongue hitch	\$350.00	\$350.00	\$700.00	2 days no charge then Standard rates apply	Maximum 120HP tractor 540 PTO
GRAIN BAG ROLLER					
2 5/16" ball	\$50.00	No charge	No Charge	No Charge	Self powered, gas motor
GRAIN VAC					
single or double tongue hitch	\$400.00	\$300.00	\$400.00	No Charge	1000 PTO 85 hp tractor
GRILLS & BBQ/Grill Trailer – does not include propane tanks					
Portable grills (2 units available)	\$50.00	\$5.00	\$25.00	2 days no charge then Standard rates apply	
BBQ/Grill Trailer 2 5/6 ball hitch	\$150.00	\$75.00	\$150.00	2 days no charge then Standard rates apply	recommend ¾ ton to pull
HITCH 2" ball or 2 5/16" ball \$50.00 deposit. No deposit required if using to transport rental equipment					
MANURE SPREADER					
Minimum ¾ ton to pull Pintle hitch	\$400.00	\$200.00	\$400.00	2 days no charge then Standard rates apply	125hp tractor & 1000 PTO
MULCH APPLICATOR for tree planting					
Tongue hitch	\$50.00	No Charge	No Charge	2 days no charge then Standard rates apply	
MULCH Cost recovery for all users					
PORTABLE LOADING CHUTE					
Requires – 2" ball	\$50.00	\$25.00	\$50.00	2 days no charge then Standard rates apply	Optional 4 heavy duty panels
POST POUNDER					
Single tongue hitch	\$300.00	\$150.00	\$300.00	2 days no charge then Standard rates apply	Self powered, gas motor

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
PULL TYPE GRADER aka LAND LEVELLER					
Tongue hitch	\$300.00	\$150.00	\$300.00	2 days no charge then Standard rates apply.	Tractor size 400 HP 14 foot Hygrade with hydraulic lift, tilt, angle, offset rear steering
ROLLER MILL					
	\$50.00	\$20.00	\$40.00	2 days no charge then Standard rates apply	110 volt, electric
SCALES					
Bale Spear Scale 2" ball	\$100.00	\$30.00	\$150.00	2 days no charge then Standard rates apply	Electric over hydraulic controls
SCARE CANNON (for birds and large animals in crops)					
	\$50.00	No charge	\$50.00	No charge	
SIGNS c/w stand if required \$60 deposit No rental charge					
SPRAYERS					
Backpack	\$50.00	No Charge	No charge	No Charge	Hand pump
Quad Mount	\$50.00	No Charge	No Charge	No Charge	12' boomless nozzles & handgun (30L)
Quad - Pull type	\$50.00	No Charge	No Charge	No Charge	Handgun & 12' boomless nozzles (270L)
2 for truck bed – Skid Mount	\$50.00	No Charge	No Charge	No Charge	12" Handgun, 12V pump, (270L tank)
Truck Mount: Optional: 20 ft boom	\$200.00	No Charge	No Charge	2 days no charge then Standard rates apply	Requires hitch receiver to mount boom. 300gal tank.
STEAM TABLES					
Steam Table	\$50.00	\$5.00	\$25.00	2 days no charge then Standard rates apply	
TOILETS					
Both on same trailer 2" ball	\$100.00	\$40.00	\$100.00	2 days no charge then Standard rates apply	

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
WASH STATION					
	\$50.00	\$10.00	\$25.00	2 days no charge then Standard rates apply	Two sinks with foot pump
WATER PUMP					
4" PTO ½ mile hose ¾ ton or larger truck 2 5/16 " ball	\$100.00 ea (Summer Only) \$1,000.00 ea (Winter Only)	\$75.00 each \$200.00 each	\$300.00 each \$500.00 each	2 days no charge then Standard rates apply	April 1– September 30 October 1–Mar 31
PTO Pump ONLY	\$100.00 ea (Summer Only) \$1,000.00 ea (Winter Only)	\$75.00 each \$200.00 each	\$300.00 each \$500.00 each	2 days no charge then Standard rates apply	April 1– September 30 October 1–Mar 31
Extra Hose	Covered by pump deposit, \$50.00 if only renting hose.	\$1.00 per hose	\$5.00 per hose	2 days no charge then Standard rates apply	If not renting a pump, hose deposit is a flat fee regardless of number of hoses being rented.
WIRE ROLLER					
Tongue hitch or receiver	\$50.00	\$25.00	\$50.00	2 days no charge then Standard rates apply	Requires hydraulics to operate
OTHER:					
ADMINISTRATION FEE – sourcing replacement materials, parts and rental equipment due to loss or damage by renter: 15% of total replacement cost (plus GST)					
FREE HALF DAY RENT INCENTIVE Renters hauling rental equipment more than 50 kms from the pick up point will qualify for one half day of free rent. To qualify renters must provide mileage from their point of origin (home or worksite) to pick up point.					
SHOP RATE for cleaning and repair of rental equipment: \$50.00 per hour – minimum 1 hour					

BYLAW NO. 287-24

BEING A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AND REVISING FEES AND CHARGES AND REPEALING BYLAW NO.271-22

WHEREAS, pursuant to the Municipal Government Act, being Chapter M-26, Revised Statutes of Alberta, 2000, and amendments thereto, the County is requested to provide various services and/or to make certain information available to the public; and

WHEREAS, in accordance with Section 8 of the Municipal Government act, and Section 93 of the Freedom of Information and Protection of Privacy Act, Council may pass a bylaw establishing fees to charge for providing information and services; and

NOW THEREFORE, the Council of Clear Hills County, in the Province of Alberta, duly assembled, enacts as follows:

1. That the Fees and Charges be established by this Bylaw as detailed in the attached Schedule and
2. Bylaw 271-22 be repealed upon effective date of Bylaw 287-24.
3. THAT, this bylaw shall come into force and effect upon the date of final reading hereof

READ a first time this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

READ a third time this _____ day of _____, 2024.

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County
Bylaw No. 287-24
Fees and Charges

The amount which Clear Hills County may charge for the supply of information, goods and services shall be the amounts listed on this schedule.

ADMINISTRATIVE SERVICES

Faxing, per side (incoming or outgoing) double for two sided	\$ 1.25 + GST
• <u>Exemptions:</u> Faxing for paid services the County provides (ie tax certificates)	
Laminating: Business card size	\$.50 + GST
Letter	\$ 1.00 + GST
Legal	\$ 1.50 + GST
Maps, plus postage/shipping if applicable (topographic/landowner)	
Maps	\$ 30.00 + GST
South Map Books	\$ 30.00 + GST
Shipping Map Books:	\$6.35 each
Shipping folded maps: Mail	\$6.35 for one map, \$2.65 for each additional map
Shipping rolled maps: Mail (up to six)	\$27.50
Courier or other non-postal	Purchaser must provide an account number with the requested courier or shipping company. The County will not ship maps C.O.D. (cash on delivery).

N.S.F. - Insufficient Funds Transactions (preauthorized payments & cheques) \$20.00

Penalties – Past Due Non-Utility Accounts

There shall be added to, by way of penalty, an amount equal to 2% of the outstanding balance owing at the close of business on the last working day of the month of billing. Postmarks will not be accepted as the date payment is received.

- Exemptions: Accounts for donations to, and sponsorship of County events and programs are exempt from penalties

Photocopies: * double for two-sided copying

Black & White per side*

Letter	\$.10 + GST
Legal	\$.15 + GST
11x 17	\$.20 + GST

Color per side*

Letter	\$.25 + GST
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Legal	\$.35 + GST
11x 17	\$.50 + GST

Tender Package Fees as set per tender

CANNABIS CONSUMPTION BYLAW

First offense, within one year	\$100.00
Second offense, within one year	\$200.00
Third and subsequent offenses, within one year	\$400.00

COMMUNITY CENTER/FITNESS CENTER

Entry Fobs	\$15.00
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ENFORCEMENT RATES

BYLAW ENFORCEMENT – DEVELOPMENT STOP ORDERS, NUISANCE PROPERTIES

Laborers	\$40.00 per hour
Supervisors	\$75.00 per hour
Vehicles and Equipment:	Hour or day rate, whichever is lower, in current ARHCA Equipment Rental Rates Guide.
Travel to and from site:	calculated at same rates as above
Contracted services to bring properties into compliance	cost recovery
Administration Fee	15%

WEED CONTROL ENFORCEMENT RATES

Weed Pickers	\$40.00 per hour
Supervisors	\$75.00 per hour
Vehicles and Equipment:	Hour or day rate, whichever is lower, in current ARHCA Equipment Rental Rates Guide.
Travel to and from site:	calculated at same rates as above
Contracted weed enforcement	cost recovery
Herbicide, adjuvants & surfactant	cost recovery
Administration Fee	15%

FOIP FEES

Fees for FOIP Requests shall be as outlined in the Freedom of Information and Protection of Privacy Act.

INDUSTRY APPROVAL FEES

Industry Approval Fees	\$150.00
Pipeline Crossings	\$150.00
Each Additional Crossing	\$ 50.00

LAND USE AND DEVELOPMENT SERVICES

Development Permit:

Bylaw287-24

Agricultural, Residential & Commercial Flat Rate	\$0.00
Industrial Per \$100,000 of construction cost, or portion thereof	\$100.00
Land Use Bylaw Booklet	\$ 15.00
Municipal Development Plan Bylaw Booklet	\$ 15.00
Cleardale or Worsley Area Structure Plan	\$ 25.00

ROAD USE PERMITS (TRAVIS)

Road Use permit fee	\$15.00
Road Use cancellation fee	\$15.00

RURAL ADDRESS SIGNAGE

Additional signs as per Bylaw 267-17 sections 5 & 8 Current Cost

TAXATION AND ASSESSMENT SERVICES

Assessment Review Board Complaint

Residential (3 or fewer dwellings) and Farmland	\$ 50.00
Residential (more than 3 dwellings)	\$500.00
Non-Residential	\$500.00

(as per Section 481(1), Municipal Government Act)

Assessment Record to Landowner, per roll number (Agricultural/Residential) No Charge

Assessment Record to Others, per roll number	\$ 5.00	
Mailing or Faxing of Assessment Records to Others, per roll number	\$ 5.00	+ GST
Industrial Assessment Record, per roll number	\$ 20.00	+ GST
Tax Certificates	\$ 35.00	
Tax Notification Charges	\$ 25.00	per parcel
Tax Sale Advertising Fee	\$ 20.00	

VETERINARIAN SERVICES INCORPORATED (VSI) FEES

5 Year Membership	\$50.00 + GST
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EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
RENTAL EQUIPMENT					
Definitions:					
Standard – means personal use or primary agricultural producer use.					
Commercial – means business entity that is not a primary agricultural producer.					
KITCHEN EQUIPMENT					
Includes: 3 large coffee urns, 2 orange juice jugs, 2 portable roasters,					
List items on rental Agreement	\$50.00	No Charge	No Charge	No Charge	
CHEMICAL WIPE APPLICATORS					
Quad mount rope wick	\$50.00	No Charge	No Charge	2 days no charge then Standard rates apply	For spot application
Hand held rope wick	\$50.00	No Charge	No Charge	2 days no charge then Standard rates apply	For spot application
Pull /push roller applicator	\$50.00	No Charge	No Charge	2 days no charge then Standard rates apply	Lawn application
Rotowiper – pull type roller applicator (2" ball)	\$150.00	No Charge	No Charge	2 days no charge then Standard rates apply	12V pump, 30 feet, 45L tank capacity
COMMUNITY CENTRE					
Community Room, Kitchen & Access to washrooms	\$50.00	\$50.00	\$100.00	2 days no charge then Standard rates apply	Includes use of 11 round, 32 rectangle tables & 150 folding chairs
Tables & Chairs (rented for off-site use)	\$50.00	\$1.00 per table \$0.50 per chair		2 days no charge then Standard rates apply	11 round 32 rectangle 31 wood rectangle 150 folding chairs
CORRAL PANELS					
2 5/16" ball	\$50.00	\$50.00	\$100.00	2 days no charge then Standard rates apply	21 Panels
ECO BRAN APPLICATOR					
Fits in truck box 12V plugin	\$50.00	No Charge	No Charge	2 days no charge then Standard rates apply	also used for broadcasting seed
GRAIN BAGGER					

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
Clevis or pintle hitch	\$350.00	\$350.00	\$700.00	2 days no charge then Standard rates apply	Minimum 65HP tractor 540 PTO
GRAIN BAG EXTRACTOR					
Tongue hitch	\$350.00	\$350.00	\$700.00	2 days no charge then Standard rates apply	Maximum 120HP tractor 540 PTO
GRAIN BAG ROLLER					
2 5/16" ball	\$50.00	No charge	No Charge	No Charge	Self powered, gas motor
GRAIN VAC					
single or double tongue hitch	\$400.00	\$300.00	\$400.00	No Charge	1000 PTO 85 hp tractor
GRILLS & BBQ/Grill Trailer – does not include propane tanks					
Portable grills (2 units available)	\$50.00	\$5.00	\$25.00	2 days no charge then Standard rates apply	
BBQ/Grill Trailer 2 5/6 ball hitch	\$150.00	\$75.00	\$150.00	2 days no charge then Standard rates apply	recommend ¾ ton to pull
HITCH 2" ball or 2 5/16" ball \$50.00 deposit. No deposit required if using to transport rental equipment					
MANURE SPREADER					
Minimum ¾ ton to pull Pintle hitch	\$400.00	\$200.00	\$400.00	2 days no charge then Standard rates apply	125hp tractor & 1000 PTO
MULCH APPLICATOR for tree planting					
Tongue hitch	\$50.00	No Charge	No Charge	2 days no charge then Standard rates apply	
MULCH Cost recovery for all users					
PORTABLE LOADING CHUTE					
Requires – 2" ball	\$50.00	\$25.00	\$50.00	2 days no charge then Standard rates apply	Optional 4 heavy duty panels
POST POUNDER					
Single tongue hitch	\$300.00	\$150.00	\$300.00	2 days no charge then Standard rates apply	Self powered, gas motor

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
PULL TYPE GRADER aka LAND LEVELLER					
Tongue hitch	\$300.00	\$150.00	\$300.00	2 days no charge then Standard rates apply.	Tractor size 400 HP 14 foot Hygrade with hydraulic lift, tilt, angle, offset rear steering
ROLLER MILL					
	\$50.00	\$20.00	\$40.00	2 days no charge then Standard rates apply	110 volt, electric
SCALES					
Bale Spear Scale 2" ball	\$100.00	\$30.00	\$150.00	2 days no charge then Standard rates apply	Electric over hydraulic controls
SCARE CANNON (for birds and large animals in crops)					
	\$50.00	No charge	\$50.00	No charge	
SIGNS c/w stand if required \$60 deposit No rental charge					
SPRAYERS					
Backpack	\$50.00	No Charge	No charge	No Charge	Hand pump
Quad Mount	\$50.00	No Charge	No Charge	No Charge	12' boomless nozzles & handgun (30L)
Quad - Pull type	\$50.00	No Charge	No Charge	No Charge	Handgun & 12' boomless nozzles (270L)
2 for truck bed - Skid Mount	\$50.00	No Charge	No Charge	No Charge	12" Handgun, 12V pump, (270L tank)
Truck Mount: Optional: 20 ft boom	\$200.00	No Charge	No Charge	2 days no charge then Standard rates apply	Requires hitch receiver to mount boom. 300gal tank.
STEAM TABLES					
Steam Table	\$50.00	\$5.00	\$25.00	2 days no charge then Standard rates apply	
TOILETS					
Both on same trailer 2" ball	\$100.00	\$40.00	\$100.00	2 days no charge then Standard rates apply	

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
WASH STATION					
	\$50.00	\$10.00	\$25.00	2 days no charge then Standard rates apply	Two sinks with foot pump
WATER PUMP					
4" PTO ½ mile hose ¾ ton or larger truck 2 5/16 " ball	\$100.00 ea (Summer Only) \$1,000.00 ea (Winter Only)	\$75.00 each \$200.00 each	\$300.00 each \$500.00 each	2 days no charge then Standard rates apply	April 1– September 30 October 1–Mar 31
PTO Pump ONLY	\$100.00 ea (Summer Only) \$1,000.00 ea (Winter Only)	\$75.00 each \$200.00 each	\$300.00 each \$500.00 each	2 days no charge then Standard rates apply	April 1– September 30 October 1–Mar 31
Extra Hose	Covered by pump deposit, \$50.00 if only renting hose.	\$1.00 per hose	\$5.00 per hose	2 days no charge then Standard rates apply	If not renting a pump, hose deposit is a flat fee regardless of number of hoses being rented.
WIRE ROLLER					
Tongue hitch or receiver	\$50.00	\$25.00	\$50.00	2 days no charge then Standard rates apply	Requires hydraulics to operate
OTHER:					
ADMINISTRATION FEE – sourcing replacement materials, parts and rental equipment due to loss or damage by renter: 15% of total replacement cost (plus GST)					
FREE HALF DAY RENT INCENTIVE Renters hauling rental equipment more than 50 kms from the pick up point will qualify for one half day of free rent. To qualify renters must provide mileage from their point of origin (home or worksite) to pick up point.					
SHOP RATE for cleaning and repair of rental equipment: \$50.00 per hour – minimum 1 hour					

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	May 14, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Policy 1220 – Credit Cards
File:	12-05-02

DESCRIPTION:

Policy 1220 – Credit Cards provides guidelines for the issuance of County credit cards.

BACKGROUND / PROPOSAL:

On September 13, 2022 this policy was changed to include “credit cards will be cancelled annually and replaced with new cards to prevent unauthorized charges.”

While trying to comply with the above noted clause Administration has since discovered it's not feasible to do so and is recommending removing the clause.

ATTACHMENTS

- Policy 1220 – Credit Cards showing changes.
- Policy 1220 – Credit Cards final

RECOMMENDED ACTION:

RESOLUTION by ... that Council adopt Policy 1220 – Credit Cards as presented.

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

Effective Date: September 13, 2022 <u>May 14, 2024</u>	Policy Number: 1220
Title: CREDIT CARDS	

1. Policy Statement

Clear Hills County shall provide guidelines for the issuance of County credit cards.

2. Cardholders

The following County employees are authorized to be issued a County card in their personal name:

- a) Chief Administrative Officer
- b) Managers
- c) Executive Assistant
- d) Accounts Payable Clerk

3. Responsibilities of Card holders

Cardholder must sign an agreement with the County that includes the following conditions:

- a) Employees may use the County card for expenditures that meet the expectations of the current tendering and purchasing policy.
- b) Cardholders must provide original invoices to support all amounts on the credit card statement.
- c) Failure to produce a receipt within 30 days will result in an automatic payroll deduction for the amount of the unsubstantiated charge.
- d) Every attempt should be made by Cardholders to ensure security and protection of the credit card.

4. Expenditure Limits

The maximum limit for any credit card shall be:

- a) Chief Administrative Officer - \$5,000.00
- b) Managers - \$5,000.00
- c) Executive Assistant - \$20,000.00
- d) Accounts Payable Clerk - \$5,000.00

5. General

~~Credit cards will be cancelled annually and replaced with new cards to prevent unauthorized charges.~~

6.5. End of Policy

ADOPTED

Resolution #C213(04/10/07)

Date: April 10, 2007

AMENDED

Resolution #C038-08

Date: January 22, 2008

AMENDED

Resolution #C212(04/22/08)

Date: April 22, 2008

AMENDED

Resolution #C731(09/08/09)

Date: September 8, 2009

AMENDED

Resolution #C693(09/28/10)

Date: September 28, 2010

AMENDED

Resolution #C50-21(02/09/21)

Date: February 9, 2021

AMENDED

Resolution #C190-22(04-12-22)

Date: April 12, 2022

AMENDED

Resolution #C432-22(09-13-22)

Date: September 13, 2022

AMENDED

Resolution #C###-24(05-14-24) Date: May 14, 2024



Clear Hills County

Effective Date: May 14, 2024	Policy Number: 1220
Title: CREDIT CARDS	

1. Policy Statement

Clear Hills County shall provide guidelines for the issuance of County credit cards.

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- a) Chief Administrative Officer - \$5,000.00
- b) Managers - \$5,000.00
- c) Executive Assistant - \$20,000.00
- d) Accounts Payable Clerk - \$5,000.00

5. End of Policy

ADOPTED

Resolution #C213(04/10/07)

Date: April 10, 2007

AMENDED

Resolution #C038-08

Date: January 22, 2008

AMENDED

Resolution #C212(04/22/08)

Date: April 22, 2008

AMENDED

Resolution #C731(09/08/09)

Date: September 8, 2009

AMENDED

Resolution #C693(09/28/10)

Date: September 28, 2010

AMENDED

Resolution #C50-21(02/09/21)

Date: February 9, 2021

AMENDED

Resolution #C190-22(04-12-22)

Date: April 12, 2022

AMENDED

Resolution #C432-22(09-13-22)

Date: September 13, 2022

AMENDED

Resolution #C###-24(05-14-24)

Date: May 14, 2024

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Expense Claim Submission Discussion
File:	12-06-10

DESCRIPTION:

Administration would like to have a discussion with Council regarding the submission of expense claims.

BACKGROUND / PROPOSAL:

The new Payroll Clerk started on May 6, 2024. To make the transition as seamless as possible, Administration would like to review the submission of expense claims.

OPTIONS:

ATTACHMENTS:

- Policy 1107 – Honorarium Payment to Council
- Policy 1126 – Per Diem Payments to Council and Board/Committee Members
- Policy 1127 – Travel and Expense Policy
- 2024 Councillor Expense Claim Form

RECOMMENDED ACTION:

RESOLUTION by... to accept the expense claim submission discussion for information.

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

Effective Date: March 14, 2023	Policy Number: 1107
Title: HONORARIUM PAYMENT TO COUNCIL MEMBERS	

1. Policy Statement

- 1.1 Clear Hills County will provide a monthly honorarium to Council Members for performance of their duties as elected officials.

2. Definitions

- 2.1 Basic Honorarium is the monthly amount paid to a Councillor for meeting preparation, expense and time required to travel and attend to meetings listed in Section 3.1 of this policy.

3. Honorariums

Basic Honorariums are paid to Members of Council as their remuneration for the performance of their duties as elected officials. Changes to the rates for honorarium shall be approved by a 2/3 majority vote of Council.

- 3.1 Basic Monthly Honorariums will be paid monthly upon approval by the Chief Administrative Officer or designate.

3.1.1 Basic monthly honorariums include the following:

3.1.1.1 Informal meetings with the Chief Administrative Officer (CAO) and staff to discuss County business.

3.1.1.2 Liaison work within the Councillor's division or another division in the County, with residents and businesses.

3.1.1.3 Preparation for Regular Council meetings and Policy and Priorities committee meetings.

3.1.1.4 Road tours taken by an individual Councillor.

- 3.2 Basic Monthly Honorariums are paid to Councillors at the rates set out in Schedule A, of this policy

- 3.3 Annual cost of living adjustments will be applied to the Basic Monthly Honorarium rates.

4. End of Policy

ADOPTED: Resolution C186-03 **Mar 25/03**

AMENDED: Resolution C376-03 **May 27/03**

AMENDED: Resolution C876-03 **Nov 25/03**

AMENDED: Resolution C074-05 Jan 25/05

AMENDED: Resolution C137-05 Feb 8/05

AMENDED: Resolution C634-05 Jul 26/05

AMENDED: Resolutions C566-05 & 579-05 Oct 25/05

AMENDED: Resolution C036-08 Jan 22/08

AMENDED: Resolution C085-08 Feb.12/08

AMENDED: Resolution C477(08/12/08) Aug 12/08

AMENDED: Resolution C729(11/04/08) Nov 4/08

AMENDED: Resolution C419(05/26/09) May 26/09

AMENDED: Resolution C060(01/26/10) Jan 26/10

AMENDED: Resolution C565(07/27/10) Jul 27/10

AMENDED: Resolution C011-14(01/14/14) Jan 14/14

AMENDED: Resolution C212-17(04/25/17) April 25/17

AMENDED: Resolution C567-18(11/13/18) Nov 13/18

AMENDED: Resolution C117-23(02/28/23) Feb 28/23

AMENDED: Resolution C139-23(03/14/23) Mar 14/23

Schedule A to Policy 1107 – Honorarium Payment to Council Members

	2009-2017	2018	2019	2020	2021	2022	2023	2024
		<i>1.1% Cola</i>	<i>3.1% Cola</i>	<i>1.3% Cola</i>	<i>No change</i>	<i>4.7% Cola</i>	<i>6% Cola</i>	<i>4.3% Cloa</i>
Reeve	\$2,070.00	\$2,092.77	\$2,408.78*	\$2,440.09	\$2,440.09	\$2,554.77	\$2,708.06	\$2,824.51
Deputy Reeve	\$1,863.00	\$1,883.49	\$2,167.90*	\$2,196.08	\$2,196.08	\$2,299.30	\$2,437.26	\$2,542.07
Councilor	\$1552.50	\$1,569.58	\$1,806.59*	\$1,830.08	\$1,830.08	\$1,916.09	\$2,031.06	\$2,118.40

*12% increase per Council motion C567-18(11-13-18) RESOLUTION by Reeve Croy that Council increase the honorarium payment to Council Members by 12% effective January 1, 2019 to alleviate the loss incurred by Council Members from the changes to the income tax treatment of Council remuneration. CARRIED.



