

**AGENDA
CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
TUESDAY, APRIL 22, 2025**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, April 22, 2025, at
9:30 a.m. at the Clear Hills County Council Chambers, Worsley, Alberta.

CALL TO ORDER

1. AGENDA

2. MINUTES:

Previous: Regular Council Meeting Minutes, April 8, 20252

4. DELEGATION(S)

Wilde & Company **10:00 a.m.**9

5. PUBLIC HEARING

6. TENDER OPENING

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12. ADJOURNMENT

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COMMUNITY CENTRE
TUESDAY, APRIL 8, 2025**

PRESENT

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

ATTENDING

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

ABSENT

Nathan Stevenson Councillor

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

C167-25(4-08-25)

RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the April 8, 2025 Regular Council Meeting, as presented. CARRIED.

**APPROVAL OF
MINUTES**

Previous Council
Meeting Minutes

C168-25(4-08-25)

RESOLUTION by Councillor Hansen to adopt the minutes of the April 1, 2025, Policy & Priority Meeting Council Meeting, as presented. CARRIED

C169-25(4-08-25)

RESOLUTION by Councillor Ruecker to adopt the minutes of the March 25, 2025 Regular Council Meeting, as presented. CARRIED

TENDER OPENING:

2025-06 Bear Canyon
Grader Beat 09

Council is presented with tenders to open for RFT 2025-06 Bear Canyon Grader Beat 09.

C170-25(4-08-25)

RESOLUTION by Councillor Giesbrecht to open tenders at 9:35 a.m. for RFT 2025-06 Bear Canyon Grader Beat 09, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.

Company	Year 1	Year 2	Year 3	Year 4	Year 5
Stubers Cat Services Ltd.	160/hr	160/hr	160/hr	165/hr	165/hr
Wycliffe Enterprises Ltd.	155/hr	160/hr	170/hr	175/hr	175/hr
Boschwick Contracting	147/hr	147/hr	147/hr	147/hr	147/hr
1666321 Alberta Ltd.	200/hr 2	204	208	212	216

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RFT 2025-07
Montagneuse Valley
Grader Beat 03

Council is presented with tenders to open for RFT 2025-07 Montagneuse Valley Grader Beat 03.

C171-25(4-08-25)

RESOLUTION by Councillor Walmsley to open tenders at 9:35 a.m. for RFT 2025-07 Montagneuse Valley Grader Beat 03, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.

Company	Year 1	Year 2	Year 3	Year 4	Year 5
Stubers Cat Services Ltd	160/hr	160/hr	160/hr	165/hr	165/hr
Ridgeline Grading Inc.	170/hr	172/hr	174/hr	176/hr	178/hr
Wycliffe Enterprises Ltd.	165/hr	170/hr	170/hr	175/hr	180/hr

RFT 2025-08 Worsley
Grader Beat 01.

Council is presented with tenders to open for RFT 2025-08 Worsley Grader Beat 01.

C172-25(4-08-25)

RESOLUTION by Councillor Ruecker to open tenders at 9:35 a.m. for RFT 2025-08 Worsley Grader Beat 01, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.

Company	Year 1	Year 2	Year 3	Year 4	Year 5
Wycliffe Enterprises Ltd.	165/hr	170/hr	170/hr	175/hr	180/hr
Boschwick Contracting	147/hr	147/hr	147/hr	147/hr	No Bid
1666321 Alberta Ltd.	205/hr	210/hr	215/hr	220/hr	225/hr

DELEGATIONS

Northwestern
Polytechnic

Tony Shmyruk, Dean, School of Skilled Trades Fairview Campus at Northwestern Polytechnic was in attendance.

Reeve Bean recessed the meeting at 10:23 a.m.
Reeve Bean reconvened the meeting at 10:31 a.m.

Ken Sargent House

Dale Bond, Director of Ken Sargent House was in attendance to present to Council.

NEW BUISNESS:
COUNCIL
Management Team

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Activity Report	Management activity report was reviewed.
C173-25(4-08-25)	RESOLUTION by Deputy Reeve Janzen that the management activity report for March 25, 2025, be accepted, as presented. CARRIED.
Councillor Reports	Council submits the meetings attended in the previous month and a report, if applicable.
C174-25(4-08-25)	RESOLUTION by Reeve Bean to send a letter to the (PREDA) declining the approved Municipal Project Fund grant for the joint municipality video.CARRIED.
C175-25(4-08-25)	RESOLUTION by Deputy Reeve Janzen to receive the Councillor Reports for information, as presented. CARRIED.
RMA Spring Convention Review	Council is presented with information from the Spring RMA Convention.
C176-25(4-08-25)	RESOLUTION by Councillor Ruecker to receive the information from the Spring RMA Convention for information, as presented. CARRIED. Reeve Bean recessed the meeting at 11:34 a.m. Reeve Bean reconvened the meeting at 11:37 a.m.
<u>Closed Meeting</u> Labour	One labour item was discussed.
C177-25(4-08-25)	RESOLUTION by Councillor Giesbrecht that Council closes the meeting to the public as per Section 27, of FOIP at 11:37a.m. CARRIED.
C178-25(4-08-25)	RESOLUTION by Councillor Hansen that Council opens the meeting to the public as per Section 27, of FOIP at 12:13 p.m. CARRIED. Reeve Bean recessed the meeting at 12:13 p.m. Councillor Ruecker left the meeting at 12:30 p.m. Reeve Bean reconvened the meeting at 12:36 p.m.
Alberta Transportation Draft Letter RE: Secondary Highways	Council is presented with a draft letter to the Minister of Transportation regarding Secondary Highways.
C179-25(4-08-25)	RESOLUTION by Councillor Hansen that a letter be drafted to the Minister of Transportation outlining Council's ongoing concerns regarding Secondary Highway 717. The letter will address the

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province's continued negligence in maintaining the safety and condition of this highway, and express concerns over the lack of response and communication to previous requests and correspondence related to this matter. **CARRIED.**

Tender Award
Rotary Mower

Council is presented with the analysis of Tender 2025-04 New Rotary Mower.

C180-25(4-08-25)

RESOLUTION by Deputy Reeve Janzen to award Tender 2025-04 New Rotary Mower to Foster's AgriWorld for \$56,000.00 less the trade-in allowance of \$20,000.00 for Unit 75 2020 Schulte Mower, for a cash difference of \$36,000.00. Budgeted in the Multi Year Capital Plan. **CARRIED.**

Wolf Management
Incentive Discussion

At the request of Councillor Hansen, Council is presented with the Wolf Management Incentive Policy for discussion.

C181-25(4-08-25)

RESOLUTION by Councillor Hansen to receive the discussion on wolf management and to recommend that the Agricultural Service Board (ASB) host an educational workshop addressing elk population concerns. **CARRIED.**

CORPORATE
SERVICES

Accounts Payable
March 26, 2025 to
April 8, 2025

A list of expenditures for Clear Hills County for the period of March 26, 2025 to April 8, 2025 is provided for Council's review.

C182-25(4-08-25)

RESOLUTION by Deputy Reeve Janzen that Council receives for information the Accounts Payable report for Clear Hills County for the period of March 26, 2025 to April 8, 2025, for a total of \$1,038,838.43. **CARRIED.**

Bylaw No. 297-25 –
Schedule of Fees &
Charges

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

C183-25(4-08-25)

RESOLUTION by Reeve Bean to table the schedule of Fees & Charges Bylaw until a future Regular Council Meeting. **CARRIED.**

Fairview Regional
Aquatic Centre

Daryl Greenhill, CAO for the Town of Fairview sent an update on the upcoming Fairview Regional Aquatic Centre capital projects.

C184-25(4-08-25)

RESOLUTION by Councillor Hansen to receive the information from the Town of Fairview regarding the upcoming Fairview Regional Aquatic Centre capital projects, for information, as presented. **CARRIED.**

Funding Request
Many Islands

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Recreational Society Many Islands Recreational Development Society (MIRDS) has submitted a request for funding to assist with the replacement of their main washrooms and to change the scope of the grant Council approved in 2024.

C185-25(4-08-25) **RESOLUTION by Deputy Reeve Janzen to approve the reallocation of Motion C435-24 (passed August 13, 2024), allowing the Many Islands Recreation Board Society to use the \$15,000.00 for either the construction of the stage or the replacement of the washroom damaged during the 2024 windstorm. CARRIED.**

Funding Request
End of Steel Heritage
Museum Society The End of Steel Heritage Museum Society attended the April 1, 2025 Policies & Priorities Meeting to discuss their funding request totaling \$28,965.00 to assist with the purchase of a zero-turn lawn mower and the construction of a perimeter fence.

C186-25(4-08-25) **RESOLUTION by Councillor Hansen to approve a General Grant in the amount of \$5,199.00 plus GST to the End of Steel Heritage Museum Society to assist with the purchase of a zero-turn lawn mower, with funding to be allocated from the Recreation Board Reserve. CARRIED.**

Clear River Rodeo
Sponsorship Request Deputy Reeve Janzen asked to have the Clear River Rodeo sponsorship request added to the agenda.

C187-25(4-08-25) **RESOLUTION by Deputy Reeve Janzen to approve sponsorship in the amount of \$300.00 for the Clear River Rodeo. CARRIED.**

Reeve Bean recessed the meeting at 1:36 p.m.
Reeve Bean reconvened the meeting at 1:44 p.m.

COMMUNITY
SERVICES

No items

PUBLIC WORKS

No items

WRITTEN REPORTS

Chief Administrative
Officer's Report

Chief Administrative Officers Report

C188-25(4-08-25) **RESOLUTION by Deputy Reeve Janzen to receive the Chief Administrative Officers report for information, as presented. CARRIED.**

Corporate Services
Manager's Report

Corporate Services Manager's Report

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C189-25(4-08-25)

RESOLUTION by Councillor Walmsley to receive the Corporate Services Manager's Report for information and invite Alberta Counsel to a future meeting, as presented. CARRIED.

Public Works
Manager's Report

Public Works Manager's Report

C190-25(4-08-25)

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

DELEGATIONS

C191-25(4-08-25)

Councillor Ruecker entered the meeting at 2:15 p.m.

RESOLUTION by Councillor Giesbrecht to bring back for more discussion the Northwest Polytechnic information to a future Policy & Priority Meeting. CARRIED.

C192-25(4-08-25)

RESOLUTION by Deputy Reeve Janzen to approve a General Grant to the Ken Sargent House in the Amount of \$25,000.00 to sponsor the Comfort Corner or Gazebo, funds to be allocated from the Rate stabilization reserve. CARRIED.

C193-25(4-08-25)

RESOLUTION by Reeve Bean to issue a letter outlining the legislated responsibilities and expectations of elected officials as set out in the Municipal Government Act (MGA), with reference to Section 174. The letter shall serve to reinforce the importance of fulfilling Council duties, maintaining accountability, and adhering to the standards of conduct required under provincial legislation. CARRIED.

COUNCIL
INFORMATION

Information for Councils review - nothing to report

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.

C194-25(4-08-25)

RESOLUTION by Councillor Ruecker to accept for information April, May and June 2025 calendar updates of Councillor meetings for information, as presented. CARRIED.

Date	Meeting	Attendee
April 23	MPT exec	Bean
April 16	Joint HC Cancelled	All
April 23	HPEC	Hansen
April 29	WHPS	Hansen
May 15	PLS Advis	Bean
June 6	PREDAS	Bean
June 9	NWSAR	Bean, Walmsley
June 11/12	Seniors Video	Bean
June 18	MPT Strat	Bean
May 5	PRSD	All

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ADJOURNMENT

Reeve Bean adjourned the April 8, 2025 Regular Council Meeting at 2:32 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	2024 Audited Financial Statements
File Code:	12-05-03

DESCRIPTION:

Wilde & Company performed the year end audit and produced the draft 2024 audited financial statements.

BACKGROUND / PROPOSAL:

Representatives from Wilde & Company were present from March 24, 2025 to March 26, 2025 to perform the annual year end audit field work.

Administration has brought the 2024 draft audited financial statements to Council for review.


Draft financial statements will be available for viewing in the County office at 8:00 a.m. on April 22, 2025.

ATTACHMENTS

- Draft 2024 Audit Summary

RECOMMENDED ACTION:

RESOLUTION by ... that Council adopts the 2024 audited financial statements as presented by Wilde & Company.

Initials show support - Reviewed by:	Manager:		CAO:
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April 22, 2025

Ms. Amber Bean, Reeve
PO Box 240
Worsley, AB T0H 3W0

Attention: Ms. Amber Bean, Reeve

Dear Amber:

The audit of the 2024 financial records for Clear Hills County has now been completed and we have prepared a summary of our risk assessment, procedures performed to address each risk, discussion of materiality, summary of unadjusted differences and debt limits.

Risk assessment:

The following financial statement areas and transaction streams have been identified as significant areas of the financial statements:

Property tax:

Audit risk: Property taxes are calculated and levied incorrectly resulting in property tax revenue being over or understated.

Procedures completed: A third party assessment summary confirmation is received to verify assessment values. Mill rates as stated in the County's bylaw are utilized to recalculate expected property tax revenue for the year. This is compared to the property tax revenue recorded in the year and any significant differences are investigated.

Audit risk: Property taxes receivable at year-end are not collectible.

Procedures identified: An aging of property taxes receivable at year-end is reviewed and compared on a year over year basis. Any variances in aging composition are investigated. Assessment values for properties with multiple years of outstanding property taxes are reviewed to ensure that the recovery amount from the property exceeds the property taxes owing. This procedure is also utilized to determine whether an allowance for uncollectible property taxes receivable is required. Additionally, allowances are discussed with management.

Conclusion: Property taxes are fairly stated; no material misstatements identified.

Payroll:

Audit risk: Payroll transactions recorded in the year do not relate to actual employees. This would result in overstated payroll expense and misappropriation of County funds.

Procedures completed: Payroll testing is done on a random sample of employees. The testing includes agreeing the wage rate to a contract or grid level to ensure the pay rate is accurate. The net wage is recalculated based on time sheets. Any discrepancies are investigated. Additionally, wages are reconciled to T4 filings for the year.

Audit risk: Payroll expense does not include all payroll transactions in the year. This would result in understated payroll expense.

Procedures completed: A detailed analytic for payroll is prepared. Payroll for one randomly selected period in the year is utilized to establish an average payroll per employee for that period. This is utilized to establish an expected payroll expense for each of the remaining periods, which is then compared to actual payroll expense for each period. Variances between expected payroll and actual payroll are investigated.

Conclusion: Payroll is fairly stated; no material misstatements identified.

Tangible capital assets (TCA):

Audit risk: Understatement of TCA due to transactions being expensed rather than capitalized.

Procedures performed: A review of all transactions recorded in the general ledger for the year was performed. All transactions over a specific materiality amount were investigated. Any irregular transactions and unusual journal entries were also investigated.

Audit risk: Overstatement of TCA due to assets being recorded that do not physically exist.

Procedures performed: Asset additions and disposals are tracked in a continuity schedule. This schedule was audited, and all significant additions and disposals were vouched to supporting invoices.

Audit risk: Asset being recorded at the incorrect cost and amortization not being recorded correctly in the year.

Procedures performed: The TCA continuity schedule was vouched to supporting invoices and audited for mathematical accuracy. Amortization expense is re-calculated for each asset class to ensure amortization is being calculated in accordance with County policy.

Conclusion: Tangible capital assets are fairly stated; no material misstatements identified.

Taxes and other accounts receivable:

Audit risk: Accounts receivable at year-end are not collectible.

Procedures performed: Accounts receivable aging analysis is performed to compare aging of accounts receivable year over year. Any material variances in aging composition are investigated. Additionally, allowances for doubtful accounts are reviewed in comparison to accounts receivable balances and aging. Allowances are also discussed with management.

Audit risk: Accounts receivable recorded do not exist.

Procedures performed: Material accounts receivable are vouched to invoices. Grants receivable are confirmed with grant provider.

Audit risk: Accounts receivable that exist at year-end are not recorded

Procedures performed: Year over year variance analysis is performed. Any material variances identified are discussed with management. Testing of cash receipts received after year-end is completed. Material cash receipts received after year-end are agreed to supporting invoices to ensure the revenue has been recorded in the correct period.

Conclusion: Accounts receivable are fairly stated; no material misstatements identified.

Accounts payable:

Audit risk: Liabilities for accounts payable at year-end do not exist.

Procedures completed: Material accounts payable are vouched to invoices. An aged accounts payable analysis is completed to identify any significant variances from the prior year and variances are investigated.

Audit risk: Accounts payable that exist at year-end are not recorded.

Procedures completed: Year over year variance analysis is performed. Any material variances identified are discussed with management. Invoices paid after year-end are tested to ensure the transaction was recorded in the correct period. Unpaid invoices at the time of audit field work are also tested to ensure they are recorded in the correct period.

Conclusion: Accounts payable are fairly stated; no material misstatements identified.

Deferred revenue and grant revenue:

Audit risk: Grant funding has been utilized for purposes other than those outlined in the grant funding agreement.

Procedures completed: Grant funding recognized as revenue in the year is compared to eligible expenses incurred in the year. Grant funding agreements are reviewed to ensure compliance.

Audit risk: Deferred revenue is understated resulting in grant revenue being recognized in excess of eligible grant expenditures.

Procedures completed: Deferred revenue continuities are reviewed and application of funding to specific expenditures or projects are agreed to invoices.

Audit risk: Grant revenue is understated due to grant funding not being recorded in the year.

Procedures completed: All material grant funding received in the year is agreed to third party confirmations received from the grant provider. Grant funding receivable at year-end is confirmed with the third-party grant provider to ensure grants receivable for the year are recorded in the correct fiscal period.

Conclusion: Grant revenues are fairly stated; no material misstatements identified.

Use of estimates:

Audit risk: Account balances that require judgment or estimates are unreasonable or inaccurate. These accounts include amortization, allowance for doubtful accounts, gravel inventory, land held for resale and the transfer site liability. Without the application of PS3280 – Asset Retirement Obligations in 2024, the impact of estimates related to the transfer site is not significant. Third party expert estimates will be significant however council does not have plans to implement PS3280.

Procedures completed: Year over year variance analysis is performed and any material variances are discussed with management. Calculations are reviewed for accuracy and reasonability. Doubtful accounts are discussed with management. Cash receipts subsequent to year-end are reviewed to ensure allowed for accounts receivable are not subsequently received. Third party confirmation is utilized for gravel inventory to the greatest extent possible.

Conclusion: Estimates are reasonable.

Determination of materiality:

Materiality calculation guidelines are provided in Canadian Auditing Standards CAS 320. CAS 320 states “determining materiality involves the exercise of professional judgement. A percentage is often applied to a chosen benchmark as a starting point in determining materiality.”

Total revenue, net of property tax requisitions, capital revenue and reserve transfers, provides the municipality the ability to continue operations and fund projects. As such, this is likely the most relevant metric to the users of the financial statements and has been determined to be the most appropriate benchmark for applying the materiality calculation.

For the period ending December 31, 2024, this metric was calculated at \$20,045,702. Based on the application of a 3% materiality threshold to the benchmark, **materiality of \$600,000** was used throughout the audit engagement.

In order to prevent the aggregate of potential unidentified misstatements from exceeding materiality, a lower level of materiality, known as performance materiality, is established. Performance materiality is established based on professional judgement and takes various quantitative and qualitative factors into account. Examples of qualitative factors that influence the determination of performance materiality are qualifications and financial expertise of management, staffing changes and systems changes in the reporting period.

