

**AGENDA  
CLEAR HILLS COUNTY  
POLICY & PRIORITY COUNCIL MEETING  
TUESDAY, MAY 7, 2024**

The Policy & Priority meeting of the Council for Clear Hills County will be held on Tuesday, May 7, 2024, commencing at 9:30 a.m. in the Clear Hills County Council Chambers, 313 Alberta Ave, Worsley Alberta.

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**1. CALL TO ORDER**

**2. AGENDA**

**3. DELEGATIONS:**

- a. Dawson Ruecker Continuing Education Scholarship 10:10 a.m.....2
- b. Fairview Chamber of Commerce 10:30 a.m.....3
- c. Derek Young- Alberta Transportation 11:25 a.m.....4

**4. NEW BUSINESS**

**a. COUNCIL**

- 1. Cleardale Fire Hall Building Quotes .....6
- 2. Bylaw No. 9 Fees for Extinguishing Fires.....9
- 3. Alberta Open Farm Days ..... 15
- 4. Parade Float ..... 17
- 5. Whitelaw Transfer Station Security ..... 19
- 6. Clear Hills County Website .....22

**4. ADJOURNMENT**

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Policy &amp; Priority Meeting</b>
Meeting Date:	May 7, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION – Dawson Ruecker – Continuing Education Scholarship 10:10 a.m.
File:	11-02-03

DESCRIPTION:

Dawson Ruecker will be in attendance to discuss his Continuing Education Scholarship application.

BACKGROUND:

ATTACHMENTS:

RECOMMENDED ACTION:

**RESOLUTION by.....**

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

## Request For Decision (RFD)

Meeting:	<b>Policy &amp; Priority Meeting</b>
Meeting Date:	May 7, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION – Fairview Chamber of Commerce 10:30 a.m.
File:	11-02-03

DESCRIPTION:

Council invited the Fairview and Worsley Chamber of Commerce to discuss economic development.

BACKGROUND:

**P188-2404-02-24)**

**RESOLUTION** by Deputy Reeve Janzen to invite the Fairview Chamber of Commerce and Worsley Chamber of Commerce to a future Policy & Priority Meeting. **CARRIED.**

ATTACHMENTS:

RECOMMENDED ACTION:

**RESOLUTION** by.....

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

## Request For Decision (RFD)

Meeting:	<b>Policy &amp; Priority Meeting</b>
Meeting Date:	May 7, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION – Derek Young – AB Transportation 11:25 a.m.
File:	11-02-03

DESCRIPTION:

Council invited Derek Young, Regional Director, Peace Region Transportation & Economic Corridors to attend today's meeting to discuss maintenance and upkeep of secondary highways 735, 729, and 717 within our County.

BACKGROUND:

ATTACHMENTS:

RECOMMENDED ACTION:

**RESOLUTION by.....**

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**





## CLEAR HILLS COUNTY

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February 21, 2024

File 11-02-02

Derek Young  
Regional Director  
Alberta Transportation  
9621 – 96 Avenue  
Peace River, AB  
T8S 1T4

Dear Mr. Young,

Clear Hills County Council would like to discuss the ongoing concerns regarding the maintenance and upkeep of secondary highways 735, 729, and 717 within our County.

In the past years, there have been safety and accessibility challenges on these highways, particularly on Highway 717, impacting our residents and visitors. Clear Hills County Council is willing to discuss a potential partnership for the maintenance with Alberta Transportation to address these issues.

We understand the complexities involved but believe collaboration could benefit all parties. Our goal is to ensure safety and efficiency while optimizing resources and enhancing transportation infrastructure.

We would appreciate scheduling a meeting to explore possibilities to correct these concerns further.

If you have any further questions or concerns, feel free to contact CAO, Allan Rowe, at the County office at 780-685-3925 ext. 121.

Regards,

  
Allan Rowe

Chief Administrative Officer

AB/bm

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Policy &amp; Priority Meeting</b>
Meeting Date:	May 7, 2024
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Cleardale Firehall- Building Material and Construction Quotes</b>
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.**

<b>Clear Hills County Cleardale Firehall Professional Engineering &amp; Design Service</b>	
<b>2020 Engineering &amp; Design Services</b>	Cost
Design	\$7,114.90
Construction Documentation	\$21,344.70
Construction Administration	\$1,658.74
2020 Total:	\$30,118.34
<b>2023 Engineering &amp; Design Services</b>	
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.