Clear Hills County

Effective Date: **March 14, 2023**

Policy Number: **1126**

Title: **PER DIEM PAYMENT TO COUNCIL AND BOARD/COMMITTEE MEMBERS**

1. Policy Statement

1.1 Clear Hills County will establish a per diem rate to reimburse Council Members and Members at Large for attending board and committee meetings.

2. Definitions

2.1 Per Diem is the daily amount paid to a Councillor or Board Member for attending meetings of committees to which they are appointed, attending various other meetings that are specified in this policy's procedures, and attending special meetings that are duly authorized by Council.

3. Per Diems:

3.1 Per Diem will be paid to Councillors for:

- Conducting annual evaluations of the Chief Administrative Officer at a pre- approved meeting outside of a Regular or Special Council Meeting;
- Board/Committee workshops and conferences for appointed Board Members only when attendance is authorized/approved by the Board/Committee and approved by Council;
- County organized and authorized road tours or project inspections within Clear Hills County boundaries.
- Attendance at Conferences and Zone Meetings authorized by Council. Meetings with/or on behalf of residents and community groups to which attendance is authorized by Council resolution (this would include open houses and public meetings).
- Meetings and events where Members of Council are attending a County hosted function such as but not limited to County Bar-B-Q and Tradeshow.

3.2 Per diems shall be paid for items listed in Section 3.1 when travel of 50 kilometers one way is required, up to a maximum of two meetings per day.

3.3 Per diems may be changed by review of Council and supported by 2/3 majority vote.

3.4 Annual cost of living adjustments will be applied to the per diem rates.

3.5 Meeting Rates (per diems) shall be paid after the submission of a valid claim form and verified and authorized by the Chief Administrative Officer.

3.6 Councillors that are paid per diems by a Board/Committee listed in Section 3.6a shall be reimbursed the difference between the Board/Committee per diem and the per diem rate listed in Schedule A.

3.6a Board/Committee per diems that are eligible for payment referenced in Section 3.6 are as follows:

- North Peace Housing Foundation

3.6b Councillors will be required to provide proof of the Board/Committees per diem rate annually prior to being reimbursed for the payment referenced in Section 3.6.

3.7 Councillors will not be paid a per diem for attendance at:

- political party and constituency functions

3.8 All other Board and Committee Members shall receive a per diem at the rates listed in Schedule A of this policy.

3.9 Council recognizes that as part of carrying out Council business it is essential to participate in activities such as conferences. The following conferences are considered pre-approved for Council attendance and will be paid at the rate per 3.1:

a)	RMA Spring Conference	All Council
b)	RMA Fall Conference	All Council
c)	Spring & Fall RMA Zone Meetings	All Council
f)	Federation of Canadian Municipalities	All Council
g)	Growing the North	All Council

3.9a Administration will advise Councillors of the above conferences and upon receiving the completed registration form and instruction from Councillors, Administration will submit the registration form and make other travel and accommodation arrangements as deemed necessary.

3.10 When a representative from Council is sent by a Board or Committee to a conference or convention on behalf of that Board or Committee, the representative is then reimbursed by that Board or Committee or with prior approval of Council.

3.11 Councillors and Board Members shall obtain approval from their respective Board and Council prior to attending seminars, workshops, conferences and all other functions if Council is being requested to fund attendance. The Councillor or Board Member must submit a written request on the benefit that would accrue to the County.

3.12 Council will not authorize any per diem payments after attendance when not in accordance with 3.11.

3.13 Any per diems that have not been claimed within 60 days of the month they were earned will become invalid and will not be reimbursed. i.e. A meeting attended on June 9th would need to be submitted no later than August 31st.

3.14 Councillors will be paid the chairing of meetings rate listed in Schedule A when chairing a meeting on behalf of Council or a Board/Committee.

3.14a Councillors that are not appointed members, including alternates, will be required to provide proof of chairing a meeting prior to being paid a chairing of meetings rate.

4. Per Diem Claims

4.1 All Council and Board/Committee per diem claims must be reviewed by Administration to ensure compliance with policy and shall indicate approval with the Chief Administrative Officer or designate signature. The Reeve will sign the per diem claim to indicate that they have been received.

4.2 The Deputy Reeve shall sign per diem claims submitted by the Reeve, to indicate it has been received, and may in the absence of the Reeve sign all other per diem claims.

5. End of Policy

ADOPTED: Resolution C061(01/26/10) Jan 26/10

AMENDED: Resolution C566(07/27/10) Jul 27/10

AMENDED: Resolution C144(02/22/11) Feb 22/11

AMENDED: Resolution C010-13(01/08/13) Jan 08/13

AMENDED: Resolution C010-14(01/14/14) Jan 14/14

AMENDED: Resolution C240-17(05/09/17) May 09/17

AMENDED: Resolution C192-18(04/10/18) April 10/18

AMENDED: Resolution C568-18(11/13/18) Nov 13/18

AMENDED: Resolution C495-19(10/08/19) Oct 8/19

AMENDED: Resolution C465-20(10/13/20) Oct 13/20

AMENDED: Resolution C602-22(11-22-22) Nov 22/22

AMENDED: Resolution C118-23(02-28-23) Feb 28/23

AMENDED: Resolution C140-23(03-14-23) Mar 14/23

Schedule A To Policy 1126 – Per Diem Payment To Council and Committee Members

Member	2017	2018	2019	2020	2021	2022	2023	2024
		<i>1.1% Cola</i>	<i>3.1% Cola</i>	1.3% Cola	No change	4.7% Cola	6% Cola	4.3% Cola
Agricultural Service Board	\$185.00	\$187.04	\$192.84	\$195.35	\$195.35	\$204.53	\$216.81	\$226.14
Subdivision and Development Appeal Board	\$185.00	\$187.04	\$192.84	\$195.35	\$195.35	\$204.53	\$216.81	\$226.81
Council Appointed Representatives on Committees/Boards	\$185.00	\$187.04	\$215.28 *	\$218.08	\$218.08	\$228.33	\$242.03	\$252.44
Chairing of Meetings	\$225.00	\$227.48	\$261.83 *	\$265.23	\$265.23	\$277.70	\$294.37	\$307.03

*12% increase per Council motion C568-18(11-13-18) RESOLUTION by Councillor Bean that Council increase the per diem payment to Council by 12% effective January 1, 2019 to alleviate the loss incurred by Council Members from the changes to the income tax treatment of Council remuneration. 2/3 majority vote required. CARRIED.



Clear Hills County

Effective Date: **October 10, 2023**

Policy Number: **1127**

Title: **TRAVEL and EXPENSE POLICY**

1. Policy Statement

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

2. Definitions

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

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

3. Travel Reimbursements

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

4. Meals and Subsistence

- 4.1 The Council will review the rates for meals and subsistence annually during the annual budget preparations.
- 4.2 The Members and Staff shall be reimbursed for meals at the following rates, effective October 10, 2023:

<u>MEAL</u>	<u>REIMBURSEMENT</u>
Breakfast	\$25.00
Lunch	\$30.00
Dinner	<u>\$40.00</u>
	\$95.00

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

- 4.5 No claim for breakfast will be permitted for day trips unless the time of departure is earlier than 6:30 a.m.
- 4.6 No claim for supper will be permitted for day trips unless the time of return is after 6:30 p.m.
- 4.7 No claim for supper will be permitted for evening meetings unless the claimant is required to travel more than 85 kilometers one way.
- 4.8 The Members and Staff shall be reimbursed for subsistence at the following rates, effective October 10, 2023:

<u>SUBSISTENCE</u>	<u>REIMBURSEMENT</u>
Taxi, Shuttle, Air or Bus Fare	with receipts
Hotels/motels	with receipts
Registration	with receipts
Covid Testing (as required to attend Council approved meetings)	with receipts
Personal Allowance (includes phone calls)	\$40.00per night/ 24 hr period
Private accommodations	\$90.00per night
Transportation Expenses (Taxi's & Parking)	\$30.00per day
- 4.9 Administration will reserve accommodations for Members using a County credit card. This card is for room confirmation only. Upon arrival at the accommodations, Members will be required to pay for their room and then submit a receipt for re-imbursement or an item on their expense claim, as a pre-paid expense.
- 4.10 Any claim for travel and subsistence, which is not supported by the appropriate supporting documents, will not be approved for payment. Attached receipts must be originals. Interac and credit cards slips are not considered acceptable receipts.
- 4.11 If circumstances result in the cancellation of a trip, every effort must be made to inform Administration in a timely manner so reservations can be cancelled to avoid charges and fees. Any costs incurred by failing to make the necessary cancellation arrangements prior to the reimbursement cancellation date of the trip will be borne by the individual unless otherwise exempt by Council motion.
- 4.12 No claim for fees and charges incurred due to cancellation will be permitted unless otherwise exempt by Council motion.

5. Information Service Equipment

- 5.1 Councillors will be responsible for supplying their own information service equipment and supplies e.g. Computer, printer/fax, paper, ink etc.

- 5.2 Councillors will be paid a monthly allowance for use of these items only if they have adequate equipment to receive agendas and all communications effectively and efficiently.

Monthly Internet Reimbursement- \$75.00

Monthly Information Service Equipment Per Diem:

Based on attendance at the following:

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

Does not include conferences.

Amounts based on attendance:

1 – 5 meetings - \$60.00

Over 5 meetings - \$85.00

6. Expense Claims

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

End Of Policy

ADOPTED: Resolution C062(01/26/10)	Jan 26/10
AMENDED: Resolution C589(08/10/10)	Aug 10/10
AMENDED: Resolution C144(02/22/11)	Feb 22/11
AMENDED: Resolution C751-13(12/10/13)	Dec 10/13
AMENDED: Resolution C031-14(01/28/14)	Jan 28/14

AMENDED: Resolution C033-14(03/11/14)	March 11/14
AMENDED: Resolution C75-17(02/14/17)	Feb 14/17
AMENDED: Resolution C214-17(04/25/17)	April 25/17
AMENDED: Resolution C43-19(01/22/19)	Jan 22/19
AMENDED: Resolution C496-19(10/08/19)	Oct 8/19
AMENDED: Resolution C468-20(10/13/20)	Oct 13/20
AMENDED: Resolution C564-20(10/27/20)	Oct 27/20
AMENDED: Resolution C11-21(01/12/21)	Jan 12/21
AMENDED: Resolution C075-22(02/08/22)	Feb 8/22
AMENDED: Resolution C191-22(04-12-22)	Apr 12/22
AMENDED: Resolution C538-23(10-10-23)	Oct 10/23

Schedule A to Policy 1127 – Travel and Expense

	2013- 2018	2019	2020	2021	2022	2023	2024
Canada Revenue Agency's Current Automobile Allowance Rates:	\$0.54/Km	\$0.58/Km	\$0.58/Km	\$0.59/Km	\$0.61/Km	\$0.68/Km	\$0.70/Km

Clear Hills County 2024 Councillor Expense Claim			Name:				Month:				
DATE	MEETINGS, CONFERENCE, OTHER	LOCATION	PER DIEM (CHECK APPROPRIATE BOX)	PERSONAL ALLOWANCE (CHECK BOX IF PAYABLE)	TRANSPORTATION EXPENSES Taxi & Parking (no receipt) (CHECK BOX IF PAYABLE)	MILEAGE (ENTER NUMBER OF KILOMETERS)	MEALS B 25.00 L 30.00 D 40.00			PERSONAL (PRIVATE ACCOMMODATIONS, MEALS, TAXI, HOTEL, ETC.) (With receipt except private acc)	
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Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	DESTRUCTION OF RECORDS AND DOCUMENTS
File:	11-02-02

DESCRIPTION:

Council authorization is requested to destroy temporary records and documents of Clear Hills County as per the Retention and Destruction of Records and Documents Bylaw No. 25.

BACKGROUND:

The following authorization has been completed:

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. CARRIED.

Council authorization is requested to destroy 2021 monthly reconciliation reports, 2016 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2017.

ATTACHMENTS:

- Bylaw No. 25 – Retention & Destruction of Records

RECOMMENDED ACTION:

RESOLUTION BY ... that this Council authorizes the destruction of 2021 monthly reconciliation reports, 2016 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2017.

Initials show support - Reviewed by:

Manager:



CAO:



BYLAW NO. 25

A BYLAW OF THE MUNICIPAL DISTRICT OF CLEAR HILLS NO. 21, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING GUIDELINES FOR THE RETENTION AND DESTRUCTION OF RECORDS AND DOCUMENTS OF THE MUNICIPALITY.

WHEREAS, Section 214 of the Municipal Government Act, Chapter M-26.1, RSA 1994, and amendments thereto, empowers a Council to pass a bylaw respecting the retention and destruction of the records and documents of the municipality; and

WHEREAS, the Council of the Municipal District of Clear Hills No. 21, in the Province of Alberta, deem it necessary to pass such a bylaw.

NOW THEREFORE, the Council of the Municipal District of Clear Hills No. 21, in the Province of Alberta, duly assembled, hereby enacts as follows:

01. THAT, this bylaw shall provide regulations and procedures for the retention and disposal of all records and documents of the Municipal District of Clear Hills No. 21.
02. THAT, the Chief Administrative Officer (CAO) shall be responsible for administering this bylaw.
03. THAT, the authority established in this bylaw must be consistent with Federal and Provincial Statutes and Regulations.
04. THAT, the CAO shall always have the discretion to retain records longer than the period provided for in the bylaw, and shall do so where the CAO deems it appropriate, and shall do so where the CAO has received any indication that there is or may be any civil action involving any of the said records. Such decisions to retain the records longer than the period provided for therein shall be recorded in the records retention file.
05. Records of Retention and Disposal:
 - a) When records have been destroyed under this Bylaw, the CAO shall so certify in writing. Such certificates shall refer to the relevant schedule and item of this bylaw and shall identify the records destroyed.
 - b) The CAO shall keep an index of :
 - i) records destroyed
 - ii) records referred to Archives
 - iii) municipal records held at other archival centers.
 - c) Where records are destroyed under this bylaw, the CAO shall ensure the proper and complete destruction thereof.

- d) All records destroyed shall be authorized by the Council of the Municipal District of Clear Hills No. 21 and the destruction shall be carried out in the presence of witnesses. The person destroying the records shall provide a statement in writing attesting to the time and place of the destruction of the records, a detailed list of the records destroyed, and names of the witnesses to the destruction of the records. This statement shall be permanently filed in the office records.
 - e) Election materials may be destroyed in accordance with the provisions of the Local Authorities Election Act.
06. THAT, the following terms shall be used in interpreting the method of retention or destruction of municipal records:
- a) Destroyed - such records shall be destroyed without any copy thereof being retained.
 - b) Permanent - such original records shall be preserved and never destroyed.
07. THAT, when an individual's personal information records have been used by the municipality to make a decision that directly affects the individual, the municipality must retain the personal information records for a least one year after using it so that the individual has a reasonable opportunity to obtain access to the records.
08. THAT, it is the responsibility of the CAO to provide for policies regarding security and storage of all municipal documents.
09. THAT, the attached Schedule "A" is hereby adopted and shall be used to determine the retention and disposal requirements for all records of the Municipal District of Clear Hills No. 21 and of any local Boards accountable to the Municipal District of Clear Hills No. 21. Schedule "A" to this bylaw may be amended by a resolution of the Council of the Municipal District of Clear Hills No. 21 upon recommendation from the CAO.
10. THAT, this bylaw shall come into force and effect upon the third and final reading thereof.

BYLAW NO. 25
Respecting the Destruction of Records and Documents
of the Municipality

PAGE 3

READ for a FIRST time this 9th day of September A.D., 1997.

Ernest R. Bass
Ernest R. Bass, Reeve

Faye Kary
Faye Kary, CAO

READ for a SECOND time this 9th day of September A.D., 1997.

Ernest R. Bass
Ernest R. Bass, Reeve

Faye Kary
Faye Kary, CAO

READ for a THIRD time this 9th day of September A.D., 1997.

Ernest R. Bass
Ernest R. Bass, Reeve

Faye Kary
Faye Kary, CAO

**BYLAW NO. 25
RETENTION AND DESTRUCTION OF RECORDS**

SCHEDULE "A"

SUBJECT	DESCRIPTION	DISPOSITION IN YEARS
Administration	General subjects relating to administrative function and activities.	7
	Organizational Chart	P
Policy and Procedures	Policy documents	P
Acts & Legislation	Other jurisdictions' acts and regulations	7
Associations & Societies	Participation in the functions of mutual professional interest.	7
Committees	Interaction with other bodies structured for specific tasks.	7
Legal Activities	Legal activities excluding transfers & titles.	P
Legislature & Cabinet Activities	Actions of Provincial Legislature.	7
Liaison	Information exchange between organizations.	7
Meetings, Symposiums, Conferences	Correspondence on the establishment & participation in meetings, etc.	7
Office Services	General office services administration.	7
Public Relations - General	Communications with the general public.	7
Public Relations - Publicity	Advertising, posters, displays etc.	7
Statistics - General Reports	Administrative reports & statistics.	7
Telecommunications	Administration, installation & maintenance of telecommunications equipment.	7
Consulting Services	Assessment and contracting of consulting firms.	7
Construction & Renovations	Progress reports & project studies on the construction and/or renovation of capital structures.	P
Utilities	Project studies, requirement reports, etc.	P
Finance - General	Financial administration functions.	P
Accounts Payable	General administration of accounting systems and procedures.	7
Accounts Revenue	The control and operation of receivable accounts.	7
Audits	Financial auditing methods and reports.	P

Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Funding Request – Hines Creek End of Steel Museum
File:	62-02-02

DESCRIPTION:

The Hines Creek End of Steel Museum is requesting a grant to assist with staffing expenses.

BACKGROUND:

The Hines Creek End of Steel Museum has a small volunteer base which is no longer able to operate the museum at a high standard. They need to hire multiple summer employees and are applying for a grant to fund these employees.

ATTACHMENTS:

- May 1, 2024 Funding Request Letter
- Grants History (2004 – May 8, 2024)

RECOMMENDATION:

1. **RESOLUTION** by... to approve a general grant to the Hines Creek End of Steel Museum in the amount of _____ to assist with summer staffing expenses with funds to be allocated from the Rate Stabilization Reserve.

OR

2. **RESOLUTION** by... to deny the Hines Creek End of Steel Museum's funding request.

OR

3. **RESOLUTION** by... to invite the Hines Creek End of Steel Museum to a future Regular Council Meeting to discuss their funding request.

Initials show support - Reviewed by:	Manager: 	CAO: 
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Box 686

Hines Creek

May 1, 2024

Dear Clear Hills County We are writing on behalf of the Hines Creek End of Steel Museum.

We recognize and appreciate all the support that the Clear Hills County has given us over the years. The museum was established in 1984 and has been a cornerstone for Hines Creek and community. It was established and operated by volunteers for the past 40 years. There have been thousands and thousands of volunteer hours donated to this museum. This organization has always prided itself on providing a quality experience for all who visit. Unfortunately, our volunteer base is aging and is unable to continue to run the museum to the standards that the public expects. Up until now the museum has relied on grants and volunteers to fund staffing and repairs / projects that the museum needs to operate from May to September each year. In the past the museum relied on summer students to assist the adult worker to staff the museum. STEP student funding from the province was discontinued several years ago and we have not been successful in receiving Canada Works Funding from the Federal program for the past few years. Our volunteer base is too small to operate this museum. Our society has always prided itself on being financially responsible and have worked hard to fund raise for the upcoming year. We have had many successful events, such as the Duane Steele concert, casino, breakfast, heritage days and Saturday coffee. Each year we look forward to plan for the next season. When we review our budget and volunteer hours needed for the coming years, we feel that our society cannot exist in its present form. In order to operate the museum at a high standard we need permanent constant funding.

These are our recommendations.

1 - Funding for an adult worker at a desirable wage so they will want to come back from year to year. Training staff is expensive and time consuming. If we can attract staff from year to year that will improve continuity and better functioning of the museum. The adult worker would supervise the students, organize the Canada Day Breakfast and Heritage Day events, digitalize the artifacts. assist with greeting the public and providing tours for the visitors. They would also assist with the children's programs.

2 - Grounds Keeper - Mows grass, machine maintenance, painting of buildings and assists with tours.

3 - Children's Program Coordinator - At present we run the children's program one day per week. This has been very popular with the community.

4 - Housekeeper to clean the buildings. The buildings need a good cleaning before each season begins and then weekly upkeeps.

5 - Student workforce - The museum needs between 2-4 students each season to assist with painting, mowing, tours, children's programs etc.

6 - Country Market - The museum offers refreshments each Saturday morning. Vendors are welcome to sell their wares to the public.

We are presently looking for the County's support in helping us fund our summer employees. Please see enclosed statement for proposed wages for staff. We are looking forward to meeting with you to see how we can continue to provide a positive museum experience for our community and visitors.

Sincerely, End of Steel Heritage Museum

A handwritten signature in cursive script that reads "Lorraine Frykas".

Lorraine Frykas
President

Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
All Saints Anglican Church	New foundation	Capital	2010	\$ 17,000.00	
All Saints Anglican Church	Repairs and landscaping for church	Capital	2013	\$ 5,000.00	
					\$ 22,000.00
All Saints Ukranian Catholic Parish	Demolition of old church for public safety reasons	Capital	2017	\$ 6,500.00	
All Saints Ukranian Catholic Parish	lawn mower	General	2017	\$ 4,700.00	
					\$ 11,200.00
Burnt River Recreation Association	Playground Equipment	Capital	2007	\$ 3,900.00	
Burnt River Recreation Association	Lawn Mower	Capital	2006	\$ 10,750.00	
Burnt River Recreation Association	Utility Trailer	Capital	2007	\$ 4,400.00	
Burnt River Recreation Association	Covered Pole Shed at Burnt Lee Park	Capital	2014	\$ 6,250.00	
Burnt River Recreation Association	Subdivide Burnt Lee Park from SW22-83-1-W6M	General	2017	\$ 6,500.00	
					\$ 31,800.00
Carter Camp Recreational Society	Carter Camp crossing realignment Phase 2	General	2021	\$ 87,190.00	
Carter Camp Recreational Society	Carter Camp crossing realignment Phase 1	General	2021	\$ 10,000.00	
Carters Camp Recreational Society	Campground Upgrades	Capital	2006	\$ 7,500.00	
					\$ 104,690.00
Cherry Canyon Agricultural Society	Facility Improvement Project	Capital	2007	\$ 14,965.00	
Cherry Canyon Agricultural Society	Fire tank	General	2010	\$ 10,000.00	
Cherry Canyon Agricultural Society	Oles Lake Playground Enhancement project	Capital	2011	\$ 17,600.00	
Cherry Canyon Agricultural Society	Additional Fire fighting equipment	General	2013	\$ 26,300.00	
Cherry Canyon Agricultural Society	Renovations to Cherry Canyon Hall	Capital	2016	\$ 25,000.00	
Cherry Canyon Agricultural Society	Fitness Centre Equipment	Capital	2016	\$ 12,479.50	
Cherry Canyon Agricultural Society	lawn mower	General	2019	\$ 4,500.00	
Cherry Canyon Agricultural Society	Playground	Capital	2020	\$ 22,000.00	
Cherry Canyon Agricultural Society	two Ball diamond dugouts	Capital	2020	\$ 5,000.00	
Cherry Canyon Agricultural Society	Hall Renovations (replacing windows, sidewalks and re-roofing half the building)	Capital	2021	\$ 20,000.00	
Cherry Canyon Agricultural Society	water repair & cement pad Roof Repair	Capital	2010/2012	\$ 11,000.00	
					\$ 168,844.50

**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
Cherry Point Promotion Association	Cherry Point Hall	Capital	2005	\$ 7,500.00	
Cherry Point Promotion Association	Hall repairs & Improvements	Capital	2011	\$ 5,000.00	
Cherry Point Promotion Association	Renovations and repairs to the Hall	Capital	2013	\$ 2,500.00	
					\$ 15,000.00
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	Outdoor Arena & Motor Cross Track	Capital	2009	\$ 25,000.00	
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	Improvements to Multi-Plex grounds	Capital	2012	\$ 15,500.00	
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	Equipment to groom and maintain grounds, chutes for arena and a light plant/generator	Capital	2015	\$ 25,000.00	
					\$ 65,500.00
Cleardale Agricultural Society	2 Zero Turn lawn mowers	General	2013	\$ 31,920.00	
Cleardale Agricultural Society	Outdoor Skating Rink Upgrades	Capital	2016	\$ 12,000.00	
Cleardale Agricultural Society	Cemetery Sign Project	General	2018	\$ 2,000.00	
Cleardale Agricultural Society	Cleardale OHV Park Bandstand Project	Capital	2020	\$ 10,000.00	
Cleardale Agricultural Society	Move and set up replacement Salt & Pepper Club	Capital	2010	\$ 10,000.00	
Cleardale Agricultural Society	OHV Park	Capital	2005	\$ 50,000.00	
Cleardale Agricultural Society	Community Facilities Upgrades	Capital	2008	\$ 22,500.00	
Cleardale Agricultural Society	Equipment purchases and golf course upgrades	General	2015	\$ 125,000.00	
Cleardale Agricultural Society	Power & water at OHV park	General	2016	\$ 40,160.00	
					\$ 303,580.00
Cleardale Community Enhancement Society	Paving parking lot at Seniors Housing	General	2017	\$ 150,000.00	
					\$ 150,000.00
Cleardale Preschool	Start up funds	General	2023	\$ 3,000.00	
Cleardale Preschool	2024 Operating Grant	CSSG	2024	\$ 20,000.00	
					\$ 23,000.00
David Thompson Bible Camp	Bathroom Building Improvements	Capital	2008	\$ 21,000.00	
					\$ 21,000.00
David Thompson Hall Society	Furnace	Capital	2006	\$ 5,000.00	
David Thompson Hall Society	Cement pad for Park Shelter	Capital	2010	\$ 4,500.00	
David Thompson Hall Society	New entrance steps and wheel chair ramp	Capital	2013	\$ 5,000.00	
David Thompson Hall Society	Fire Escape improvements	Capital	2014	\$ 11,500.00	