Performance materiality is established as a guideline for testing completed throughout the audit and is reduced in various areas as risk and other qualitative factors dictate.

Summary of unadjusted differences:

For the year ended December 31, 2024, there was a misstatement identified and not corrected relating to the understatement of cash and equity in the amount \$15,844 due to stale dated cheques. There were no other misstatements identified for the year ended December 31, 2024.

There was a corrected misstatement from prior year financial statements relating to the 2022 SFE underreported by \$34,008 resulting in understated accounts receivable on December 31, 2023. The payment was made on April 30, 2024 and corrected in the 2024 year end.

These misstatements do not cause the financial statements for the year ended December 31, 2024 to be materiality misstated. Please refer to the attached statement of unadjusted difference for additional details.

Debt limits:

The Municipal Government Act limits the total debt that a municipality can have to a maximum of 1.5 times revenue (less capital revenue) of the County. Additionally, the debt service limit is limited to a maximum of 25% of such revenue. Incurring debt beyond such limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. These calculations taken alone do not represent the financial stability of the municipality.

For the year ended December 31, 2024, the County's debt and debt servicing limits are:

Total debt limit	\$ 28,058,882
Total debt	-
Amount of debt limit unused	<u>\$ 28,058,882</u>

Debt servicing limit	\$ 4,676,480
Debt servicing	-
Amount of debt servicing unused	<u>\$ 4,676,480</u>

If you have any questions regarding the foregoing, please contact our office.

Yours truly,

WILDE & COMPANY

Marc W. Bredo, CPA
Partner
marcb@wildeag.ca

c.c. Allan Rowe, CAO
PO Box 240
Worsley, AB T0H 3W0

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Opening- RFT 2025-09 Pavement Crack Sealing
File:	32-15-02

DESCRIPTION:

Council is presented with tenders to open for RFT 2025-09 Pavement Crack Sealing.

Tender closed on April 18, 2025 at 4:00 p.m.

BACKGROUND:

C133-25(3-11-25) RESOLUTION by Councillor Ruecker to proceed to tender for pavement crack sealing. CARRIED.

BUDGET:

\$145,000.00- 2025 Operating Budget for hard surface repair & maintenance

RECOMMENDED ACTION:

RESOLUTION by... to open tenders at 9:35 a.m. for RFT 2025-09 Pavement Crack Sealing, administration will analyze the results and bring a recommendation back to later in the meeting.

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

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Opening- RFT 2025-10 Pavement Line Painting
File:	32-15-02

DESCRIPTION:

Council is presented with tenders to open for RFT 2025-10 Pavement Line Painting.

Tender closed on April 18, 2025 at 4:00 p.m.

BACKGROUND:

C132-25(3-11-25) RESOLUTION by Councillor Hansen to proceed to tender for pavement line painting. CARRIED.

BUDGET:

\$145,000.00- 2025 Operating Budget: hard surface repair & maintenance

RECOMMENDED ACTION:

RESOLUTION by... to open tenders at 9:35 a.m. for RFT 2025-10 Pavement Line Painting, administration will analyze the results and bring a recommendation back to later in the meeting.

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

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Management Team Activity Report
File:	11-02-02

DESCRIPTION:

Management activity report for April 8, 2025.

ATTACHMENTS:

- Management Activity Report
- Policy & Priority Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for April 8, 2025, be accepted, as presented.

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

Activity Report for April 8, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		March 12, 2024		
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
		April 23, 2024		
C234-23	04/23/24	RESOLUTION by Councillor Walmsley to award the Tender No. CA0004766.1010 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	On hold until spring
		May 14, 2024, Regular Council Meeting		
C287-24	05/14/24	RESOLUTION by Deputy Reeve Janzen 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. CARRIED.	PW	Building Ordered/
		July 9, 2024		
C394-24	07/09/24	RESOLUTION by Councillor Ruecker to award Tender Contract No. CA0017315.7623 for the road construction of Range Road 64 to 1666321 AB Ltd. for the amount of \$338,018.80, funds to be allocated from the Road Construction Reserve. CARRIED.	PW	On hold until Spring
C396-24	07/09/24	RESOLUTION by Councillor Giesbrecht to approve WSP Canada Inc. to perform all the engineering associated with the construction of approximately 1,250 meters of new local road on Range Road 75 North of Township Road 854, with having the tendered project include a 50% material and 50% performance bond, for the engineering estimate of \$119,977.00, funds to be allocated from the road construction reserve. CARRIED.	PW	In works
		January 28, 2025	PW	
C36-25	01/28/25	RESOLUTION by Deputy Reeve Janzen to proceed with acquiring quotes for drilling a water well at the determined site on SE 4-85-5-W6M and E 33-84-5-W6M. CARRIED.	PW	In works



Management Team

Activity Report for April 8, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
C42-25	01/28/25	RESOLUTION by Councillor Giesbrecht to purchase 100 copies of the Mighty Peace River Guide from Mighty Peace Tourism. CARRIED.	EA	Email sent
		February 11, 2025		
C71-25	02/11/25	RESOLUTION by Reeve Bean to receive the discussion regarding the Recreation Board Operating grant for information and bring back to a future Policy & Priority Meeting for further discussion. CARRIED.	CS	May/June
		February 25, 2025		
C105-25	02/25/25	RESOLUTION by Deputy Reeve Janzen to bring back Policy 7011 Community Support Services Grant to a future meeting. CARRIED.	CS	
		March 11, 2025		
C125-25	3-11-25	RESOLUTION by Councillor Ruecker for administration to gather information on alternative options apart from the North Peace Regional Landfill for the Clear Hills County Transfer Stations waste. CARRIED.	PW	In works
C130-25	3-11-25	RESOLUTION by Reeve Bean to award Tender No. CA0031293.3729 Hamlet of Cleardale - Utility Servicing/ Service Road Extension/ Lift Station Construction to Mainline Construction (2014) Ltd., for the amount of \$3,107,490.79. Funds to be allocated from the Road Construction Reserve and the Sewer Reserve. CARRIED.	PW	In works
C132-25	3-11-25	RESOLUTION by Councillor Hansen to proceed to tender for pavement line painting. CARRIED.	PW	Opens April 22
C133-25	3-11-25	RESOLUTION by Councillor Ruecker to proceed to tender for pavement crack sealing. CARRIED.	PW	Opens April 22
C135-25	3-11-25	RESOLUTION by Councillor Hansen to award RFT 2025-05 Pickup Truck to Windsor Ford for the amount of \$52,434.46, funds allocated in the Multi Year Capital Plan. CARRIED.	PW	ordered
C141-25	3-11-25	RESOLUTION by Reeve Bean to receive the delegation from Mighty Peace Wireless for information and direct administration to proceed	EA	In works



Management Team

Activity Report for April 8, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS																														
		with preparing a draft contract with the discussed conditions. CARRIED.																																
		March 25, 2025																																
C151-25	3-25-25	RESOLUTION by Councillor Giesbrecht to proceed with the Clear Hills County Hamlet & Highway cleanup, budgeted in 2025 and sponsorship from Enercapita, Drive Logistics and Canfor. CARRIED.	CC	In works																														
C153-25	3-25-25	RESOLUTION by Councillor Giesbrecht to approve the expense overage of \$51,238.44 for the Worsley Water Treatment Plant water level investigation and development of the 2024 Water Well. CARRIED.	PW																															
		April 8, 2025																																
C170-25	4/08/25	<div>RESOLUTION by Councillor Giesbrecht to open tenders at 9:35 a.m. for RFT 2025-06 Bear Canyon Grader Beat 09, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.</div> <table><tr><td>Company</td><td>Year 1</td><td>Year 2</td><td>Year 3</td><td>Year 4</td><td>Year 5</td></tr><tr><td>Stubers Cat Services Ltd.</td><td>160/hr</td><td>160/hr</td><td>160/hr</td><td>165/hr</td><td>165/hr</td></tr><tr><td>Wycliffe Enterprises Ltd.</td><td>155/hr</td><td>160/hr</td><td>170/hr</td><td>175/hr</td><td>175/hr</td></tr><tr><td>Boschwick Contracting</td><td>147/hr</td><td>147/hr</td><td>147/hr</td><td>147hr</td><td>147/hr</td></tr><tr><td>1666321 Alberta Ltd.</td><td>200/hr</td><td>204</td><td>208</td><td>212</td><td>216</td></tr></table>	Company	Year 1	Year 2	Year 3	Year 4	Year 5	Stubers Cat Services Ltd.	160/hr	160/hr	160/hr	165/hr	165/hr	Wycliffe Enterprises Ltd.	155/hr	160/hr	170/hr	175/hr	175/hr	Boschwick Contracting	147/hr	147/hr	147/hr	147hr	147/hr	1666321 Alberta Ltd.	200/hr	204	208	212	216	PW	
Company	Year 1	Year 2	Year 3	Year 4	Year 5																													
Stubers Cat Services Ltd.	160/hr	160/hr	160/hr	165/hr	165/hr																													
Wycliffe Enterprises Ltd.	155/hr	160/hr	170/hr	175/hr	175/hr																													
Boschwick Contracting	147/hr	147/hr	147/hr	147hr	147/hr																													
1666321 Alberta Ltd.	200/hr	204	208	212	216																													
C171-25	4/08/25	RESOLUTION by Councillor Walmsley to open tenders at 9:35 a.m. for RFT 2025-07 Montagneuse Valley Grader Beat 03, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.	PW																															



Management Team

Activity Report for April 8, 2025

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																								
		<table><tr><td>Company</td><td>Year 1</td><td>Year 2</td><td>Year 3</td><td>Year 4</td><td>Year 5</td></tr><tr><td>Stubers Cat Services Ltd</td><td>160/hr</td><td>160/hr</td><td>160/hr</td><td>165/hr</td><td>165/hr</td></tr><tr><td>Ridgeline Grading Inc.</td><td>170/hr</td><td>172/hr</td><td>174/hr</td><td>176/hr</td><td>178/hr</td></tr><tr><td>Wycliffe Enterprises Ltd.</td><td>165/hr</td><td>170/hr</td><td>170/hr</td><td>175/hr</td><td>180/hr</td></tr></table>	Company	Year 1	Year 2	Year 3	Year 4	Year 5	Stubers Cat Services Ltd	160/hr	160/hr	160/hr	165/hr	165/hr	Ridgeline Grading Inc.	170/hr	172/hr	174/hr	176/hr	178/hr	Wycliffe Enterprises Ltd.	165/hr	170/hr	170/hr	175/hr	180/hr		
Company	Year 1	Year 2	Year 3	Year 4	Year 5																							
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Wycliffe Enterprises Ltd.	165/hr	170/hr	170/hr	175/hr	180/hr																							
C172-25	4/08/25	<p>RESOLUTION by Councillor Ruecker to open tenders at 9:35 a.m. for RFT 2025-08 Worsley Grader Beat 01, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.</p> <table><tr><td>Company</td><td>Year 1</td><td>Year 2</td><td>Year 3</td><td>Year 4</td><td>Year 5</td></tr><tr><td>Wycliffe Enterprises Ltd.</td><td>165/hr</td><td>170/hr</td><td>170/hr</td><td>175/hr</td><td>180/hr</td></tr><tr><td>Boschwick Contracting</td><td>147/hr</td><td>147/hr</td><td>147/hr</td><td>147/hr</td><td>No Bid</td></tr><tr><td>1666321 Alberta Ltd.</td><td>205/hr</td><td>210/hr</td><td>215/hr</td><td>220/hr</td><td>225/hr</td></tr></table>	Company	Year 1	Year 2	Year 3	Year 4	Year 5	Wycliffe Enterprises Ltd.	165/hr	170/hr	170/hr	175/hr	180/hr	Boschwick Contracting	147/hr	147/hr	147/hr	147/hr	No Bid	1666321 Alberta Ltd.	205/hr	210/hr	215/hr	220/hr	225/hr	PW	
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Boschwick Contracting	147/hr	147/hr	147/hr	147/hr	No Bid																							
1666321 Alberta Ltd.	205/hr	210/hr	215/hr	220/hr	225/hr																							
C174-25	4/08/25	<p>RESOLUTION by Reeve Bean to send a letter to the (PREDA) declining the approved Municipal Project Fund grant for the Tri Council Municipality video. CARRIED.</p>	EA																									
C179-25	4/08/25	<p>RESOLUTION by Councillor Hansen that a letter be drafted to the Minister of Transportation outlining Council's ongoing concerns regarding Secondary Highway 717. The letter will address the province's continued negligence in maintaining the safety and condition of this highway, and express concerns over the lack of response and communication to previous requests and correspondence related to this matter. CARRIED.</p>	EA																									



Management Team

Activity Report for April 8, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
C180-25	4/08/25	RESOLUTION by Deputy Reeve Janzen to award Tender 2025-04 New Rotary Mower to Foster's AgriWorld for \$56,000.00 less the trade-in allowance of \$20,000.00 for Unit 75 2020 Schulte Mower, for a cash difference of \$36,000.00. Budgeted in the Multi Year Capital Plan. CARRIED.	AG	
C181-25	4/08/25	RESOLUTION by Councillor Hansen to receive the discussion on wolf management and to recommend that the Agricultural Service Board (ASB) host an educational workshop addressing elk population concerns. CARRIED.	AG	
C189-25	4/08/25	RESOLUTION by Councillor Walmsley to receive the Corporate Services Manager's Report for information and invite Alberta Counsel to a future meeting, as presented. CARRIED.	CS	
C192-25	4/08/25	RESOLUTION by Deputy Reeve Janzen to approve a General Grant to the Ken Sargent House in the Amount of \$25,000.00 to sponsor the Comfort Corner or Gazebo, funds to be allocated from the Rate stabilization reserve. CARRIED.	CS	
C193-25	4/08/25	RESOLUTION by Reeve Bean to issue a letter outlining the legislated responsibilities and expectations of elected officials as set out in the Municipal Government Act (MGA), with reference to Section 174. The letter shall serve to reinforce the importance of fulfilling Council duties, maintaining accountability, and adhering to the standards of conduct required under provincial legislation. CARRIED.	EA	Letter Sent
		March 27, 2024		
C482-23	09-12-23	RESOLUTION by Reeve Bean to receive the delegation from Glenda Farnden with STARS for information and approve a 3-year funding commitment of \$100,000.00 (one-hundred thousand dollars) per year for 2024, 2025 and 2026. CARRIED.		2024✓ 2025✓ 2026
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,	PW	In works



Management Team

Activity Report for April 8, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		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.		
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
C408-24	07/23/24	RESOLUTION by Reeve Bean to approve a three-year annual conditional grant of \$70,000.00 to the Peace River School Division for their Trades Training Program, covering the years 2024 through 2026. Funding for each year is contingent upon the submission of Clear Hills County supplied annual reports and must be invoiced prior to the year-end Clear Hills end. With the 2024 contribution being funded as follows; \$45,000.00 be allocated from the 2024 Operating budget and the remaining \$25,000.00 to come from the Rate Stabilization. CARRIED.	EA	
C435-24	08/13/24	RESOLUTION by Councillor Hansen to approve a general grant to Many Islands Recreational Development Society in the amount of \$15,000.00 to assist with the replacement of their main washrooms due to the storm damage with funds to be allocated from the Rate Stabilization Reserve, and table the request for funding to replace the stage until more information. CARRIED.	CS	
C437-24	08/13/24	RESOLUTION by Councillor Walmsley to approve a conditional grant in the amount of \$50,000.00 to the Maskwa Medical Centre for the construction of the new medical Centre, conditional of the awarding of the construction of the new medical Centre scheduled to open in 2026, funds to be allocated from the Rate Stabilization Reserve. CARRIED.	CS	In waiting
C490-24	09/24/24	RESOLUTION by Reeve Bean to approve a general grant to Cleardale Riders Club in the amount of	CS	



Management Team

Activity Report for April 8, 2025

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												
		\$41,000.00 to assist with the replacement of four outhouses and horse bridge and construction of a wooden boardwalk with funds to be allocated from the Rate Stabilization Reserve. CARRIED.														
		October 29, 2024 Special Council Meeting														
S566-24	10-29-24	RESOLUTION by Reeve Bean to approve a conditional grant up to \$4,000,000 to Mighty Peace Wireless, to assist with the Clear Hills County/Hines Creek Community Infrastructure Fiber Optic Build-Out Project with funds to be allocated from the Economic Development Reserve. The grant is subject to conditions established by Clear Hills County, the acceptance of the applied-for Federal/Provincial Grant and will be disbursed equally over three years (2025, 2026, and 2027). Councillor Walmsley requested a recorded vote: <table><tr><td>For</td><td>Against</td></tr><tr><td>Bean</td><td>Janzen</td></tr><tr><td>Ruecker</td><td>Stevenson</td></tr><tr><td>Hansen</td><td>Walmsley</td></tr><tr><td>Giesbrecht</td><td></td></tr><tr><td colspan="2">CARRIED.</td></tr></table>	For	Against	Bean	Janzen	Ruecker	Stevenson	Hansen	Walmsley	Giesbrecht		CARRIED.			
For	Against															
Bean	Janzen															
Ruecker	Stevenson															
Hansen	Walmsley															
Giesbrecht																
CARRIED.																
C107-25	02/25/25	RESOLUTION by Reeve Bean that Council direct Administration to create a Community Support Services Reserve and transfer the remaining \$17,627.85 of unallocated 2024 Community Support Services Grant funds to it. CARRIED.	CS													

ITEMS IN WAITING

C66-15	01/13/15	RESOLUTION by Councillor Croy to leave Plan 802KS Block 2 Lot 10 as is in the County's name as a tax forfeiture property. The taxes shall keep accumulating on it; the previous owner can redeem it at any time by paying all taxes and penalties. If after 15 years the previous owner has not redeemed it totally, the County will become the owner.CARRIED.	CSM	January 14, 2030
C171-23	03/28/23	RESOLUTION by Councillor Hansen that this Council authorizes the destruction of 2019 and		



Management Team

Activity Report for April 8, 2025

LEGEND:

Budget Items: Completed Items: Items in Waiting:

Department = **EA**=Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services
CC=Community, **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		
C271-24	05/14/24	RESOLUTION by Councillor Hansen 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. CARRIED.	CS	
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	In waiting
C361-24	06/25/24	RESOLUTION by Councillor Ruecker to approve a conditional grant of \$10,000.00 for the Worsley Agricultural Society's tobogganing hill & outdoor skating pond project. The approval is contingent upon the Society adhering to all regulations and obtaining clearance from the appropriate environment department before any funds are released. Funds to be allocated from the Rate Stabilization Reserve. CARRIED.	CS	In waiting

Policy & Priority Update

Activity Report for April 1, 2025

Active Items

Completed Items:

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

Motion & Date	Dept.	Policy & Priority Items	Notes
C273-22 (05-24-22)	EA	Eureka, Hines Creek & Cleardale entered into an agreement to manage and run the Open-Air Markets. Issues involving vender insurance.	In waiting
P118-24(03-04-24)	EA	RESOLUTION by Councillor Walmsley to request a meeting with MLA, Todd Loewen, to discuss county-related concerns. CARRIED.	Request sent – waiting for a date
June 11, 2024	EA	Hines Creek Museum	In waiting
July 2024	EA	Branding/logo	After website launch
July 2024	EA	Marketing Position	On going
Jan 7, 2025		Provincial Ecological Corridors	May 2025
March 11, 2025		RESOLUTION by Councillor Ruecker for administration to gather information on alternative options apart from the North Peace Regional Landfill for the Clear Hills County Transfer Stations waste. CARRIED.	In works
P161-25(02-04-25)	EA	RESOLUTION by Councillor Hansen to send the Agri-Food/Agri-Tourism information to all of the local Agricultural Society's. CARRIED.	
		RESOLUTION by Deputy Reeve Janzen to set the Peace River School Division joint meeting for the afternoon of Monday, May 5, 2025. CARRIED.	Scheduled
April 8	EA	RESOLUTION by Councillor Giesbrecht to bring back for more discussion the Northwest Polytechnic information to a future Policy & Priority Meeting. CARRIED.	June

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	COUNCIL MONTHLY REPORTS
File:	11-02-02

DESCRIPTION:

Council reviews meetings attended and monthly reports.