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b>	
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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
<b>Structural Blueprints - Commercial Design</b>	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: <a href="mailto:jeremie@goodon.com">jeremie@goodon.com</a>



**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 <b>28g</b>	Colour <b>Classic Metal 3/4" Tall Rib Profile</b>			
Roof <b>28g</b>	Colour - <b>No upcharge to Colour roof</b>			
	Width	Height	Location	
OH Door Installed	2	16	14	End Wall
OH Door Installed	1	16	14	End Wall
<b>3 Power Opener(s) with 2 Remotes Each</b>				
				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
	<b>Q 45392.593</b>

**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 2434 # But 24 42 5196 1260  
0.65 40.00

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Policy &amp; Priority Meeting</b>
Meeting Date:	May 7, 2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	<b>Bylaw 9 Fees for Extinguishing Fires</b>
File:	24-02-02

DESCRIPTION:

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

BACKGROUND:

**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.**

ATTACHMENTS:

- Bylaw.9 Fees for Extinguishing Fires
- Bylaw. 286-24 Fees for Extinguishing Fires Draft with attached Emergency Service Schedule of Fees

RECOMMENDED ACTION:

**RESOLUTION by.....**

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b> 
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## BYLAW NO. 9

**A BYLAW OF THE MUNICIPAL DISTRICT OF CLEAR HILLS NO. 21, 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.") 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; and

WHEREAS, the Council of the Municipal District of Clear Hills No. 21 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, 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 in the extinguishing of fires or preserving of life or property from injury or destruction by fire, 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 services provided under this bylaw shall be as per the attached Schedule of Fees.
4. THAT, the 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.
5. THAT, the Council of the Municipal District of Clear Hills No. 21 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.

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Marlene Maxwell, Reeve

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Alcide Cloutier, Chief Administrative Officer

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

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Marlene Maxwell, Reeve

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Alcide Cloutier, Chief Administrative Officer

## 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; 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, 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 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.

<b>Fire Fighting Service Rates</b>			
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	\$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
<b>Response to Numbered Highway Callouts: Invoice Alberta Transportation As per Alberta Transportation Current Rates</b>			
Fire Containment (HazMat)	Cost recovery		
Additional equipment/resources	Cost recovery		

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Policy &amp; Priority Meeting</b>
Meeting Date:	May 7, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Alberta Open Farm Days – August 17 & 18, 2024
File:	11-02-03

**DESCRIPTION:**

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.

This is a great opportunity for Clear Hills County to promote our Agri-tourism and rural sustainability. Advertising our community events for that weekend on the <https://albertaopenfarmdays.ca/> website gives a huge exposure and marketing advantage.

**BACKGROUND:**

Alberta Open Farm Days is a collaborative, province-wide, two-day event that gives Albertans an opportunity to experience the farm and understand where their food comes from. It is a backstage pass to meet the farmer, experience Ag-tourism in Alberta and taste and educate local foods and products direct from the producer.

Open Farm Days has taken place in Canada for over 10 years, starting in the Maritimes and moving West.

- Explore local farmers and producers
- Learn about how your food is produced
- Experience the diverse farms operating in Alberta
- Discover the many local products created in Alberta
- Connect with your local farmers and food producers

**Open Farm Days Farm Experiences**

<https://albertaopenfarmdays.ca/ofd-farms/>

**ATTACHMENTS:**

Hosting events for Alberta Open Farm Days

**RECOMMENDED ACTION:**

**RESOLUTION by.....**

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b> 
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Hosting events for Alberta Open Farm Days offers a great opportunity to showcase the diversity and richness of Alberta's agricultural landscape while fostering community engagement. Here are some ideas to consider:

**Farm Tours:** Organize guided tours of participating farms to give visitors a firsthand experience of farm life. Highlight different aspects of agriculture such as crop cultivation, livestock farming, or sustainable farming practices.

**Hands-on Activities:** Set up interactive activities for visitors of all ages, such as petting zoos, vegetable picking, or even mini farming workshops where people can learn basic farming skills like planting seeds or milking cows.

**Farm-to-Table Dinners:** Collaborate with local chefs and farmers to host farm-to-table dinners showcasing fresh, locally sourced ingredients. These dinners can be held outdoors on the farm, offering a unique dining experience under the stars.

**Educational Workshops:** Offer workshops on topics related to agriculture, sustainability, and food production. This could include sessions on composting, beekeeping, organic gardening, or even cooking demonstrations using farm-fresh ingredients.

**Live Demonstrations:** Arrange live demonstrations of farm activities such as sheep shearing, butter churning, or tractor driving. These demonstrations not only entertain visitors but also provide insights into traditional farming practices.