Capital Grants, General Grants (non-cost share) & Beyond Border Grants					
2004 to May 8, 2024					
<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
David Thompson Hall Society	Furnace replacements	Capital	2017	\$ 17,000.00	
David Thompson Hall Society	Geotechnical services	General	2023	\$ 3,500.00	
					\$ 46,500.00
End of Steel Heritage Museum Society	Re-doing the inside of the Lubeck Hall Building	Capital	2011	\$ 23,400.00	
End of Steel Heritage Museum Society	Taxidermy Building	Capital	2004	\$ 40,000.00	
End of Steel Heritage Museum Society	Museum Kitchen Renovations	Capital	2008	\$ 25,000.00	
End of Steel Heritage Museum Society	Blacksmith Shop	Capital	2009	\$ 25,000.00	
End of Steel Heritage Museum Society	Armed Forces Building Roof	Capital	2014	\$ 4,779.58	
End of Steel Heritage Museum Society	Construction of pole shed and purchase of a new lawn mower	Capital	2016	\$ 10,000.00	
End of Steel Heritage Museum Society	R&M of exterior log buildings & purchase of two tent shelters	Capital	2018	\$ 4,800.00	
End of Steel Heritage Museum Society	Upgrades to playground, floor in market shed & finishing Ukrainian Heritage house	Capital	2019	\$ 14,050.00	
End of Steel Heritage Museum Society	Lavatory trailer	General	2020	\$ 120,000.00	
End of Steel Heritage Museum Society	Museum & Park - various improvements (scope change 2021 dance floor to trappers cabin)	Capital	2020	\$ 11,009.00	
End of Steel Heritage Museum Society	General repairs	General	2023	\$ 27,000.00	
					\$ 305,038.58
Eureka River Agricultural Society	Playground	General	2023	\$ 60,000.00	
					\$ 60,000.00
Fairview Aquatic Centre	phase 2 basin resurfacing	Beyond Borders	2017	\$ 7,500.00	
					\$ 7,500.00
Fairview Curling Club	curling stones replacement	Beyond Borders	2017	\$ 2,500.00	
					\$ 2,500.00
Fairview Day Care & Playschool Society	Construction of Day Care Facility	Beyond Borders	2016	\$ 150,000.00	
					\$ 150,000.00
Fairview Lions Club	Cummings Lake Music Fest	Beyond Borders	2019	\$ 2,500.00	
					\$ 2,500.00
George Lake Aquatic Recreation Association	Campground Upgrade	Capital	2004	\$ 12,000.00	
George Lake Aquatic Recreation Association	Washroom/Shower Facility	Capital	2008	\$ 25,000.00	
George Lake Aquatic Recreation Association	Installation of power to the camping stalls.	Capital	2012	\$ 12,272.00	

**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
George Lake Aquatic Recreation Association	Playground	Capital	2015	\$ 25,000.00	
George Lake Aquatic Recreation Association	Upgrading existing power grid	Capital	2017	\$ 20,000.00	
George Lake Aquatic Recreation Association	Tractor & Campground upgrades	General	2019	\$ 36,000.00	
					\$ 130,272.00
Hines Creek & District Figure Skating Club	Jumping Harness	Capital	2008	\$ 2,750.00	
					\$ 2,750.00
Hines Creek Composite School Parent Assoc.	Playground pea gravel and retaining timbers	Capital	2011	\$ 9,000.00	
Hines Creek Composite School Parent Assoc.	Playground Equipment Replacement & Outside Seating area	Capital	2010	\$ 25,000.00	
Hines Creek Composite School Parent Assoc.	Phys Ed & Music Equipment	Capital	2008	\$ 1,308.72	
Hines Creek Composite School Parent Assoc.	Replacement score clock & shot cloc	Capital	2015	\$ 6,250.00	
Hines Creek Composite School Parent Assoc.	Hines Creek Composite Nutrition Program	CSSG	2024	\$ 4,000.00	
					\$ 45,558.72
Hines Creek Curling Club	new ceiling, lighting & ice scraper	Capital	2009	\$ 21,225.00	
					\$ 21,225.00
Hines Creek Golf & Country Association	Purchase 313.6 acres Rec Lease 910012	General	2014	\$ 131,500.00	
Hines Creek Golf & Country Association	Irrigation System Completion Project	General	2020	\$ 67,693.89	
Hines Creek Golf & Country Association	automate part of irrigation system	Capital	2010/2012	\$ 25,000.00	
Hines Creek Golf & Country Association	Workshop	Capital	2006	\$ 15,000.00	
Hines Creek Golf & Country Association	New Fairways	Capital	2007	\$ 13,085.00	
Hines Creek Golf & Country Association	Equipment replacement for a tractor and mowers	Capital	2010	\$ 25,000.00	
Hines Creek Golf & Country Association	Complete clubhouse	Capital	2015	\$ 25,000.00	
					\$ 302,278.89
Hines Creek Municipal Library	Seniors, Parents & Tots Craft Supplies	CSSG	2024	\$ 6,000.00	
					\$ 6,000.00
Hinterland Cemetery Company	Lawn mower, fence & storage	General	2019	\$ 15,000.00	
					\$ 15,000.00
Immaculate Heart of Mary Parish Cemetery	lawn mower	Capital	2017	\$ 3,150.00	
					\$ 3,150.00
Many Island Recreational Development Society	upto 8 seasonal lots & road	Capital	2019	\$ 32,000.00	

**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
Many Island Recreational Development Society	Boat Launch improvements	General	2019	\$ 10,000.00	
Many Island Recreational Development Society	Playground Equipment upgrade/replacement and solar lights	Capital	2010	\$ 25,000.00	
Many Island Recreational Development Society	Campground Upgrades	Capital	2004	\$ 25,000.00	
Many Island Recreational Development Society	Upgrade the outhouses, bring the sani-dump into compliance install solar lights in the campground.	Capital	2012	\$ 10,700.00	
Many Island Recreational Development Society	Generator	General	2015	\$ 6,000.00	
Many Island Recreational Development Society	Loop road and 10 seasonal lots	Capital	2021	\$ 10,000.00	
Many Island Recreational Development Society	Playground	General	2023	\$ 40,000.00	
					\$ 158,700.00
Menno Simons Community School Parents Association	Menno Simons Community School Playground Improvement project	Capital	2011	\$ 24,830.00	
					\$ 24,830.00
Montagneuse Valley Cemetery Committee	Chainlink Fence Cemetery #1	Capital	2009	\$ 5,667.00	
Montagneuse Valley Cemetery Committee	Chainlink Fence Cemetery #2	Capital	2009	\$ 6,167.00	
Montagneuse Valley Cemetery Committee	Survey to map existing and future plots	General	2022	\$ 4,000.00	
					\$ 15,834.00
Municipal District of Fairview No. 136	System (AWOS) at the Fairview Airport.	BBG	2023	\$ 16,641.89	
					\$ 16,641.89
Peace Valley Snow Riders	Hines Creek Trail	General	2018	\$ 20,000.00	
					\$ 20,000.00
Senior Check-In Line	2018 Operating grant	General	2018	\$ 8,500.00	
Senior Check-In Line	2019 Operating grant	General	2019	\$ 8,500.00	
Senior Check-In Line	2020 Operating Grant	General	2020	\$ 8,500.00	
Senior Check-In Line	2021 Operating Grant	General	2021	\$ 6,000.00	
Senior Check-In Line	2022 Operating Grant	General	2022	\$ 6,500.00	
Senior Check-In Line	2023 Operating Grant	General	2023	\$ 6,000.00	
Senior Check-In Line	2023 Operating Grant	General	2023	\$ 1,000.00	
Senior Check-In Line	2024 Operating Grant	General	2024	\$ 7,000.00	
Senior Check-In Line	Seniors Social Connection Events	CSSG	2024	\$ 6,000.00	
					\$ 58,000.00
SHARE Radio Broadcasting Association	Additional transmitter and receiver site in Cleardale	Capital	2010	\$ 5,000.00	

**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
					\$ 5,000.00
Svittanok Ukrainian Dance Company	Ukranian Heritage Preservation building at the End of Steel Museum	Capital	2013	\$ 20,000.00	
					\$ 20,000.00
Village of Hines Creek	HC Playground	Capital	2005	\$ 18,920.00	
Village of Hines Creek	Arena Upgrade Project	Capital	2006	\$ 25,000.00	
Village of Hines Creek	Hines Creek Fitness Centre	Capital	2006	\$ 5,000.00	
					\$ 48,920.00
Whitelaw Ag Society	Hall entry & parking repairs	Beyond Borders	2019	\$ 10,000.00	
					\$ 10,000.00
Worsley Agricultural Society	Arena Renovations	Capital	2006	\$ 50,000.00	
Worsley Agricultural Society	Improvements to the Worsley Arena	Capital	2012	\$ 25,000.00	
Worsley Agricultural Society	Worsley Arena upgrades & repairs	General	2015	\$ 100,000.00	
Worsley Agricultural Society	Arena Roof & other repairs	General	2019	\$ 60,000.00	
Worsley Agricultural Society	Bike & Skate Park	Capital	2012	\$ 25,000.00	
					\$ 260,000.00
Worsley Central School Parent Council	Renovations to kitchen to a three (3) basin sink	Capital	2010	\$ 2,500.00	
Worsley Central School Parent Council	Basketball court pavement	Capital	2015	\$ 16,000.00	
					\$ 18,500.00
Worsley Central School Parent Society	Coaching for Life	CSSG	2024	\$ 6,000.00	
					\$ 6,000.00
Worsley Chamber of Commerce	Town Center Beautification	Capital	2004	\$ 10,000.00	
					\$ 10,000.00
Worsley Clear Hills Ski Club	Chair Lift Project	Capital	2007	\$ 250,000.00	
Worsley Clear Hills Ski Club	Magic Carpet Conveyor Lift	Capital	2020	\$ 50,000.00	
					\$ 300,000.00
Worsley Early Childhood Education Foundation	Preschool Playground	Capital	2016	\$ 10,000.00	
Worsley Early Childhood Education Foundation	storage shed	Capital	2017	\$ 3,517.50	
Worsley Early Childhood Education Foundation	2024 Operating Funds	CSSG	2024	\$ 28,300.00	
					\$ 41,817.50

**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
Worsley Historical & Cultural Association	Farr House Restoration	Capital	2004	\$ 12,500.00	
Worsley Historical & Cultural Association	Workshop	Capital	2005	\$ 12,500.00	
Worsley Historical & Cultural Association	Moving the Basnett store from Eureka River to the Museum's Heritage Farm Site.	Capital	2012	\$ 25,000.00	
Worsley Historical & Cultural Association	United Church building at Worsley Museum site	Capital	2017	\$ 25,000.00	
Worsley Historical & Cultural Association	Museum site improvements & upgrades	Capital	2019	\$ 25,000.00	
					\$ 100,000.00
Worsley Pioneer Club	Handibus Purchase	General	2019	\$ 94,975.00	
					\$ 94,975.00
Worsley Volunteer Fire Fighters' Society	Fitness Equipment	Capital	2007	\$ 13,650.00	
Worsley Volunteer Fire Fighters' Society	New Playground Equipment	Capital	2012	\$ 25,000.00	
					\$ 38,650.00
Youth Enhancement Society of Hines Creek	2024 Operating Funds	CSSG	2024	\$ 39,500.00	
					\$ 39,500.00
	Total:			\$ 3,304,256.08	\$ 3,304,256.08

Clear Hills County Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Funding Request – Grimshaw & District Chamber of Commerce
File:	62-02-02

DESCRIPTION:

The Grimshaw & District Chamber of Commerce is requesting Beyond Borders Grant Program funding to sponsor the 2024 Harvest Moon Festival.

BACKGROUND:

The Grimshaw & District Chamber of Commerce is holding the 4th Annual Harvest Moon Festival on September 14, 2024 on Mainstreet Grimshaw. The group has provided a sponsorship package and requesting funds through the Beyond Borders Grant Program.

ATTACHMENTS:

- April 28, 2024 Funding Request Letter
- Harvest Moon Festival Projected Budget 2024
- 2024 Harvest Moon Festival Sponsorship Package
- Grants History (2004 – May 8, 2024)

RECOMMENDATION:

1. **RESOLUTION** by... to approve a Beyond Borders Grant to the Grimshaw & District Chamber of Commerce in the amount of _____ to sponsor the 4th Annual Harvest Moon Festival with funds to be allocated from the Rate Stabilization Reserve.

OR

2. **RESOLUTION** by... to deny the Grimshaw & District Chamber of Commerce's funding request.

Initials show support - Reviewed by:	Manager:		CAO:	
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April 28, 2024

Grimshaw & District Chamber of Commerce
Box 919
Grimshaw, AB T0H 1W0



Clear Hills County
Box 240
Worsley, AB T0H 3W0

Re: Beyond Borders Funding

Dear Clear Hills County Council,

As a co-chair of the Harvest Moon Festival Committee, I would like to reach out to you in regards to Beyond Borders Funding for our event taking place September 14, 2024. This year will mark our 4th annual Harvest Moon Festival hosted by the Grimshaw & District Chamber of Commerce on Mainstreet Grimshaw. The Harvest Moon Festival was born from a need for connection and a social outing in the fall of 2021. The event was a huge success and continues to grow every year. It is our hope to make it one of the best events in the Peace Region.

The Harvest Moon Festival free activities start in the afternoon with a car show, open air market, pie and jam competition, corn eating contest, food trucks, local entertainment and a fun zone including bouncy castles, face painting, carnival games, axe throwing and a rage room. The axe throwing and rage room are new activities for us this year to better serve our teenage and young adult demographic.

Leading into the evening, we are hosting a ticketed event on the south end of Mainstreet where the stage comes alive for live entertainment and a beer gardens. This year's entertainment will be "Soul Smash" coming from High Level. Last year, we had a record year by selling out our beer gardens and entertainment by 9pm.

Over the past couple of years, we have had an estimated 2000 people on the street of Grimshaw for the daytime activities and a sold-out beer gardens of 1000 people. The event is a very

anticipated event throughout the calendar year, for people near and far. Last year we had people come from as far as Calgary and into British Columbia.

Within our sponsorship package attached you will find our sponsorship opportunities, 2023 finances, and a picture recap of our 2023 event. We also have a Facebook page called "Harvest Moon Festival" where we post updates on our plans for 2024.

We would like to thank you for taking the time to review our request and our sponsorship package. If you have any questions at all, please feel to reach out to me at 780-625-4783 or amandacondrotte@gmail.com

Thank you,

A handwritten signature in black ink that reads "Amanda Condrotte". The script is cursive and fluid.

Amanda Condrotte
Harvest Moon Festival Co-Chair

Harvest Moon Festival Projected Budget 2024

Income		Expenses			
Entertainment Sponsors	\$ 8,000.00	Advertising - Radio	\$ 1,500.00	Liquor	\$ 10,000.00
Beer Gardens	\$ 1,500.00	Toilets/ Hand Washing	\$ 2,500.00	DJ	\$ 1,400.00
Bar Sponsors	\$ 3,000.00	Event Tickets & Posters	\$ 300.00	Soul Smash	\$ 3,000.00
Fun Zone	\$ 15,000.00	Koozies	\$ 750.00	In the Zone	\$ 12,000.00
Safety Sponsor	\$ 10,000.00	Security	\$ 6,075.00	Face Painters	\$ 300.00
General Event	\$ 8,700.00	Liquor License	\$ 200.00	Candy for Carnival Games	\$ 500.00
		Merch Cost - Big North	\$ 1,400.00	Axe Monkeys	\$ 3,966.35
Ticket Sales	\$ 21,800.00	Roller Derby	\$ 1,200.00	The Ice Guys	\$ 675.00
Liquor Sales	\$ 22,500.00	Fencing	\$ 8,622.00	Stage	\$ 8,825.26
		Photo and Drone Footage	\$ 700.00	Hotel Rooms	\$ 490.00
		Take Down	\$ 500.00	Behind the Scenes Exp	\$ 1,500.00
Total Income	\$ 90,500.00	Total Expenses	\$ 66,403.61		

This is only a projected budget. As of April 28, we have had no General Event sponsorship, no safety sponsorship, and only 2/3 of the fun zone sponsorship. Our ticket sales and liquor sales numbers are based off of 2023 sales and a full sell out. Expenses are quotes only and are subject to change.

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HARVEST MOON FESTIVAL SPONSORSHIP PACKAGES



ABOUT THE EVENT



The Harvest Moon Festival was started in 2021 by the Grimshaw & District Chamber of Commerce and the Town of Grimshaw.

The event grew the following year, and is now a widely anticipated day on the calendar. It is our hope to continue to grow this festival and make it one of the best events in the Peace Region.

Activities start in the mid afternoon with a car show, food trucks, an open air vendor market, local entertainment and performers, pie and jam competition, along with the much anticipated fun zone featuring bouncing castles and carnival games.

Leading into the evening, on the South end of Mainstreet, the stage comes alive for the street dance and beer gardens.

SPONSORSHIP PACKAGES

ENTERTAINMENT SPONSOR



\$2000 4 AVAILABLE

This is one of our prime sponsorship packages. In 2023, 1000 tickets were sold to the dance and beer gardens, making it a fully sold out event by 9pm.

What your sponsorship provides you: Your logo on the side wing of the 24'x20' professional aluminum stage, Radio Ads, 8 Event Tickets, Social Media recognition, along with ongoing shout outs from the bands all night.

BEER GARDEN SPONSOR



\$1500 2 AVAILABLE

There will be two bars set up for the evening performance. Your sponsorship will include full advertising on one of two bars that will become your designated bar.

What your sponsorship provides you: Your banner and two flags with your logo to hang on the bar, 250 Logo Koozies to be handed out, 6 event tickets, ongoing shout outs from the bands all night, and social media recognition.

SPONSORSHIP PACKAGES

SAFETY SPONSOR



\$10,000 1 Available

New to the 2024 Harvest Moon Festival, we have a safety sponsor sponsorship opportunity. This sponsorship helps to cover the cost of professional security personnel for the evening performance.

What your sponsorship provides you: 10 Event Tickets, Radio Ads, Harvest Moon Merch, Social Media recognition, along with shout outs from the main stage.

FUN ZONE SPONSOR



\$5000 3 Total 1 Available

The fun zone sponsorship packages allows us to host a full block of kids and young adult activities including, bouncy castles, carnival games, face painters, and new this year, axe throwing and a rage room.

What your sponsorship provides you: Advertising in the fun zone along with social media recognition and a shout out from the north stage.

GENERAL EVENT SPONSOR



A general event sponsor allows us to purchase the behind the scenes items necessary to put on the event and continue growth of the event activities and amenities.

What your sponsorship provides you:

\$750+

Your banner on the event fencing, social media recognition and a shout out from the main stage.

\$500-\$749

Your name or logo on sponsorship signage on picnic tables along with social media recognition.

\$250-\$499

Social media recognition

2023 At a Glance

Income

- Total Sponsorship \$38,000
- Ticket Sales \$21,800
- Liquor Sales \$22,500
- Swag \$2,800

Total Income \$85,100

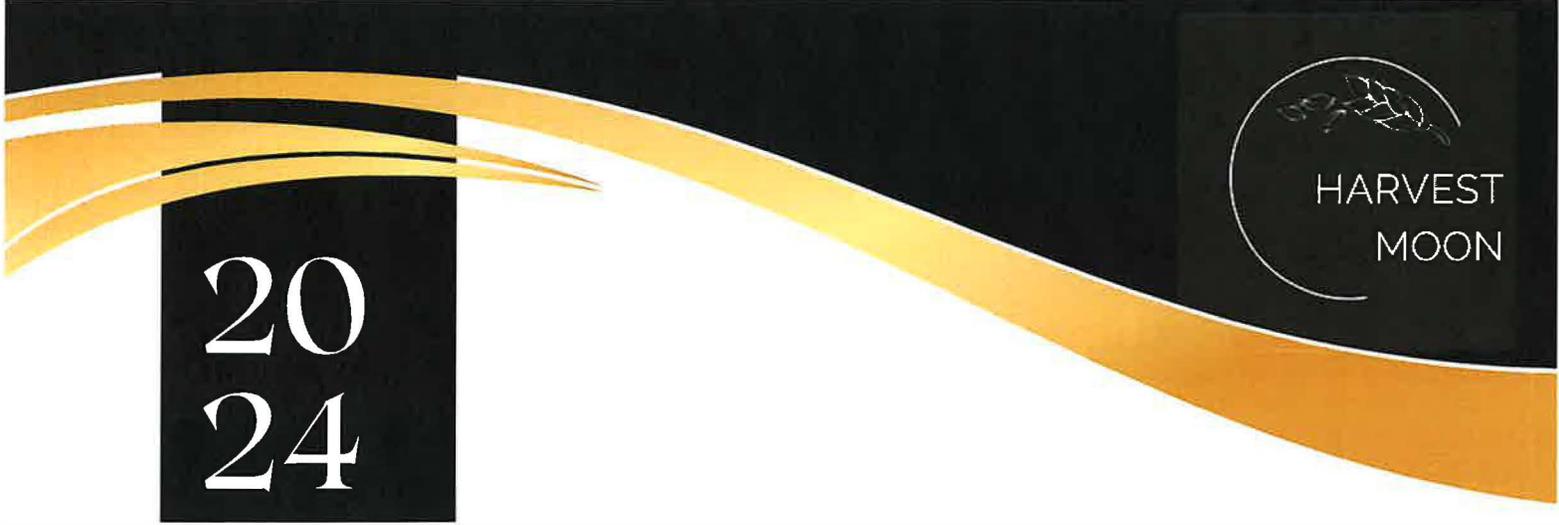
Expenses

- Band & Stage \$17,000
- Kids Zone \$10,600
- Liquor Expense \$9,400
- Security \$5,400
- Swag \$5,700
- Behind the Scenes \$15,000

Total Expenses \$63,100

The proceeds from the Harvest Moon Festival has become the biggest fundraiser for the Grimshaw and District Chamber of Commerce. The funds have allowed the continuation and expansion of the Harvest Moon Festival to have seed money for the following year. Planning and deposits for major aspects of the festival start taking place in January. With the Harvest Moon Festival, the Chamber has been able to rent an office space that they can call "home" along with hiring an employee to help grow the Chamber to better serve our business community.

It is inevitable that our 2024 projected expenses have and will increase without adding anything additional to the equation. As a committee we have strived to keep the Harvest Moon Festival accessible and affordable to our attendees, which would not be possible without our sponsorships.



20
24



HARVEST
MOON

THANK YOU

FOR CONSIDERING A SPONSORSHIP



If you have any questions or would like to sponsor our event
please contact either of us below.