BACKGROUND / PROPOSAL:

A chance to update all of Council and administration on any Council appointed Meetings attended, additional meetings, and Council Monthly Reports.

ATTACHMENTS:

RECOMMENDED ACTION:

RESOLUTION by.... receive the written and or verbal Councillor monthly 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:	April 22, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Peace River School Division Board Meeting
File:	11-02-02

DESCRIPTION:

Council is invited to attend a joint meeting with the Peace River School Division Board on Monday, May 5, at 1:30 pm, at the Central Operations Building in Grimshaw.

ATTACHMENT:

Background

RESOLUTION by..... to approve the attendance of to attend the Peace River School Division Board meeting on Monday, May 5, at 1:30 pm, at the Central Operations Building in Grimshaw.

Initials show support - Reviewed by:

Manager:

CAO:



Trades Training Program Budget

School Name: Choose School

Trades Training Funding

CHC School allocation
PRSD School allocation
Total TTP income

Program Name:

Project Cost -Materials
Project Cost - Instructor
Project sales (i.e., Picnic Tables x6 @\$300.00/each = \$1,800.00)
Projects (gifted/donated) \$\$ estimated Value
Other
Subtotal

Income	Expense	Total
\$	\$	\$
Income	Expense	Total

Program Name:

Project Cost -Materials
Project Cost - Instructor
Project sales (i.e., Picnic Tables x6 @\$300.00/each = \$1,800.00)
Projects (gifted/donated) \$\$ estimated Value
Other
Subtotal

Income	Expense	Total
\$	\$	\$
Income	Expense	Total

Program Name:

Project Cost -Materials
Project Cost - Instructor
Project sales (i.e., Picnic Tables x6 @\$300.00/each = \$1,800.00)
Projects (gifted/donated) \$\$ estimated Value
Other
Subtotal

Income	Expense	Total
\$	\$	\$
Income	Expense	Total

Program Name:

Project Cost -Materials
Project Cost - Instructor
Project sales (i.e., Picnic Tables x6 @\$300.00/each = \$1,800.00)
Projects (gifted/donated) \$\$ estimated Value
Other
Subtotal

Income	Expense	Total
\$	\$	\$
Income	Expense	Total

Program Name:

Project Cost -Materials
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Projects (gifted/donated) \$\$ estimated Value
Other
Subtotal

Income	Expense	Total
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Income	Expense	Total

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Subtotal

Income	Expense	Total
\$	\$	\$
Income	Expense	Total

Program Name:

Project Cost -Materials
Project Cost - Instructor
Project sales (i.e., Picnic Tables x6 @\$300.00/each = \$1,800.00)
Projects (gifted/donated) \$\$ estimated Value
Other
Subtotal

Income	Expense	Total
\$	\$	\$
Income	Expense	Total

Total Trades Training Expense

\$ -

Total Trades Training Income

\$ -

BALANCE

\$ -

	Name	Date	Signature
Principal			
Instructor			
Superintendent			

Clear Hills County

Trades Training Program Report

This information will inform Clear Hills County Council and residents of the programs and impacts that each of the Trades Training Programs offered at the schools are having on our students.

1. Fill out the following Trades Training Funding Reporting form for each Trades Training program being offered in your school.
2. Once Completed submit a form for each program to the appropriate department within the Peace River School Division to be used to provide a completed report for Clear Hills County.

Trades Training School Reporting		
Program:	School:	Date:
Teacher Instructor and or Member of Public Instructor		Completed
Class time hours/per week		
How many students in this program		
How many students completed this program		
Average students' grade		
How many students used towards Dual Credit program?		
Projects completed (current school year)		
Additional information or comments:		
(Attach page if more room is required)		

Please proceed to the Trades Training Financial tab complete.



CLEAR HILLS COUNTY

February 20, 2025

Subject: Meeting Request to Discuss the Trades Training Program

Dear Peace River School Division Board,

Clear Hills County Council is requesting a meeting with the Peace River School Division Board to discuss the Trades Training Program, which Clear Hills County has funded for over a decade. This program was established to support students at Cleardale, Worsley, and Hines Creek schools in acquiring the necessary trades training skills to prepare them for future careers.

Over the years, Council has sought to ensure that the program continues to meet its original mandate and effectively serves the needs of the students. To achieve this, we have requested acceptable reports and conditions to assess the program's progress and success. Unfortunately, these reports and conditions have not been met to a satisfactory standard.

Clear Hills County Council remains committed to the success of the Trades Training Program and would like to discuss with the PRSD Board how we can continue the program effectively while ensuring that all conditions and mandates are properly followed. We believe that a collaborative discussion will help identify solutions and improvements that benefit both the students and everyone involved.

We look forward to working together to support trades education in our community. We have included some background information for the board to review with regards to the program.

Sincerely,

Amber Bean
Reeve
Clear Hills County

Timeline of PRSD 2024 Funding Discussions with Clear Hills County

- **July 9, 2024** – PRSD Superintendent Adam Murray and Secretary-Treasurer Rhonda Freeman attended a Clear Hills County Council meeting as a delegation.
- **July 10, 2024** – Council requested additional financial details.
- **July 11, 2024** – PRSD provided a financial breakdown for each school.
- **July 23, 2024** – Council passed a motion approving a three-year funding commitment, contingent upon the submission of Clear Hills County-supplied annual reports for each school, with invoicing required before the County's year-end.
- **August 13, 2024** – A formal letter outlining the motion and funding commitment and conditions was sent via email to Adam Murray and Rhonda Freeman.
- **September 4, 2024** – PRSD submitted a request for the release of \$80,000.00.
- **September 25, 2024** – An email was sent to Adam Murray and Chris Warne, reiterating the funding commitments & conditions and reattaching the official letter from August 13, 2024.
- **January 30, 2025** – An email was received from Chris Warne on behalf of Superintendent Jeff Thompson, including a letter summarizing a telephone conversation that took place on the morning of January 30, 2025.

	Invoice Date	Payment Date	Amount/Requested	Motion
1	July 25, 2024	NOT PAID	\$80,000.00	
2	June 21, 2023	July 11, 2023	\$80,000.00	C383-22(08-16-22)
3	May 24, 2022		\$45,000.00	C313-22(06-14-22)
4	November 17, 2021	December 14, 2021	\$45,000.00	C461-21(11-09-21)
5	August 14, 2019	August 27, 2019	\$84,615.00	C361-19(07-16-19)
6	September 27, 2018	October 9, 2018	\$64,525.64	C443-18(09-25-18)
7	August 1, 2017	August 22, 2017	\$55,360.58	
8	June 29, 2016	July 26, 2016	\$34,906.54	
9	June 19, 2015	July 14, 2015	\$19,750.00	
10	September 5, 2014	September 23, 2014	\$45,000.00	
11	January 31, 2013	February 12, 2013	\$81,140.00	
12	2012		\$18,572.45	
	Amount Paid up to date		\$573,870.21	
*Please note that the July 25, 2024, invoice has not been paid and is NOT included in the total amount Paid.				

- C408-24(7-23-24)** RESOLUTION by Reeve Bean to approve a three-year annual conditional grant of \$70,000.00 to the Peace River School Division for their Trades Training Program, covering the years 2024 through 2026. Funding for each year is contingent upon the submission of Clear Hills County supplied annual reports and must be invoiced prior to the Clear Hills County year end. With the 2024 contribution being funded as follows: \$45,000.00 be allocated from the 2024 Operating budget and the remaining \$25,000.00 to come from the Rate Stabilization. CARRIED.
- C383-22(08-16-22)** RESOLUTION by Councillor Hansen to receive the delegation from Peace River School Division, Superintendent Adam Murray and Secretary-Treasurer Rhonda Freeman regarding the Trades Training program and costs for information and approve funding for the Trades Training program for the 2022/2023 school year in the amount of \$80,000.00 with the funds to be allocated from the Rate Stabilization Reserve. CARRIED.
- C313-22(06-14-22)** RESOLUTION by Reeve Bean to approve the release of the \$45,000.00 for Peace River School Division Trades Training that is included in the 2022 Operating Budget. CARRIED.
- C461-21(11-09-21)** RESOLUTION by Deputy Reeve Janzen to release the Trades Training funding to the Peace River School Division in the amount of \$45,000.00 that is included in the 2021 Operating budget. Requests for additional Trade Training funding may be deliberated at a later date and allocated in the 2022 operating budget. CARRIED.

- C343-20(08-04-20)** RESOLUTION by Councillor Ruecker to table the Peace River School Division's Trades Training funding request until the 2019/2020 conditional funding requirement is met by each school report on how they incorporated revenue generation through sale of products or services into their Trades Training Program. CARRIED.
- C361-19(07-16-19)** RESOLUTION by Deputy Reeve Fletcher to approve a General Grant for to the Peace River School Division for the 2019-2020 Trades Training program at the three schools – Worsley Central School, Hines Creek Composite School and Menno Simons Community School for the amount of \$84,615.00; \$45,000.00 is included in the 2019 annual operating budget, balance to be allocated from the Rate Stabilization Reserve; with the condition that a report be provided at the end of the school year on how each of the schools incorporated revenue generation through sale of products or services into their Trades Training Program, and how successful they were at this. CARRIED.
- C443-18(09-25-18)** RESOLUTION by Councillor Frixel to approve the funding request of \$64,525.64 to the 2018/2019 Trades Training Program (Worsley, Hines Creek and Menno Simons Schools) with the over budgeted amount of \$19,525.64 from the Rate Stabilization Reserve. CARRIED.
- C657-14(10/14/14)** RESOLUTION by Councillor Ruecker to maintain the 2015 Trades Training Budget at \$45,000.00 (forty-five thousand dollars). CARRIED.
- C538-13(09/10/13)** RESOLUTION by Councillor Ostrem to approve funding of \$15,000.00 (fifteen thousand dollars) for cosmetology and auto mechanics trades programs being offered in 2013/2014 at Hines Creek Composite School. CARRIED.
- C539-13(09/10/13)** RESOLUTION by Councillor Ostrem to approve funding of \$12,100.00 (twelve thousand, one hundred dollars) for the foods and auto mechanics programs being offered in 2013/2014 at Worsley Central School. CARRIED.
- C570-13(09/24/13)** RESOLUTION by Councillor Fletcher to approve \$9,310.00 (nine thousand, three hundred ten dollars) for the Menno Simons Community School 2013/2014 Junior High School Trades Program. CARRIED.
- C694-12(10/23/12)** RESOLUTION by Councillor Ostrem to include \$45,000.00 (forty-five thousand dollars) in the 2013 Operating Budget for the trades programs that Worsley Central School, Menno Simons Community School and Hines Creek Composite School provide. CARRIED.



Peace River School Division

January 29, 2025

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Superintendent of Schools

Jeff Thompson

**Deputy Superintendent
(Acting)**

Aleeta Pinc

Secretary-Treasurer

Rhonda Freeman

Mr. Allan Rowe, CAO
Clear Hills County
Box 240
Worsley, AB. T0H 3W0

via email: allan@clearhillscounty.ab.ca

Dear Mr. Rowe:

Thank you for the opportunity for Ms. Rhonda Freeman and I to have a brief conversation with you and Ms. Bonnie Morgan regarding the CTS programming the division provides to schools on the west end of our division.

As discussed, we certainly appreciate the funding the Clear Hills County has provided to us over the years, and we have leveraged this money to provide enhances CTS programming that has cost the division approximately \$200,000 per year.

On July 9, 2024, Superintendent Adam Murray and Secretary-Treasurer Rhonda Freeman, attended a meeting with the Clear Hills County Council and shared a detailed presentation regarding the PRSD CTS programs in Worsley Central School, Menno Simons Community School, and Hines Creek Composite School. This presentation shared the significant number of CTS courses offered in the three schools for the 2023-2024 school year (in Agriculture, Construction and Home Economics/Cosmetology). The costs related to the provisions of these courses included internal costs and Northwestern Polytechnic contract costs for a total of \$203,511.00 for the school year. Given these significant costs, Superintendent Murray asked the County Council to consider providing \$80,000 in annual funding to help sustain an enhanced CTS program moving forward.

I understand that during the meeting Clear Hills County Councillors requested a more detailed breakout of funding costs for the various CTS programs. At that time, PRSD staff advised that our organization was not able to provide the level of detail being request, but that we could provide enough detail to show that the division spends significantly more money than the County's Grant provision.



Learning Together - Success for All

I recently became aware of an undated letter from the Reeve of the County that had been sent our former Superintendent some time prior to his November 15, 2024, departure from the division. The contents of the letter revealed that in July 2024, the Council approved a 3-year grant of \$70,000 annually (2024-2026) on the condition that a more detailed breakdown of expenditures be provided. We have not received any funding from the County since our request on July 9, 2024, and my conversation with former Superintendent Murray and Secretary-Treasurer Freeman have revealed that it is very difficult for us to provide the specific breakdown of expenditures being asked for. As such, unless we can meet to further discuss a pathway forward that is achievable on our end and satisfactory to your Council, we will not be able to meet the conditions for the CTS Grant.

As earlier stated, the cost to provide the CTS program in Cleardale, Worsley and Hines Creek far exceeds the grant provided by the County. We are open to a further discussion about possible options that satisfy both parties, and if we are not able to identify a practical pathway forward, we will need to reassess our CTS programming for the 2025-2026 school year. This is purely an operational matter on our end, so we look forward to an opportunity for further discussions with you and any members of your operational team you wish to bring to the table.

Thank you for your attention to my correspondence and we look forward to an opportunity for further discussions on this matter.

Sincerely,



Jeff Thompson, PhD
Superintendent of Schools

cc. Rhonda Freeman, Secretary-Treasurer

Learning Together - Success for All

Bonnie Morgan

From: Bonnie Morgan
Sent: July 10, 2024 8:57 AM
To: Freeman, Rhonda; Adam Murray
Cc: Allan Rowe
Subject: Request for Additional Information on Trades Training Program Expenses

On behalf of the Clear Hills County Council, I would like to extend our thanks to you and Adam for the information you provided regarding the Trades Training Program during the Council meeting on July 9, 2024.

Council has carefully reviewed the request for financial support for the program. Before making any commitments, they have requested additional information to ensure a thorough understanding of the program's financial needs. Specifically, Council is requesting a detailed breakdown of the expenses incurred for each of the schools to provide the trades programs at Worsley, Hines Creek, and Menno Simons Schools.

Having a clear view of these expenses will facilitate the decision-making process and help move forward with potential funding.

Thank you for your attention to this matter.

Best regards,

Bonnie Morgan | Executive Assistant to CAO and Council

Clear Hills County Box 240 Worsley, AB T0H 3W0 | Ph: (780)-685-3925 ext. 120 | Cell: (780)-834-7171 | Fax: (780)-685-3960
bonnie@clearhillscounty.ab.ca | www.clearhillscounty.ab.ca



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Bonnie Morgan

From: Freeman, Rhonda <freemanrh@prsd.ab.ca>
Sent: July 11, 2024 2:55 PM
To: Bonnie Morgan
Cc: Adam Murray; Allan Rowe
Subject: Re: Request for Additional Information on Trades Training Program Expenses
Attachments: Summary of CTS Menno Worsley Hines Creek Trades Training Costs.pdf

Good afternoon Bonnie,

I am forwarding a copy of the breakdown of costs for the trades training by school.

Thanks,

Rhonda Freeman CPA CGA CSBO

Secretary-Treasurer
Peace River School Division
Phone (780) 624-3650 ex. 10110
Fax (780) 624-5941
Email address: freemanrh@prsd.ab.ca

"Your mind is a powerful thing. When you fill it with positive thoughts, your life will start to change."

Learning Together - Success For All

On Wed, Jul 10, 2024 at 8:57 AM Bonnie Morgan <Bonnie@clearhillscounty.ab.ca> wrote:

On behalf of the Clear Hills County Council, I would like to extend our thanks to you and Adam for the information you provided regarding the Trades Training Program during the Council meeting on July 9, 2024.

Council has carefully reviewed the request for financial support for the program. Before making any commitments, they have requested additional information to ensure a thorough understanding of the program's financial needs. Specifically, Council is requesting a detailed breakdown of the expenses incurred for each of the schools to provide the trades programs at Worsley, Hines Creek, and Menno Simons Schools.

Having a clear view of these expenses will facilitate the decision-making process and help move forward with potential funding.

Thank you for your attention to this matter.

**Trades Training Costs
2023-2024 Costs by**

Menno Simons

Salary PRSD Staff	12,500.00
Salary NWP Semester 1	12,283.00
Salary NWP Semester 2	12,283.00
Supplies	8,842.88
Mileage - NWP Instructor	2,765.44
	<u>48,674.32</u>

Worsley

Salary PRSD Staff	7,800.00
Salary NWP Semester 1	12,283.00
Salary NWP Semester 2	12,283.00
Supplies	7,966.52
Mileage - NWP Instructor	3,185.54
Shop upgrade	60,000.00
Tools	10,000.00
	<u>113,518.06</u>

Hines Creek

Salary PRSD Staff	5,200.00
Salary NWP Semester 1	12,283.00
Salary NWP Semester 2	12,283.00
Supplies	6,696.07
Supplies	391.69
Mileage - NWP Instructor	2,765.43
Tools	1,700.00

Total

<u>41,319.19</u>
<u>203,511.57</u>

Bonnie Morgan

From: Bonnie Morgan
Sent: August 13, 2024 3:29 PM
To: Adam Murray
Cc: Freeman, Rhonda; Allan Rowe
Subject: Request for Funding TTP - Clear Hills County
Attachments: PRSD 2024 Trades Training request.pdf

Good afternoon,

Please see the attached letter from Clear Hills County Council regarding the request for funding for the Trades Training Program. If you have any question please feel free to contact myself or Allan.

Bonnie Morgan | Executive Assistant to CAO and Council

Clear Hills County Box 240 Worsley, AB T0H 3W0 | Ph: (780)-685-3925 ext. 120 | Cell: (780)-834-7171 | Fax: (780)-685-3960
bonnie@clearhillscounty.ab.ca | www.clearhillscounty.ab.ca



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CLEAR HILLS COUNTY

Peace River School Division
Box 380, 4702 51 Street
Grimshaw, AB
T0H 1W0

File No. 68-02-02

Subject: Conditional Grant for Trades Training Program

At the Regular Council Meeting held on July 23, 2024, Clear Hills County Council discussed the request for the Peace River School Division's Trades Training Program. Council approved a conditional 3-year commitment of \$70,000.00 annually.