**Artisan Markets:** Set up artisan markets featuring local crafts, handmade goods, and specialty food products produced by farmers and artisans from the region. This allows visitors to support local businesses while enjoying the festivities.

**Children's Activities:** Create a designated area with fun activities for kids, such as hayrides, scavenger hunts, face painting, or educational games focused on agriculture and the environment.

**Live Music and Entertainment:** Arrange live music performances or entertainment to enhance the festive atmosphere. Consider hiring local musicians or performers to showcase the talent of the community.

**Food Sampling Stations:** Set up food sampling stations where visitors can taste a variety of farm-fresh products such as cheeses, jams, preserves, honey, and artisanal bread. This allows them to appreciate the quality and diversity of local produce.

**Nature Walks and Trail Rides:** If the farm has scenic trails or natural landscapes, offer guided nature walks or horseback trail rides for visitors to explore the beauty of the countryside.

By incorporating a mix of educational, culinary, and recreational activities, you can create a memorable and engaging experience for participants of Alberta Open Farm Days while promoting agri-tourism and rural sustainability.

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Policy &amp; Priority Meeting</b>
Meeting Date:	May 07, 2024
Originated By:	Crystal Dei, Community Service Coordinator
Title:	<b>PARADE FLOAT</b>
File:	62-30-30

### DESCRIPTION:

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

### BACKGROUND:

Policy 6205- Clear Hills County Parades states that:

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

- Zone 4 Meeting in La Crete falls On Friday August 9,2024
  - Will there be any councillors available to participate in the Parade?

### ATTACHMENT:

- Policy 6205-Clear Hills County Parades

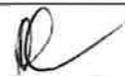
### RECOMMENDED ACTION:

RESOLUTION by....

Initials show support - Reviewed by:

Manager:

CAO:





# Clear Hills County

Effective Date: <b>November 28, 2023</b>	Policy Number <b>6205</b>
Title: <b>Clear Hills County Parades</b>	

## **1. POLICY STATEMENT**

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

## **2. GENERAL**

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

## **3. END OF POLICY**

**ADOPTED**

**Resolution # C656-23(11-28-23)**

**Date: November 28,2023**

# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Policy &amp; Priority Meeting</b>
Meeting Date:	May 7, 2024
Originated By:	Allan Rowe, Chief Executive Officer
Title:	<b>Whitelaw Transfer Station Security</b>
File:	11-03-02

DESCRIPTION:

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

BACKGROUND:

ATTACHMENT

Correspondence from Chis Maennchen

RECOMMENDED ACTION:

**RESOLUTION** by... to recommend Council..

Initials show support - Reviewed by:

Manager:

CAO:



## Natasha Gillett

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**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](mailto:susan-hansen@live.com)>  
**Sent:** Tuesday, April 23, 2024 2:44 PM  
**To:** Allan Rowe <[Allan@clearhillscounty.ab.ca](mailto: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](mailto:info@clearhillscounty.ab.ca)>  
**Date:** 2024-04-23 2:40 p.m. (GMT-07:00)  
**To:** Allan Rowe <[Allan@clearhillscounty.ab.ca](mailto:Allan@clearhillscounty.ab.ca)>  
**Cc:** Susan Hansen <[susan-hansen@live.com](mailto:susan-hansen@live.com)>  
**Subject:** FW: Dump Saftey/Security

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

On Mon, Mar 18, 2024, 1:08 p.m. chris maennchen <[chrismaennchen@gmail.com](mailto: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 buiness 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:	<b>Policy &amp; Priority Meeting</b>
Meeting Date:	March 4, 2024
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Clear Hills County Website
File:	11-02-03

DESCRIPTION:

Council has directed administration to request quotes for website/social media improvements as listed below, 3 companies were sent the Request for quotes, and we received 2 quotes back.

Clear Hills County is currently looking for proposals for website/social media improvements. We require a quote for each of your services below.

1. Hourly Contract Rate.
2. Website redesign - Mobile friendly (making it user friendly)
3. Cost of Monthly Hosting
4. Cost for updates and Security
5. Content transfer from old website
6. In person Training on all platforms used
7. Timeline on posting information on social media/Website as well as staff accessibility.
8. Social Media Management
9. Monthly Newsletter design (we will send you content) Program used is InDesign.