Call or Text:

Amanda 780-625-4783

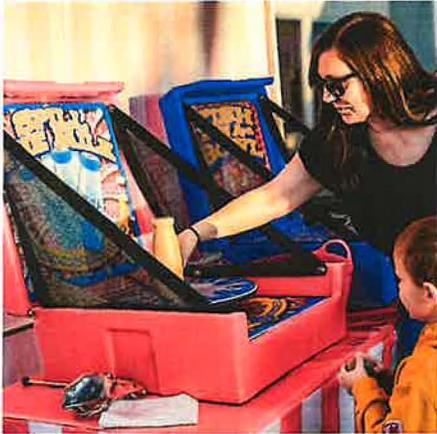
Misty 780-618-7797

Email:

amandacondrotte@gmail.com



Harvest Moon 2023 Recap



**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
All Saints Anglican Church	New foundation	Capital	2010	\$ 17,000.00	
All Saints Anglican Church	Repairs and landscaping for church	Capital	2013	\$ 5,000.00	
					\$ 22,000.00
All Saints Ukranian Catholic Parish	Demolition of old church for public safety reasons	Capital	2017	\$ 6,500.00	
All Saints Ukranian Catholic Parish	lawn mower	General	2017	\$ 4,700.00	
					\$ 11,200.00
Burnt River Recreation Association	Playground Equipment	Capital	2007	\$ 3,900.00	
Burnt River Recreation Association	Lawn Mower	Capital	2006	\$ 10,750.00	
Burnt River Recreation Association	Utility Trailer	Capital	2007	\$ 4,400.00	
Burnt River Recreation Association	Covered Pole Shed at Burnt Lee Park	Capital	2014	\$ 6,250.00	
Burnt River Recreation Association	Subdivide Burnt Lee Park from SW22-83-1-W6M	General	2017	\$ 6,500.00	
					\$ 31,800.00
Carter Camp Recreational Society	Carter Camp crossing realignment Phase 2	General	2021	\$ 87,190.00	
Carter Camp Recreational Society	Carter Camp crossing realignment Phase 1	General	2021	\$ 10,000.00	
Carters Camp Recreational Society	Campground Upgrades	Capital	2006	\$ 7,500.00	
					\$ 104,690.00
Cherry Canyon Agricultural Society	Facility Improvement Project	Capital	2007	\$ 14,965.00	
Cherry Canyon Agricultural Society	Fire tank	General	2010	\$ 10,000.00	
Cherry Canyon Agricultural Society	Oles Lake Playground Enhancement project	Capital	2011	\$ 17,600.00	
Cherry Canyon Agricultural Society	Additional Fire fighting equipment	General	2013	\$ 26,300.00	
Cherry Canyon Agricultural Society	Renovations to Cherry Canyon Hall	Capital	2016	\$ 25,000.00	
Cherry Canyon Agricultural Society	Fitness Centre Equipment	Capital	2016	\$ 12,479.50	
Cherry Canyon Agricultural Society	lawn mower	General	2019	\$ 4,500.00	
Cherry Canyon Agricultural Society	Playground	Capital	2020	\$ 22,000.00	
Cherry Canyon Agricultural Society	two Ball diamond dugouts	Capital	2020	\$ 5,000.00	
Cherry Canyon Agricultural Society	Hall Renovations (replacing windows, sidewalks and re-roofing half the building)	Capital	2021	\$ 20,000.00	
Cherry Canyon Agricultural Society	water repair & cement pad Roof Repair	Capital	2010/2012	\$ 11,000.00	
					\$ 168,844.50

**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
Cherry Point Promotion Association	Cherry Point Hall	Capital	2005	\$ 7,500.00	
Cherry Point Promotion Association	Hall repairs & Improvements	Capital	2011	\$ 5,000.00	
Cherry Point Promotion Association	Renovations and repairs to the Hall	Capital	2013	\$ 2,500.00	
					\$ 15,000.00
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	Outdoor Arena & Motor Cross Track	Capital	2009	\$ 25,000.00	
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	Improvements to Multi-Plex grounds	Capital	2012	\$ 15,500.00	
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	Equipment to groom and maintain grounds, chutes for arena and a light plant/generator	Capital	2015	\$ 25,000.00	
					\$ 65,500.00
Cleardale Agricultural Society	2 Zero Turn lawn mowers	General	2013	\$ 31,920.00	
Cleardale Agricultural Society	Outdoor Skating Rink Upgrades	Capital	2016	\$ 12,000.00	
Cleardale Agricultural Society	Cemetery Sign Project	General	2018	\$ 2,000.00	
Cleardale Agricultural Society	Cleardale OHV Park Bandstand Project	Capital	2020	\$ 10,000.00	
Cleardale Agricultural Society	Move and set up replacement Salt & Pepper Club	Capital	2010	\$ 10,000.00	
Cleardale Agricultural Society	OHV Park	Capital	2005	\$ 50,000.00	
Cleardale Agricultural Society	Community Facilities Upgrades	Capital	2008	\$ 22,500.00	
Cleardale Agricultural Society	Equipment purchases and golf course upgrades	General	2015	\$ 125,000.00	
Cleardale Agricultural Society	Power & water at OHV park	General	2016	\$ 40,160.00	
					\$ 303,580.00
Cleardale Community Enhancement Society	Paving parking lot at Seniors Housing	General	2017	\$ 150,000.00	
					\$ 150,000.00
Cleardale Preschool	Start up funds	General	2023	\$ 3,000.00	
Cleardale Preschool	2024 Operating Grant	CSSG	2024	\$ 20,000.00	
					\$ 23,000.00
David Thompson Bible Camp	Bathroom Building Improvements	Capital	2008	\$ 21,000.00	
					\$ 21,000.00
David Thompson Hall Society	Furnace	Capital	2006	\$ 5,000.00	
David Thompson Hall Society	Cement pad for Park Shelter	Capital	2010	\$ 4,500.00	
David Thompson Hall Society	New entrance steps and wheel chair ramp	Capital	2013	\$ 5,000.00	
David Thompson Hall Society	Fire Escape improvements	Capital	2014	\$ 11,500.00	

**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
David Thompson Hall Society	Furnace replacements	Capital	2017	\$ 17,000.00	
David Thompson Hall Society	Geotechnical services	General	2023	\$ 3,500.00	
					\$ 46,500.00
End of Steel Heritage Museum Society	Re-doing the inside of the Lubeck Hall Building	Capital	2011	\$ 23,400.00	
End of Steel Heritage Museum Society	Taxidermy Building	Capital	2004	\$ 40,000.00	
End of Steel Heritage Museum Society	Museum Kitchen Renovations	Capital	2008	\$ 25,000.00	
End of Steel Heritage Museum Society	Blacksmith Shop	Capital	2009	\$ 25,000.00	
End of Steel Heritage Museum Society	Armed Forces Building Roof	Capital	2014	\$ 4,779.58	
End of Steel Heritage Museum Society	Construction of pole shed and purchase of a new lawn mower	Capital	2016	\$ 10,000.00	
End of Steel Heritage Museum Society	R&M of exterior log buildings & purchase of two tent shelters	Capital	2018	\$ 4,800.00	
End of Steel Heritage Museum Society	Upgrades to playground, floor in market shed & finishing Ukrainian Heritage house	Capital	2019	\$ 14,050.00	
End of Steel Heritage Museum Society	Lavatory trailer	General	2020	\$ 120,000.00	
End of Steel Heritage Museum Society	Museum & Park - various improvements (scope change 2021 dance floor to trappers cabin)	Capital	2020	\$ 11,009.00	
End of Steel Heritage Museum Society	General repairs	General	2023	\$ 27,000.00	
					\$ 305,038.58
Eureka River Agricultural Society	Playground	General	2023	\$ 60,000.00	
					\$ 60,000.00
Fairview Aquatic Centre	phase 2 basin resurfacing	Beyond Borders	2017	\$ 7,500.00	
					\$ 7,500.00
Fairview Curling Club	curling stones replacement	Beyond Borders	2017	\$ 2,500.00	
					\$ 2,500.00
Fairview Day Care & Playschool Society	Construction of Day Care Facility	Beyond Borders	2016	\$ 150,000.00	
					\$ 150,000.00
Fairview Lions Club	Cummings Lake Music Fest	Beyond Borders	2019	\$ 2,500.00	
					\$ 2,500.00
George Lake Aquatic Recreation Association	Campground Upgrade	Capital	2004	\$ 12,000.00	
George Lake Aquatic Recreation Association	Washroom/Shower Facility	Capital	2008	\$ 25,000.00	
George Lake Aquatic Recreation Association	Installation of power to the camping stalls.	Capital	2012	\$ 12,272.00	

**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
George Lake Aquatic Recreation Association	Playground	Capital	2015	\$ 25,000.00	
George Lake Aquatic Recreation Association	Upgrading existing power grid	Capital	2017	\$ 20,000.00	
George Lake Aquatic Recreation Association	Tractor & Campground upgrades	General	2019	\$ 36,000.00	
					\$ 130,272.00
Hines Creek & District Figure Skating Club	Jumping Harness	Capital	2008	\$ 2,750.00	
					\$ 2,750.00
Hines Creek Composite School Parent Assoc.	Playground pea gravel and retaining timbers	Capital	2011	\$ 9,000.00	
Hines Creek Composite School Parent Assoc.	Playground Equipment Replacement & Outside Seating area	Capital	2010	\$ 25,000.00	
Hines Creek Composite School Parent Assoc.	Phys Ed & Music Equipment	Capital	2008	\$ 1,308.72	
Hines Creek Composite School Parent Assoc.	Replacement score clock & shot clock	Capital	2015	\$ 6,250.00	
Hines Creek Composite School Parent Assoc.	Hines Creek Composite Nutrition Program	CSSG	2024	\$ 4,000.00	
					\$ 45,558.72
Hines Creek Curling Club	new ceiling, lighting & ice scraper	Capital	2009	\$ 21,225.00	
					\$ 21,225.00
Hines Creek Golf & Country Association	Purchase 313.6 acres Rec Lease 910012	General	2014	\$ 131,500.00	
Hines Creek Golf & Country Association	Irrigation System Completion Project	General	2020	\$ 67,693.89	
Hines Creek Golf & Country Association	automate part of irrigation system	Capital	2010/2012	\$ 25,000.00	
Hines Creek Golf & Country Association	Workshop	Capital	2006	\$ 15,000.00	
Hines Creek Golf & Country Association	New Fairways	Capital	2007	\$ 13,085.00	
Hines Creek Golf & Country Association	Equipment replacement for a tractor and mowers	Capital	2010	\$ 25,000.00	
Hines Creek Golf & Country Association	Complete clubhouse	Capital	2015	\$ 25,000.00	
					\$ 302,278.89
Hines Creek Municipal Library	Seniors, Parents & Tots Craft Supplies	CSSG	2024	\$ 6,000.00	
					\$ 6,000.00
Hinterland Cemetery Company	Lawn mower, fence & storage	General	2019	\$ 15,000.00	
					\$ 15,000.00
Immaculate Heart of Mary Parish Cemetery	lawn mower	Capital	2017	\$ 3,150.00	
					\$ 3,150.00
Many Island Recreational Development Society	upto 8 seasonal lots & road	Capital	2019	\$ 32,000.00	

Capital Grants, General Grants (non-cost share) & Beyond Border Grants

2004 to May 8, 2024

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
Many Island Recreational Development Society	Boat Launch improvements	General	2019	\$ 10,000.00	
Many Island Recreational Development Society	Playground Equipment upgrade/replacement and solar lights	Capital	2010	\$ 25,000.00	
Many Island Recreational Development Society	Campground Upgrades	Capital	2004	\$ 25,000.00	
Many Island Recreational Development Society	Upgrade the outhouses, bring the sani-dump into compliance install solar lights in the camparound.	Capital	2012	\$ 10,700.00	
Many Island Recreational Development Society	Generator	General	2015	\$ 6,000.00	
Many Island Recreational Development Society	Loop road and 10 seasonal lots	Capital	2021	\$ 10,000.00	
Many Island Recreational Development Society	Playground	General	2023	\$ 40,000.00	
					\$ 158,700.00
Menno Simons Community School Parents Association	Menno Simons Community School Playground Improvement project	Capital	2011	\$ 24,830.00	
					\$ 24,830.00
Montagneuse Valley Cemetery Committee	Chainlink Fence Cemetery #1	Capital	2009	\$ 5,667.00	
Montagneuse Valley Cemetery Committee	Chainlink Fence Cemetery #2	Capital	2009	\$ 6,167.00	
Montagneuse Valley Cemetery Committee	Survey to map existing and future plots	General	2022	\$ 4,000.00	
					\$ 15,834.00
Municipal District of Fairview No. 136	System (AWOS) at the Fairview Airport.	BBG	2023	\$ 16,641.89	
					\$ 16,641.89
Peace Valley Snow Riders	Hines Creek Trail	General	2018	\$ 20,000.00	
					\$ 20,000.00
Senior Check-In Line	2018 Operating grant	General	2018	\$ 8,500.00	
Senior Check-In Line	2019 Operating grant	General	2019	\$ 8,500.00	
Senior Check-In Line	2020 Operating Grant	General	2020	\$ 8,500.00	
Senior Check-In Line	2021 Operating Grant	General	2021	\$ 6,000.00	
Senior Check-In Line	2022 Operating Grant	General	2022	\$ 6,500.00	
Senior Check-In Line	2023 Operating Grant	General	2023	\$ 6,000.00	
Senior Check-In Line	2023 Operating Grant	General	2023	\$ 1,000.00	
Senior Check-In Line	2024 Operating Grant	General	2024	\$ 7,000.00	
Senior Check-In Line	Seniors Social Connection Events	CSSG	2024	\$ 6,000.00	
					\$ 58,000.00
SHARE Radio Broadcasting Association	Additional transmitter and receiver site in Cleardale	Capital	2010	\$ 5,000.00	

**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
					\$ 5,000.00
Svittanok Ukrainian Dance Company	Ukranian Heritage Preservation building at the End of Steel Museum	Capital	2013	\$ 20,000.00	
					\$ 20,000.00
Village of Hines Creek	HC Playground	Capital	2005	\$ 18,920.00	
Village of Hines Creek	Arena Upgrade Project	Capital	2006	\$ 25,000.00	
Village of Hines Creek	Hines Creek Fitness Centre	Capital	2006	\$ 5,000.00	
					\$ 48,920.00
Whitelaw Ag Society	Hall entry & parking repairs	Beyond Borders	2019	\$ 10,000.00	
					\$ 10,000.00
Worsley Agricultural Society	Arena Renovations	Capital	2006	\$ 50,000.00	
Worsley Agricultural Society	Improvements to the Worsley Arena	Capital	2012	\$ 25,000.00	
Worsley Agricultural Society	Worsley Arena upgrades & repairs	General	2015	\$ 100,000.00	
Worsley Agricultural Society	Arena Roof & other repairs	General	2019	\$ 60,000.00	
Worsley Agricultural Society	Bike & Skate Park	Capital	2012	\$ 25,000.00	
					\$ 260,000.00
Worsley Central School Parent Council	Renovations to kitchen to a three (3) basin sink	Capital	2010	\$ 2,500.00	
Worsley Central School Parent Council	Basketball court pavement	Capital	2015	\$ 16,000.00	
					\$ 18,500.00
Worsley Central School Parent Society	Coaching for Life	CSSG	2024	\$ 6,000.00	
					\$ 6,000.00
Worsley Chamber of Commerce	Town Center Beautification	Capital	2004	\$ 10,000.00	
					\$ 10,000.00
Worsley Clear Hills Ski Club	Chair Lift Project	Capital	2007	\$ 250,000.00	
Worsley Clear Hills Ski Club	Magic Carpet Conveyor Lift	Capital	2020	\$ 50,000.00	
					\$ 300,000.00
Worsley Early Childhood Education Foundation	Preschool Playground	Capital	2016	\$ 10,000.00	
Worsley Early Childhood Education Foundation	storage shed	Capital	2017	\$ 3,517.50	
Worsley Early Childhood Education Foundation	2024 Operating Funds	CSSG	2024	\$ 28,300.00	
					\$ 41,817.50

**Capital Grants, General Grants (non-cost share) & Beyond Border Grants
2004 to May 8, 2024**

<u>Organization</u>	<u>Project</u>	<u>Type of Grant</u>	<u>Approved</u>	<u>Amount</u>	<u>Total by Organization</u>
Worsley Historical & Cultural Association	Farr House Restoration	Capital	2004	\$ 12,500.00	
Worsley Historical & Cultural Association	Workshop	Capital	2005	\$ 12,500.00	
Worsley Historical & Cultural Association	Moving the Basnett store from Eureka River to the Museum's Heritage Farm Site.	Capital	2012	\$ 25,000.00	
Worsley Historical & Cultural Association	United Chruch building at Worsley Museum site	Capital	2017	\$ 25,000.00	
Worsley Historical & Cultural Association	Museum site improvements & upgrades	Capital	2019	\$ 25,000.00	
					\$ 100,000.00
Worsley Pioneer Club	Handibus Purchase	General	2019	\$ 94,975.00	
					\$ 94,975.00
Worsley Volunteer Fire Fighters' Society	Fitness Equipment	Capital	2007	\$ 13,650.00	
Worsley Volunteer Fire Fighters' Society	New Playground Equipment	Capital	2012	\$ 25,000.00	
					\$ 38,650.00
Youth Enhancement Society of Hines Creek	2024 Operating Funds	CSSG	2024	\$ 39,500.00	
					\$ 39,500.00
	Total:			\$ 3,304,256.08	\$ 3,304,256.08

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	Bylaw 9 Fees for Extinguishing Fires
File:	24-02-02

DESCRIPTION:

Council is presented with Bylaw 9 Fees for Extinguishing Fires for review.

BACKGROUND:

P243-24(05-07-24) RESOLUTION by Reeve Bean to recommend Council bring back Bylaw No. 9 Fees for Extinguishing Fires to the next regular Council meeting. CARRIED.

ATTACHMENTS:

- Bylaw. 286-24 Fees for Extinguishing Fires Draft with attached Emergency Service Schedule of Fees

RECOMMENDED ACTION:

RESOLUTION by that first reading be given to Bylaw No. 286-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of Clear Hills County Extinguishing of Fires and Preserving of Life & Property From Injury or Destruction by Fire & Schedule Of Fees

RESOLUTION by that second reading be given to Bylaw No. 286-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of Clear Hills County Extinguishing of Fires and Preserving of Life & Property From Injury or Destruction by Fire & Schedule Of Fees

RESOLUTION by proceed to a third and final reading be given to Bylaw No. 286-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of Clear Hills County Extinguishing of Fires and Preserving of Life & Property From Injury or Destruction by Fire & Schedule Of Fees

Initials show support - Reviewed by:

Manager:

CAO:



BYLAW NO. 9-286-24

A BYLAW OF ~~THE MUNICIPAL DISTRICT OF CLEAR HILLS NO. 21~~ CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, REGARDING THE EXTINGUISHING OF FIRES AND THE PRESERVING OF LIFE AND PROPERTY FROM INJURY OR DESTRUCTION BY FIRE.

WHEREAS, the Council of ~~the Municipal District of Clear Hills No. 21 (hereinafter referred to as "the M.D.")~~ Clear Hills County wishes to establish fees for services provided by volunteer fire departments for the extinguishing of fires or preserving of life or property from injury or destruction by fire and for the collection of the said fees from the occupant or owner of the property **when a fire ban is in effect**; and

WHEREAS, the Council of ~~the Municipal District of Clear Hills No. 21~~ Clear Hills County has determined it is in the best interests of the municipality to pass such a bylaw.

NOW THEREFORE, the Council of ~~the Municipal District of Clear Hills No. 21~~ Clear Hills County, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. THAT, where equipment is operated by or on behalf of ~~the Municipal District of Clear Hills No. 21~~ Clear Hills County in the extinguishing of fires or preserving of life or property from injury or destruction by fire **when a fire ban is in effect**, the costs incurred therein may be charged to the owner or occupant of the land.
2. THAT, if the owner or occupant of the land on which the service was performed refuses to pay the account incurred or if the account is in arrears for sixty (60) days or more, the account will be charged against the land as taxes due and owing in the respect of that land.
3. THAT, the fee for **Emergency** services provided under this bylaw shall be as per the attached **Emergency Service** Schedule of Fees.
- ~~4.~~ THAT, the **Emergency Service** Schedule of Fees may be amended from time to time by a resolution of Council passed at a duly constituted meeting of the Council of ~~the Municipal District of Clear Hills No. 21~~ Clear Hills County
5. THAT, the Council of ~~the Municipal District of Clear Hills No. 21~~ Clear Hills County shall adopt a policy to provide staff with clear guidelines for implementation of this bylaw.
6. THAT, this bylaw shall come into effect upon the date of final passing hereof.

READ for a FIRST time this _____ day of _____ A.D., 2002.

Marlene Maxwell, Reeve

Alcide Cloutier, Chief Administrative Officer

READ for a SECOND time this _____ day of _____ A.D., 2002.

Marlene Maxwell, Reeve

Aleide Cloutier, Chief Administrative Officer

READ for a THIRD time this _____ day of _____ A.D., 2002.

Marlene Maxwell, Reeve

Aleide Cloutier, Chief Administrative Officer

READ a first time this ____ Day of May 2024.

READ a second time this ____ Day of May 2024.

READ a Third time this ____ Day of May 2024.

Amber Bean, Reeve

Allan Rowe, CAO

Emergency Services

Policy 2301

Clear Hills County will charge **NO** fees for the following:

- Residential Fires
- Building Structure Fires
- Medical Aid Response
- Motor Vehicle Accidents(MVA)when a FATALITY or FATALITIES involved in an MVA.

Other Fires will be charged at the current rate, as established by Council

Emergency Call out-Flat Rate	\$100.00
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Note: Where Fire Services has extinguished a fire when a **fire ban is in effect** or responded to an Incident within or outside the County, as per our mutual aid agreements, for the purpose of preserving life or property from injury or destruction by such Incident, including any such action taken by Fire Services on a False Alarm, Clear Hills County, may in respect of any costs incurred by Fire Services in taking such action, charge any costs so incurred by Fire Services to:

- the person who caused the Incident;
- the owner of the property or vehicle; or
- the owner of the land or the person in possession where the Incident occurred.

Equipment rates include firefighter fees. All supplies used shall be at cost. Any other disbursements or expenses incurred by the Municipality in the provision of Fire Protection, including but not limited to, Mutual Aid charges from other fire departments, the hiring of independent contractors to provide services, equipment, or air attack will be charged back at cost.

Fire Fighting Service Rates			
Pumper	\$350.00	/hour	no GST
Tender	\$350.00	/hour	no GST
First response Unit	\$350.00	/hour	no GST
MCR Unit	\$350.00	/hour	no GST
Squad Vehicle for Transport	\$50.00	/hour	no GST
Grass Fire Fighting Unit	\$200.00	/hour	no GST
SxS Unit	\$200.00	/hour	no GST
Command Vehicle	\$100.00	/hour	no GST
Sprinkler Protection Unit (SPU)	\$400.00	/day	no GST
Response to Numbered Highway Callouts: Invoice Alberta Transportation As per Alberta Transportation Current Rates			
Fire Containment (HazMat)	Cost recovery		
Additional equipment/resources	Cost recovery		

BYLAW NO. 286-24

A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, REGARDING THE EXTINGUISHING OF FIRES AND THE PRESERVING OF LIFE AND PROPERTY FROM INJURY OR DESTRUCTION BY FIRE.

WHEREAS, the Council of Clear Hills County wishes to establish fees for services provided by volunteer fire departments for the extinguishing of fires or preserving of life or property from injury or destruction by fire and for the collection of the said fees from the occupant or owner of the property when a fire ban is in effect; and

WHEREAS, the Council of Clear Hills County has determined it is in the best interests of the municipality to pass such a bylaw.

NOW THEREFORE, the Council of Clear Hills County, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. THAT, where equipment is operated by or on behalf of Clear Hills County in the extinguishing of fires or preserving of life or property from injury or destruction by fire when a fire ban is in effect, the costs incurred therein may be charged to the owner or occupant of the land.
2. THAT, if the owner or occupant of the land on which the service was performed refuses to pay the account incurred or if the account is in arrears for sixty (60) days or more, the account will be charged against the land as taxes due and owing in the respect of that land.
3. THAT, the fee for Emergency services provided under this bylaw shall be as per the attached Emergency Service Schedule of Fees.
4. THAT, the Emergency Service Schedule of Fees may be amended from time to time by a resolution of Council passed at a duly constituted meeting of the Council of Clear Hills County
5. THAT, the Council of Clear Hills County shall adopt a policy to provide staff with clear guidelines for implementation of this bylaw.
6. THAT, this bylaw shall come into effect upon the date of final passing hereof.

READ a first time this ____ Day of May 2024.

READ a second time this ____ Day of May 2024.

READ a Third time this ____ Day of May 2024.

Amber Bean, Reeve

Allan Rowe, CAO

Emergency Services

Policy 2301

Clear Hills County will charge **NO** fees for the following:

- Residential Fires
- Building Structure Fires
- Medical Aid Response
- Motor Vehicle Accidents(MVA)when a FATALITY or FATALITIES involved in an MVA.

Other Fires will be charged at the current rate, as established by Council

Emergency Call out-Flat Rate	\$100.00
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Note: Where Fire Services has extinguished a fire when a **fire ban is in effect** or responded to an Incident within or outside the County, as per our mutual aid agreements, for the purpose of preserving life or property from injury or destruction by such Incident, including any such action taken by Fire Services on a False Alarm, Clear Hills County, may in respect of any costs incurred by Fire Services in taking such action, charge any costs so incurred by Fire Services to:

- the person who caused the Incident;
- the owner of the property or vehicle; or
- the owner of the land or the person in possession where the Incident occurred.

Equipment rates include firefighter fees. All supplies used shall be at cost. Any other disbursements or expenses incurred by the Municipality in the provision of Fire Protection, including but not limited to, Mutual Aid charges from other fire departments, the hiring of independent contractors to provide services, equipment, or air attack will be charged back at cost.

Fire Fighting Service Rates			
Pumper	\$350.00	/hour	no GST
Tender	\$350.00	/hour	no GST
First response Unit	\$350.00	/hour	no GST
MCR Unit	\$350.00	/hour	no GST
Squad Vehicle for Transport	\$50.00	/hour	no GST
Grass Fire Fighting Unit	\$200.00	/hour	no GST
SxS Unit	\$200.00	/hour	no GST
Command Vehicle	\$100.00	/hour	no GST
Sprinkler Protection Unit (SPU)	\$400.00	/day	no GST
Response to Numbered Highway Callouts: Invoice Alberta Transportation As per Alberta Transportation Current Rates			
Fire Containment (HazMat)	Cost recovery		
Additional equipment/resources	Cost recovery		

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	Bylaw No. 285-24 Fire Ban
File:	24-02-02

DESCRIPTION:

Council is presented with the requested amendments to Bylaw No. 285-24 Fire Ban.

BACKGROUND:

C231-24(4-23-24) RESOLUTION by Deputy Reeve Janzen to bring back Bylaw No. 282-24 including options for different levels of Fire Bans within Clear Hills County to the next Regular Council meeting. CARRIED.

ATTACHMENTS:

- Draft Bylaw No. 285-24 Fire Ban with changes.

RECOMMENDED ACTION:

RESOLUTION by that first reading be given to Bylaw No. 285-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of Clear Hills County putting on a Fire Ban at Councils discretion.

RESOLUTION by that second reading be given to Bylaw No. 285-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of Clear Hills County putting on a Fire Ban at Councils discretion.

RESOLUTION by proceed to a third and final reading be given to Bylaw No. 285-24, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of Clear Hills County putting on a Fire Ban at Councils discretion.