C408-24(7-23-24) Resolution by Reeve Bean to approve a three-year annual conditional grant of \$70,000.00 to the Peace River School Division for their Trades Training Program, covering the years 2024 through 2026. Funding for each year is contingent upon the submission of Clear Hills County supplied annual reports and must be invoiced prior to the Clear Hills County year-end. With the 2024 contribution being funded as follows; \$45,000.00 be allocated from the 2024 Operating budget and the remaining \$25,000.00 to come from the Rate Stabilization. CARRIED.

To ensure compliance with the funding conditions, Council requests that the Peace River School Division submit the previously supplied annual reports to Clear Hills County in a timely manner. Additionally, please ensure that invoices for each year are submitted prior to Clear Hills County's year end to facilitate the disbursement of funds if the conditions are not met within the specified timeline the annual commitment will not be carried forward to the following year and will be lost.

If you require the reporting documents to be sent to you, please reach out to Bonnie Morgan and she will resend them to you.

Should you have any questions or require further clarification, please do not hesitate to contact CAO, Allan Rowe at 780-685-3925 ext.121.

We look forward to a continued successful partnership with the Peace River School Division.

Sincerely,

A handwritten signature in black ink, appearing to read "Amber Bean".

Amber Bean
Reeve

AB/bm

Bonnie Morgan

From: Allan Rowe
Sent: September 25, 2024 2:11 PM
To: Bonnie Morgan
Subject: FW: PRSD
Attachments: 20240903_Sep03_Ltr_to_Clear_Hills_Req_Funding.pdf

From: Warne, Chris <warnec@prsd.ab.ca>
Sent: September 4, 2024 9:47 AM
To: Allan Rowe <Allan@clearhillscounty.ab.ca>
Subject: PRSD

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

Good morning,

Please see the attached letter from Superintendent Adam Murray regarding funding.

Warmest Regards,

--
Mrs. Chris Warne
Executive Assistant to the
Superintendent and Secretary-Treasurer
Peace River School Division
Ph. 780-624-3650 ext. 10140
Fax 780-332-1050

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David Rushton
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Superintendent of Schools
Adam Murray

Deputy Superintendent
Jeff Thompson

Secretary-Treasurer
Rhonda Freeman

September 3, 2024

VIA Email: allan@clearhillscounty.ab.ca

Mr. Allan Rowe, CAO
Clear Hills County
Box 240
Worsley, AB.
T0H 3W0

Dear Mr. Rowe:

Further to our letter dated July 24, 2024, Peace River School Division would like to request funds be released for the 2023-2024 school year, in the amount of \$80,000. Please forward the funds to the attention of Ms. Rhonda Freeman, Secretary-Treasurer of the Peace River School Division Central Operations office in Grimshaw.

We sincerely thank the County for its financial commitment which is instrumental in enabling each school to offer trades-related programming.

Sincerely,

Adam Murray M.Ed.,
Superintendent of Schools

AM/rf



Peace River School Division 4702 - 51 Street P.O. Box 380 Grimshaw, AB T0H 1W0 T 780.624.3601 F 780.332.1050

www.prsd.ab.ca

Learning Together - Success for All

Bonnie Morgan

From: Bonnie Morgan
Sent: September 25, 2024 2:37 PM
To: Warne, Chris; Adam Murray
Cc: Allan Rowe
Subject: RE: Letter from Clear Hills County Council
Attachments: PRSD 2024 Trades Training request.pdf

Good afternoon,

On Tuesday, August 13, 2024, at 3:29 PM, an email with an attached letter from Clear Hills County Council was sent to Adam Murray and Rhonda Freeman, with a copy to Allan Rowe.

For your convenience, I have attached the letter again. It explains why the current letter you sent September 4, 2024 cannot be accepted.

Should you have any questions, please feel free to contact either myself or Allan Rowe.

Warm regards,

Bonnie Morgan | Executive Assistant to CAO and Council

Clear Hills County Box 240 Worsley, AB T0H 3W0 | Ph: (780)-685-3925 ext. 120 | Cell: (780)-834-7171 | Fax: (780)-685-3960
bonnie@clearhillscounty.ab.ca | www.clearhillscounty.ab.ca



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From: Warne, Chris <warnec@prsd.ab.ca>
Sent: September 4, 2024 9:47 AM
To: Allan Rowe <Allan@clearhillscounty.ab.ca>
Subject: PRSD

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Good morning,

Please see the attached letter from Superintendent Adam Murray regarding funding.

Warmest Regards,



CLEAR HILLS COUNTY

Peace River School Division
Box 380, 4702 51 Street
Grimshaw, AB
T0H 1W0

File No. 68-02-02

Subject: Conditional Grant for Trades Training Program

At the Regular Council Meeting held on July 23, 2024, Clear Hills County Council discussed the request for the Peace River School Division's Trades Training Program. Council approved a conditional 3-year commitment of \$70,000.00 annually.

C408-24(7-23-24) Resolution by Reeve Bean to approve a three-year annual conditional grant of \$70,000.00 to the Peace River School Division for their Trades Training Program, covering the years 2024 through 2026. Funding for each year is contingent upon the submission of Clear Hills County supplied annual reports and must be invoiced prior to the Clear Hills County year-end. With the 2024 contribution being funded as follows; \$45,000.00 be allocated from the 2024 Operating budget and the remaining \$25,000.00 to come from the Rate Stabilization. CARRIED.

To ensure compliance with the funding conditions, Council requests that the Peace River School Division submit the previously supplied annual reports to Clear Hills County in a timely manner. Additionally, please ensure that invoices for each year are submitted prior to Clear Hills County's year end to facilitate the disbursement of funds if the conditions are not met within the specified timeline the annual commitment will not be carried forward to the following year and will be lost.

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Should you have any questions or require further clarification, please do not hesitate to contact CAO, Allan Rowe at 780-685-3925 ext.121.

We look forward to a continued successful partnership with the Peace River School Division.

Sincerely,

Amber Bean
Reeve

AB/bm

Bonnie Morgan

From: Allan Rowe
Sent: January 30, 2025 6:21 AM
To: Bonnie Morgan
Subject: FW: CTS Programming
Attachments: 20250129_Jan29_Ltr_to_Clear_Hills_re_Trades.pdf

From: Warne, Chris <warnec@prsd.ab.ca>
Sent: January 29, 2025 4:00 PM
To: Allan Rowe <Allan@clearhillscounty.ab.ca>
Cc: Rhonda Freeman <freemanrh@prsd.ab.ca>
Subject: CTS Programming

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

Good afternoon,

Please see the attached letter regarding the CTS funding as discussed earlier with Superintendent Thompson and Secretary-Treasurer Freeman.

Regards,

--

*Mrs. Chris Warne
Executive Assistant to the
Superintendent and Secretary-Treasurer
Peace River School Division
Ph. 780-624-3650 ext. 10140
Fax: 780-332-1050*

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Peace River School Division

January 29, 2025

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Superintendent of Schools

Jeff Thompson

**Deputy Superintendent
(Acting)**

Alecia Pluc

Secretary-Treasurer

Rhonda Freeman

Mr. Allan Rowe, CAO
Clear Hills County
Box 240
Worsley, AB. T0H 3W0

via email: allan@clearhillscountry.ab.ca

Dear Mr. Rowe:

Thank you for the opportunity for Ms. Rhonda Freeman and I to have a brief conversation with you and Ms. Bonnie Morgan regarding the CTS programming the division provides to schools on the west end of our division.

As discussed, we certainly appreciate the funding the Clear Hills County has provided to us over the years, and we have leveraged this money to provide enhances CTS programming that has cost the division approximately \$200,000 per year.

On July 9, 2024, Superintendent Adam Murray and Secretary-Treasurer Rhonda Freeman, attended a meeting with the Clear Hills County Council and shared a detailed presentation regarding the PRSD CTS programs in Worsley Central School, Menno Simons Community School, and Hines Creek Composite School. This presentation shared the significant number of CTS courses offered in the three schools for the 2023-2024 school year (in Agriculture, Construction and Home Economics/Cosmetology). The costs related to the provisions of these courses included internal costs and Northwestern Polytechnic contract costs for a total of \$203,511.00 for the school year. Given these significant costs, Superintendent Murray asked the County Council to consider providing \$80,000 in annual funding to help sustain an enhanced CTS program moving forward.

I understand that during the meeting Clear Hills County Councillors requested a more detailed breakout of funding costs for the various CTS programs. At that time, PRSD staff advised that our organization was not able to provide the level of detail being request, but that we could provide enough detail to show that the division spends significantly more money than the County's Grant provision.



Learning Together - Success for All

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As earlier stated, the cost to provide the CTS program in Cleardale, Worsley and Hines Creek far exceeds the grant provided by the County. We are open to a further discussion about possible options that satisfy both parties, and if we are not able to identify a practical pathway forward, we will need to reassess our CTS programming for the 2025-2026 school year. This is purely an operational matter on our end, so we look forward to an opportunity for further discussions with you and any members of your operational team you wish to bring to the table.

Thank you for your attention to my correspondence and we look forward to an opportunity for further discussions on this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeff Thompson', with a stylized flourish extending to the right.

Jeff Thompson, PhD
Superintendent of Schools

cc. Rhonda Freeman, Secretary-Treasurer

Learning Together - Success for All

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Request for Support and Advocacy
File:	11-02-02

DESCRIPTION:

Council is presented with a request for support from Randi Schischikowsky with regards to school boundaries.

ATTACHMENT:

Email & Correspondence

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



Fw: Request for Support and Advocacy with PRSD Regarding Hesse Creek Composite School Boundary Lines

From Bonnie Morgan <Bonnie@clearhillscounty.ab.ca>

Date Wed 4/16/2025 7:57 AM

To Lori Jobson <Lori@clearhillscounty.ab.ca>

Cc Allan Rowe <Allan@clearhillscounty.ab.ca>

 2 attachments (74 KB)

Sports academy.pdf; Transportation.pdf;

From: Susan Hansen Hansen <susan-hansen@live.com>

Sent: Tuesday, April 15, 2025 7:45 PM

To: Bonnie Morgan <Bonnie@clearhillscounty.ab.ca>

Subject: FW: Request for Support and Advocacy with PRSD Regarding Hesse Creek Composite School Boundary Lines

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

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

From: Randi Riewe-Schischikowsky <randiriewe@gmail.com>

Date: 2025-04-15 12:09 p.m. (GMT-07:00)

To: info@clearhillscounty.ab.ca

Cc: susan-hansen@live.com

Subject: Request for Support and Advocacy with PRSD Regarding Hesse Creek Composite School Boundary Lines

Dear Clear Hills County Council,

I hope this message finds you well.

We are reaching out to respectfully request the support and advocacy of Clear Hills County in our ongoing efforts with the Peace River School Division (PRSD) concerning the school boundary lines for Hines Creek Composite School.

Specifically, we are advocating for the adjustment of the current school boundaries so that they align with the Clear Hills County boundary line, extending to the MD of Fairview. We believe this boundary adjustment would better reflect the needs of families and students in the region, support student

access to schooling that is geographically and logistically appropriate, and ensure greater community continuity.

Your voice and support in this matter would be instrumental in helping us achieve a positive outcome. We ask that Clear Hills County formally support this initiative and advocate alongside us with PRSD to consider this boundary realignment.

Families living within Clear Hills County are paying municipal taxes to the County, yet many of our children are being bussed to schools within the Fairview District. This creates a disconnect between the services our families support and the ones they actually receive. At the same time, Hines Creek Composite School is facing declining enrollment, which has led to a reduction in services—most notably, our senior students are now required to complete their courses through online learning, with no in-person teacher available only a EA. Redirecting students from within Clear Hills County to Hines Creek would not only reflect our community alignment but also help strengthen enrolment and resources at the school, ultimately benefiting students and families alike.

While we understand that this change may present adjustments for students currently attending Fairview schools, we believe that balancing enrolment across the districts would benefit everyone. A more even distribution of student numbers can ease the overcrowding in Fairview and enhance the overall educational environment. In support of this, we have reached out to Hines Creek Composite School with a proposal to implement a sports academy for our senior students. We are confident that such an initiative will not only enrich the academic and athletic experience for our youth but also attract increased enrolment to Hines Creek, ultimately fostering a stronger, more balanced community educational infrastructure.

If you require additional information or would like to discuss this further, we would be more than happy to meet or provide more details. Thank you for your time, and we truly appreciate your consideration of this important matter for our community.

Sincerely,
Randi Schischikowsky
780-772-8742

I have enclose emails that were sent to Peace River school division Transportation and to Toni Craig and Janice Charchuck

Dear Peace River School Division Transportation Department,

I hope this message finds you well.

I am writing to express a concern on behalf of several families residing in Clear Hills County regarding the current transportation boundary lines affecting Hines Creek Composite School.

We believe it would be in the best interest of both the students and the school community to review and revise these boundaries. Currently, many families living within Clear Hills County—who pay county taxes—are placed within the Fairview (MD OF FAIRVIEW) district for school transportation. As a result, their children are directed to attend schools in Fairview, despite living significantly closer to Hines Creek.

We are aware of families living as little as 10 kilometers or less from Hines Creek Composite School who have had to appeal to the Transportation Board to have their children attend their nearest school. These unnecessary barriers not only place a burden on the families involved but also impact school enrollment and class sizes across the division.

This situation contributes to overcrowding at EE Oliver and Fairview High School while Hines Creek Composite School faces declining enrollment. A more logical and equitable boundary alignment would alleviate pressure on Fairview schools and better serve families living in close proximity to Hines Creek. Revising the transportation boundary lines would allow for a more equitable distribution of students across the division. Splitting numbers more evenly among schools would help balance class sizes and ensure that all schools—Hines Creek, EE Oliver, and Fairview High—can better accommodate current and future students. This would benefit not only Hines Creek, but also help alleviate strain on Fairview schools, ultimately serving families more effectively throughout the region.

We respectfully request that the transportation boundary lines be revisited and adjusted to reflect the geography and needs of the community more accurately.

Thank you for your time and consideration. We would welcome the opportunity to discuss this matter further and provide any additional information that may assist in the review.

Sincerely,

Randi Schischikowsky

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Request for Support - Sports Academy Hines Creek School
File:	11-02-02

DESCRIPTION:

Council is presented with a request for support from Randi Schischikowsky with regards to the development of a Sports Academy Program at the Hines Creek Composite School.

ATTACHMENT:

Correspondence

RESOLUTION by.....

Initials show support - Reviewed by:

Manager:

CAO:



Dear Janice Charchuk, Toni Craig and Hines Creek Composite School Administration,

I hope this message finds you well.

I am writing on behalf of a group of students and parents who are passionate about enhancing opportunities for youth in our community. We would like to propose the development of a Sports Academy Program at Hines Creek Composite School, running Monday through Friday, as part of the regular school day.

The vision for this program is to offer students dedicated time each day—specifically from 2:00 p.m. to 3:30 p.m.—to participate in structured athletic training in sports such as volleyball, basketball, hockey, and more. This one-and-a-half-hour block would be designed to focus on skill development, physical conditioning, teamwork, and sport-specific education, all while maintaining their enrollment at Hines Creek.

However, this program would not be focused solely on physical activity. We envision a holistic approach that includes mental training and wellness as an integral part of the curriculum. This could involve:

- Teaching students about the impact of screen time and cell phone use on focus, sleep, and athletic performance
- Introducing yoga, stretching, and fitness classes led by staff or guest instructors to promote flexibility and recovery
- Encouraging discussions on mental discipline, motivation, teamwork, and leadership, helping students grow both on and off the court or field
- Having teachers and community members involved to guide these sessions and strengthen the connection between athletics and academics

We believe this program could be a powerful way to:

- Increase student engagement and retention
- Offer a unique program that may attract new students from surrounding areas
- Support the overall mental, emotional, and physical development of our youth
- Strengthen school spirit and give students something else to be proud of

We understand that launching a Sports Academy would take thoughtful planning, coordination, and support, and we're more than willing to be a part of those conversations. We'd love the

opportunity to discuss this proposal further and help explore how it could be implemented to benefit the entire Hines Creek Composite School community.

Thank you for your time and consideration.

Sincerely,

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
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 9, 2025 to April 22, 2025 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 9, 2025 to April 22, 2025 for a total of \$811,233.36.

Initials show support - Reviewed by:	Manager: 	CAO:
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Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

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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	4/09/25	4/22/25		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
1359773 AB LTD	030459	4/22/25	\$1,527.75
Invoice Description	Invoice Number	Invoice Amount	
Worsley Sidewalk Snow Removal	2504011	\$1,527.75	
756446 ALBERTA LTD.	030460	4/22/25	\$14,594.68
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	7377-032925	\$2,755.41	
Annual Gravel Haul	MAR31-APR3/25	\$7,967.31	
Annual Gravel Haul	APR4-5/25	\$3,871.96	
AIR LIQUIDE CANADA INC.	030461	4/22/25	\$30.60
Invoice Description	Invoice Number	Invoice Amount	
Cylinder Rent	78640008	\$30.60	
ALBERTA JUNIOR FOREST WARDENS	030462	4/22/25	\$700.00
Invoice Description	Invoice Number	Invoice Amount	
T.S. Kids Interactive Booth	040125	\$700.00	
ALBERTA NWT COMMAND THE ROYAL	030463	4/22/25	\$1,140.00
Invoice Description	Invoice Number	Invoice Amount	
2025 Military Service Rec Book	032425	\$1,140.00	
ALS CANADA LTD	030464	4/22/25	\$422.10
Invoice Description	Invoice Number	Invoice Amount	
Cleardale Water Sample	3311590523	\$211.05	
Worsley Water Sample	3311590525	\$211.05	
AMSC INSURANCE SERVICES LTD	030465	4/22/25	\$10,625.98
Invoice Description	Invoice Number	Invoice Amount	
April Benefits	1754-2025-04	\$10,625.98	
B & E HOME HARDWARE	030466	4/22/25	\$1,457.45
Invoice Description	Invoice Number	Invoice Amount	
WWTP Janitorial Supplies	101-200471	\$15.72	
Jerry Cans for Shop	101-200348	\$52.48	
WWTP General Supplies	101-200088	\$27.05	
WWTP Misc Supplies	101-200056	\$16.87	
WWTP Supplies	101-199834	\$31.48	
Deadbolt for Unit 61-06	102-84329	\$27.29	