Attachment:  
Quotes

**RESOLUTION by...**

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b> 
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# Website & Social Media Proposal

## for Clear Hills County

April 1, 2024

**PREPARED FOR:**  
BONNIE MORGAN  
EXECUTIVE ASSISTANT TO CAO & COUNCIL  
CLEAR HILLS COUNTY  
BOX 240  
WORSLEY, AB T0H 3W0

**PREPARED BY:**  
HEATHER COOK  
ACCOUNT MANAGER  
LOOP  
#200, 100 PALISADES WAY  
SHERWOOD PARK, AB T8H 0T1



BONNIE MORGAN  
EXECUTIVE ASSISTANT TO CAO & COUNCIL  
CLEAR HILLS COUNTY  
BOX 240  
WORSLEY, AB T0H 3W0

APRIL 1, 2024

Dear Bonnie,

I am happy to submit our proposal for the Clear Hills County's Website and Social Media Improvements!

Loop was created with the singular focus of creating the best possible websites for Canada's small and medium-sized municipalities so they can easily keep their audiences in the loop. Loop is a user-friendly, municipal-specific website CMS along with specialized features for municipalities. Our award-winning designs and features set up an easily scalable website foundation for your municipality.

Loop is proudly Canadian, with our full team and hosting in Canada, and with clients right from the East Coast to the West Coast. With a new website powered by Loop CMS you and your team will be able to manage your content with ease and you will have the full support of the Loop team!

Our proposal includes recommendations for your website, project goals, available features, pricing plans, and why Loop is the best solution for your project. Heather Cook will be your main point of contact right through to launch day and beyond, please don't hesitate to reach out with questions: [heather@looponline.ca](mailto:heather@looponline.ca) & 587-735-3562.

Your consideration of this proposal is greatly appreciated.

A handwritten signature in blue ink, appearing to read 'S Mebs', with a long horizontal stroke extending to the right.

Steve Mebs,  
Principal Partner  
Loop



## 4. Requirements

To enhance the accessibility of our proposal, we have extracted specific requirements and requests from your request and organized them in the table below. Our system currently powers more than 1600 websites, and we have active partnerships with over 50 municipalities. For a partial list of our clients, please refer to section 2.2, and you can find references in section 2.1. Additionally, we encourage you to explore our case studies in section 11 for a deeper understanding of our capabilities and success stories.

Requirement or Feature	Loop's Response
<b>Hourly Contract rate</b>	<p>Work done beyond the scope of this contract will be estimated on an as-needed basis. Our current hourly rate is \$140/hour. Retainers and bulk hours are available at discounted rates.</p> <p>Support is always available in the built-in Help section, along with a customized Loop Handbook for your site. You can also phone or email us, and we actually respond!</p> <p>There is no extra cost for support.</p>
<b>Website Redesign</b>	<p>Our design team excels at working with clients and understanding their needs. Our design and development teams have received over 30 international awards recognizing their work, and are consistently proving their ability to innovate and find new creative solutions for our clients.</p> <p>We offer both pre-designed themes and Custom websites. See Section 10.</p>
<b>Mobile, Multi-browser and Display Compatibility</b>	<p>Always. Our team has been building responsive websites for years. Give some of our example websites a try on your favourite device! See Section 5.3</p>
<b>Cost for Updates &amp; Security</b>	<p>Everything is included in our annual rates! Loop CMS is a fully managed CMS. The big difference with going with our system is that you will be using a CMS that is built <i>specifically for municipalities</i> (no plugins required!), and you will receive updates automatically as they are released. You will also have just one point of contact - your web designer, developer and CMS are all in one place which means less management, less contracts, and easier overall website management. Learn more about the advantages of Loop in Appendix B.</p>
<b>Data Migration</b>	<p>We can certainly help with migrating content from your current website.</p>



<b>Training</b>	Though Loop is super easy to use, we provide complimentary online training to your team. It can be completed in less than a half day, sometimes as fast as an hour or two. We also provide a Loop handbook and Help articles through our Help section of Loop CMS. Plus we are always here to help if you need assistance in the future! For information about in person training please see Section 12.
<b>Social Media Integration</b>	Loop CMS includes our Social Networking Module, allowing you to connect to social media accounts to easily and publish content (including date scheduling). Several of our modules integrate seamlessly with this module to allow you to enter content once and have it appear on your website and social channels! Or, using Ringside Digital you will get a customized Digital Strategy plan. See Section 13.
<b>Timeline on Posting to Social Media/Website &amp; Social Media Management</b>	Ringside Digital will draft a social strategy that gets your audience engaged, sharing, and sticking around for the long haul. Plus, SMO – Social Media Optimization that ensures your brand isn't just seen, but heard, loud and clear.
<b>User Access</b>	Unlimited users can be added to Loop CMS.
<b>Billing Method</b>	Billing is done via emailed invoices. The initial invoice is sent upon contract signing for the first year of the contact. Subsequent years are invoiced 30 days before each anniversary date.
<b>Additional requirements</b>	Our system offers several features that would be of benefit to you and your residents including Interactive mapping, Emergency Banners, Mobile app, Fillable forms, Report a Problem System, Tenders Module, and more! See section 5 for more details.