Initials show support - Reviewed by:

Manager:

CAO:



BYLAW NO. 2825-24

A BYLAW OF CLEAR HILLS COUNTY IN THE PROVINCE OF ALBERTA, FOR THE PREVENTION OF FIRES AND THE PRESERVATION OF LIFE AND PROPERTY FROM INJURY OR DESTRUCTION BY FIRE.

WHEREAS Sections 7 and 8 of the *Municipal Government Act of Alberta, 2000 being Chapter M-26.1* authorizes the County to pass bylaws that regulate or prohibit the burning of fires for the safety, health and welfare of people and protection of people and property; and

WHEREAS, the *Forest and Prairie Protection Act, R.S.A. 2000 Chapter F-19* grants certain additional powers and responsibilities to Clear Hills County and pursuant to Sections 7 and 8 of the *Municipal Government Act*, Council may pass bylaws for the prevention of prairie or running fires and the enforcement of the provisions of the *Forest and Prairie Protection Act* in that behalf; and

WHEREAS the Council of Clear Hills County considers it desirable to provide for the prevention, regulation, and control of the lighting of fires within Clear Hills County and for the preservation of life and property from damage or destruction by fire on the terms hereinafter provided:

NOW THEREFORE, the Council of Clear Hills County, in the Province of Alberta, duly assembled, enacts as follows:

SECTION 1: DEFINITIONS

1.1 The following definitions will apply to this bylaw:

- a. COUNCIL shall mean the Council of Clear Hills County.
- b. CHIEF ADMINISTRATIVE OFFICER shall mean the Chief Administrative Officer of Clear Hills County, in the Province of Alberta.
- c. FIRE CHIEF(S) shall mean the Fire Chief(s) of Clear Hills County.
- d. COUNTY shall mean Clear Hills County.
- e. FIRE means a process or state of combustion where a flame may or may not be produced.
- f. FIRE BAN shall mean a provincial ministerial order, or a Fire Ban motion made by Council, to extinguish open fires or other fires deemed to be hazardous in the County.
- g. BURN shall mean any fires ignited in Clear Hills County.
- h. FIRE CONTROL ZONE refers to the corresponding numbered Fire Control Zone established in the Fire Control Regulation (Alberta Regulation 29/2005). Fire Control Zone 32 is the Forest Protection Area in Clear Hills County.
- i. FOREST PROTECTION AREA means an area, or the area designated under section 41 (c) of the Forest and Prairie Protection Act.
- j. NON-PERMIT AREA means an area of land that is not within the Forest Protection Area and that has been designated as a non-permit area by Ministerial Order.
- k. OHV means off-highway vehicle, and has the same meaning assigned to it in the Traffic Safety Act.
- l. **Safe wood Campfires parameters are defined as:**

- Any fire no larger than 0.5 metres high by 0.5 metres wide
- Must be within a metal, brick, or rock fire ring
- Must be one metre around the fire
- Safe Wood campfires must be always supervised and completely extinguished (soaked with water, stirred, and soaked again until cold) before leaving.
- Safe wood campfires on privately owned land include private land campgrounds and private land recreation areas. Municipalities, campgrounds, and parks (federal and provincial) may have additional fire safety requirements.
- Extreme caution shall be exercised in windy or gusty conditions

SECTION 2: STATEMENT

- 2.1 Clear Hills County Chief Administrative Officer or designate will issue a Clear Hills County Fire Ban at such times as the Minister issues a Fire Control Order for Fire Control Zone 32, pursuant to the Forest and Prairie Protection Act, see map in Schedule A. Clear Hills County Council will authorize the Chief Administrative Officer or designate to issue a Fire Ban in the County when the County environmental conditions are at a high risk of fires running out of control.

SECTION 3: FIRE BANS

- 3.1 The Clear Hills County Council, the Chief Administrative Officer, or the designate may from time to time, prohibit all fires in the County from the East border of County to the West border of the County and from the South border of the County to North Township 890 of the County when, in the opinion of the Council, the Chief Administrative Officer, or the Fire Chief(s), the environmental conditions create an increased risk of a fire running out of control. See map in Schedule A.1.
- 3.2 A Fire Ban imposed pursuant to Section 1 of this bylaw shall remain in force until either the date provided in the notice of the Fire Ban, or until such time as the Council, the Chief Administrative Officer, or the Fire Chief, provides notice to the public that the Fire Ban is no longer in effect.
- 3.3 A Clear Hills County Fire Ban will:
- a. REQUIRE all outdoor fires presently burning in the County to be extinguished; and
 - b. PROHIBIT the lighting of outdoor fires in the County; and
 - c. REQUIRE all landowners of the County to have extinguished all burning.

SECTION 4: FIRE BAN ORDERS

- 4.1 When deemed necessary, a motion by Council to direct the Chief Administration Officer to issue a Fire Ban Order, which may:
- a. ~~Suspend or cancel all Fire Permits.~~
 - b. ~~Prohibit or ban the setting or require the extinguishing of any Fire.~~
 - c. Prohibit the operation of Off Highway Vehicles (OHV).

- ~~d. Anyone contravening a Fire Ban Order issued pursuant to this section is guilty of an offence.~~
 - e. Permit small, supervised Safe Wood campfires in designated camping grounds and designated day use area following Safe Wood Campfire parameters.
 - f. Permit small, supervised Safe Wood campfires on privately owned land following Safe wood Campfire parameters. (See Definitions)
- 4.2 A Fire Ban Order made pursuant to this section shall be broadcast by Alberta Emergency Alert or other electronic media outlets which, in the opinion of the Chief Administration Officer or the Fire Chief(s), are likely to bring the matter to the attention of the public.
- Fire Ban Signage will be posted on all Provincial Highways entering Clear Hills County.
1. HWY 64 Bordering MD of Fairview
 2. HWY 729 Bordering MD Fairview
 3. HWY732 Bordering MD Fairview
 4. HWY 735 Bordering MD of Fairview
 5. Hwy 685 Bordering MD of Peace
 6. HWY 64 Bordering B.C
 7. HWY 717 Bordering B.C
 8. TWP 880 (Silver Creek Road) Bordering County of Northern Lights
- 4.3 Without limiting Section 3, a County Fire Ban expressly prohibits the use of each of the following:
- a. Burn Barrels
 - b. Wood fires in the backcountry;
 - c. Wood fires in random camping areas;
 - d. Wood fires in engineered facilities in campgrounds;
 - e. Wood fires on residential properties;
 - f. Fires using charcoal briquettes;
 - g. Turkey fryers; and
 - h. Tiki torches
 - i. Fireworks
 - j. Exploding targets
- 4.4 ~~Pursuant to Section 8 of the Forest and Prairie Protection Regulation A County Fire Ban will expressly prohibit the use of:~~
- ~~a. Fireworks; and~~
 - ~~b. Exploding targets.~~
- 4.5 ~~The Fire Ban will also revoke any written permission permitting the use of fireworks that had been granted prior to the Ban coming into effect.~~
- 4.6 The County Fire Bans do not apply to:
- a. Portable propane fire pits, which are CSA approved or UL certified, within campgrounds, backcountry area, random camping areas and on private land;
 - b. Gas or propane stoves and barbeques that are, that are CSA approved or UL certified and are designed for cooking or heating, within campgrounds, backcountry areas, random camping areas and on private land;

- c. Catalytic or infrared style heaters within campgrounds, backcountry areas, random camping areas and on private land;

SECTION 5: OFFENCES

- 5.1 Any person who ignites or allows to burn a fire while a Fire Ban is in effect may be found in violation of this Bylaw.
- 5.2 Any person who contravenes a provision of this Bylaw is guilty of an offence and is liable to a penalty as set out in attached Schedule B **as well as additional charges as described in Bylaw NO.286-24 Fees for Extinguishing Fires.**
- 5.3 Any single contravention of this Bylaw shall be considered as a single offence and shall not limit additional penalties of this Bylaw from being enforced for additional offences.
- 5.4 Nothing in this bylaw shall be construed as curtailing or abridging the right of the County to obtain compensation or to maintain an action for loss of or damage to property from or against the person or persons responsible.

SECTION 6: VIOLATION LETTER

- 6.1 The Chief Administrative Officer or a County authorized enforcement officer is authorized and empowered to issue a Violation Letter pursuant of the Provincial Offences Procedure Act.
- 6.2 A Violation Letter shall be issued for each single offence of this Bylaw as per Section 4 of this Bylaw.
- 6.3 Landowners who have Burning that has not been extinguished within 1-day of the Fire Ban will be given a 1-day notice by the Chief Administrative Officer or designate to have all Burns extinguished. After that 1-day notice if Burns are still active, the Chief Administrative Officer or designate will have the existing fires extinguished. Landowners will be liable for all direct and indirect costs incurred by the County in extinguishing that Burn on that parcel of land.

SECTION 7: SEVERABILITY

- 7.1 Should any section or part of this bylaw be found to have been improperly enacted, for any reason, then such section or part shall be regarded as severable from the rest of this bylaw and this bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this bylaw.

This Bylaw shall come into force and take effect on the date of final reading hereof.

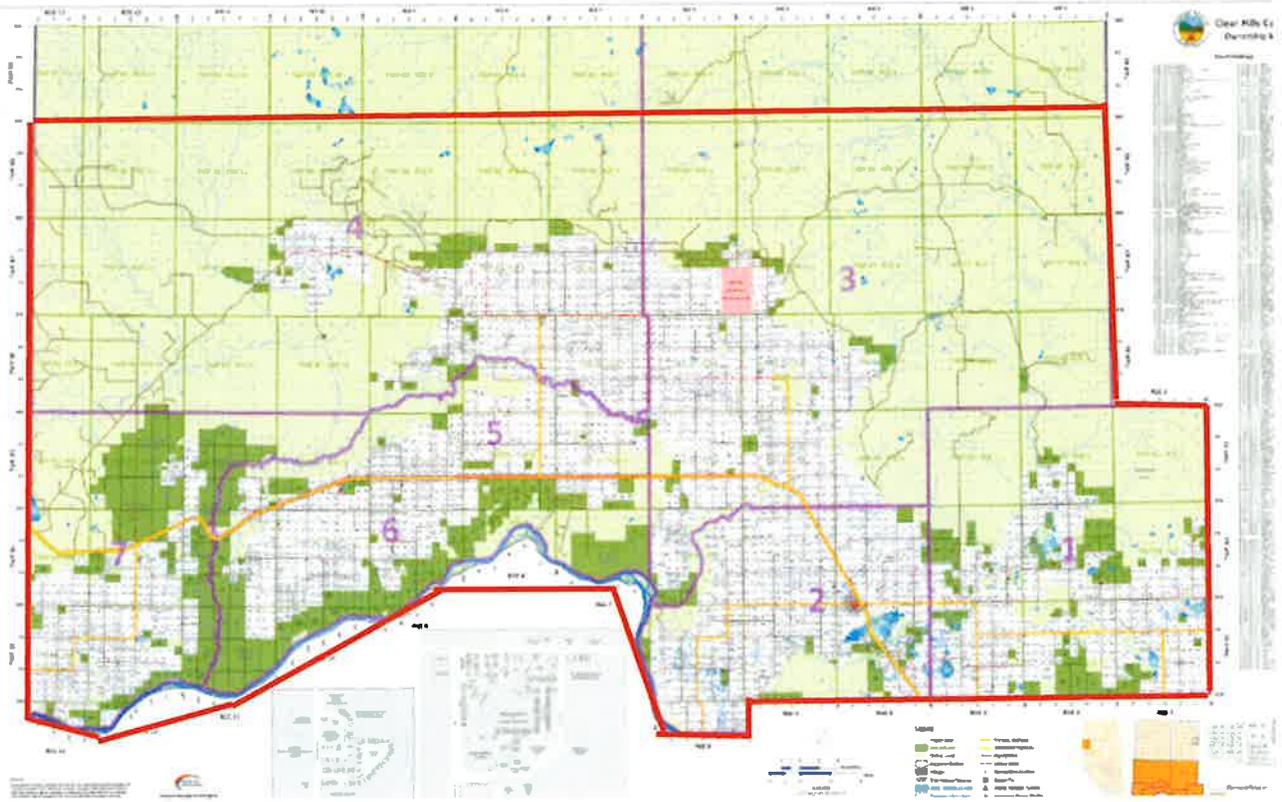
READ a first time this 27th day of February 2024.

READ a second time this 27th day of February 2024

READ a third time this 12th day of March 2024

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer



Schedule B

First Offence:	\$ 500.00
Second Offence:	\$2,500.00
Third Offence:	\$5,000.00

All costs of managing, controlling, or extinguishing the fire incurred by the County shall be charged back to the landowner. All unpaid costs shall be added to the landowner's tax roll.

BYLAW NO. 285-24

A BYLAW OF CLEAR HILLS COUNTY IN THE PROVINCE OF ALBERTA, FOR THE PREVENTION OF FIRES AND THE PRESERVATION OF LIFE AND PROPERTY FROM INJURY OR DESTRUCTION BY FIRE.

WHEREAS Sections 7 and 8 of the *Municipal Government Act of Alberta, 2000 being Chapter M-26.1* authorizes the County to pass bylaws that regulate or prohibit the burning of fires for the safety, health and welfare of people and protection of people and property; and

WHEREAS, the *Forest and Prairie Protection Act, R.S.A. 2000 Chapter F-19* grants certain additional powers and responsibilities to Clear Hills County and pursuant to Sections 7 and 8 of the *Municipal Government Act*, Council may pass bylaws for the prevention of prairie or running fires and the enforcement of the provisions of the *Forest and Prairie Protection Act* in that behalf; and

WHEREAS the Council of Clear Hills County considers it desirable to provide for the prevention, regulation, and control of the lighting of fires within Clear Hills County and for the preservation of life and property from damage or destruction by fire on the terms hereinafter provided:

NOW THEREFORE, the Council of Clear Hills County, in the Province of Alberta, duly assembled, enacts as follows:

SECTION 1: DEFINITIONS

1.1 The following definitions will apply to this bylaw:

- a. COUNCIL shall mean the Council of Clear Hills County.
- b. CHIEF ADMINISTRATIVE OFFICER shall mean the Chief Administrative Officer of Clear Hills County, in the Province of Alberta.
- c. FIRE CHIEF(S) shall mean the Fire Chief(s) of Clear Hills County.
- d. COUNTY shall mean Clear Hills County.
- e. FIRE means a process or state of combustion where a flame may or may not be produced.
- f. FIRE BAN shall mean a provincial ministerial order, or a Fire Ban motion made by Council, to extinguish open fires or other fires deemed to be hazardous in the County.
- g. BURN shall mean any fires ignited in Clear Hills County.
- h. FIRE CONTROL ZONE refers to the corresponding numbered Fire Control Zone established in the Fire Control Regulation (Alberta Regulation 29/2005). Fire Control Zone 32 is the Forest Protection Area in Clear Hills County.
- i. FOREST PROTECTION AREA means an area, or the area designated under section 41 (c) of the Forest and Prairie Protection Act.
- j. NON-PERMIT AREA means an area of land that is not within the Forest Protection Area and that has been designated as a non-permit area by Ministerial Order.

- k. OHV means off-highway vehicle, and has the same meaning assigned to it in the Traffic Safety Act.
- l. Safe wood Campfires parameters are defined as:
 - Any fire no larger than 0.5 metres high by 0.5 metres wide
 - Must be within a metal, brick, or rock fire ring
 - Be on rock, gravel, sand, or other non-combustible surface that extends at least one metre around the fire
 - Safe Wood campfires must be always supervised and completely extinguished (soaked with water, stirred, and soaked again until cold) before leaving.
 - Safe wood campfires on privately owned land include private land campgrounds and private land recreation areas. Municipalities, campgrounds, and parks (federal and provincial) may have additional fire safety requirements.
 - Extreme caution shall be exercised in windy or gusty conditions

SECTION 2: STATEMENT

- 2.1 Clear Hills County Chief Administrative Officer or designate will issue a Clear Hills County Fire Ban at such times as the Minister issues a Fire Control Order for Fire Control Zone 32, pursuant to the Forest and Prairie Protection Act, see map in Schedule A. Clear Hills County Council will authorize the Chief Administrative Officer or designate to issue a Fire Ban in the County when the County environmental conditions are at a high risk of fires running out of control.

SECTION 3: FIRE BANS

- 3.1 The Clear Hills County Council, the Chief Administrative Officer, or the designate may from time to time, prohibit all fires in the County from the East border of County to the West border of the County and from the South border of the County to North Township 890 of the County when, in the opinion of the Council, the Chief Administrative Officer, or the Fire Chief(s), the environmental conditions create an increased risk of a fire running out of control. See map in Schedule A.1.
- 3.2 A Fire Ban imposed pursuant to Section 1 of this bylaw shall remain in force until either the date provided in the notice of the Fire Ban, or until such time as the Council, the Chief Administrative Officer, or the Fire Chief, provides notice to the public that the Fire Ban is no longer in effect.
- 3.3 A Clear Hills County Fire Ban will:
 - a. REQUIRE all outdoor fires presently burning in the County to be extinguished; and
 - b. PROHIBIT the lighting of outdoor fires in the County; and
 - c. REQUIRE all landowners of the County to have extinguished all burning.

SECTION 4: FIRE BAN ORDERS

- 4.1 When deemed necessary, a motion by Council to direct the Chief Administration Officer to issue a Fire Ban Order, which may:
 - a. Prohibit the operation of Off Highway Vehicles (OHV).

- b. Permit small, supervised Safe Wood campfires in designated camping grounds and designated day use area following Safe Wood Campfire parameters.
 - c. Permit small, supervised Safe Wood campfires on privately owned land following Safe wood Campfire parameters. (See Definitions)
- 4.2 A Fire Ban Order made pursuant to this section shall be broadcast by Alberta Emergency Alert or other electronic media outlets which, in the opinion of the Chief Administration Officer or the Fire Chief(s), are likely to bring the matter to the attention of the public.
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SECTION 7: SEVERABILITY

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This Bylaw shall come into force and take effect on the date of final reading hereof.

READ a first time this ___ day of May 2024.

READ a second time this ___ day of May 2024

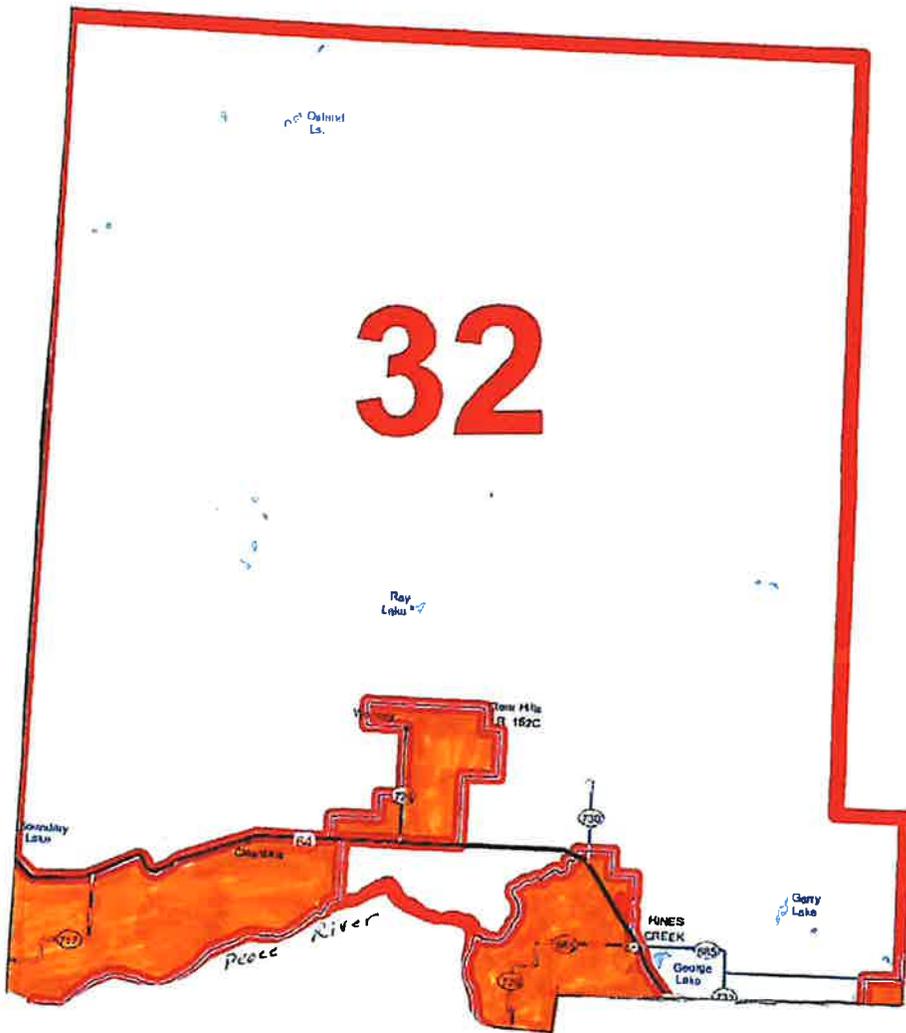
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Amber Bean, Reeve

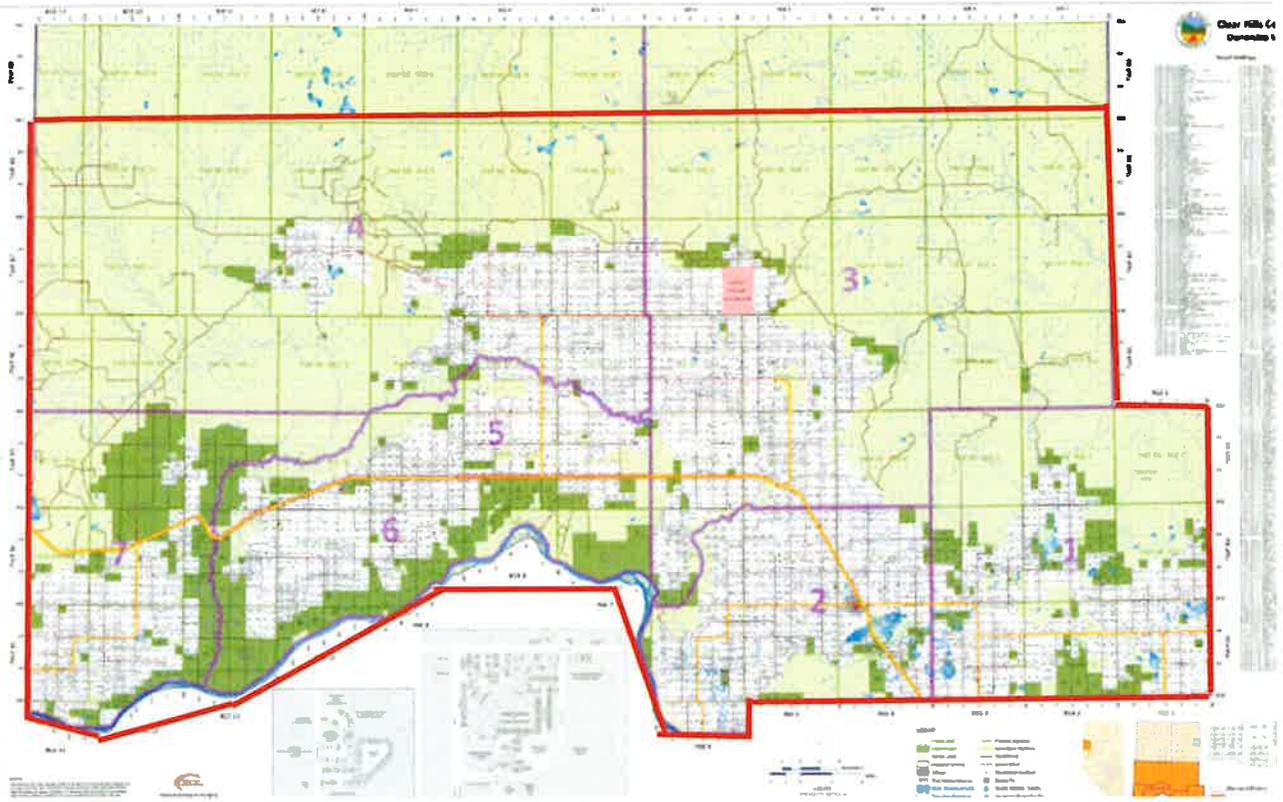
Allan Rowe, Chief Administrative Officer

Bylaw 242-19 Schedule A
Fire Control Zone Map
Clear Hills County

-  Forest Protection Area
-  Non Permit Area



Excerpt from Government of Alberta April 26, 2017 Fire Control Zones Map



Schedule B

First Offence:	\$ 500.00
Second Offence:	\$2,500.00
Third Offence:	\$5,000.00

All costs of managing, controlling, or extinguishing the fire incurred by the County shall be charged back to the landowner. All unpaid costs shall be added to the landowner's tax roll.

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14,2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	OUTDATED FIRE TURN OUT GEAR
File:	23-02-02

DESCRIPTION:

Council has requested information on Outdated turnout gear.

- What has the Fire Departments done in the past with old turn out gear?
- What is out there for options of dispersal or donation of turn out gear?

BACKGROUND:

Hines Creek Volunteer Fire Department & Worsley Volunteer Fire Department have not disposed of any outdated turn out gear to date.