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Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Talent Show Judge Gift/Etc.	102-84328		\$74.14
Gravel Haul Computer Inverter	101-198710		\$73.49
Jet Dry for Office	101-198690		\$27.28
Trade Show Sign Hardware	101-199893		\$37.86
Trade Show Supplies	101-200698		\$1,073.79
BLUE JAY TRANSPORT	030467	4/22/25	\$7,956.01
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	6634-032925	\$2,719.05	
Annual Gravel Haul	MAR31-APR3/25	\$5,236.96	
BMP VENTURES	030468	4/22/25	\$11,480.35
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	6580-032925	\$2,828.71	
Annual Gravel Haul	MAR31-APR3/25	\$8,651.64	
BOSCHWICK CONTRACTING	030469	4/22/25	\$17,874.70
Invoice Description	Invoice Number	Invoice Amount	
Worsley GB01	754	\$9,889.44	
Bear Canyon GB09/Gravel Haul	755	\$7,985.26	
BROWNLEE LLP	030470	4/22/25	\$4,455.85
Invoice Description	Invoice Number	Invoice Amount	
Legal Opinion	583850	\$3,526.85	
O&G Tax Collections	583633	\$379.58	
O&G Tax Collections	583635	\$140.44	
O&G Tax Collections	583631	\$408.98	
BUDGELL'S CONTRACTING LTD.	030471	4/22/25	\$10,916.20
Invoice Description	Invoice Number	Invoice Amount	
Transfer Stations Contract	0106-025	\$10,916.20	
BUECKERT JOHN	030472	4/22/25	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	84933-040825	\$100.00	
CAL-R CONTRACTING LTD.	030473	4/22/25	\$8,821.05
Invoice Description	Invoice Number	Invoice Amount	
Fire Hyd Replace-Trackhoe, etc	13747	\$3,503.85	
Fire Hyd Replacement-Backhoe	13749	\$987.00	
Fire Hyd Replace-Backhoe, etc.	13748	\$2,944.20	
Clean Culverts	14029	\$924.00	
Fire Hyd Replacement-Backhoe	13745	\$462.00	
CLEARDALE AGRICULTURAL SOCIETY	030474	4/22/25	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
Clear River Rodeo Spons	041025	\$300.00	

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Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
CLEARDALE RIDERS CLUB	030475	4/22/25	\$1,600.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Wagon Rides	040125	\$1,600.00	
CLEARDALE TRANSPORT 2021	030476	4/22/25	\$17,603.06
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	7318-032925	\$3,318.70	
Annual Gravel Haul	MAR31-APR3/25	\$9,667.98	
Annual Gravel Haul	APR4-5/25	\$4,616.38	
CLIFF'S STEAMING	030477	4/22/25	\$8,032.50
Invoice Description	Invoice Number	Invoice Amount	
Thaw Culverts	3535	\$8,032.50	
COX NANCY	030478	4/22/25	\$450.00
Invoice Description	Invoice Number	Invoice Amount	
Breakfast Fundraiser Manager	040125	\$450.00	
COX, GERALD	030479	4/22/25	\$7,705.00
Invoice Description	Invoice Number	Invoice Amount	
WTP Operator Contract	320031	\$5,775.00	
Vac Out Sewer Holding Tank	320032	\$250.00	
Haul Water to BCWP	320033	\$1,680.00	
CROOKED CREEK TRANSPORT	030480	4/22/25	\$12,240.16
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	7454-032925	\$3,028.16	
Annual Gravel Haul	MAR31-APR3/25	\$9,212.00	
DAN WAYLAND	030481	4/22/25	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	84932-040825	\$100.00	
DEP VENTURES	030482	4/22/25	\$16,078.84
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	7495-032925	\$2,982.19	
Annual Gravel Haul	MAR31-APR3/25	\$9,097.21	
Annual Gravel Haul	APR4-5/25	\$3,999.44	
DHL	030483	4/22/25	\$143.46
Invoice Description	Invoice Number	Invoice Amount	
Water Sample Shipping	11276034	\$88.49	
Water Sample Shipping	11284223	\$54.97	

Clear Hills County
 CHEQUE DISTRIBUTION REPORT
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
EF EDUCATIONAL TOURS	030484	4/22/25	\$1,500.00
Invoice Description	Invoice Number	Invoice Amount	
T.S. Breakfast Fundraiser	040125	\$1,500.00	
EM3 SERVICES INC.	030485	4/22/25	\$27,720.00
Invoice Description	Invoice Number	Invoice Amount	
Roadside Right of Way Brushing	3201	\$27,720.00	
FEHR TIRECRAFT LTD.	030486	4/22/25	\$1,642.20
Invoice Description	Invoice Number	Invoice Amount	
Tire Repair - Unit 63-66	71222	\$435.75	
Unit 65-62 R&M	71854	\$162.75	
R&M Unit 65-61	71473	\$173.25	
Unit 65-51 R&M	71212	\$433.65	
R&M Unit 65-39	71407	\$436.80	
GEORGE LAKE AQUATIC RECREATION	030487	4/22/25	\$60.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Door Prize	210301	\$60.00	
GRADE PRO CONTRACTING LTD.	030488	4/22/25	\$33,224.65
Invoice Description	Invoice Number	Invoice Amount	
Cleardale GB07/Gravel Haul	1321	\$17,934.00	
Whitelaw GB15/Gravel Haul	1322	\$15,290.65	
GRIMSHAW GRAVEL SALES	030489	4/22/25	\$135,775.47
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul - Gravel	25305	\$879.06	
Annual Gravel Haul - Gravel	25304	\$121,019.54	
Annual Gravel Haul	7419-032925	\$3,147.34	
Annual Gravel Haul	MAR31-APR5/25	\$9,813.25	
Annual Gravel Haul	6647-040525	\$916.28	
H.K.P. TRUCKING	030490	4/22/25	\$11,202.00
Invoice Description	Invoice Number	Invoice Amount	
Parts Unit 64-12	53523256	\$392.32	
Annual Gravel Haul	7491-032925	\$2,674.95	
Annual Gravel Haul	MAR31-APR3/25	\$8,134.73	
HEART AND LIFE TRAINING	030491	4/22/25	\$4,052.24
Invoice Description	Invoice Number	Invoice Amount	
WFD AED Pads	03202025	\$514.50	
WFD First Aid Course	040125	\$3,537.74	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
HINES CREEK AND DISTRICT ARTS	030492	4/22/25	\$75.00
Invoice Description	Invoice Number	Invoice Amount	
Community Calendar Ad	023	\$75.00	
HINES CREEK COMPOSITE SCHOOL	030493	4/22/25	\$80.00
Invoice Description	Invoice Number	Invoice Amount	
Trade Show Poster Printing	11-25	\$80.00	
HINES CREEK TIRE SHOP	030494	4/22/25	\$9,193.25
Invoice Description	Invoice Number	Invoice Amount	
R&M Unit 63-93	339	\$463.97	
R&M Unit 63-06	348	\$1,150.98	
CVIP/R&M Unit 63-05	595	\$7,578.30	
JAKE'S ENTERPRISES	030495	4/22/25	\$11,082.92
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	6530-032925	\$2,828.92	
Annual Gravel Haul	MAR31-APR3/25	\$8,254.00	
JANZEN, DAVID	030496	4/22/25	\$60.00
Invoice Description	Invoice Number	Invoice Amount	
Coyote Hunt Incentive Program	040325	\$60.00	
JLD ENTERPRISE	030497	4/22/25	\$15,389.55
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	6641-032925	\$2,791.05	
Annual Gravel Haul	MAR31-APR3/25	\$8,172.79	
Annual Gravel Haul	APR4-5/25	\$4,425.71	
JOHMAR CONTRACTING	030498	4/22/25	\$16,678.39
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	7373-032925	\$3,133.02	
Annual Gravel Haul	MAR31-APR3/25	\$9,144.68	
Annual Gravel Haul	APR4-5/25	\$4,400.69	
LONG-ARMS TRANSPORT	030499	4/22/25	\$11,429.97
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	7383-032925	\$2,919.09	
Annual Gravel Haul	MAR31-APR3/25	\$8,510.88	
LOOP	030500	4/22/25	\$3,937.50
Invoice Description	Invoice Number	Invoice Amount	
Annual Website Agreement #741	L-392	\$3,937.50	

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Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
LUND KURT	030501	4/22/25	\$120.00
Invoice Description	Invoice Number	Invoice Amount	
Coyote Hunt Incentive Program	040725	\$120.00	
MAD DOG CRESTING	030502	4/22/25	\$639.98
Invoice Description	Invoice Number	Invoice Amount	
Helping Hands Shirts/Promo	49431	\$639.98	
MASON RON	030503	4/22/25	\$120.00
Invoice Description	Invoice Number	Invoice Amount	
Coyote Hunt Incentive Program	040325	\$120.00	
MENNO SIMONS COMMUNITY LIBRARY	030504	4/22/25	\$300.00
Invoice Description	Invoice Number	Invoice Amount	
2025 Senior's Tea - Menno	041125	\$300.00	
MIGHTY PEACE DRILLING INC.	030505	4/22/25	\$17,022.04
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	6640-032925	\$3,207.37	
Annual Gravel Haul	MAR31-APR3/25	\$9,335.49	
Annual Gravel Haul	APR4-5/25	\$4,479.18	
MONTAGNEUSE 4-H MULTI CLUB	030506	4/22/25	\$1,250.00
Invoice Description	Invoice Number	Invoice Amount	
T.S. Helping Hands/Security	040125	\$1,250.00	
MOONSHINE VENTURES LTD.	030507	4/22/25	\$11,336.13
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	6644-032925	\$3,230.74	
Annual Gravel Haul	MAR31-APR3/25	\$8,105.39	
NORTHERN ALBERTA ELECTED LEADE	030508	4/22/25	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
2024 NAEL Membership	01012025	\$500.00	
OPEN ROAD TRANSPORT	030509	4/22/25	\$14,766.36
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	7499-032925	\$2,772.21	
Annual Gravel Haul	MAR31-APR3/25	\$8,106.29	
Annual Gravel Haul	APR4-5/25	\$3,887.86	
OUTBACK TRANSPORT	030510	4/22/25	\$14,759.22
Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Annual Gravel Haul	7463-032925		\$2,242.88
Annual Gravel Haul	MAR31-APR3/25		\$8,471.11
Annual Gravel Haul	APR4-5/25		\$4,045.23
PARTLINE PLUS	030511	4/22/25	\$794.08
Invoice Description	Invoice Number	Invoice Amount	
Battery for Unit 63-65	001-047820	\$288.23	
Shop Parts	001-047825	\$14.51	
Tools for the Shop	001-047770	\$520.43	
Parts Unit 63-07	001-047815	\$8.71	
PEACE RIVER SCHOOL DIVISION NO	030512	4/22/25	\$954.57
Invoice Description	Invoice Number	Invoice Amount	
Ski Trip Bussing - HC	11965	\$954.57	
PRAIRIE DISPOSAL LTD.	030513	4/22/25	\$9,359.44
Invoice Description	Invoice Number	Invoice Amount	
Additional Hauling	0000766240	\$4,790.63	
Recycle Bin Maintenance	0000766413	\$4,568.81	
PROGRADE SERVICES LTD.	030514	4/22/25	\$22,863.75
Invoice Description	Invoice Number	Invoice Amount	
Mont GB03/Gravel Haul	4461	\$22,863.75	
RELIANCE ASSESSMENT CONSULTANT	030515	4/22/25	\$6,835.50
Invoice Description	Invoice Number	Invoice Amount	
April Assessment Services	127	\$6,835.50	
REYNOLDS' PLUMBING & HEATING	030516	4/22/25	\$563.85
Invoice Description	Invoice Number	Invoice Amount	
Replace Water Heater - 61-06	22683-1	\$563.85	
ROADATA SERVICES LTD	030517	4/22/25	\$1,209.60
Invoice Description	Invoice Number	Invoice Amount	
Permitting Services	00086098	\$1,209.60	
ROAMING TRANSPORT	030518	4/22/25	\$32,217.94
Invoice Description	Invoice Number	Invoice Amount	
Hines Creek GB14/Gravel Haul	0559	\$18,535.65	
Annual Gravel Haul	6577-033125	\$2,703.60	
Annual Gravel Haul	APR1-3/25	\$6,512.34	
Annual Gravel Haul	APR4-5/25	\$4,466.35	
ROWE JILL	030519	4/22/25	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	84936-040925	<u>65</u> \$50.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
RUCO ENTERPRISES	030520	4/22/25	\$15,660.09
Invoice Description	Invoice Number	Invoice Amount	
Cleardale Hamlet Snow Removal	1880	\$571.73	
Annual Gravel Haul	7315-032925	\$2,822.04	
Annual Gravel Haul	MAR31-APR3/25	\$5,920.50	
Annual Gravel Haul	6607-040225	\$2,635.34	
Annual Gravel Haul	APR4-5/25	\$3,710.48	
SHEWCHUK, GERALD	030521	4/22/25	\$14,274.56
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	7483-032925	\$2,743.40	
Annual Gravel Haul	MAR31-APR5/25	\$8,511.69	
Annual Gravel Haul	APR4-5/25	\$3,019.47	
SKYLITE CONTRACTING LTD.	030522	4/22/25	\$14,648.95
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	6601-032925	\$2,735.12	
Annual Gravel Haul	MAR31-APR3/25	\$8,062.16	
Annual Gravel Haul	6691-040425	\$2,285.50	
Annual Gravel Haul	6637-040525	\$1,566.17	
THIESSEN NAOMI	030523	4/22/25	\$180.00
Invoice Description	Invoice Number	Invoice Amount	
Coyote Hunt Incentive Program	033125	\$180.00	
THISTLES TRUCK SERVICE	030524	4/22/25	\$12,082.60
Invoice Description	Invoice Number	Invoice Amount	
Annual Gravel Haul	6585-032925	\$2,954.51	
Annual Gravel Haul	MAR31-APR1/25	\$5,171.85	
Annual Gravel Haul	APR4-5/25	\$3,956.24	
UNITED FARMERS OF ALBERTA	030525	4/22/25	\$7,746.98
Invoice Description	Invoice Number	Invoice Amount	
Washer Fluid Unit 65-59	SOINV7229826	\$7.23	
Hydraulic Oil Unit 63-66	SOINV7176317	\$291.92	
Hyd/Trans Oil Unit 63-66	SOINV7172523	\$222.09	
Engine Oil Unit 65-39	SOINV7238309	\$37.32	
Twine for Unit 64-34	SOINV7263214	\$157.47	
Monthly Fuel Bill	116041588	\$7,030.95	
WILDE & COMPANY	030526	4/22/25	\$54,915.00
Invoice Description	Invoice Number	Invoice Amount	
2024 Year End Audit	198797	\$54,915.00	
WORSLEY FIRE FIGHTER SOCIETY	030527	4/22/25	\$680.00
Invoice Description	Invoice Number	Invoice Amount	
Clear Fitness Account	033125	<u>66</u> \$680.00	

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Clear Hills County
CHEQUE DISTRIBUTION REPORT
Payables Management

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Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WORSLEY GATEWAY INN	030528	4/22/25	\$2,629.20
Invoice Description	Invoice Number	Invoice Amount	
FD First Aid Meal	852	\$82.95	
Meeting Meals/Ag Event Snacks	853	\$2,546.25	
WORSLEY GENERAL STORE	030529	4/22/25	\$30.56
Invoice Description	Invoice Number	Invoice Amount	
Water for Ag Events	111211	\$11.99	
CCFC Meeting Snacks	109645	\$18.57	
WSP	030530	4/22/25	\$96,595.33
Invoice Description	Invoice Number	Invoice Amount	
Cleardale Street/Sewer Upgrade	20212464	\$64,079.77	
Cleardale Street/Sewer Upgrade	20236871	\$8,702.61	
Right of Way Brushing Tender	20232468	\$23,812.95	
WYCLIFFE ENTERPRISES LTD.	030531	4/22/25	\$16,668.75
Invoice Description	Invoice Number	Invoice Amount	
Eureka GB13/Gravel Haul	1088	\$16,668.75	
Report Total			\$811,233.36

Ranges:	From:	To:	From:	To:
Cheque Number	First	Last	Cheque Date	4/09/25 4/22/25
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
030459	1359773	1359773 AB LTD	4/22/25	ATB	PMCHQ00001293	\$1,527.75
030460	756446	756446 ALBERTA LTD.	4/22/25	ATB	PMCHQ00001293	\$14,594.68
030461	AIR01	AIR LIQUIDE CANADA INC.	4/22/25	ATB	PMCHQ00001293	\$30.60
030462	ALBERTAJR	ALBERTA JUNIOR FOREST WARDENS	4/22/25	ATB	PMCHQ00001293	\$700.00
030463	ALBERTANWT	ALBERTA NWT COMMAND THE ROYAL	4/22/25	ATB	PMCHQ00001293	\$1,140.00
030464	ALSE01	ALS CANADA LTD	4/22/25	ATB	PMCHQ00001293	\$422.10
030465	AMSC05	AMSC INSURANCE SERVICES LTD	4/22/25	ATB	PMCHQ00001293	\$10,625.98
030466	B&EHOME01	B & E HOME HARDWARE	4/22/25	ATB	PMCHQ00001293	\$1,457.45
030467	BLUEJAY	BLUE JAY TRANSPORT	4/22/25	ATB	PMCHQ00001293	\$7,956.01
030468	BMP	BMP VENTURES	4/22/25	ATB	PMCHQ00001293	\$11,480.35
030469	BOSCHWICK01	BOSCHWICK CONTRACTING	4/22/25	ATB	PMCHQ00001293	\$17,874.70
030470	BROWNLEE01	BROWNLEE LLP	4/22/25	ATB	PMCHQ00001293	\$4,455.85
030471	BUDGELL02	BUDGELL'S CONTRACTING LTD.	4/22/25	ATB	PMCHQ00001293	\$10,916.20
030472	BUECKERTJO	JOHN BUECKERT	4/22/25	ATB	PMCHQ00001293	\$100.00
030473	CALR01	CAL-R CONTRACTING LTD.	4/22/25	ATB	PMCHQ00001293	\$8,821.05
030474	CLEARDALEAG01	CLEARDALE AGRICULTURAL SOCIETY	4/22/25	ATB	PMCHQ00001293	\$300.00
030475	CLDLRIDER01	CLEARDALE RIDERS	4/22/25	ATB	PMCHQ00001293	\$1,600.00
030476	CLEARDALETRANS	CLEARDALE TRANSPORT 2021	4/22/25	ATB	PMCHQ00001293	\$17,603.06
030477	CLIFF01	CLIFF'S STEAMING	4/22/25	ATB	PMCHQ00001293	\$8,032.50
030478	COXNANCY01	NANCY COX	4/22/25	ATB	PMCHQ00001293	\$450.00
030479	COXGERALD01	GERALD COX	4/22/25	ATB	PMCHQ00001293	\$7,705.00
030480	CROOKED	CROOKED CREEK TRANSPORT	4/22/25	ATB	PMCHQ00001293	\$12,240.16
030481	WAYLAND03	DAN WAYLAND	4/22/25	ATB	PMCHQ00001293	\$100.00
030482	DEP01	DEP VENTURES	4/22/25	ATB	PMCHQ00001293	\$16,078.84
030483	DHL01	LOOMIS EXPRESS	4/22/25	ATB	PMCHQ00001293	\$143.46
030484	EF	EF EDUCATIONAL TOURS	4/22/25	ATB	PMCHQ00001293	\$1,500.00
030485	EM3	EM3 SERVICES INC.	4/22/25	ATB	PMCHQ00001293	\$27,720.00
030486	FEHR14	FEHR TIRECRAFT LTD.	4/22/25	ATB	PMCHQ00001293	\$1,642.20
030487	GEORGE02	GEORGE LAKE AQUATIC &	4/22/25	ATB	PMCHQ00001293	\$60.00
030488	GRADEPRO	GRADE PRO CONTRACTING LTD.	4/22/25	ATB	PMCHQ00001293	\$33,224.65
030489	GRIMSHAW02	GRIMSHAW GRAVEL SALES	4/22/25	ATB	PMCHQ00001293	\$135,775.47
030490	HKPTRUCK01	H.K.P. TRUCKING	4/22/25	ATB	PMCHQ00001293	\$11,202.00
030491	HEART01	HEART AND LIFE TRAINING	4/22/25	ATB	PMCHQ00001293	\$4,052.24
030492	HCDI06	HINES CREEK AND DISTRICT ARTS	4/22/25	ATB	PMCHQ00001293	\$75.00
030493	HCHIGH01	HINES CREEK COMPOSITE SCHOOL	4/22/25	ATB	PMCHQ00001293	\$80.00
030494	HCTIRE	HINES CREEK TIRE SHOP	4/22/25	ATB	PMCHQ00001293	\$9,193.25
030495	JAKES	JAKE'S ENTERPRISES	4/22/25	ATB	PMCHQ00001293	\$11,082.92
030496	JANZEND	DAVID JANZEN	4/22/25	ATB	PMCHQ00001293	\$60.00
030497	JLD	JLD ENTERPRISE	4/22/25	ATB	PMCHQ00001293	\$15,389.55
030498	JOHMAR01	JOHMAR CONTRACTING	4/22/25	ATB	PMCHQ00001293	\$16,678.39
030499	LONG-ARMS	LONG-ARMS TRANSPORT	4/22/25	ATB	PMCHQ00001293	\$11,429.97
030500	LOOP	LOOP	4/22/25	ATB	PMCHQ00001293	\$3,937.50
030501	LUNDK	KURT LUND	4/22/25	ATB	PMCHQ00001293	\$120.00
030502	MADDOG01	MAD DOG CRESTING	4/22/25	ATB	PMCHQ00001293	\$639.98
030503	MASON02	RON MASON	4/22/25	ATB	PMCHQ00001293	\$120.00
030504	MENNO02	MENNO SIMONS COMMUNITY LIBRARY	4/22/25	ATB	PMCHQ00001293	\$300.00
030505	MIGHTY04	MIGHTY PEACE DRILLING INC.	4/22/25	ATB	PMCHQ00001293	\$17,022.04
030506	MONTAGNEUSE4	MONTAGNEUSE 4-H MULTI CLUB	4/22/25	ATB	PMCHQ00001293	\$1,250.00
030507	MOONSHINE	MOONSHINE VENTURES LTD.	4/22/25	ATB	PMCHQ00001293	\$11,336.13
030508	NAEL01	MUNICIPAL DISTRICT OF PEACE NO	4/22/25	ATB	PMCHQ00001293	\$500.00
030509	OPENROAD	OPEN ROAD TRANSPORT	4/22/25	ATB	PMCHQ00001293	\$14,766.36
030510	OUTBACK	OUTBACK TRANSPORT	4/22/25	ATB	PMCHQ00001293	\$14,759.22
030511	PARTLINE	PARTLINE PLUS	4/22/25	ATB	PMCHQ00001293	\$794.08
030512	PEACE06	PEACE RIVER SCHOOL DIVISION NO	4/22/25	ATB	PMCHQ00001293	\$954.57
030513	PRAIRIE03	PRAIRIE DISPOSAL LTD.	4/22/25	ATB	PMCHQ00001293	\$9,359.44
030514	PROGRADE01	PROGRADE SERVICES LTD.	4/22/25	ATB	PMCHQ00001293	\$22,863.75