March 26, 2024

Re: Proposal for Digital Services for Clear Hills County

Clear Hills County

Thank you for considering The Media Factory to assist you with your digital needs. Following our recent discussions, I am pleased to share with you our comprehensive proposal package aimed at enhancing your online presence.

Attached to this email, you will find the detailed proposal document that addresses each of the items you requested, including hourly contract rates, website redesign, hosting, security, mobile optimization, content transfer, in-person training, social media management, and monthly newsletter design.

We have carefully crafted this proposal to align with your objectives, focusing on improving user experience, increasing engagement, and ensuring the security and functionality of your digital platforms.

Should you have any questions or require further clarification on any aspect of the proposal, please do not hesitate to reach out. We are here to assist you every step of the way.

Thank you once again for considering The Media Factory. We look forward to the opportunity to collaborate with Clear Hills County and help you achieve your digital goals.

Warm regards,

The Media Factory



Thank you for considering The Media Factory for your digital needs. Following our discussions, we have tailored a comprehensive package proposal designed to enhance your online presence effectively.

### **Proposal Summary:**

- **New Website Creation with SEO Optimization:** One-time fee (to be discussed)
- **Monthly Hosting, Maintenance, and Updates:** \$150 per month
- **Content Transfer and Mobile-Friendly Version:** Hourly rate, estimated 5-10 hours
- **Graphic Design Services:** Hourly rate, based on project scope
- **Additional Services:** Hourly rate for training and other services, as needed
- **Optional Services:** Social Media Management (\$400 per month)

### **Overview:**

Clear Hills County seeks to revamp its digital presence by improving its website functionality, ensuring mobile responsiveness, enhancing security measures, and optimizing content transfer from the old website. Additionally, the county aims to provide comprehensive training to staff members on managing the website and social media platforms effectively. The project also includes ongoing social media management and the creation of visually appealing monthly newsletters.

## Scope of Work:

- **New Website Creation with SEO Optimization, Hosting, Maintenance, and Updates:**
  - **Website Creation Fee:** \$X (to be discussed based on project scope)
    - *Description:* We will design and develop a brand new, mobile-friendly website tailored to your specific requirements and goals, incorporating SEO best practices to improve visibility on search engines.
  - **Monthly Hosting, Maintenance, and Updates:** \$150 per month
    - *Description:* This package includes hosting on our reliable platform, ongoing maintenance to keep your website secure and optimized, and regular updates to ensure your content remains fresh and relevant.
    - *Access:* Clear Hills County will have full access to the website backend for content management and updates.
- **Content Transfer and Mobile-Friendly Version:**
  - Hourly Rate: \$50 per hour
  - *Description:* We will seamlessly transfer your existing website content to our hosting platform and ensure it is optimized for mobile devices to provide an optimal user experience.
  - *Turnaround:* Small changes within 24 hours, larger changes requiring coding may take longer.
- **Graphic Design Services:**
  - Hourly Rate: \$50 per hour
  - *Description:* Our graphic design services cover a wide range of needs, including logo design, branding, marketing collateral, and more. We will work closely with you to create visually stunning designs that align with your brand identity and objectives.
- **Monthly Newsletter Design:**
  - Newsletter Design: \$50 per hour
  - *Description:* Our design team will create visually captivating monthly newsletters using InDesign. Incorporating your provided content, we'll deliver informative and engaging newsletters that captivate your audience.

**Turnaround Time for Changes:**

- We believe this proposal aligns with your digital objectives and offers a comprehensive solution to meet your needs. Please feel free to reach out with any questions or to discuss further. We are committed to providing exceptional service and helping Clear Hills County succeed online.
- For smaller tasks, we have a turnaround time of 24 hours to ensure prompt attention to your requests and timely updates.

**Additional Services:**

- Hourly Rate for Additional Services: \$50 per hour
- Training: \$50 per hour

**Monthly Check-In:**

- Monthly Check-In Meeting: Included in the package to assess satisfaction and discuss any further needs or improvements.

We believe this proposal aligns with your digital objectives and offers a comprehensive solution to meet your needs. Please feel free to reach out with any questions or to discuss further. We are committed to providing exceptional service and helping Clear Hills County succeed online.

Warm regards,

The Media Factory