OPTIONS:

- Firefighters Without Boarders
 - Location- Calgary
 - Drop off in Edmonton
- Alberta Fire Aid
 - Location -Busby, Alberta

ATTACHMENTS:

- Fire Fighters Without Boarders Pamphlet
- Alberta Fire Aid Pamphlet

RECOMMENDED ACTION:

RESOLUTION by.....

Initials show support - Reviewed by:	Manager:	CAO:	
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Equipping
Tomorrow's
Heroes



ABOUT FWB

FIREFIGHTERS WITHOUT BORDERS (FWB) IS A NON-PROFIT ORGANIZATION BASED IN ONTARIO, CANADA. WE PROVIDE TRAINING AND EQUIPMENT DONATIONS TO COMMUNITIES THROUGHOUT CANADA AND IN COUNTRIES ALL AROUND THE WORLD.



Our Purpose

To help equip tomorrow's firefighter heroes and their communities, both in Canada and around the world.



Our Vision

A world where first responders are empowered to save lives.



Our Mission

To protect life, property, and the environment in communities around the world by providing professional training, education resources, and support.



Our Values

Integrity

Driven to do the right thing at all times.

Sustainability

Achieving lasting outcomes that are reflective of the communities we serve so that they can survive and thrive.

Partnerships

Creating a culture of warmth, understanding, and belonging, where everyone is welcome.

Expertise

Designing and implementing bespoke programs based on expertise and on-the-ground knowledge.

Accountability

Answerable for our actions with all of our stakeholders.

BY THE NUMBERS

IN 2021-2022, FWB HAS DONATED **OVER 6600** PIECES OF EQUIPMENT TO FIRE SERVICES IN NEED IN THREE COUNTRIES: COLOMBIA, CHILE AND PARAGUAY.



745
JACKETS



788
PANTS



500
BOOTS



437
HELMETS



652
PAIRS OF
GLOVES



1150
FLASH HOODS



1571
SBCA AND RELATED
EQUIPMENT



193
LENGTHS
OF FIRE HOSE



62
HYDRAULIC TOOLS,
TOOLS AND GADGETS
(eg. SPREDERS, CUTTERS,
LIGHTS, PASS ALARMS)



484
MEDICAL EQUIPMENT
(eg. AED's, N95 MASKS,
SKED)

FOUNDER'S STORY

FIREFIGHTERS WITHOUT BORDERS WAS FOUNDED IN 2009 IN MEMORY OF KEVIN BAILEY, A FIREFIGHTER WITH A PASSION FOR LIFE AND A LOVE OF HUMANITY, FOLLOWING HIS TRAGIC DEATH IN A ROCK-CLIMBING INCIDENT.

Looking for a way to honour his memory, his crewmembers contacted World Vision and learned about Ventanilla, Peru, a poor district where a fire had recently left 604 people homeless. The crew decided to help the local volunteer fire brigade so they could better cope with these types of disasters by collecting donated equipment and delivering it. They were thankful for the Canadians' generosity.

"This was our first experience in receiving brother firefighters from overseas," said Captain Raul Thais. "We didn't expect to receive so much equipment, but we are really grateful because it was needed for so long."

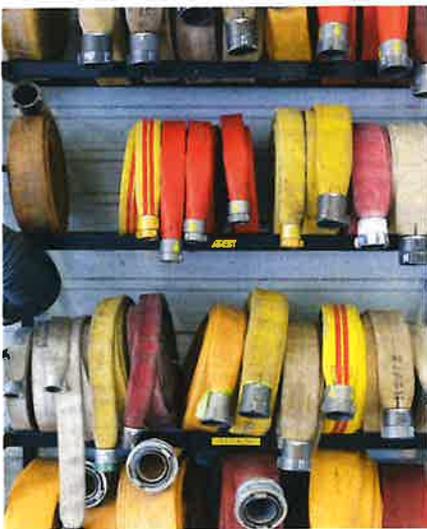
Today, our non-profit organization continues to honour Kevin by reaching out to communities throughout Canada and around the world, providing equipment and training to help fire departments and volunteers build capacity and better protect their communities.

We hope that Kevin would be proud of what his friends and FWB have accomplished in his honour.

OUR FOCUS

Helping in Canada and Beyond

FWB purpose is to help equip firefighters in Canada—and around the world—with the tools they need to keep their communities safe. We work with our partners, supporters, and volunteers to provide much-needed equipment and training to communities in need.



A Sustainable Approach

FWB helps to refurbish and repurpose valuable firefighting equipment to help build the firefighting capacity of communities around the world.

As each community's needs are unique, we work closely with the local response teams to identify the training and equipment needed to protect their community. Then we work with our partners and donors to source essential equipment and deliver the necessary training to meet their needs.

We always ensure that donated equipment is safe and in excellent working order.

Building Capacity

We also donate training and ongoing technical support to communities to ensure they have the knowledge to maintain donated equipment and to expand their fire response skills.

All FWB courses meet recognized industry standards and are delivered in a train-the-trainer format to ensure we help communities build long-term capacity.

Raising Funds

FWB is a volunteer-run, non-profit organization that relies on donations and support from our partners and donors to fulfill our mission.

Raising funds and acquiring equipment through fundraising events and our valued partnerships is an important area of focus of our organization.

OUR PARTNERS



DO YOU WANT TO GET INVOLVED?

THERE ARE MANY WAYS THAT YOU, YOUR FIRE DEPARTMENT, OR YOUR COMMUNITY CAN SUPPORT FIREFIGHTERS WITHOUT BORDERS.

Volunteer

Volunteers are the heart of FWB. We are always looking to connect with passionate and knowledgeable individuals who are eager to make a change in the communities we support.

Types of Volunteer Opportunities

We are often seeking support in the following areas:

- ▶ Sorting and packing equipment at FWB's storage facilities
- ▶ Transporting equipment donations from donors to storage
- ▶ Trainers (e.g., first aid, hazardous materials, vehicle extractions)
- ▶ Administration (helping us with the daily operations of FWB)
- ▶ Fundraising (event organizers and volunteers)



IF YOU ARE INTERESTED IN VOLUNTEER OPPORTUNITIES, PLEASE FILL OUT OUR VOLUNTEER INFORMATION FORM AND A MEMBER OF OUR ORGANIZATION WILL BE IN TOUCH.

Donate

Equipment & In-Kind Donations

FWB helps fire departments in need by coordinating the refurbishment and delivery of donated firefighting equipment. We have received many generous donations over the years, including fire trucks, turnout suits, hoses, and vehicle extrication equipment. Several companies have also donated towards advertising, event management services, and shipping essential equipment to countries in need.

If you, or your fire department, have equipment that is being retired and is in good working order, please contact us. If you would like to donate in-kind services, such as shipping and logistics, we would love to hear from you!

Cash Donations

We wouldn't be able to do the great work we do without cash donations to help us operate our non-profit organization. Any size donation is appreciated; donations are processed through our partners at CanadaHelps.



IF YOU WOULD LIKE TO DONATE TO FWB, PLEASE FOLLOW THE QR CODE TO THE DONATION SITE. THANK YOU.



Equipping
Tomorrow's
Heroes

✉ info@firefighterswithoutborders.org
🌐 firefighterswithoutborders.org
📘 [@firefighterswithoutborders](https://www.facebook.com/firefighterswithoutborders)
🐦 [FWB_org](https://twitter.com/FWB_org)



WHO WE ARE

Alberta Fire Aid is a not for profit entity and registered Society with the Government of Alberta. Our mission is to support fire departments across Canada in way of equipment donations, fundraising support, and grant information.

Our primary focus is to help First Nations fire departments across Canada with turnout gear, training, and other various equipment or vehicle donations. As equipment is available and requests are received, we also accept requests from other departments across Canada who are in need of equipment and turnout gear donations.

We accept equipment and vehicles that are donated to us from fire departments, corporate organizations, and municipalities across Alberta. We then manage, inventory, and distribute the equipment to not-for-profit type departments, across Canada.

We also support international aid missions on a case by case basis as equipment is available.

Our Service Alberta Society registration number is 5019854800.

Inquiries can be directed to our email at albertafireaid@gmail.com and one of our Society members will be able to respond to you. Please keep in mind we are a volunteer organization and it may take some time to coordinate a reply.

Please check out the other pages on our website for more information and how to submit a request.

Updated June 2022

PRESIDENTS MESSAGE & OUR VISION

Message from the AFA President - updated 2022

It is my hope that Alberta Fire Aid can help departments who are struggling to find budgets to properly equip their members and apparatus. I have seen first hand how many organizations are equipped with just the basics, with out dated equipment, or with inadequate equipment to perform their job.

Being a firefighter and paramedic myself, I have visted countless small rural fire departments in First Nations, towns, and villages across the province. Seeing the unsafe equipment and lack of turnout gear in these departments struck home with me and has been my ever lasting drive to help get these firefighters the tools and PPE to help protect themselves, so that they can help their community.

Being a volunteer in my home town has also allowed me to see the inner workings of the very limited budgets that departments are forced to work with. Ballooning costs for PPE and equipment has forced departments to put money where is emergently needed, often leaving gaps that need filling. I hope that over time, AFA can help fill those gaps.

The goal of any department regardless of whether they are paid, paid on call, or volunteer, is to serve their communities to the best of their abilities. The capability of a department to do this is based on a diverse range of factors that include membership, training, commitment, and the equipment that is used to perform their duties.

It is my hope that AFA will become a organization that can be called upon by departments in need of assistance for items that may not be obtainable by their current budgets.

So that the AFA can help others, I am calling upon departments, municipalities, and corporations across Alberta to consider us when equipment or gear becomes available or after it's respective life or budget cycle.

Through a collaborative approach we can all help the Alberta Fire Service be a safe and effective place to work or volunteer.

Dean Dumbeck

President

Alberta Fire Aid

Our Vision

Alberta Fire Aid was developed after witnessing first hand many fire departments in Alberta who are getting by with the bare minimums or often with below standard equipment and clothing.

While most departments generally meet OH&S standards, many departments are left unable to obtain items that they need to assist their communities or could use to improve firefighter safety. Some of this equipment that the departments currently operate with are out of date or are past their service lives. Departments are often forced to “make-do” with antiquated or insufficient equipment or gear.

Our primary mission and hope is that Alberta Fire Aid can provide a functional and useful second life for equipment and PPE in the fire service here in Alberta. Secondly, when possible, we hope to assist other organizations in finding homes for equipment across Canada and the World. We hope to act as a facilitator and resource for corporations or municipalities by giving them a place to disperse & donate equipment that they are no longer using.

Alberta Fire Aid is a 100% not for profit organization. All of the AFA members are volunteers and donate their time to the Society.

Thank you for visiting our site!

EQUIPMENT & TURNOUT GEAR

Equipment inventory list can be obtained on request from AFA. Please email us.

- AFA does not have any apparatus in stock however we do accept requests for apparatus for our "watch list"

Request Form

***Note. We accept sizes in two ways - Please see "Sizing Info" tab for more info & the sizing form.:**

- Individual Measured Sizes
- Bulk Sizes (example: 5 sets of gear - 4 size 46 chest, 1 size 44 chest, 5 size 38 waist.)

For large requests (over 5 sets), we recommend that departments order a sizing set of available sizes to begin with. This way, firefighters can try on a variety of sizes to check for fit and length.

Please followup via email should you have any questions.
albertafireaid@gmail.com

Turnout Gear Currently In Stock (will be verified on request):

Jackets (chest measurement)

42-44-46

Pants (waist measurement)

34-36-38-40

Please contact AFA prior to your request for info on sizes not listed above

Equipment Request Guidelines:

First Nations, Not for profit departments, and municipalities may request gear or equipment. The process requires release documents to be signed by

members of the organization with "signing authority". Individuals requesting gear or equipment must do so with the approval and signature of their organization.

Individuals may request gear, however they must have their host department fire chief sign off on the release documents.

While equipment listed in our inventory is generally available on a first come first serve basis, Alberta Fire Aid reserves the right to conduct a needs analysis prior to distribution of goods on a case by case basis.

All donation requests will be reviewed by our membership prior to distribution.

A signed waiver and recipient agreement will be required to be completed for each set of donations.

Due to supply/demand forecast, a limit of 25 sets per department (total of individual or combined requests).

Consideration of requests beyond 25 sets will be done on a case by case basis.

1. Alberta Fire Aid will receive items from corporations and municipalities on an open-ended basis.
 1. To donate equipment to AFA please email us or fill out the form located here: [Donate to Alberta Fire Aid](#)
2. The AFA realizes that dispersal of items is a time-consuming process and may involve logistical legal and or purchasing issues on the end of the sponsor.
 1. The AFA will therefore accept any items on a no questions asked basis, there by simplifying the donation process.
3. Once received, these goods will undergo a review process to determine if they are suitable to have a continued existence in the Fire Service.
 1. Items that are determined to be suitable for re-purposing, will be placed into inventory.
4. Items will be cleaned as required, closely inventoried and placed into storage.
5. The items will then be listed on our inventory which will be emailed out to our mailing list.
6. Departments & associations can then request items that they feel they can utilize.
7. The items will then be transferred to the departments after an agreement is signed and administrative fee paid.
8. A waiver will be required as well and can be found here: [Waiver](#)
9. Agreements will be created to outline the responsibilities of the receiving department.
 1. The AFA is designed to help and support fire departments and will make every attempt to ensure that equipment that is donated is intended to be used safely and appropriately.
10. Optionally, feedback will be given to the donor as to the outcome of their donation.

For donation requests please see this page: [Available Donated Equipment/Gear](#)

NON-SERVICEABLE ITEMS

1. Items that are received by the AFA that are not serviceable or safe for use in the fire service will be set aside for disposal or further dispersal or disposal.
2. Items will not be dispersed, sold or destroyed without the original donors' consent.

Thank you for visiting our site!

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	Clear Hills County Emergency Coordination Centre Manual
File:	24-02-02

DESCRIPTION:

Council has requested Administration compile a Clear Hills County Emergency Coordination Manual for Council, administration, and fire departments to follow during an emergency.

BACKGROUND:

C171-24(3-26-24) RESOLUTION by Councillor Hansen to receive the discussion regarding the Municipal Emergency Management Plan for information and bring back to a future meeting. CARRIED.

ATTACHMENTS:

The Emergency Coordination Centre Manual Document was emailed to each Councillor on Thursday, May 9, 2024.

RECOMMENDATION:

RESOLUTION by

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	TRADESHOW
File:	63-10-30

DESCRIPTION:

Council is presented with the 2024 Tradeshow Revenue and Expense Analysis for review.

BACKGROUND:

The 7 Year Cost Recovery percentages:

2024	40%
2023	52%
2019	40%
2018	43%
2017	47%
2016	51%
2015	60%

BUDGET/COSTS

	2024 Budget	2024 Actual	Reason
Revenue	\$31,000	\$28,500.00	Sponsorship & Exhibitors
Expenses	\$100,000	\$70,692.14	

ATTACHMENTS:

- 2024 Tradeshow Revenue and Expense Analysis

RECOMMENDED ACTION:

RESOLUTION by.....

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

2024 Tradeshow Revenue and Expense Analysis

REVENUES	<u>2024</u>		<u>2023</u>	
	Numbers	Dollars	Numbers	Dollars
Breakfast	500	\$ 500.00	450	\$ 500.00
Dance		0	237	\$ 7,870.00
Booth Rentals	67	\$ 11,800.00	65	\$ 11,375.00
Sponsorship	17	\$ 16,200.00	24	\$ 21,950.00
		<u>\$ 28,500.00</u>		<u>\$ 41,695.00</u>
 EXPENSES				
Entertainment		\$ 8,972.13		\$ 7,610.00
Trade Show Direct		\$ 14,750.00		\$ 14,250.00
Food & Catering		\$ 5,650.29		\$ 7,551.89
Advertising & Promotion		\$ 6,787.38		\$ 6,750.52
Staffing		\$ 20,902.31		\$ 26,240.18
Helping Hands		\$ 1,901.00		\$ 7,634.20
Rent & Maint/Improvements		\$ 7,498.00		\$ 6,153.00
General Supplies		\$ 4,231.03		\$ 4,567.26
		<u>\$ 70,692.14</u>		<u>\$ 80,757.05</u>

Trade Show Revenue and Expenses Additional Information:

Booths: 32 Agricultural
 11 Non- Agricultural (Home Based Businesses, etc.)
 19 Public Services
 5 Other
 Total booths: 67

Expenditures:

Entertainment includes:
 Lindsay the bubble blower , Stilt Walking Janitor, DJ moves - soundman for day,
 wagons, kids' Interactive booth, 2 face painters
 2023-included Band

Tradeshow Direct includes:
 Framing, draping, tables, chairs, power cords

Food & Catering includes:
 Breakfast groceries, doughnuts, Breakfast Manager, Breakfast Society, Staff
 meals, 4-H meals
 2023- included Bar supplies and liquor

Advertising includes:
 Radio & newspaper ads, signage, County door prizes, mail outs, talent show
 winner prizes

Helping Hands includes:

- exhibitor moves in/move out, garbage and help with dining hall set up & security.
- 4-H shirts and security vests
- 2023- Dance Society

Building Rent ,Rentals & Improvements includes:

The arena rent for one week, trailer rent from Fehr Tire and Jades Cash for the ATM use, Radios, screen & projector, instruments and signs

General Supplies include:

Freight, plywood, sweeping compound, helping hands t-shirts, telephone expenses, decorations, other misc. supplies.

Additional Trade Show Information:

- There were 400 adult and 300 kid bags stuffed, all bags were given away by approximately 1:30.
- Helping hands provided by Montagneuse 4-H Multi Club to assist with exhibitor setup, day of cleaning, and exhibitor take down as well as security for Friday night and Saturday. Well, received lots of great comments.
- Free breakfast sponsored by Fehr Tire Craft.
 - Breakfast prepared by Hines Creek Figure Skating Club
- Lots of compliments on more breakfast seating.
- One indoor Food booth
 - Hines Creek Arts and Crafts,
- Four outside food booths
 - Little Denise Foods Ltd.
 - COCO Food Truck
 - Texas North BBQ
 - Cornelius & Aganetha Wiebe
- DJ services provided by Knight Moves DJ Service.
- Wagon rides provided by Cleardale Riders Club.
- Talent Show sponsored by B & E Hardware - 12 Entries
- Lots of Compliments on Talent Show being held in the Hall.
- Staff radio rental by Quintel
- The dance was Hosted by Carters Camp Society

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	POLICY 6313 TRADESHOW GROCERIES & DOORPRIZES
File:	63-10-30

DESCRIPTION:

Administration is requesting that Council change section 2.4 of policy 6313 Tradeshow Groceries & Door prizes.

BACKGROUND:

Clear Hills County funds up to \$200.00 annually for a children's bicycle from B&E Home Hardware. This door prize is drawn as the "Childrens Door Prize" at the Council Tradeshow Booth.

2024 is the last year that the \$200.00 cap will cover a children's bicycle as the cost has increased.

ATTACHMENT:

- Policy 6313 Trade Show Groceries & Doorprizes

OPTIONS:

1. Remove the monetary value from 2.4 of the policy.
2. Purchase a \$200.00 gift card annually for the children's door prize.

RECOMMENDED ACTION:

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:





Clear Hills County

Effective Date: September 26, 2023	Policy Number 6313
Title: TRADESHOW GROCERIES & DOORPRIZES	

1. POLICY STATEMENT

- 1.1. Clear Hills County has committed to offer a pancake breakfast and sponsor door prizes for the annual County Agricultural Tradeshow and Farmer's Appreciation Banquet

2. GENERAL

- 2.1. Annually Council will include funds in the Operating Budget to cover costs for groceries for the pancake breakfast and the door prizes.
- 2.2. The County will purchase groceries for the pancake breakfast from the following businesses on a rotational basis:
 - A-Mart (2025, 2029, 2033)
 - Cleardale Co-op (2026, 2030, 2034)
 - Hines Creek General Store (2023, 2027, 2031)
 - Worsley General Store (2024, 2028, 2032)
- 2.3. The County will purchase a \$300.00 gift card from the following businesses on a rotational basis if available.
 - A-Mart (2025, 2029, 2033)
 - Cleardale Co-op (2026, 2030, 2034)
 - Hines Creek General Store (2023, 2027, 2031)
 - Worsley General Store (2024, 2028, 2032)

This door prize will be drawn from the entries in the "Adult Door Prize" draw box at the Council Tradeshow booth.

- 2.4. The County will fund up to \$200.00 annually for a children's bicycle from B&E Home Hardware. This door prize will be drawn from the entries in the "Children Door Prize" draw box at the Council Tradeshow booth.
 - 2.4.1. B&E Home Hardware provides a bicycle for display at the Council booth during the tradeshow.
 - 2.4.2. The door prize recipient selects a bicycle from B&E Home Hardware's inventory during regular business hours. The customer is responsible for any additional costs when the bicycle selected is more than the \$200.00 that the County has committed for this door prize.

3. END OF POLICY

ADOPTED

Resolution C91-15(02/10/15)

DATE:

February 10, 2015

AMENDED

Resolution C133-16(03/08/16)

DATE:

March 8, 2016

Resolution C012-22(01-11-22)

January 11, 2022

Resolution C60-23(01-24-23)

January 24, 2023

Resolution C514-23(09-12-23)

September 26, 2023

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	County 4-H Beef
File:	62-30-20

DESCRIPTION:

Council is requested to provide direction on whether to purchase a 4-H beef for the 19th Annual Clear Hills County BBQ scheduled for Thursday, July 25, 2024, 6:00-8:00 p.m. at the George Lake Campground.

BACKGROUND:

C257-23(05-16-23) RESOLUTION by Councillor Hansen to approve Deputy Reeve Janzen to purchase a local 4H beef at the Monday, June 5, 2023, North Peace 4H District Interclub Show and Sale at the JE Hawker Pavilion in Fairview, AB and authorize administration to arrange for cutting and wrapping. CARRIED.

**2024 Montagneuse 4-H Multi Club Show & Sale June 3, 2024
Show-12:30p.m
Sale-7:00p.m
at the Dave Shaw memorial Arena in Hines Creek, AB**

The full cost of the 4-H beef purchase will be reimbursed to the purchaser in a timely manner after submitting the appropriate receipt.

COSTS:

2024 BBQ Budget = \$19,800.00

RECOMMENDATION:

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Cleardale Firehall- Building Material and Construction Quotes
File:	32-09-21

DESCRIPTION:

Council is presented with a recommendation from the May 7, 2024 Policy and Priority Meeting to award Goodon Industries Ltd.'s quote of \$126,500.00 for the Cleardale Firehall building material supply and construction.

BACKGROUND:

P242-24(05-07-24) RESOLUTION by Councillor Giesbrecht to recommend Council award Goodon Industries Ltd.'s quote of \$126,500.00 for the Cleardale Firehall building material supply and construction. **CARRIED.**

C208-24(04-09-24) RESOLUTION by Councillor Ruecker to proceed with acquiring quotes on an engineered building for the Cleardale Firehall and proceed with the necessary dirt work to prepare for the building construction. **CARRIED.**

BUDGET:

\$1,000,000.00

ATTACHMENT

RFD May 7, 2024 Policy and Priority Meeting

RECOMMENDED ACTION:

RESOLUTION by... to award Goodon Industries Ltd.'s quote of \$126,500.00 for the Cleardale Firehall building material supply and construction, funds to be allocated from the Fire Reserve.

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Policy & Priority Meeting
Meeting Date:	May 7, 2024
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Cleardale Firehall- Building Material and Construction Quotes
File:	11-03-02

DESCRIPTION:

Council is presented with two quotes for the Cleardale Firehall building material supply and construction.

BACKGROUND:

C208-24(4-09-24) **RESOLUTION** by Councillor Ruecker to proceed with acquiring quotes on an engineered building for the Cleardale Firehall and proceed with the necessary dirt work to prepare for the building construction. **CARRIED.**

C143-20(03-10-20) **RESOLUTION** by Councillor Janzen to award the Fire Truck Garage Professional Engineering & Design Services proposal to Scheunhage Popek & Associates Ltd in the amount of \$28,800, plus GST and extra incidentals that may be incurred during the project as outlined in the proposal document. **CARRIED.**

Clear Hills County Cleardale Firehall Professional Engineering & Design Service	
2020 Engineering & Design Services	Cost
Design	\$7,114.90
Construction Documentation	\$21,344.70
Construction Administration	\$1,658.74
2020 Total:	\$30,118.34
2023 Engineering & Design Services	
Design	\$3,312.00
Construction Documentation	\$25,280.00
Tendering	\$2,500.00
Surveying	\$1,750.00
2023 Total:	\$32,842.00
Project Total to Date:	\$62,960.34

The engineered drawings previously approved by Council for the Cleardale Firehall are to be used.

BUDGET:

\$1,000,000.00

ATTACHMENT

Goodon Industries Ltd. Quote
Prairie Post Frame Quote

RECOMMENDED ACTION:

RESOLUTION by... to recommend Council award Goodon Industries Ltd.'s quote of \$126,500.00 for the Cleardale Firehall building material supply and construction.

Initials show support - Reviewed by:	Manager:	CAO:	
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GOODON INDUSTRIES LTD.

Box 777, Boissevain, MB, R0K 0E0 Call Toll Free 1-800-665-0470

Phone: 204-534-2468 Fax: 204-534-2267 www.goodon.com

Allan Rowe
Clear Hills County, AB
Ph: 780-685-3925 EXT121
Fx:
Cell:
Em: allan@clearhillscounty.ab.ca

Quote#: 2404016
Date: April 11th, 2024
Quote valid for 30 days

Dear Mr. Rowe

Based on our recent conversation, I am pleased to present you with a quote for material supply and construction on a 42'x60'x16' Laminated Post frame building. The specifications included in the quotation package are listed below.