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Clear Hills County
VENDOR CHEQUE REGISTER REPORT
Payables Management

Page: 2
User ID: Dawn

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
030515	RELIANCE	RELIANCE ASSESSMENT	4/22/25	ATB	PMCHQ00001293	\$6,835.50
030516	REYNOLDS01	REYNOLDS' PLUMBING & HEATING	4/22/25	ATB	PMCHQ00001293	\$563.85
030517	ROADATA	ROADATA SERVICES LTD	4/22/25	ATB	PMCHQ00001293	\$1,209.60
030518	ROAMING	ROAMING TRANSPORT	4/22/25	ATB	PMCHQ00001293	\$32,217.94
030519	ROWEJ	JILL ROWE	4/22/25	ATB	PMCHQ00001293	\$50.00
030520	RUCO01	RUCO ENTERPRISES LTD.	4/22/25	ATB	PMCHQ00001293	\$15,660.09
030521	SHEWCHUK01	SHEWCHUK, GERALD	4/22/25	ATB	PMCHQ00001293	\$14,274.56
030522	SKYLITE	SKYLITE CONTRACTING LTD.	4/22/25	ATB	PMCHQ00001293	\$14,648.95
030523	THIESSENN	NAOMI THIESSEN	4/22/25	ATB	PMCHQ00001293	\$180.00
030524	THISTLES01	THISTLES TRUCK SERVICE	4/22/25	ATB	PMCHQ00001293	\$12,082.60
030525	UFA01	UNITED FARMERS OF ALBERTA	4/22/25	ATB	PMCHQ00001293	\$7,746.98
030526	WILDE01	WILDE & COMPANY	4/22/25	ATB	PMCHQ00001293	\$54,915.00
030527	WORSLEY05	WORSLEY FIRE FIGHTER SOCIETY	4/22/25	ATB	PMCHQ00001293	\$680.00
030528	WGATEWAY	WORSLEY GATEWAY INN	4/22/25	ATB	PMCHQ00001293	\$2,629.20
030529	WGENERAL01	4D HOLDINGS LTD.	4/22/25	ATB	PMCHQ00001293	\$30.56
030530	WSP01	WSP CANADA INC.	4/22/25	ATB	PMCHQ00001293	\$96,595.33
030531	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	4/22/25	ATB	PMCHQ00001293	\$16,668.75
Total Cheques: 73						Total Amount of Cheques: \$811,233.36

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	2025 Operating Budget
File:	12-05-06

DESCRIPTION:

Council is provided with the 2025 Operating Budget for consideration.

BACKGROUND / PROPOSAL:

At the November 26, 2024 Regular Council Meeting, Council passed the 2025 Interim Operating Budget. Administration has brought the draft final budget with the following revisions:

- Post interim budget Council motion(s).
- Decrease to the annual reserve funding of \$558,636
- Revisions based on 2024 budget to actual year-end variance analysis.

OPTIONS:

ATTACHMENTS:

- 2025 Operating Budget

RECOMMENDED ACTION:

RESOLUTION by... to adopt the 2025 Operating Budget as presented with a decrease to the annual reserve contributions of \$558,636.

Initials show support - Reviewed by:

Manager:



CAO:

2025 Operating Budget Worksheet

Item	Total	Notes
Revenue:	16,127,743	
Expenses:	<u>17,792,761</u>	
Surplus/(Deficit)	(1,665,019)	
Government Grants for Capital	1,465,332	LGFF-Capital, CCBF
Amortization	4,171,455	Estimated based on 2023 actuals.
Miscellaneous	(19,207)	Included in this amount are both the gain/loss on TCA and the estimated proceeds from the sale of TCA.
Transfers to Restricted Surplus (Reserves)	(4,377,562)	This amount includes the annual transfers to reserve and estimated interest earned based on the 2025 Reserve Forecast.
Transfers from Restricted Surplus (Reserves)	425,000	This amount includes the operating items funded by reserves.
TAX FUNDS REMAINING	<u><u>(0)</u></u>	

Clear Hills County
2025 Operating Revenue Budget

Description	2022 Actual 12/31/22	2023 Actual 12/31/23	Actual 12/31/24	2024		Remaining %	2025 Budget	2026 Budget	2027 Budget
				Budget	\$				
PROPERTY TAXES	17,140,422	17,391,704	18,897,863	19,019,077	121,214	1%	19,888,401	21,061,883	21,743,376
REQUISIT - SCHOOL - Prov. Government Dept.	(3,147,217)	(2,973,492)	(3,106,401)	(3,106,401)	(0)	0%	(3,404,118)	(3,404,118)	(3,404,118)
REQUISIT - SENIORS - Other Municipal Agencies	(558,086)	(606,214)	(631,046)	(631,046)	-	0%	(686,851)	(686,851)	(686,851)
REQUISIT - Linear & Industrial Assessment	(65,862)	(69,184)	(74,587)	(74,899)	(311)	0%	(70,901)	(70,901)	(70,901)
25% Tax Rebate Incentive (for CN Assessment)	-	-	-	(59,109)	-		(58,740)	-	-
Tax Ratio Increase Rebate	-	-	-	(30,547)	-		(61,094)	(91,641)	(122,188)
ESTIMATED UNCOLLECTABLE TAXES	-	-	-	(1,250,000)	-		(1,250,000)	(1,250,000)	(1,250,000)
NET PROPERTY TAXES	13,369,277	13,742,814	15,085,829	13,867,076	120,903	1%	14,356,697	15,558,372	16,209,318
HIGHWAY TRAFFIC/BYLAWS FINES	-	-	-	-	-		-	-	-
LAND SALES - TAX RECOVERY	-	-	-	-	-		-	-	-
COMPUTER PURCHASE REIMBURSEMENT	-	-	-	-	-		-	-	-
GEN ADMIN - SALE OF GOODS & SERVICES	-	-	-	-	-		-	-	-
GEN ADMIN - TAX CERTIFICATES	6,510	5,355	5,915	2,500	(3,415)	-137%	5,000	5,000	5,000
GEN ADMIN - SALE OF MAPS	1,855	885	1,600	1,250	(350)	-28%	1,250	1,250	1,250
GEN ADMIN - SALE OF FIXED ASSETS	-	-	-	-	-		-	-	-
GEN ADMIN - SALE OF PHOTOCOPIES, FAX, ETC.	193	154	75	100	25	25%	100	100	100
ADMINISTRATION	8,558	6,394	7,590	3,850	3,740	-97%	6,350	6,350	6,350
FIRE FIGHTING CHARGES	800	15,420	95,584	1,000	(94,584)	-9458%	20,000	20,000	20,000
PROTECTIVE SERVICES - Fire Departments	800	15,420	95,584	1,000	94,584	-9458%	20,000	20,000	20,000
ROADS - SALE OF SALVAGE/DUST CONTROL	24,957	18,881	11,218	10,000	(1,218)	-12%	15,000	15,000	15,000
ROADS - SALE OF FIXED ASSETS	-	-	-	-	-		-	-	-
ROADS	24,957	18,881	11,218	10,000	1,218	-12%	15,000	15,000	15,000
WATER-WORSLEY FRONTAGE	-	-	-	-	-		-	-	-
WATER-WORSLEY SALE OF WATER	-	-	-	-	-		-	-	-

Clear Hills County
2025 Operating Revenue Budget

Description	2022 Actual 12/31/22	2023 Actual 12/31/23	Actual 12/31/24	2024		Remaining %	2025 Budget	2026 Budget	2027 Budget
				Budget	\$				
WATER-WORSLEY SALE OF WATER	128,730	158,219	137,664	150,000	12,336	8%	150,000	150,000	150,000
WATER-CLEARDALE SALE OF WATER	61,388	67,522	53,548	65,000	11,452	18%	65,000	65,000	65,000
WATER-BEAR CANYON-SALE OF WATER	650	677	1,130	750	(380)	-51%	750	750	750
WATER-SALE OF SERVICES	2,340	2,555	2,465	2,500	35	1%	2,500	2,500	2,500
WATER-REGIONAL WATERLINE TIE-IN	4,382	8,900	-	4,000	4,000	100%	4,000	4,000	4,000
UTILITIES - Water	197,490	237,873	194,807	222,250	27,443	12%	222,250	222,250	222,250
SEWER-WORSLEY FRONTAGE	-	-	-	-	-	-	-	-	-
SEWER-WORSLEY SALE OF SERVICE	14,410	15,857	16,202	14,000	(2,202)	-16%	14,500	14,500	14,500
SEWER-CLEARDALE SALE OF SERVICE	6,927	7,096	6,921	6,000	(921)	-15%	7,000	7,000	7,000
UTILITIES - Sewer	21,338	22,953	23,123	20,000	3,123	-16%	21,500	21,500	21,500
GARBAGE-SALE OF GOODS & SERVICES	-	-	-	-	-	-	-	-	-
UTILITIES - Garbage	-	-	-	-	-	-	-	-	-
UTILITIES - TOTAL	218,828	260,827	217,930	242,250	24,320	10%	243,750	243,750	243,750
ASB-SALE OF SERVICE	350	450	200	600	400	67%	600	600	600
TRADESHOW - Breakfast	-	-	-	-	-	-	-	-	-
TRADESHOW - Banquet	-	1,050	-	3,000	3,000	100%	-	-	-
TRADESHOW - Dance	-	7,870	-	-	-	-	-	-	-
TRADESHOW - Bar	-	-	-	-	-	-	-	-	-
TRADESHOW - Miscellaneous	-	-	-	-	-	-	-	-	-
TRADESHOW - Exhibitors	-	12,900	13,200	14,000	800	6%	13,500	13,500	13,500
TRADESHOW - Other	-	-	-	-	-	-	-	-	-
TRADESHOW - Sponsorship	-	22,450	16,200	17,000	800	5%	16,000	16,000	16,000
ASB - Weed Enforcement Chargebacks	2,691	11,069	-	12,000	12,000	100%	12,000	12,000	12,000
AG SERVICES - V.S.I. - Memberships	850	1,500	1,350	1,550	200	13%	1,550	1,550	1,550

Clear Hills County
2025 Operating Revenue Budget

Description	2022 Actual 12/31/22	2023 Actual 12/31/23	Actual 12/31/24	2024		Remaining %	2025 Budget	2026 Budget	2027 Budget
				Budget	\$				
ASB-EXTENSION MISC REVENUE	200	200	1,000	600	(400)	-67%	400	400	400
ASB-REGISTRATIONS TRADE FAIR/TOURS	-	-	-	-	-		-	-	-
ASB-VSI RETURNS	3,160	10,374	1,831	6,000	4,169	69%	3,000	3,000	3,000
ASB	7,251	67,862	33,781	54,750	20,969	38%	47,050	47,050	47,050
USER FEES AND SALES OF GOODS	260,394	369,384	366,103	311,850	54,253	-17%	332,150	332,150	332,150
PROVINCIAL CONDITIONAL GRANTS	-	-	-	-	-		-	-	-
GEN ADMIN - CONDITIONAL GRANT	137,004	274,008	274,008	137,004	(137,004)	-100%	274,008	274,008	274,008
FIRE - PROVINCIAL CONDITIONAL GRANT	-	110,388	-	-	-		-	-	-
DISASTER - PROV. COND. GRANTS	-	-	-	-	-		-	-	-
ROADS - PROVINCIAL CONDITIONAL GRANT	1,282,811	970,949	1,345,907	-	(1,345,907)		-	-	-
WATER - PROVINCIAL CONDITIONAL GRANT	-	-	-	-	-		-	-	-
FCSS PROVINCIAL CONDITIONAL GRANT	93,873	115,171	113,675	118,000	4,325	4%	112,759	112,759	112,759
ASB-PROVINCIAL COND GRANTS	233,907	276,247	276,247	276,247	-	0%	190,747	190,747	190,747
ASB-REGIONAL SPECIAL WEED GRANT	-	-	-	-	-		-	-	-
Economic Development-PROVINCIAL COND GRANTS	-	-	-	-	-		-	-	-
PROVINCIAL CONDITIONAL GRANTS	1,747,595	1,746,763	2,009,837	531,251	1,478,586	-278%	577,514	577,514	577,514
ROADS - CONT FROM NON GOVERNMENT	-	-	-	-	-		-	-	-
RECREATION - CONT FROM NON GOVERNMENT	30,425	28,000	28,000	28,000	-	0%	28,000	28,000	28,000
RECREATION - MISC.	-	-	-	-	-		-	-	-
CONTRIBUTIONS FROM NON GOVERNMENT SOURCES	30,425	28,000	28,000	28,000	-	0%	28,000	28,000	28,000
RETURN ON INVESTMENT-INTEREST	467,534	1,368,706	2,332,463	214,626	(2,117,837)	-987%	228,925	184,946	188,249
PENALTIES & COSTS ON TAXES	1,628,033	1,104,571	380,484	500,000	119,516	24%	500,000	500,000	500,000
GEN ADMIN - PENALTY ACCT RECEIVABLE	207	373	439	250	(189)	-76%	250	250	250
WATER-UTILITY PENALTY	3,936	3,334	2,348	3,500	1,152	33%	3,500	3,500	3,500

Clear Hills County
2025 Operating Revenue Budget

Description	2022 Actual 12/31/22	2023 Actual 12/31/23	Actual 12/31/24	2024		2025		2026		2027	
				Budget	Remaining \$	Budget	%	Budget	%	Budget	%
Development - Penalty	-	-	-	-	-	-	-	-	-	-	-
PENALTIES & COSTS ON TAXES	1,632,176	1,108,277	383,271	503,750	120,479	503,750	24%	503,750	24%	503,750	24%
ROADS - PERMIT FEES	11,014	8,575	8,092	6,500	(1,592)	6,500	-24%	6,500	-24%	6,500	-24%
DEVELOPMENT - OTHER LOCAL GOVERNMENTS	-	-	-	-	-	-	-	-	-	-	-
PLANNING - APPROVAL FEES	1,950	300	0	500	500	500	100%	500	100%	500	100%
PLANNING - LICENSES, PERMITS	-	500	-	100	100	100	100%	100	100%	100	100%
SUBDIVISION APPLICATION FEES	-	-	-	-	-	-	-	-	-	-	-
LICENSES AND PERMITS	12,964	9,375	8,092	7,100	992	7,100	-14%	7,100	-14%	7,100	-14%
RENTAL REVENUE	11,400	11,416	12,000	11,400	(600)	12,600	-5%	12,600	-5%	12,600	-5%
GEN ADMIN - STAFF HOUSE RENT	-	-	-	-	-	-	-	-	-	-	-
ASB-RENTAL EQUIPMENT REVENUE	31,138	36,324	33,060	30,000	(3,060)	30,000	-10%	30,000	-10%	30,000	-10%
RECREATION - RENTAL REVENUE	7,093	7,705	5,008	7,500	2,492	7,500	33%	7,500	33%	7,500	33%
RENTALS	49,631	55,444	50,068	48,900	1,168	50,100	-2%	50,100	-2%	50,100	-2%
OIL WELL DRILLING	-	-	-	-	-	-	-	-	-	-	-
MISC REVENUE	4,527	15,706	50,920	-	(50,920)	-	-	-	-	-	-
GEN ADMIN - Misc. Other Revenue	3,645	1,051	90	1,500	1,410	1,500	94%	1,500	94%	1,500	94%
GEN ADMIN - Cash Over/Short	0	(2)	0	-	(0)	-	-	-	-	-	-
FIRE - Other Revenue	13,426	17,130	12,875	16,553	3,678	16,500	22%	16,500	22%	16,500	22%
PUBLIC WORKS - Miscellaneous Revenue	-	-	-	-	-	-	-	-	-	-	-
PUBLIC WORKS - Miscellaneous Revenue	20,852	20	72,712	-	(72,712)	-	-	-	-	-	-
ASB Misc Revenue	1,082	2,459	3,936	3,800	(136)	3,800	-4%	3,800	-4%	3,800	-4%
Appreciation Banquet Tickets	-	-	1,630	-	(1,630)	2,500	-	2,500	-	2,500	-
OTHER	43,533	36,364	142,164	21,853	120,311	24,300	-551%	24,300	-551%	24,300	-551%
Suspense	-	-	722	-	(722)	-	-	-	-	-	-