Specifications:

- 4 ply 2"x 8" laminated poles with pressure treated bottoms @ 4' o.c.
- Commercial Engineered trusses @ 4' o.c.
- 28ga industry leading High tensile colored metal walls, colored metal roof
- 2"x 6" strapping on walls and 2"x 6" strapping on roof @ 2' o.c.
- 3 - 16'(W)x 14'(H) overhead door with R16 insulation, electric operator, end wall
- 2 - 3' insulated steel walk in door(s)
- 4 - Gable vents
- All hardware to complete

Total delivered price -	\$126,500.00
Labor to erect -	Included
Colored metal -	Included
G.S.T. -	Extra
Structural Blueprints - Commercial Design	Included required by county for permits

Interior Insulation Package:

R28 walls, R50 ceiling	Price- Included Above
Vapor barrier, 2"x 4" strapping on walls	Labor- Included
Brite White metal lining on walls and ceiling	
Attic Hatch	

There may also be drywall requirements by code depending on location of building to property lines and/or other structures. Site plan and/or site visit would be required to determine the requirements.

NOTE.

With a **20% deposit** you will secure your spot for 2024 and lock in the price.

For more information please contact me at

Jeremie Turcotte	Ph: (780) 886-9217
Sales	Fx: (780) 665-7050
Goodon Industries	Em: jeremie@goodon.com



Howard Uphill
5017-52 St., Olds AB T4H 1G9



Alberta Sales Rep. (403) 586-7678
howard@prairiepostframe.ca F (403) 770-8580
Head Office 1.855.773.3648 f1.866.417.1151 www.prairiepostframe.ca

ALTA/SASK

N Nxx1*

Material Supply and Construction - Built

Allan Rowe Box 240 Worsley, AB T0H3W0 780-685-3925 ext 121 allan@clearhillscounty.ab.ca Build Location is Cleardale AB

Size	Width (Truss)	Length	Height (Wall)	Total ft2
	42	60	16	2520
Walls 28g	Colour Classic Metal 3/4" Tall Rib Profile			
Roof 28g	Colour - No upcharge to Colour roof			
	Width	Height	Location	
OH Door Installed	2	16	14	End Wall
OH Door Installed	1	16	14	End Wall
3 Power Opener(s) with 2 Remotes Each				
				End Wall
				End Wall
				End Wall
Walk In Doors	2	36 inch Doors.		
Windows 38" x 42"	0			
Gable Vents	4			

Today	Wednesday, April 10, 2024
Valid to	Wednesday, April 17, 2024

Q 45392.593

Includes Commercial Rated Structural Drawings

0'0" **Includes 204' of 24" Overhang**
Please Provide;
1) A level site 2) More than 21' from power lines
3) 16' to 20' of access around the building
4) 3/4" Rock for holes **24.1 cu yds**
You will still require;
Conc. Floor - after Building is built
Plumbing, Heating, Electrical
Eavestrough, Mezzanine, Stairs, etc

3 ply 2x8 Glue Laminated Post
4 'o.c. Sidewall Post/Truss spacing

Thank You for giving us the opportunity to price your project

75 Year Warranty Posts - 2x6 Wall and Roof Purlins

Lined and Insulate Pkg for	Width	Length	Height
Includes Attic Hatch	42	60	16
Wall Insulation	>> R 28 <<	28g BRIGHT WHITE Metal Walls	
Ceiling Ins	R 60	28g BRIGHT WHITE Metal Ceiling	

Aprox Building Peak Height ft/inch **23' 2.25"**
Peak based on a truss slope of **3.75 / 12**

**** Why Our Buildings are Better ****

- 1) 75 Year Warranty Posts - FULL Treated Post Bottoms
- 2) 2x8 Laminated Posts, 3 or 4 Ply as detailed above
- 3) Posts Glued & Gang Plated for Added Strength
- 4) Posts 8' longer than wall to allow a FULL 6' Bury
- 5) 28g Colour Hi-Tensile Steel - 40 Year Warranty
- 6) Screws every 2' vertical into 2x6 roof/wall Purlins

INCLUDES Post Bottom Buttons Under Posts

Building (shell + Interior) \$134,490.00 \$53.37 ft² Includes Line and Insulate at the time of Build
For Your Building's 16' Tall Wall, Prairie Post Frame uses a 24' Length Glue Laminated Post - please ask our competitors what length post they use.

No Fire Rated Drywall Estimated

Plus GST

Please make your pad from clay rather than from rock or gravel to avoid hard drilling charges

141214.5	35000	78214.5	28000	But	42	1260
0.55	40.00		2434.8	24	5196	

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Access Road Request NW-29-85-7 W6M
File:	32-23-02

DESCRIPTION:

Council is presented with an application to construct an access road North of Township Road 854 for approximately 1,250 meters to access NW-29-85-7 W6M.

- This request meets the current Road Construction Policy.
- With all new Road Construction projects, a wetland assessment is required before proceeding.

BACKGROUND:

C204-24(4-09-24) RESOLUTION by Reeve Bean to table the request for an access road north of Township Road 854 to access NW-29-85-7 W6M until a future Regular Council Meeting. CARRIED.

ATTACHMENTS:

Road Request Application
Maps

Budget

\$400,000.00

RECOMMENDED ACTION:

RESOLUTION by... to include the access road North of Township Road 854 for approximately 1,250 meters to access NW-29-85-7 W6M in the 2025 Multi Year Capital Plan and proceed with a wetland assessment.

Initials show support - Reviewed by:	Manager: 	CAO: 
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2.4 All road requests will be on a first come basis.

3. TO BE COMPLETED BY APPLICANT/LANDOWNER

3.1 Proof of ownership by applicant.

Name of applicant: Kyle Laloge Date: December 18, 2023
Phone Number: _____ Email Address: kylalaloge@gmail.com
Legal Land Location: NW 29-85-7-W6M Mailing Address: Box 211 Warslev, AB

3.2 Purpose for requesting new or upgraded road:

- New Yard Site
- Existing Yard Site
- Upgrading Access
- Crop/Grazing
- Timber Salvage
- Subdivision
- Other Explanation:

No road accessing quarter or adjacent land.

3.3 2.3.1. If for farmland, do you have:

- a. At least 1/2 (minimum 80 acres) in seedbed condition
- b. The property is fenced for pasture

2.3.2 If for residential purpose, do you:

- a. Currently live on the land? Yes No
- b. Where is your primary residence? _____ N/A
- c. When will you reside on the land and will be claiming it as your primary residence? Spring of 2025 N/A
- d. Have you applied for utilities? Power Gas N/A
- e. Have you submitted a subdivision or development application? Yes No N/A

2.3.3 How have you been getting to this land previously?

No. land was purchased in December of 2023.

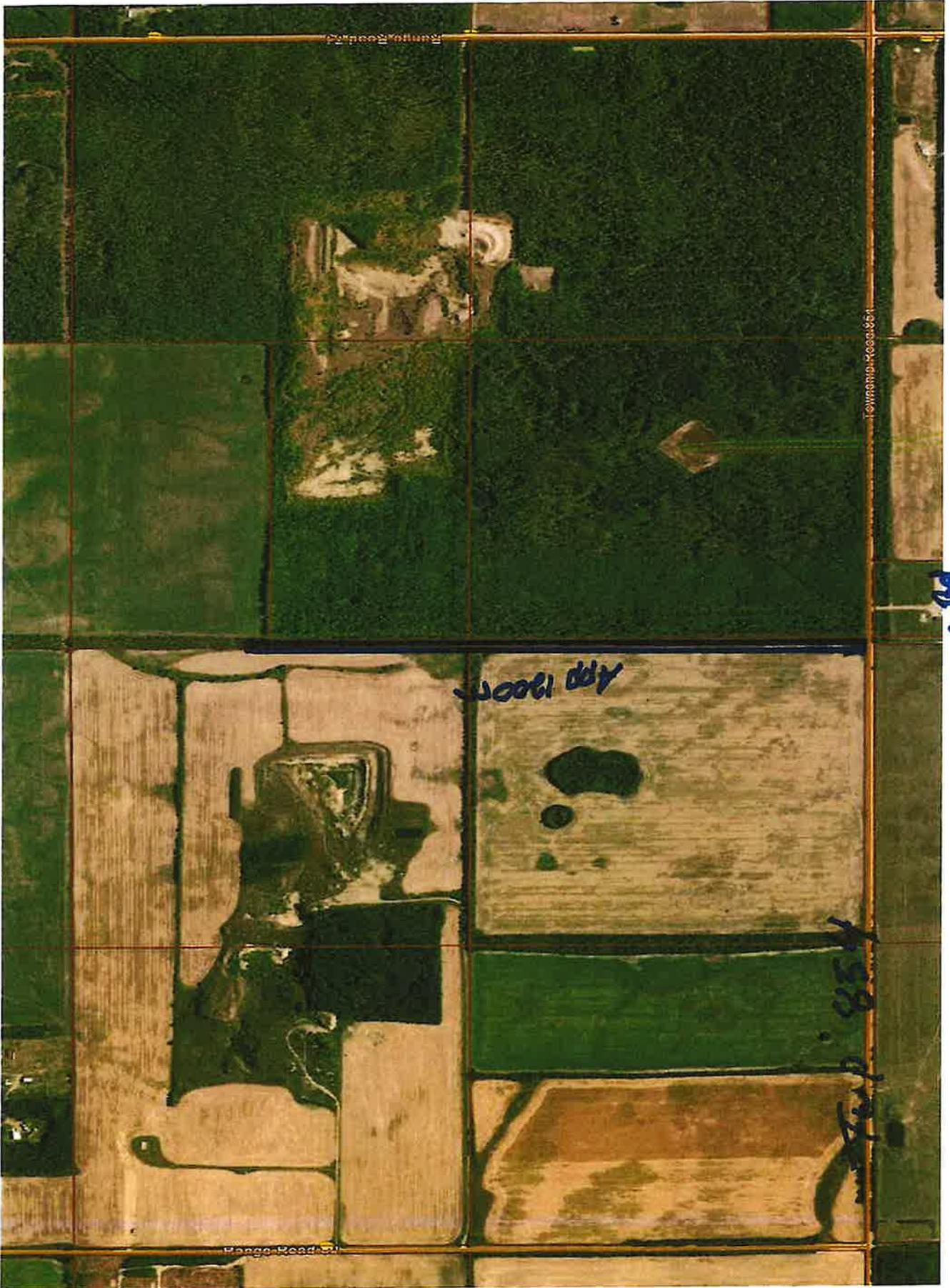
2.3.4 What is the condition of the present access? Good Fair Poor None

2.3.5 Date the land was acquired? December 15, 2023

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

Landowners Name Kyle Laloge Signature 

Witness Name Bonnie Morgan Signature 
BONNIE MORGAN



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	May 14, 2024
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Whitelaw Transfer Station Security Services
File:	43-20-28

DESCRIPTION:

Council is presented with a proposal from Chis Maennchen, along with two additional security options regarding providing security services at the Whitelaw Transfer Station.

BACKGROUND:

P249-24(05-07-24) RESOLUTION by Councillor Walmsley to have administration bring back additional security options for the Whitelaw Transfer Station. CARRIED.

The Contractor, Clear Hills Waste Management, for the Operation and Maintenance of Transfer Stations has been contacted for an update regarding the amount of Transfer Station break and enters within the last six months. The contractor stated that the Whitelaw Transfer Station gate lock was broken once this winter, but there has been very minimal activity at all the Transfer Stations.

The security options presented are as follows:

- Trail Cam: wireless, cellular network connection, solar powered.
- Security Servies: provided by a contracted company.

ATTACHMENT

Trail Cam Quote

Information and Quote from Peace Surveillance Services

Correspondence from Chis Maennchen

OPTIONS:

1. To accept the discussion regarding providing security services at the Whitelaw Transfer Station, for information.
2. To proceed with purchasing a trail cam set up for the Whitelaw Transfer Station for security purposes.
3. To proceed with request for proposal for providing security services at the Whitelaw Transfer Station.

Initials show support - Reviewed by:

Manager:

CAO:

pl

V300-ULT-CA - LTE Video Surveillance Security Camera

MODEL #1305 | SKU #mp-00015129

The V300 ULTIMATE is the ultimate outdoor surveillance solution for even the most remote locations, offering unparalleled peace of mind and security. Thanks to its advanced solar-powered technology and based on the 4G-LTE cellular network, this autonomous security camera provides year-long performance without the need for cables or power outlets. With its motion-activated and live streaming modes, the V300 ULTIMATE allows you to keep a watchful eye on your property 24/7, no matter where you are. Whether you're looking to protect your property or business, the V300 ULTIMATE is the perfect choice for hassle-free, autonomous surveillance in the most challenging conditions.

- live audio-video streaming
 - 100% wire-free
 - works without wi-fi or electricity
 - 4g-lte cellular network
 - preactivated sim card included
 - vosker data plan required (7-day free trial)
 - motion-activated and live streaming mode
 - 1080p full hd videos
 - high-capacity external solar panel
 - 100 ft motion detection
 - 90° ultra-wide angle view
 - built-in gps tracker
 - weather-resistant
 - removable battery pack (14,000 mah)
 - vosker sense ai image recognition
 - vosker two (2) year limited warranty

| | LIMITED TIME OFFER | | |
|------------------------|--------------------|-------------|-----------|
| | BASIC | ALERTED | ELITE |
| | 30% off | 10% off | 10% off |
| | \$5/mo. | \$13.50/mo. | \$18/mo. |
| Alerts | 500 | 1000 | Unlimited |
| Photo/Video Downloads* | 10 | 20 | 40 |
| History | 7 days | 15 days | 60 days |

Approximate Price List for a Trail Cam Set Up:

Camara- \$500.00

Yearly Subscription- \$216.00

Total- \$716.00

Additional costs that may be required:

Cell service booster and protective security box.

Natasha Gillett

From: Allan Rowe
Sent: April 24, 2024 6:49 AM
To: Natasha Gillett
Subject: FW: Dump Saftey/Security

From: Susan Hansen <susan-hansen@live.com>
Sent: Tuesday, April 23, 2024 2:44 PM
To: Allan Rowe <Allan@clearhillscounty.ab.ca>
Subject: FW: Dump Saftey/Security

Sent from my Bell Samsung device over Canada's largest network.

----- Original message -----

From: Info <info@clearhillscounty.ab.ca>
Date: 2024-04-23 2:40 p.m. (GMT-07:00)
To: Allan Rowe <Allan@clearhillscounty.ab.ca>
Cc: Susan Hansen <susan-hansen@live.com>
Subject: FW: Dump Saftey/Security

From: chris maennchen <chrismaennchen@gmail.com>
Sent: April 23, 2024 2:38 PM
To: Info <info@clearhillscounty.ab.ca>
Cc: susan-hanson@live.com
Subject: Re: Dump Saftey/Security

On Mon, Mar 18, 2024, 1:08 p.m. chris maennchen <chrismaennchen@gmail.com> wrote:

Good day .. this email is in regards to the Whitelaw Landfill and its constant subject to B&E , Trespassing and dangerous burning of goods in the Dump area .

As you all know I donated a few months time last year with my equipment and had several arrests and people caught who are illegally using the dump . With another drought year predicted and the dangers of burning present the importance of dump saftey is even greater . Myself and several locals in the area feel is absolutely necessary to keep cellular monitored cameras at the dump as well as GPS trackers on goods to prevent and Catch the Criminals that endanger and steal from the area . One problem is this attraction to criminals brings increased crime in the area as well as increased chances of fires spreading . The system I run is trail cameras that send to cell phone along with GPS trackers to help RCMP make arrests asap and track criminals that take items from dump. My cameras also trigger to

fires burning from the movement of Flames and light . I prefer to check my equipment everytime there is a breach or at min every two weeks to a month to make sure everything is running 100 % . I'm not really sure on how to propose this to you because criminals adapt and change how they do things so that means I must as well. For now I'd suggest one camera monitoring the entry like I had last year and one active GPS tracker on an item in the dump they may take . I know we discussed a Gate system but neither myself or Brad have had time this winter to get started . It still is a plan to fab something up . Running cameras and GPS have expenses like plans , batteries and traveling to maintain the systems . My systems is an observe and report system that allows for saftey and no one on one contact on sites . For example cameras go off I call 911 and coordinate rcmp to site or to GPS track. I do not enter the dump and make contact with criminals. As far as a price goes for monitoring the dump id like to propose 1500 \$ a month . I do have a buinssess with insurance , wcb and all the good stuff to be legit . It's takes alot of time and money to keep a site secure and safe and basically requires 24/7 monitoring . That puts me on call every day all day minus sat when it's open for business hours . Also keep in mind cameras sometimes do not get the best of pics and can see movement and light and in all cases to be thorough I do check or have the site checked by RCMP. My system of monitoring is also very portable and can be put in place anywhere in the county when problems arise . The trick with addiction fueled crime is to stop it and put pressure on these criminals asap. Any enabling anything you give these guys creates a hornets nest fast . You give them one inch you give them a mile so to speak. I also have a thermal drone that can detect people day and night . I have my advanced pilot training and I'm legal to fly . This drone is able to fly 15 km from me and can be used to collect info for rcmp if people are on site stealing . Please give this some thought and let me know if the County would be interested in securing their dump site .

780 834 7693
Chris Maennchen

Clear Hills County

Request For Decision (RFD)

| | |
|----------------|--|
| Meeting: | REGULAR COUNCIL MEETING |
| Meeting Date: | May 14, 2024 |
| Originated By: | Allan Rowe, Chief Administrative Officer |
| Title: | Chief Administrative Officer Report |
| File Code: | 11-02-02 |

- April 29, 2024 – North Peace Regional Landfill Meeting
- May 2, 2024 – Fairview Medical Clinic/HPEC Meeting
- May 6, 2024 – Broadband/Cellular Service Meeting
- Cleardale Firehall Project Manager update
- Wildfire update

RECOMMENDED ACTION:

RESOLUTION by to accept the Chief Administrative Officer's report for May 14, 2024, as presented.

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

Clear Hills County

Request For Decision (RFD)

| | |
|----------------|--------------------------------------|
| Meeting: | Regular Council Meeting |
| Meeting Date: | May 14, 2024 |
| Originated By: | Terry Shewchuk, Public Works Manager |
| Title: | Public Works Manager's Report |
| File: | 32-02-02 |

Graders

- Graders are working on a full grade of each grader beat. Upon completion, spot grading will be done on an as needed basis.

Roads, Culverts & Approaches

- Spot graveling will be done on an as needed basis.
- Installation of new approaches has begun.
- Culvert and centerline replacement has begun.
- Culvert inventory has been ordered and been delivered to the County office.
- Culvert ends within the Hamlet of Worsley have been cleaned.
- Dust Control deadline to submit applications was on April 19, 2024. There are 18 applicants for 2024 Dust Control.
- Pavement crack sealing started on May 7, 2024 and is expected to be completed within 4-5 days of the start date.
- Pavement line painting is expected to begin after May long weekend.
- The Hamlets of Cleardale and Worsley Street sweeping has been completed.
- Griffin Contracting Ltd. has been contracted to repair the guard rail and post damage on Bridge File 77740 on Township Road 870, 1.6km West of Worsley, caused due to a motor vehicle accident. Repairs are to begin within the next two weeks.
- Griffin Contracting Ltd. has been contacted to assess Bridge File 80666 on Range Road 80, North of the Worsley Water Treatment Plant, due to the appearance of damage.

Hamlet of Cleardale Projects

- WSP Canada Inc. is scheduled to come to the North part of the Hamlet of Cleardale the week of May 13th to complete a site inspection for the proposed sewer and street upgrade.
- Landowners within North part of the Hamlet of Cleardale that are affected by the proposed sewer and street upgrade have signed agreements regarding property line changes and the option of lot subdivision.
- Borderline Surveys have been contacted to provide a quote and timeline for surveying and land title changes for the proposed Hamlet of Cleardale sewer and street upgrade project.

Initials show support - Reviewed by:

Manager:

CAO:



2024 Worsley Water Well

- Saville Drilling Ltd. is scheduled to come to the Worsley Water Treatment Plant the week of May 13 to complete a site inspection for the 2024 Worsley Water Well. Drilling is scheduled to begin middle to end of May, dependent on arrival of supplies.
- The drilling for the 2024 Worsley Water Well is set to begin in the middle of May, dependent on all supplies arriving within the scheduled time frame.

Other

- The tender for the Operation and Maintenance of the Transfer Stations will be closing on June 7, 2024.
- Sign replacement for faded signs and signs with broken posts is ongoing.

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: | May 14, 2024 |
| 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:

RCMP – Quarterly Report
Bill 20 Municipal Affairs Statutes Amendment Act

RECOMMENDED ACTION:

RESOLUTION by.... that Council receives for information the Council Information presented at the May 14, 2024, Regular Council Meeting.

Initials show support - Reviewed by: Manager: CAO: 



April 30, 2024

Sgt Lacey Blair
Detachment Commander
Fairview, Alberta

Dear CAO, Reeve, Mayor and Councillors,

Please find the quarterly Community Policing Report attached that covers the January 1st to March 31st, 2024 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Fairview Detachment.

I would also like to introduce you to Deputy Commissioner Rob Hill, the new Commanding Officer of the Alberta RCMP. Deputy Commissioner Hill has had a diverse and wide-ranging RCMP career, spanning from the Prairies to the Arctic, with positions along the way that have included Drugs Section in Winnipeg and as the former Detachment Commander of Stony Plain (now amalgamated in to Parkland). With public safety as the beacon guiding our operations, Deputy Commissioner Hill is focussed on community engagement; Reconciliation; employee wellness; and recruiting new police officers and retention. Deputy Commissioner Hill is proud to lead your Alberta RCMP and looks forward to meeting you in the future.

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

Sgt Lacey Blair
Detachment Commander
Fairview RCMP



RCMP Provincial Policing Report

Detachment Information

Name of Detachment

Fairview

Name of Detachment Commander

Sgt. Lacey Blair

Quarter

Q4

Date of Report (yyyy-mm-dd)

2024-04-24

FTE Utilization Plan

2023/24

Select Type of Policing Report

Municipal Policing Report Under

Municipal Policing Report Over

PPSA

Coaldale

Community Consultations

Consultation No. 1

Date (yyyy-mm-dd)

2024-01-12

Meeting Type

Community Connection

Topics Discussed (this field expands)

Crime Reduction Initiatives, Youth

Notes /Comments (this field expands)

Members attended the Northwestern Polytech campus to assist the STM School kindergarten and elementary students with their rollerskating class, putting on safety gear, and doing skates.

Consultation No. 2

Date (yyyy-mm-dd)

2024-01-23

Meeting Type

Meeting with Elected Officials

Topics Discussed (this field expands)

Regular reporting information sharing

Notes /Comments (this field expands)

Members attended the Municipal District of Fairview regular council meeting. Cpl. FINK used the opportunity to introduce himself to members and discuss updates.

Consultation No. 3

Date (yyyy-mm-dd)

2024-01-23

Meeting Type

Community Connection

Topics Discussed (this field expands)

Youth

Notes /Comments (this field expands)

Members attended the Fairview High School to walk / tour through the school and meet students. (recur 2024-02-15, 2024-03-04, 2024-03-14)



Consultation No. 4

Date (yyyy-mm-dd) Meeting Type
2024-01-25 Community Connection

Topics Discussed (this field expands)
Youth, Education Session

Notes /Comments (this field expands)
Member attended the Hines Creek Composite School to speak with students.

Consultation No. 5

Date (yyyy-mm-dd) Meeting Type
2024-01-31 Meeting with Stakeholder(s)

Topics Discussed (this field expands)
Crime Reduction Initiative

Notes /Comments (this field expands)
Member met with local Fish & Wildlife Officers to discuss joint enforcement projects.

Consultation No. 6

Date (yyyy-mm-dd) Meeting Type
2024-01-31 Community Connection

Topics Discussed (this field expands)
Regular reporting information sharing

Notes /Comments (this field expands)
Member attended the local Golden Age Centre to play cards and games with the seniors for the afternoon.

Consultation No. 7

Date (yyyy-mm-dd) Meeting Type
2024-02-01 Community Connection

Topics Discussed (this field expands)
Education Session

Notes /Comments (this field expands)
Members and the local VSU coordinator attended Fairview High School to volunteer making and serving breakfast to local junior and senior high school students.

Consultation No. 8

Date (yyyy-mm-dd) Meeting Type
2024-02-13 Community Connection

Topics Discussed (this field expands)
Pancake Breakfast at STM school



Notes /Comments (this field expands)

Fairview RCMP detachment members attended to make pancakes and serve them to students.

Consultation No. 9

Date (yyyy-mm-dd) Meeting Type
2024-02-06 Community Connection

Topics Discussed (this field expands)
Rural Crime Watch, COP

Notes /Comments (this field expands)
Detachment Commander along with Safe Community and Wellness unit met with MD of Fairview, Village of Hines Creek and Clear Hills County elected officials regarding Rural Crime Watch and COP. Discussion regarding a partnership in the area.

Consultation No. 10

Date (yyyy-mm-dd) Meeting Type
2024-03-12 Community Connection

Topics Discussed (this field expands)
Education Session, Crime Reduction Initiatives

Notes /Comments (this field expands)
Detachment Commander attended Fairview High School to do a presentation on the YCJA to a grade 9 social studies class.