Clear Hills County
2025 Operating Revenue Budget

Description	2022 Actual 12/31/22	2023 Actual 12/31/23	Actual 12/31/24	Budget	2024 \$	Remaining %	2025 Budget	2026 Budget	2027 Budget
GAIN/LOSS ON DISPOSAL OF CAPITAL ASSETS	42,579	(7,930)	(9,259)	60,792	70,050	115%	19,207	-	-
TOTAL REVENUE	17,656,108	18,457,196	20,397,289	15,595,198	(3,462,435)	-22%	16,127,743	17,266,232	17,900,481

CLEAR HILLS COUNTY
2025 Operating Expense Budget

FUNCTION	2022 Actual 12/31/22	2023 Actual 12/31/23	Actual 12/31/24	2024		Remaining		2025 Budget	2026 Budget	2027 Budget
				Budget	\$		%			
Salaries, Wages, and Benefits	317,088	360,412	360,145	567,500	207,355		37%	560,550	571,761	583,196
Contracted & General Services	129,577	133,794	155,843	167,459	11,616		7%	178,233	185,356	192,764
Purchases From Other Governments	-	-	-	-	-			-	-	-
Materials, Goods & Utilities	18,225	21,372	23,215	24,900	1,685		7%	28,895	30,051	31,253
Transfer Payments	-	-	-	-	-			-	-	-
Financial Services & Other Charges	-	-	-	-	-			-	-	-
Council	464,889	515,578	539,203	759,859	220,656		29%	767,678	787,168	807,213
Salaries, Wages, and Benefits	789,922	813,809	874,210	1,048,000	173,790		17%	999,000	1,018,980	1,039,360
Contracted & General Services	464,979	481,336	516,592	512,344	4,248		-1%	562,803	585,233	608,558
Purchases From Other Governments	-	-	-	-	-			-	-	-
Materials, Goods & Utilities	4,915	18,522	8,966	12,250	3,284		27%	15,500	16,120	16,765
Transfer Payments	37,761	37,761	26,751	37,761	11,010		29%	37,761	39,271	40,842
Financial Services & Other Charges	(3,767)	7,556	70	5,000	4,930		99%	5,000	5,200	5,408
Other Transactions	1,588,234	1,290,595	875,911	-	875,911			-	-	-
Administration	2,882,044	2,649,579	2,302,500	1,615,355	687,145		-43%	1,620,064	1,664,804	1,710,932
Policing	46,119	177,626	259,874	267,205	7,331		3%	267,205	267,205	267,205
Fire Fighting	380,769	449,020	545,777	591,396	45,619		8%	474,864	491,047	507,822
Disaster Services & Emergency Measures	11,935	375,216	26,399	13,000	13,399		-103%	17,000	17,350	17,707
Ambulance & Medical Support	126,910	118,329	118,877	118,489	388		0%	118,915	119,672	120,458
Protective Services	565,734	1,120,191	950,927	990,090	39,163		4%	877,984	895,274	913,193
Buildings	-	-	-	0	0			(0)	0	0
Equipment	-	-	5,889	0	5,889			0	0	0
Rental Equipment	-	-	2,976	-	-			-	0	0
Vehicles	-	-	7,855	0	7,855			0	0	0
Mapping	-	-	-	-	0			-	-	0

CLEAR HILLS COUNTY
2025 Operating Expense Budget

FUNCTION	2022 Actual 12/31/22	2023 Actual 12/31/23	Actual 12/31/24	2024		2025		2026		2027	
				Budget	Remaining \$	%	Budget	Budget	Budget	Budget	Budget
Communications	-	-	-	-	0	-	-	-	-	0	0
Common Services	-	-	16,720	1	13,744	-	1	0	0	0	0
Administration	320,937	358,777	517,547	421,216	96,330	-23%	434,814	448,225	462,093		
Road Maintenance - General	1,767,935	1,511,211	1,563,200	2,392,500	829,300	35%	2,396,550	2,492,412	2,592,108		
Bridges - Annual Maintenance	416,117	714,148	522,613	394,261	(128,352)	-33%	782,060	371,343	811,196		
Roads - Hamlets	118,809	102,425	136,543	196,475	59,932	31%	198,050	205,962	214,189		
Roads - Approach Construction	81,626	72,717	131,072	154,209	23,136	15%	160,326	166,009	171,904		
Roads - Brushing	13,631	16,342	16,442	264,281	247,839	94%	315,060	327,653	340,750		
Roads - Dust Control	20,498	13,784	22,323	37,050	14,727	40%	37,100	38,542	40,041		
Roads - Hard Surfaces	290,025	314,325	328,327	435,500	107,173	25%	440,500	458,120	476,445		
Roads - Mowing	238,674	229,298	261,684	256,599	5,085	-2%	264,461	273,120	282,088		
Roads - Gravel	1,226,619	1,110,775	942,781	1,552,882	610,101	39%	1,596,051	1,659,136	1,724,729		
Roads - Signage	38,728	54,805	39,407	46,008	6,601	14%	46,781	48,408	50,094		
Roads - Road Repairs	668,659	425,664	431,607	707,500	275,893	39%	741,500	766,440	792,283		
Roads - New Roads	3,108,280	3,140,063	3,179,590	3,108,421	71,169	-2%	3,140,204	3,265,812	3,396,444		
Roads - Regrade	-	-	-	-	-	-	-	-	-		
Roads - Gravel Pits	5,237	5,237	7,632	11,500	3,868	34%	11,500	11,960	12,438		
Roads - Licensed Drainage Ditches	875	-	50	25,000	24,950	100%	25,050	26,052	27,094		
Transportation (Roads, streets, walks, lighting)	8,316,650	8,069,569	8,100,818	10,003,401	1,902,583	19%	10,590,006	10,559,193	11,393,898		
Water	911,710	821,674	936,465	1,107,820	171,354	15%	1,125,284	1,167,757	1,211,878		
Sewer	43,439	35,997	44,921	49,916	4,995	10%	50,866	1,887	1,925		
Waste Collection	2,439	2,400	2,400	2,400	-	0%	-	-	-		
Landfills	9,525	9,525	9,525	9,525	0	0%	9,525	9,906	10,302		
Transfer Stations	420,023	471,804	446,774	510,650	63,876	13%	497,250	517,038	537,615		
Recycling	50,005	48,766	50,029	62,000	11,971	19%	62,000	64,480	67,059		

CLEAR HILLS COUNTY
2025 Operating Expense Budget

FUNCTION	2022 Actual 12/31/22	2023 Actual 12/31/23	Actual 12/31/24	Budget	2024	Remaining		2025 Budget	2026 Budget	2027 Budget
					\$	\$	%			
Utilities	1,437,141	1,390,165	1,490,115	1,742,311		252,196	14%	1,744,926	1,761,068	1,828,780
FCSS	118,459	72,120	900	135,833		134,933	99%	135,889	141,325	146,978
Cemeteries	11,000	10,635	9,000	13,500		18,000	133%	13,500	14,040	14,602
Social Services	129,459	82,755	9,900	149,333		152,933	102%	149,389	155,365	161,579
Municipal Planning & Development - General	185,160	201,989	182,920	186,897		3,977	2%	54,610	56,138	57,713
Municipal Planning & Development	185,160	201,989	182,920	186,897		3,977	2%	54,610	56,138	57,713
Community - General	625,744	662,296	543,719	342,450	-	201,269	-59%	318,000	330,720	343,949
Community - Seniors	7,788	7,340	8,200	11,600		3,400	29%	13,800	14,352	14,926
Community - Community	-	-	-	-		-	-	-	-	-
Community - Events	-	193	48,113	43,850		(4,263)	-10%	48,200	49,868	51,598
Community Services	633,532	669,829	600,032	397,900		(202,132)	-51%	380,000	394,940	410,472
Ag Svc - General	261,890	232,323	235,306	248,823		13,517	5%	284,241	291,885	299,760
Ag Svc - Improvement	152,528	253,646	258,786	279,560		20,775	7%	350,029	361,728	373,849
Ag Svc - A.E.S.A.	117,500	117,500	117,500	117,500		-	0%	-	-	-
Ag Svc - Control	101,346	94,057	89,389	141,983		52,594	37%	109,850	113,135	116,528
Agricultural Services	633,264	697,526	700,980	787,866		86,886	11%	744,120	766,748	790,137
Economic Development - General	175,289	140,374	220,000	148,192	-	71,808	-48%	168,400	175,116	182,100
Economic Development - Tourism	9,447	8,206	2,661	11,100		8,439	76%	12,255	12,745	13,255
Economic Development - Special Project	41	-	3,740	-		3,740	-	7,000	7,280	7,571
Economic Development	184,777	148,581	226,401	159,292		67,109	-42%	187,655	195,141	202,926
Recreation	862,880	547,402	567,000	565,425	-	1,575	0%	591,830	615,298	639,701
Culture	51,389	50,978	52,194	56,879		4,685	8%	84,500	87,880	91,395
Recreation & Culture	914,269	598,380	619,194	622,304		3,110	0%	676,330	703,178	731,096

CLEAR HILLS COUNTY
2025 Operating Expense Budget

FUNCTION	2022 Actual 12/31/22 16,346,918	2023 Actual 12/31/23 16,144,143	Actual 12/31/24 15,739,711	2024		Remaining %	2025 Budget 17,792,761	2026 Budget 17,939,015	2027 Budget 19,007,941
				Budget 17,414,810	\$ 1,691,376				
Subtotal						10%			

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	April 22, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Multi Year Capital Plan
File:	12-05-06

DESCRIPTION:

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

BACKGROUND / PROPOSAL:

Administration has made revisions to the Multi Year Capital Plan. These adjustments reflect the following:

- Actual 2024 year-end reserve balances.
- Actual carry forward amounts for projects started in 2024.
- Addition of Worsley Water Treatment Plant Replacement Pumps x 2 in 2025.
- Additional funds added for the completion of the Worsley Water Treatment Plant Well.
- Updated amount for the Cleardale Sewer Upgrade & Street Extension Project based on Council motion C130-25(03-11-25).
- Addition of Pavement Overlay in 2026.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

ATTACHMENTS

- Multi Year Capital Plan
- Year End Reserve Forecast

RECOMMENDED ACTION:

Resolution by Councillor ...

Initials show support - Reviewed by:

Manager:



CAO:

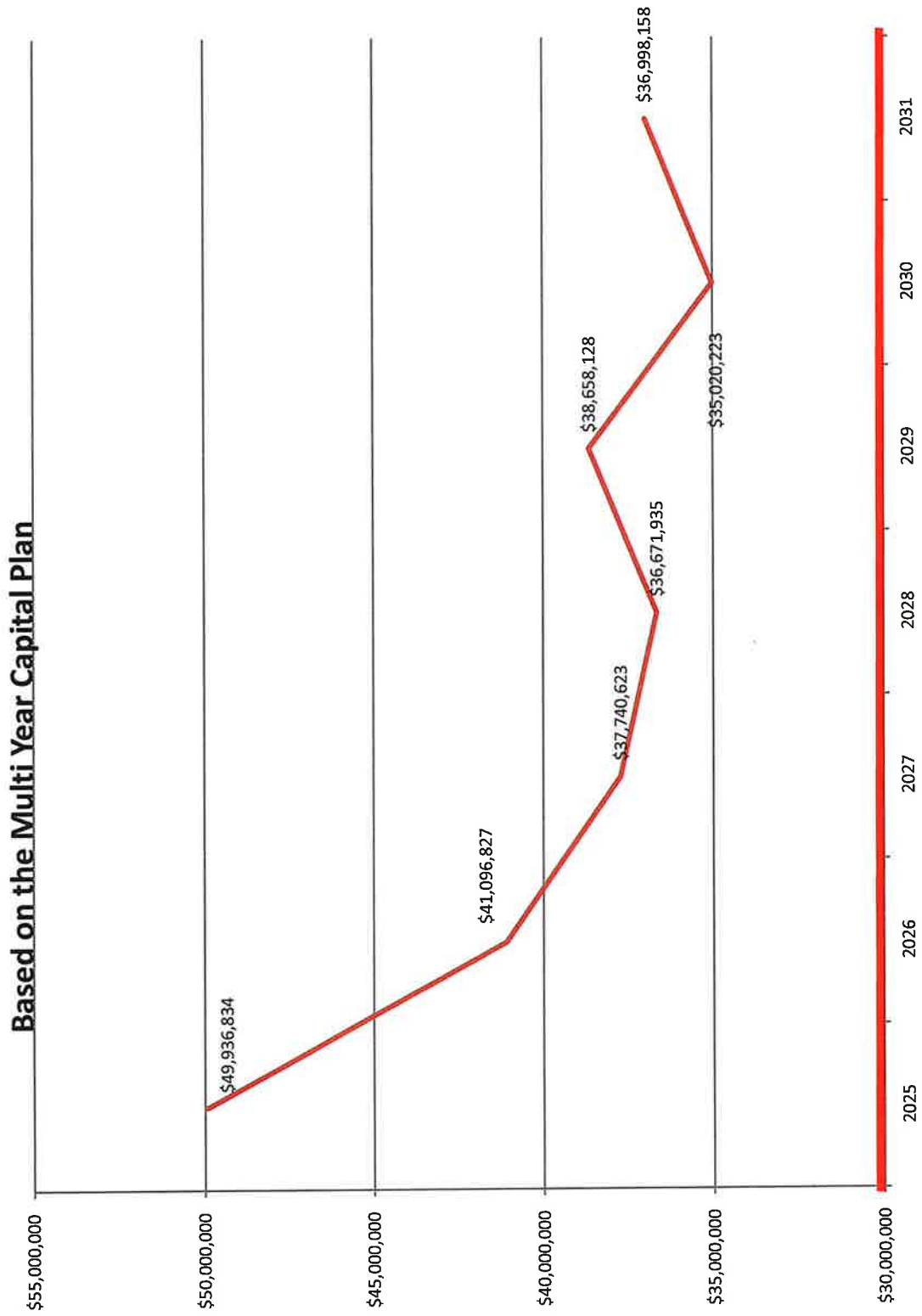
Clear Hills County
Multi Year Capital Plan

	2025		2026		2027		2028		2029		2030		2031		2025-2031	
Project	Total		Total		Total		Total		Total		Total		Total		Grand Total	
Photocopiers	-		-		-		30,000		-		-		-		30,000	
Main Server	18,000		-		-		-		-		18,000		-		36,000	
Diamond Server	18,000		-		-		-		-		18,000		-		36,000	
Computers x 11, Monitors x 15	55,000		-		-		-		-		55,000		-		110,000	
Flowpoint PLC (polable)	-		-		14,500		-		-		-		-		14,500	
Office A/C Replacement x 4 Units	30,000		-		-		-		-		-		-		30,000	
Worsley Firehall Backup Generator	50,000		-		-		-		-		-		-		50,000	
Administration Building Backup Generator	50,000		-		-		-		-		-		-		50,000	
Water Well Investigation	47,014		-		-		-		-		-		-		47,014	
Clad Exterior Shop Walls with Tin Siding	30,000		-		-		-		-		-		-		30,000	
Mower	60,000		60,000		65,000		50,000		50,000		50,000		50,000		385,000	
Tractor	245,000		280,000		275,000		275,000		275,000		275,000		275,000		1,900,000	
PTO Water Pump	10,000		-		-		-		-		-		-		10,000	
Truck	60,000		60,000		60,000		60,000		60,000		60,000		60,000		420,000	
Truck	-		-		60,000		-		60,000		-		60,000		180,000	
New Pumper Unit (HCFD)	-		-		-		-		1,000,000		1,000,000		1,000,000		2,000,000	
New Pumper Unit (WFD)	30,000		-		-		-		-		-		-		30,000	
Worsley Water Treatment Plant Level Investigation & Well	100,000		-		-		-		-		-		-		100,000	
Worsley Water Treatment Plant Replacement Pumps x 2	-		6,000,000		-		-		-		-		-		6,000,000	
Clear Prairie Road Phase VII	-		-		-		-		-		-		-		1,000,000	
Secondary Highway 735 (50/50 cost share with the Province)	-		-		-		-		-		-		-		30,000	
Road Rehabilitation Projects	1,000,000		1,000,000		1,000,000		4,500,000		1,000,000		1,000,000		1,000,000		7,000,000	
NE17-87-6-W6M Access Road (RR 64)	287,699		-		-		1,000,000		-		-		-		287,699	
NW19-84-12-W6M Access Road (RR 124)	108,715		-		-		-		-		-		-		108,715	
NW29-85-7-W6M Access Road (RR 75)	700,000		-		-		-		-		-		-		700,000	
BF 71273	828,846		-		-		-		-		-		-		828,846	
Cleardale Sewer Upgrade & Street Extension	3,153,222		8,000,000		5,000,000		-		-		6,000,000		-		3,153,222	
Pavement Overlay	-		-		-		-		-		-		-		19,000,000	
Cleardale Fire Hall	942,396		-		-		-		-		-		-		942,396	
	7,823,892		15,400,000		6,474,500		5,915,000		2,445,000		8,476,000		2,445,000		48,979,392	

Clear Hills County
Reserves Forecast
Based on Multi Year Capital Plan

	2025	2026	2027	2028	2029	2030	2031
	2025 Ending Balance	2026 Ending Balance	2027 Ending Balance	2028 Ending Balance	2029 Ending Balance	2030 Ending Balance	2031 Ending Balance
Reserves							
Rate Stabilization Reserve	3,946,734	3,946,734	3,946,734	3,946,734	3,946,734	3,946,734	3,946,734
	\$ 3,946,734	\$ 3,946,734	\$ 3,946,734	\$ 3,946,734	\$ 3,946,734	\$ 3,946,734	\$ 3,946,734
Administration Reserve	296,464	330,107	349,345	353,101	387,027	329,667	363,475
Fire Reserve	949,863	967,175	984,573	1,002,059	14,631	(977,733)	(1,975,059)
Office & Shop Building Reserve	348,944	400,939	453,193	505,709	558,488	611,530	664,838
EMS Housing Reserve	366,244	368,075	369,915	371,765	373,624	375,492	377,369
Worsley Fire/Community Hall Building Reserve	142,870	158,660	174,528	190,476	206,503	222,611	238,799
Road Construction & Upgrades Reserve	24,477,644	16,308,783	14,129,077	12,440,972	15,266,927	12,077,011	14,901,147
Gravel Pits Reserve	3,419,733	3,436,832	3,454,016	3,471,286	3,488,643	3,506,086	3,523,616
Bridges Reserve	2,583,217	2,696,633	2,383,491	2,495,909	2,181,763	2,293,172	1,978,013
Common Services Vehicles & Equipment Reserve	1,847,327	1,765,109	1,622,180	1,528,785	1,374,624	1,279,993	1,124,587
Water Reserve	4,405,164	4,527,689	4,650,828	4,774,582	4,898,955	5,023,950	5,149,569
Drainage and Water Management Reserve	1,043,987	1,300,457	1,558,210	1,817,251	2,077,587	2,339,225	2,602,171
Sewer Reserve	1,564,623	1,597,572	1,630,684	1,663,963	1,697,408	1,731,020	1,764,800
Community Support Services Grant	18,310	18,402	18,494	18,586	18,679	18,772	18,866
Cemetery Reserve	29,266	29,412	29,559	29,707	29,855	30,005	30,155
Development Reserve	1,208,036	1,214,076	1,220,146	1,226,247	1,232,378	1,238,540	1,244,733
Seniors Reserve	16,780	26,914	37,099	47,334	57,621	67,959	78,349
Economic Development Reserve	3,004,640	1,679,663	348,062	349,802	351,551	353,309	355,075
Ag Services Reserve	206,955	238,140	269,481	300,978	332,633	364,446	396,418
Rec Board Reserve	60,030.78	85,455.93	111,008.21	136,688.26	162,496.70	188,434.18	214,501.35
	\$45,990,100	\$37,150,093	\$33,793,889	\$32,725,201	\$34,711,394	\$31,073,489	\$33,051,424
	\$49,936,834	\$41,096,827	\$37,740,623	\$36,671,935	\$38,658,128	\$35,020,223	\$36,998,158

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



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Bylaw No. 298-25 – 2025 Mill Rates
File:	12-05-10

DESCRIPTION:

Bylaw No. 298-25 authorizes the rates of taxation to be levied against assessable property within Clear Hills County for the 2025 taxation year.