Consultation No. 11

Date (yyyy-mm-dd) Meeting Type
2024-03-15 Community Connection

Topics Discussed (this field expands)
Education Session, Drugs

Notes /Comments (this field expands)
Member attended the Fairview High School to do a presentation on drugs with the grade 9 class.

Consultation No. 12

Date (yyyy-mm-dd) Meeting Type
2024-03-15 Meeting with Elected Officials

Topics Discussed (this field expands)
Regular reporting information sharing

Notes /Comments (this field expands)
Members attended a public meeting with the MLA to update on crime statistics, policing, initiatives, and the use of social media in local policing.





Community Priorities

Priority No. 1

Priority (this field expands)

Property - Break and Enter

Current Status and Results (this field expands)

Fairview RCMP responded to 23 calls of Break and Enters. 11 - Business, 10 - Residence and 2 - other. Members have continued active patrols in hot spot areas. Businesses and Homeowners are encouraged to report break and enters to police.

Priority No. 2

Priority (this field expands)

Traffic - Safety (motor vehicles, roads)

Current Status and Results (this field expands)

Fairview RCMP have continued with traffic enforcement. 1 Provincial sanction was issued. 2 calls for impaired operation were investigated. 40 traffic related occurrences investigated with lead to 15 violation tickets being issued.

Priority No. 3

Priority (this field expands)

Community Trust and Engagement

Current Status and Results (this field expands)

This quarter the Fairview have continued attending the Fairview High School breakfast program every Thursday. Detachment continues to participate as community events. Members have attended schools on a regular basis to interact with staff and students. Drug presentation at FHS for Grade 9 students. YJCA presentation at FHS for grade 9 students. Attended a meeting with Dunvegan Fish and Game association to partner for further events. Hines Creek pond hockey coached by Fairview RCMP member.



Crime Statistics¹

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

| Category | January - March | | | January - December | | |
|-------------------------------|-----------------|------------|-------------------------|--------------------|------------|-------------------------|
| | 2023 | 2024 | % Change Year-over-Year | 2022 | 2023 | % Change Year-over-Year |
| Persons Crime | 34 | 20 | -41.00% | 156 | 112 | -28.00% |
| Property Crime | 83 | 95 | 14.00% | 375 | 351 | -6.00% |
| Other Criminal Code | 16 | 20 | 25.00% | 191 | 73 | -62.00% |
| Total Criminal Code | 133 | 135 | 2.00% | 722 | 536 | -26.00% |
| Drugs Offences | 3 | 2 | -33.00% | 20 | 16 | -20.00% |
| Other Federal Acts | 4 | 3 | -25.00% | 25 | 21 | -16.00% |
| Other Provincial Acts | 42 | 39 | -7.00% | 189 | 240 | 27.00% |
| Municipal By-Laws | 1 | 0 | -100.00% | 10 | 7 | -30.00% |
| Motor Vehicle Collisions | 49 | 32 | -35.00% | 194 | 211 | 9.00% |
| Provincial Code Traffic | 77 | 80 | 4.00% | 395 | 459 | 16.00% |
| Other Traffic | 2 | 0 | -100.00% | 3 | 3 | 0.00% |
| Criminal Code Traffic | 9 | 4 | -56.00% | 33 | 45 | 36.00% |
| Total Traffic Offences | 88 | 84 | -5.00% | 431 | 507 | 18.00% |

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

Trend / Points of Interest (this field expands)



Provincial Service Composition²

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

2. Data extracted on March 31, 2024 and is subject to change.

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

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

Comments (this field expands)

Police Officers: Of the seven established positions, seven officers are currently working. There is no soft or hard vacancy at this time.

Detachment Support: Of the two established positions, four resources are currently working with none on special leave. There is one position with two resources assigned to that position and one additional resource that is Surplus to Establishment.

**Fairview Provincial Detachment
Crime Statistics (Actual)
January to March: 2020 - 2024**

April 8, 2024

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

| CATEGORY | Trend | 2020 | 2021 | 2022 | 2023 | 2024 | % Change
2020 - 2024 | % Change
2023 - 2024 | Avg File +/-
per Year |
|------------------------------|-------|-----------|-----------|-----------|-----------|-----------|-------------------------|-------------------------|--------------------------|
| Offences Related to Death | | 0 | 0 | 0 | 0 | 0 | N/A | N/A | 0.0 |
| Robbery | | 2 | 2 | 2 | 1 | 0 | -100% | -100% | -0.5 |
| Sexual Assaults | | 2 | 2 | 2 | 3 | 3 | 50% | 0% | 0.3 |
| Other Sexual Offences | | 0 | 0 | 0 | 3 | 0 | N/A | -100% | 0.3 |
| Assault | | 10 | 25 | 16 | 15 | 10 | 0% | -33% | -1.0 |
| Kidnapping/Hostage/Abduction | | 0 | 1 | 2 | 0 | 0 | N/A | N/A | -0.1 |
| Extortion | | 0 | 3 | 0 | 2 | 1 | N/A | -50% | 0.1 |
| Criminal Harassment | | 4 | 8 | 7 | 2 | 2 | -50% | 0% | -1.0 |
| Uttering Threats | | 11 | 14 | 15 | 8 | 4 | -64% | -50% | -2.0 |
| TOTAL PERSONS | | 29 | 55 | 44 | 34 | 20 | -31% | -41% | -3.9 |
| Break & Enter | | 23 | 26 | 24 | 24 | 18 | -22% | -25% | -1.2 |
| Theft of Motor Vehicle | | 10 | 12 | 8 | 3 | 12 | 20% | 300% | -0.5 |
| Theft Over \$5,000 | | 0 | 4 | 0 | 9 | 4 | N/A | -56% | 1.3 |
| Theft Under \$5,000 | | 14 | 34 | 21 | 16 | 19 | 36% | 19% | -0.8 |
| Possn Stn Goods | | 2 | 2 | 5 | 3 | 4 | 100% | 33% | 0.5 |
| Fraud | | 17 | 18 | 9 | 11 | 10 | -41% | -9% | -2.1 |
| Arson | | 1 | 3 | 3 | 0 | 0 | -100% | N/A | -0.5 |

Fairview Provincial Detachment Crime Statistics (Actual)

January to March: 2020 - 2024

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

April 8, 2024

| CATEGORY | Trend | 2020 | 2021 | 2022 | 2023 | 2024 | % Change
2020 - 2024 | % Change
2023 - 2024 | Avg File +/-
per Year |
|--------------------------------|-------|-----------|-----------|-----------|-----------|-----------|-------------------------|-------------------------|--------------------------|
| Drug Enforcement - Production | | 0 | 0 | 0 | 0 | 0 | N/A | N/A | 0.0 |
| Drug Enforcement - Possession | | 3 | 1 | 4 | 0 | 0 | -100% | N/A | -0.7 |
| Drug Enforcement - Trafficking | | 5 | 1 | 0 | 3 | 2 | -60% | -33% | -0.4 |
| Drug Enforcement - Other | | 0 | 0 | 0 | 0 | 0 | N/A | N/A | 0.0 |
| Total Drugs | | 8 | 2 | 4 | 3 | 2 | -75% | -33% | -1.1 |
| Cannabis Enforcement | | 0 | 0 | 0 | 1 | 0 | N/A | -100% | 0.1 |
| Federal - General | | 0 | 2 | 1 | 0 | 1 | N/A | N/A | 0.0 |
| TOTAL FEDERAL | | 8 | 4 | 5 | 4 | 3 | -63% | -25% | -1.0 |
| Liquor Act | | 1 | 3 | 1 | 1 | 1 | 0% | 0% | -0.2 |
| Cannabis Act | | 2 | 0 | 1 | 0 | 0 | -100% | N/A | -0.4 |
| Mental Health Act | | 15 | 34 | 12 | 28 | 29 | 93% | 4% | 2.2 |
| Other Provincial Stats | | 18 | 24 | 13 | 13 | 9 | -50% | -31% | -2.9 |
| Total Provincial Stats | | 36 | 61 | 27 | 42 | 39 | 8% | -7% | -1.3 |
| Municipal By-laws Traffic | | 1 | 0 | 1 | 0 | 0 | -100% | N/A | -0.2 |
| Municipal By-laws | | 2 | 0 | 2 | 1 | 0 | -100% | -100% | -0.3 |
| Total Municipal | | 3 | 0 | 3 | 1 | 0 | -100% | -100% | -0.5 |
| Fatals | | 0 | 0 | 0 | 2 | 0 | N/A | -100% | 0.2 |

April 30, 2024

FOR IMMEDIATE RELEASE

Hilary Darrah

Media Contact

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RMA Confused and Concerned as Bill 20 Attacks Local Democracy

Nisku, AB, April 29, 2024 – On April 25, 2024, Bill 20: *Municipal Affairs Statutes Amendment Act, 2024* was tabled for first reading. The RMA is frustrated by many of the changes that the bill proposes to the *Municipal Government Act*. Alberta’s municipalities play a crucial role in ensuring that local planning, infrastructure, and service delivery meet the needs of Alberta’s diverse communities, people, and industries. The changes in Bill 20 will degrade municipal autonomy by allowing the province to easily intervene and reverse local decisions, and even remove elected municipal officials, with virtually no justification or process. Along with the formalization of political parties in local elections and Bill 18’s restriction of municipal-federal funding agreements without provincial approval, these changes are the latest and most serious attacks on municipalities, and will centralize more control over municipal issues in the hands of the province.

“Bill 20 assumes that the provincial government knows better than municipal councillors about what is best in their communities and that they should have the right to reverse local decisions and remove councillors they disagree with,” explained RMA President Paul McLauchlin. “This is not only an affront to municipalities, but also an affront to democracy in Alberta. Imagine if the federal government decided to pick and choose the provincial policies and leaders that they agreed with, and simply removed those that they didn’t like. Something tells me the provincial response would be one of anger, so it is no surprise that ours is the same when such over-the-top control is directed to local councillors.”

The *Municipal Government Act* already requires councillors to abide by certain standards and allows the Government of Alberta to address those not in compliance, including through removal. Bill 20 will allow the province to bypass existing processes and unilaterally dismiss a councillor based on an undefined “public interest” criterion. The province is using a recent high-profile isolated incident that resulted in councillors being removed from a municipality to justify a heavy-handed and top-down approach to councillor removals moving forward. Effective policy-making should not be reactive, and the response to one incident should not infringe on the ability of all councillors to do their jobs.

“This government is using recent high-profile conflicts to justify the introduction of a hammer to undermine the autonomy of all of Alberta’s municipalities. Not only is that unfair to the

hundreds of hard-working municipal councillors in the province, but it is also a terrible form of policy making,” commented McLauchlin. “While the Minister of Municipal Affairs is bending over backwards to tell everyone who will listen that he doesn’t plan to use these powers, his word is not enough. We’re talking about democratically elected officials that can be removed on the whims of the current government. While this Minister may not use the powers, what about the next Minister?”

To do their job properly, municipal leaders must feel safe to make difficult decisions. Much like at the provincial and federal level, some municipal decisions are controversial or unpopular. Bill 20 will allow the province to repeal or modify municipal bylaws after they have been consulted on and passed, with no apparent restrictions. Allowing this uncontrolled intrusion into municipal decision-making could have many major impacts on local government.

“Bylaws are crucial to determining municipal operations and community character. Giving the province total control to change or repeal those they don’t like runs contrary to the grassroots, conservative, anti-red tape values this provincial government claims to stand for,” emphasized McLauchlin. “Like the province, sometimes municipalities make decisions for the public good that some disagree with. If provincial Cabinet members believe that they are better positioned to make decisions on local issues than councillors, maybe they should run for municipal council. Until then, they should leave municipalities to make local decisions.”

While the province giving itself such sweeping power is troubling in isolation, the RMA is even more concerned with what it means for future municipal-provincial relations when considered in tandem with the introduction of political parties at the municipal level. While political parties will be piloted in Edmonton and Calgary only in 2025, it is likely they will become province wide soon after. This is likely to result in more intense political posturing between municipal and provincial governments when a council is represented by a party that is not aligned with the province. As written, these new powers could be used to undermine the ability of a municipality to operate or individual councillors to serve if they are ideologically opposed to the province. Add to this Bill 18, which allows the province to control a municipality’s ability to receive federal funding without provincial approval, and suddenly the province has plenty of tools to keep municipalities in line politically if they choose to do so.

“Bill 20 is another step in the province’s quest to exert more control over municipalities and centralize local decision-making. Because of provincial fights with a few local leaders, now all municipal councillors must worry about missing out on federal funding, joining a political party, having their local decisions overturned, and possibly being removed from office,” explained McLauchlin. “Our members do so much for this province – we manage nearly all the roads and bridges, make sure land and services are available for industrial development, prepare for and respond to natural disasters, and more. Much of what they do is behind the scenes and goes unnoticed by the public and the provincial government. Rural municipal leaders are okay with that, but when the province actively undermines the ability of our members to serve their communities, we will not sit back and take it.”



RMA
RURAL MUNICIPALITIES
of ALBERTA

Bill 20: Municipal Affairs Statutes Amendment Act

April 2024

[Bill 20: Municipal Affairs Statutes Amendment Act, 2024](#) was introduced to the Legislative Assembly on April 25, 2024. The bill makes a wide range of changes to both the *Municipal Government Act* (MGA) and the *Local Authorities Elections Act* (LAEA), several of which would significantly reduce municipal autonomy and allow the province with significantly more direct control over municipal decision-making and the removal of councillors. Due to the serious impact that Bill 20 will have on municipal governance and democracy, RMA is advocating against the changes both behind the scenes and through the media.

While advocacy from RMA and other municipal stakeholders at the Cabinet level is necessary, it is also crucial that RMA members carry the same message to their local MLAs and media. This guide is intended to support members in conveying a strong, unified message about the importance of municipal autonomy and leaving local decisions to local decision-makers.

Bill 20 – A Summary

As mentioned, beyond the most controversial proposed changes to the MGA, Bill 20 makes a wide range of adjustments related to municipal governance and accountability, housing development, and the municipal election process. RMA has not yet had time to develop a position or reaction to all changes proposed in the bill, but below is a summary of those that are most notable:

Municipal Government Act

- ◆ Cabinet can remove a councillor if in public interest.
 - ◇ Previously, the Minister could only remove a councillor under very specific circumstances linked to a municipal inspection.
- ◆ Cabinet can require a municipality to repeal or amend a bylaw. The requirement can apply specifically or broadly.
 - ◇ Previously, Cabinet could only intervene with respect to a land use bylaw or statutory plan.
- ◆ Cabinet can direct a municipality to take an action to protect municipal health and safety.
 - ◇ Previously, the legislation was silent on this issue.
- ◆ Councillor’s seat automatically becomes vacant upon disqualification.
 - ◇ Previously, councillors could not be forced to vacate their seat upon disqualification unless directed by the Courts.
- ◆ Councillor orientation training is mandatory following elections or by-elections.
 - ◇ Previously, municipalities were required to offer training, but it was not mandatory for councillors to attend.
- ◆ Councillors can now recuse themselves from a decision for non-financial conflict of interest.
 - ◇ Previously, recusal was only permitted if a councillor had a pecuniary interest in a decision.
- ◆ Non-profit subsidized affordable housing fully exempt from property taxation.
 - ◇ Previously, the legislation was silent on exemptions for non-profit subsidized affordable housing.
- ◆ Multi-year residential property tax incentives allowed.
 - ◇ Previously, incentives were only permitted for non-residential properties.

Local Authorities Election Act

- ◆ Political party involvement will be permitted at the municipal level. Note that details and rules will be developed through a regulation. This change will be piloted in Calgary and Edmonton only in 2025 and may be expanded to all municipalities in 2029.
 - ◇ Previously, the legislation was silent on political party affiliation or involvement in municipal elections.
- ◆ Limits on campaign donations outside of the election year are removed. Candidates can collect unlimited donations beginning immediately after the previous election.
 - ◇ Previously, donations outside the campaign period were limited to \$5,000 per year.
- ◆ Union and corporate donations are allowed. Each corporate or union donor is limited to \$5,000 in donations per municipality.
 - ◇ Previously, corporate and union donations were not permitted.
- ◆ Third-party advertisers focused on a specific issue, rather than candidate, are required to register and abide by third-party reporting and contribution requirements.
 - ◇ Previously, only third-party advertisers promoting or opposing candidates were required to register.
- ◆ Municipalities must prepare a permanent electors register in alignment with Elections Alberta information.
 - ◇ Previously, preparation of an electors register was optional.
- ◆ The Minister will be authorized to postpone local elections during emergencies. The details of this authority will be determined through a regulation.
 - ◇ Previously, this authority did not exist.
- ◆ Automated voting equipment is prohibited.
 - ◇ Previously, municipalities were permitted, by bylaw, to use automated voting equipment.

High Concern Changes

Bill 18 makes many changes to both the MGA and the LAEA. However, there are a few amendments which are of significant concern to the RMA and its members:

S.603.01 The Lieutenant Governor in Council may make regulations directing a municipality, with or without conditions to amend or repeal a bylaw. (Pg.63)

The change above allows Cabinet to “undo” council decisions formalized by bylaw. Previously, Cabinet could only intervene with respect to land use bylaws or statutory plans. However, with the proposed amendment, Cabinet would be able to intervene for on any bylaws a municipality creates, including tax rate bylaws. Municipalities develop bylaws to best serve the community and guide all aspects of municipal operations, administration, and governance. Although some bylaws are not popular with all residents, they are the backbone of a municipality’s ability to operationalize its vision for the community.

This amendment increases the influence that provincial politics can have in local government. While the current Minister has insisted that he has no plans to use the power (which begs the question of why it is included in the bill), RMA foresees a wide range of possibilities, including a lowering of tax rates or development levies in response to industry or developer pressure, elimination or modification of road ban requirements, a reduction or elimination of penalties on unpaid taxes, and many others. Basically, as the bill is written, if it is in a bylaw, it could be repealed or amended in a specific municipality or a provincewide basis.

The introduction of political parties in local government introduces a future scenario where this power could be used by the province for partisan political purposes. If a council consists of party members not aligned with the provincial government, these new powers could be used to undermine the ability of a municipality to operate in the local interest, or force unwilling municipalities to address certain local issues in alignment with the province’s preferred approach.

S. 179.1 The Lieutenant Governor in Council may dismiss a person from council and declare a position on council to be vacant if it is in the public interest. (pg. 55)

The amendment above will allow for Cabinet to dismiss a councilor if in the public interest. The *Municipal Government Act* already allows the Minister to dismiss a councilor as an outcome of a municipal inspection. The changes proposed in Bill 20 allow the province to bypass this existing process and unilaterally dismiss a councilor based on an undefined “public interest” criterion.

RMA is concerned that this power, if unchecked, will lead to the province removing councilors without a process to ensure fairness and due diligence. Further, with no definition of public interest, or guidelines for what might lead to dismissal, the province is creating a situation in which democratically elected councilors can be dismissed without cause.

While RMA supports accountability mechanisms to ensure elected officials in all levels of government abide by legislated governance requirements and treat one another with respect, the unilateral powers assigned to Cabinet to remove councilors give provincial decision-makers an unreasonable amount of power over municipal councilors with no accountability at the provincial level. While there are circumstances in which this power could be used to remove a truly dysfunctional councilor, it could also be used against someone outspoken against a provincial decision or a local development opportunity, to name a few examples. While Government of Alberta staff have indicated that Cabinet would be required to prove a removal is in the public interest in a

Court, even an unsuccessful use of this provision could throw a council into disarray and ruin the reputation of a councilor.

S. 615.11 The Lieutenant Governor in Council, by order, may require a council to take any action that the Lieutenant Governor in Council considers necessary in the circumstances to protect public safety or health. (Pg.63)

Currently, no provisions exist within the MGA specifically requiring municipalities to undertake actions related to provincial health and safety. It is important to note that this change moves beyond amending bylaws related to health and safety, as it will require municipalities to implement (or remove) actions as directed by the province.

The legislation does not define “protect public safety and health.” This amendment is concerning due to the ambiguity around what actions might look like and for how long they would be implemented. This requirement could also have major cost implications for municipalities. If a municipality refuses to abide by provincial direction, Cabinet may dismiss the council or any member of it.

The amendment takes away municipal autonomy in protecting the public’s health and safety and enables the province to remove an entire council if they do not agree with the provincial measures forced upon them. This heavy-handed approach suggests that municipalities are unable to make decisions in the best interest of the community and work as partners with the province during emergencies.

How to Advocate Locally & Key Messages

This bill will have impacts on municipalities across the province. It is critical that RMA and its members speak out against the changes that challenge municipal autonomy. RMA will continue to advocate to the Premier and Minister McIver about the concerns listed above, however we also urge individual municipalities to reach out to their local media and MLAs.

RMA has drafted some key messages that will be used for RMA advocacy efforts, many of which may be useful to your municipality. Reaching out to your local MLA, the Premier and Minister McIver to speak about your concerns with the Bill may be beneficial in ensuring municipalities are heard and these changes are reconsidered.

- ◆ It is not clear why the province has decided to infringe so aggressively on municipal autonomy. It appears a single high-profile municipal-provincial conflict is being used as an excuse to create a hammer against the hundreds of well-functioning municipalities in the province.
- ◆ While the province constantly complains about federal over-reach in their affairs, they have no problem giving themselves significantly more power to interfere in any municipal decision or process.
- ◆ Although the current government has promised to use the powers wisely, the legislation is written in such a way that it can be weaponized.
- ◆ Quality, well-developed policy changes should not rely on having to take a Minister's word that he will not use the new powers afforded to him.
- ◆ Municipalities require autonomy to make local decisions, even if the decisions are seen as unpopular by some. Like provincial politicians, councilors are held accountable by their constituents at every election.
- ◆ The changes do not hold Cabinet accountable for using these powers responsibly, leaving provincial influence unchecked.
- ◆ Local politics are meant to be local. With the province now lurking over municipal decision-makers, quality candidates for municipal office may be less willing to put their name forward.

Send a letter to Premier Smith, Minister McIver, and your local MLA

When writing to Premier Smith, Minister McIver, or your MLA, the ultimate request of the letter should be that the three most problematic changes be removed from Bill 20 before it is enacted. Consider supporting this request with the following points:

- ◆ Municipalities have been accountable to their residents for years, making the best decisions possible for the community. The proposed amendments challenge municipal autonomy and diminish the ability of local councilors to do their jobs.
- ◆ Municipalities are held accountable to their residents every day; however, this Bill enables the province to impact the ability of municipalities to serve their constituents without subsequent accountability for how and when the powers are used.
- ◆ Local governments know what their residents need and are attuned to their issues. Just as the province does not want the federal government to intervene in provincial issues, local governments ask for the same as they are closest to the issue and can make decisions which work best for their communities.
- ◆ While the province may be facing challenges in working with a small number of municipalities, the vast majority look to the province as a partner and expect to be treated as such. This heavy-handed approach does nothing to help Albertans receive high-quality municipal and provincial government.

Next Steps

RMA will continue to update members as they advocate on this issue. As RMA learns more about the notable changes and other aspects of Bill 20, we will share updates with members.

Have Questions?

Contact Policy Advisor Karrina Jung at Karrina@RMAlberta.com.

Clear Hills County

Request For Decision (RFD)

| | |
|-----------------------|--|
| Meeting Date: | Regular Council Meeting
May 14, 2024 |
| 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 |
|----------------|----------|----------|------------------------------|
| FCM Conference | June 6-9 | Calgary | Bean,
Walmsley,
Hansen |
| | | | |

ATTACHMENTS:

- Calendar of upcoming meetings and conferences

RECOMMENDED ACTION:

RESOLUTION by to accept for information May, June and July 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: |
|---|-----------------|-------------|

MAY 2024

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|-------------------------------------|-----------------------------|-------------------------|--------------|--------|--------------|
| 28 | 29
NPRL-JR | 30 | 1
Woman of the North | 2
HPEC-SH | 3 | 4 |
| 5 | 6 | 7
Policy & Priority | 8 | 9 | 10 | 11 |
| 12 | 13 | 14
Council
CC-Rec- NS | 15
NWSAR-AB,DW | 16 | 17 | 18 |
| 19 | 20
Victoria Day
Office Closed | 21
CH-Con-AB, DJ | 22 | 23 | 24 | 25
PLS-AB |
| 26 | 27 | 28
Council | 29 | 30 | 31 | 1 |

JUNE 2024

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|----------------------------|--------|---|-----------|-----------------------|--------|--|
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |
| 2 | 3 | 4
Policy & Priority
PAC-DJ | 5 | FCM Conference | | 8 |
| 9
FCM Conference | 10 | 11
Council | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22

Hines Creek
Graduation - SH |
| 23 | 24 | 25
Council | 26 | 27 | 28 | 29 |
| 30 | 1 | 2 | 3 | 4 | 5 | 6 |

JULY 2024

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-------------------------------|-----------------|------------------------|-----------|------------------------------|-------------------------------|----------|
| 30 | 1
Canada Day | 2
Policy & Priority | 3 | 4 | 5 | 6 |
| 7 | 8 | 9
Council | 10 | 11 | 12
Trappers Rendezvous -AB | 13 |
| 14
Trappers Rendezvous -AB | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23
Council | 24 | 25
County BBQ-George Lake | 26 | 27 |
| 28 | 29 | 30 | 31 | 1 | 2 | 3 |

Acronyms for Calendar

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