BACKGROUND / PROPOSAL:

Bylaw No. 298-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation has been prepared for first, second and third reading.

ATTACHMENTS

- Bylaw No. 298-25 – 2025 Mill Rates
- 2025 Assessment & Mill Rate Working Paper
- 2025 vs 2024 Comparison Sheet

RECOMMENDED ACTION:

RESOLUTION by ... that first reading be given to Bylaw No. 298-25, 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 2025 taxation year.

AND

RESOLUTION by ... that second reading be given to Bylaw No. 298-25, 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 2025 taxation year.

AND

RESOLUTION by ... to proceed to third and final reading of Bylaw No. 298-25, 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 2025 taxation year.

Unanimous consent is required to proceed

AND

RESOLUTION by ... that third reading be given to Bylaw No. 298-25, 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 2025 taxation year.

Initials show support - Reviewed by:

Manager:



CAO:

BYLAW NO. 298-25

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 2025 TAXATION YEAR.

WHEREAS, Clear Hills County (hereinafter referred to as "the County") has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on April 22, 2025; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for Clear Hills County for 2025 total \$25,616,653; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$11,259,956; and

WHEREAS, the estimated requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential & Farmland Properties	\$ 626,717
Non-Residential Properties	2,776,222
Grande Prairie Catholic School District No. 28	
Residential & Farmland Properties	1,179
Total School Requisitions	\$ 3,404,118
North Peace Housing Foundation	\$ 686,868
Designated Industrial (DI)	\$70,901; and

WHEREAS, the Council of Clear Hills County is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

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

WHEREAS, the assessed value of all taxable property in Clear Hills County as shown on the assessment roll is:

Residential	\$ 199,128,010
Non-residential	726,560,580
Farmland	40,486,870
Machinery & Equipment	<u>305,931,190</u>
	<u>\$1,272,106,650</u>

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of Clear Hills County, in the Province of Alberta, enacts as follows:

1. The Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of Clear Hills County:

	Tax Levy	Assessment	Mill Rate
General Municipal			
Residential	\$ 324,101	\$ 199,128,010	1.62760
Non-residential	10,641,134	726,560,580	14.64590
Farmland	282,216	40,486,870	6.97055
Machinery & Equipment	<u>4,480,638</u>	<u>305,931,190</u>	14.64590
	<u>15,728,088</u>	<u>1,272,106,650</u>	
Alberta School Foundation Fund (ASFF)			
Residential	527,956	\$ 198,554,190	2.6590
Non-residential	2,768,007	726,205,970	3.8116
Farmland	<u>105,407</u>	<u>39,641,465</u>	2.6590
	<u>3,401,369</u>	<u>964,401,625</u>	
Grande Prairie Catholic School District No. 28			
Residential	842	316,800	2.6590
Farmland	<u>334</u>	<u>125,555</u>	2.6590
	<u>1,176</u>	<u>442,355</u>	
North Peace Housing Foundation			
Residential	107,492	\$ 198,870,990	0.54051
Non-residential	392,522	726,205,970	0.54051
Farmland	21,495	39,767,020	0.54051
Machinery & Equipment	<u>165,359</u>	<u>305,931,190</u>	0.54051
	<u>686,868</u>	<u>1,270,775,170</u>	
Designated Industrial (DI)			
Non-residential	49,455	705,494,560	0.07010
Machinery & Equipment	<u>21,446</u>	<u>305,931,190</u>	0.07010
	<u>70,901</u>	<u>1,011,425,750</u>	
	<u>\$19,888,401</u>		

2. This bylaw shall come into force and effect on the date of final reading hereof.

READ a first time this ____ day of _____ A.D., 2025.

READ a second time this ____ day of _____ A.D., 2025.

READ a third time this ____ day of _____ A.D., 2025.

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

2025 Assessment Breakdown

Code	Land	Buildings	Total	Class	Notes:
CN	1,841,230	14,201,360	16,042,590	NON01	
E	719,850	-	719,850	FARM	Not included in requisitions
EM	719,850	-	719,850		E Summary (When reconciling need to ignore).
F	37,713,410	-	37,713,410	FARM	
FD	1,909,720	-	1,909,720	FARM	
FH	26,172,210	98,903,610	125,075,820	RES01	
FM	143,890	-	143,890	FARM	
FMM	1,909,720	-	1,909,720		FD Summary (When reconciling need to ignore).
FRN	-	-	-		Included in RN & FD Roll 161320 (When reconciling ignore)
G	3,592,860	-	3,592,860	NON01	TEL - Telecommunications Carrier
HS	17,620	228,840	246,460	RES01	Tax Exempt
IE	-	-	-	M&E01	Not included in School requisition
II	203,540	1,887,500	2,091,040	NON01	
IN	209,260	680,780	890,040	NON01	
PE	17,558,570	-	17,558,570	NON01	ELE - Electric Power
PL	450,838,570	-	450,838,570	NON01	
QA	7,410	347,200	354,610	NON01	Not included in requisitions
QR	38,830	218,190	257,020	RES01	Not included in requisitions
QX	31,380	117,290	148,670		QR Exempt (When reconciling need to ignore).
RN	14,546,150	57,354,050	71,900,200	RES01	
RP	-	19,323,930	19,323,930	FARM	Tax Exempt
VC	428,190	-	428,190	NON01	
VI	1,259,550	-	1,259,550	NON01	
VN	1,894,970	-	1,894,970	RES01	
WL	187,439,400	-	187,439,400	NON01	
M&E DIP	-	305,931,190	305,931,190	M&E01	Not included in School requisition
B&S DIP	-	45,612,040	45,612,040	NON01	
NR DIP	453,120	-	453,120	NON01	
CBL DIP	-	-	-	NON01	
WX	-	-	-	NON01	Tax Exempt
X	2,918,880	1,528,490	4,447,370	FARM	Tax Exempt
XA	19,340	620,240	639,580	NON01	Tax Exempt
XC	296,750	-	296,750	FARM	Tax Exempt
XF	-	6,256,040	6,256,040	FARM	Tax Exempt
XH	750,360	4,832,400	5,582,760	NON01	Tax Exempt
XP	547,000	835,880	1,382,880	FARM	Tax Exempt
XR	406,640	3,949,720	4,356,360	NON01	Tax Exempt
XS	217,890	30,694,090	30,911,980	NON01	Tax Exempt
Total Assessment (per Trial Balance):			1,348,329,000		
Total Linear (Not on Randy's Summary):			659,429,400		
Total DIP (Not on Randy's Summary):			351,996,350		
Master Codes (amounts already included in E, FD & QR)			2,778,240		
Total Assessment (Randy's)			334,125,010		
Difference:			0		

Municipal Assessment:

RES01	Residential	199,128,010
NON01	Non Residential	726,560,580
FARM	Farmland (Agriculture)	40,486,870
M&E01	Machinery & Equipment	305,931,190
		1,272,106,650

ASFF Assessment:

RES01	Residential	198,870,990	} 238,638,010 Remember to split out the GP Catholic portion
NON01	Non Residential	726,205,970	
FARM	Farmland (Agriculture)	39,767,020	
M&E01	Machinery & Equipment	-	
		964,843,980	

NPHF Assessment:

RES01	Residential	198,870,990
NON01	Non Residential	726,205,970
FARM	Farmland (Agriculture)	39,767,020
M&E01	Machinery & Equipment	305,931,190
		1,270,775,170

Designated Industrial (DI):

NON01	Non Residential	705,494,560
M&E01	Machinery & Equipment	305,931,190
		1,011,425,750

2025 Mill Rate Bylaw Ca			
General Municipal		Tax Levy	Mill Rate
RES01	Residential	324,16200	1.46491
NON01	Non Residential	10,641,13790	14.64590
FARM	Farmland (Agriculture)	282,21600	6.97055
M&E01	Machinery & Equipment	4,480,63510	14.64590
		15,728,08100	
Alberta School Foundation Fund(ASFF)			
RES01	Residential	527,95605	2.3728
NON01	Non Residential	2,768,00160	3.6982
FARM	Farmland (Agriculture)	105,40235	2.3728
		3,401,36000	
Grande Prairie Catholic School District No. 28			
RES01	Residential	84165	2.3728
FARM	Farmland (Agriculture)	33555	2.3728
		1,17720	
North Peace Housing Foundation			
RES01	Residential	107,49770	0.51438
NON01	Non Residential	392,52160	0.51438
FARM	Farmland (Agriculture)	21,49790	0.51438
M&E01	Machinery & Equipment	165,35510	0.51438
		686,86230	
Designated Industrial (DI)			
NON01	Non Residential	49,45850	0.07650
M&E01	Machinery & Equipment	21,44510	0.07650
		70,90360	
		19,888,40	

Tax Comparison
Difference
49,916
470,453
(1,002)
20,397
539,764
85,173
201,174
11,004
297,352
92
36
128
11,342
35,503
965
8,711
56,521
(2,053)
(1,851)
(3,904)
889,860

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	Bylaw No. 297-25 – Schedule of Fees & Charges
File:	12-05-10

DESCRIPTION:

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

BACKGROUND / PROPOSAL:

Council was presented with the draft Bylaw 297-25 – Schedule of Fees & Charges at the April 8, 2025 Regular Council Meeting. At that time Council tabled the bylaw until a future meeting.

Administration has removed the Mighty Peace River Guide and brought the bylaw back for Council's consideration.

ATTACHMENTS

- Bylaw No. 297-25 – Schedule of Fees & Charges showing revisions
- Bylaw No. 297-25 – Schedule of Fees & Charges final

RECOMMENDED ACTION:

RESOLUTION by ... that first reading be given to Bylaw No. 297-25, 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. 297-25, 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. 297-25, 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. 297-25, 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:



BYLAW NO. ~~287-24~~297-25

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~~287-24

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~~287-24 be repealed upon effective date of Bylaw ~~287-24~~297-25.
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~~2025.

READ a second time this _____ day of _____, ~~2024~~2025.

READ a third time this _____ day of _____, ~~2024~~2025.

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County
Bylaw No. ~~287-24297-25~~
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

- Exemptions: Faxing for paid services the County provides (ie tax certificates)

Laminating: Business card size \$.50 + GST

Letter \$ 1.00 + GST

Legal \$ 1.50 + GST

11 x 17 \$ 2.50 + GST

Maps, plus postage/shipping if applicable (topographic/landowner)

Maps \$ 30.00 + GST

South Map Books \$ 30.00 + GST

Shipping Map Books: ~~\$6.35-7.50~~ each

Shipping folded maps: Mail ~~\$6.35-7.50~~ for one map, \$2.65 for each additional map

Shipping rolled maps: Mail (up to six) ~~\$27.50~~ \$32.50

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
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

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

Bylaw 287-24297-25

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
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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	\$50.00 100.00	\$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

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
GRAIN BAGGER					
Clevis or pintle hitch	\$350.00 400.00	\$350.00 200.00	\$700.00	2 days no charge then Standard rates apply	Minimum 65HP tractor 540 PTO
GRAIN BAG EXTRACTOR					
Tongue hitch	\$350.00 700.00	\$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	\$400.00 600.00	\$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					

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
Single tongue hitch	\$300.00	\$150.00	\$300.00	2 days no charge then Standard rates apply	Self powered, gas motor
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	\$100.00	\$40.00	\$100.00	2 days no charge then Standard rates	

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
2" ball				apply	
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	\$100.00 150.00 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. 297-25

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. 287-24

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 287-24 be repealed upon effective date of Bylaw 297-25.
3. THAT, this bylaw shall come into force and effect upon the date of final reading hereof

READ a first time this _____ day of _____, 2025.

READ a second time this _____ day of _____, 2025.

READ a third time this _____ day of _____, 2025.

Amber Bean, Reeve

Allan Rowe, Chief Administrative Officer

Clear Hills County
Bylaw No. 297-25
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

- Exemptions: Faxing for paid services the County provides (ie tax certificates)

Laminating: Business card size \$.50 + GST

Letter \$ 1.00 + GST

Legal \$ 1.50 + GST

11 x 17 \$ 2.50 + GST

Maps, plus postage/shipping if applicable (topographic/landowner)

Maps \$ 30.00 + GST

South Map Books \$ 30.00 + GST

Shipping Map Books: \$7.50 each

Shipping folded maps: Mail \$7.50 for one map, \$2.65 for each additional map

Shipping rolled maps: Mail (up to six) \$32.50

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
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

Bylaw 297-25

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
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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	\$100.00	\$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

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
GRAIN BAGGER					
Clevis or pintle hitch	\$400.00	\$200.00	\$700.00	2 days no charge then Standard rates apply	Minimum 65HP tractor 540 PTO
GRAIN BAG EXTRACTOR					
Tongue hitch	\$700.00	\$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	\$600.00	\$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					

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
Single tongue hitch	\$300.00	\$150.00	\$300.00	2 days no charge then Standard rates apply	Self powered, gas motor
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	\$100.00	\$40.00	\$100.00	2 days no charge then Standard rates	

EQUIPMENT	DEPOSITS - Damage/Cleaning	STANDARD Per Day	COMMERCIAL Per Day	COMMUNITY ORGANIZATION Per Day	NOTES
2" ball				apply	
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	\$150.00ea (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:	April 22, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Awarding- Bear Canyon Grader Beat 09
File:	32-06-20

DESCRIPTION:

Council is presented with the tender analysis for RFT 2025-06 Bear Canyon Grader Beat 09.

The tender closed on Friday, April 4, 2025, at 4:00 p.m.

The tender was opened on Tuesday, April 22, 2025, at 9:35 a.m.

BACKGROUND:

C170-25(4-08-25)

RESOLUTION by Councillor Giesbrecht to open tenders at 9:35 a.m. for RFT 2025-06 Bear Canyon Grader Beat 09, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.

Company	Year 1	Year 2	Year 3	Year 4	Year 5
Stubers Cat Services Ltd.	160/hr	160/hr	160/hr	165/hr	165/hr
Wycliffe Enterprises Ltd.	155/hr	160/hr	170/hr	175/hr	175/hr
Boschwick Contracting	147/hr	147/hr	147/hr	147hr	147/hr
1666321 Alberta Ltd.	200/hr	204	208	212	216

C74-25(2-11-25)

RESOLUTION by Reeve Bean to proceed to tender for the following 3 grader beats in Clear Hills County, Bear Canyon Grader Beat 09, Montagneuse Grader Beat 03 and the Worsley Grader Beat 01 for a five-year term. CARRIED.

BUDGET:

\$2,377,000.00- 2025 Operating budget for all seven grader beats.

RECOMMENDED ACTION:

RESOLUTION by... to award RFT 2025-06 Bear Canyon Grader Beat 09, to Boshwick Contracting, for the hourly rate of: year 1- \$147.00, year 2- \$147.00, year 3- \$147.00, year 4- \$147.00, and year 5- \$147.00..

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Awarding- Montagneuse Valley Grader Beat 03
File:	32-06-26

DESCRIPTION:

Council is presented with the tender analysis for RFT 2025-07 Montagneuse Valley Grader Beat 03.

The tender closed on Friday, April 4, 2025, at 4:00 p.m.

The tender was opened on Tuesday, April 22, 2025, at 9:35 a.m.

BACKGROUND:

C171-25(4-08-25)

RESOLUTION by Councillor Walmsley to open tenders at 9:35 a.m. for RFT 2025-07 Montagneuse Valley Grader Beat 03, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.

Company	Year 1	Year 2	Year 3	Year 4	Year 5
Stubers Cat Services Ltd	160/hr	160/hr	160/hr	165/hr	165/hr
Ridgeline Grading Inc.	170/hr	172/hr	174/hr	176/hr	178/hr
Wycliffe Enterprises Ltd.	165/hr	170/hr	170/hr	175/hr	180/hr

C74-25(2-11-25)

RESOLUTION by Reeve Bean to proceed to tender for the following 3 grader beats in Clear Hills County, Bear Canyon Grader Beat 09, Montagneuse Grader Beat 03 and the Worsley Grader Beat 01 for a five-year term. CARRIED.

BUDGET:

\$2,377,000.00- 2025 Operating budget for all seven grader beats.

RECOMMENDED ACTION:

RESOLUTION by... to award RFT 2025-07 Montagneuse Valley Grader Beat 03, to Stuber's Cat Services Ltd., for the hourly rate of: year 1- \$160.00, year 2- \$160.00, year 3- \$160.00, year 4- \$165.00, and year 5- \$165.00.

Initials show support - Reviewed by:

Manager:

CAO:



Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Awarding- Worsley Grader Beat 01
File:	32-06-29

DESCRIPTION:

Council is presented with the tender analysis for RFT 2025-08 Worsley Grader Beat 01.

The tender closed on Friday, April 4, 2025, at 4:00 p.m.

The tender was opened on Tuesday, April 22, 2025, at 9:35 a.m.

BACKGROUND:

C172-25(4-08-25)

RESOLUTION by Councillor Ruecker to open tenders at 9:35 a.m. for RFT 2025-08 Worsley Grader Beat 01, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.

Company	Year 1	Year 2	Year 3	Year 4	Year 5
Wycliffe Enterprises Ltd.	165/hr	170/hr	170/hr	175/hr	180/hr
Boschwick Contracting	147/hr	147/hr	147/hr	147/hr	No Bid
1666321 Alberta Ltd.	205/hr	210/hr	215/hr	220/hr	225/hr

C74-25(2-11-25)

RESOLUTION by Reeve Bean to proceed to tender for the following 3 grader beats in Clear Hills County, Bear Canyon Grader Beat 09, Montagneuse Grader Beat 03 and the Worsley Grader Beat 01 for a five-year term. CARRIED.

BUDGET:

\$2,377,000.00- 2025 Operating budget for all seven grader beats.

RECOMMENDED ACTION:

RESOLUTION by...

Initials show support - Reviewed by:

Manager:

T. Shewchuk

CAO:

[Signature]

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Awarding- RFT 2025-09 Pavement Crack Sealing
File:	32-15-02

DESCRIPTION:

Council is presented with the analysis of RFT 2025-09 Pavement Crack Sealing.

Tender closed on April 18, 2025 at 4:00 p.m.

Tender was opened on April 22, 2025 at 9:35 a.m.

BACKGROUND:

C133-25(3-11-25) RESOLUTION by Councillor Ruecker to proceed to tender for pavement crack sealing. CARRIED.

BUDGET:

\$145,000.00- 2025 Operating Budget for hard surface repair & maintenance

RECOMMENDED ACTION:

RESOLUTION by... to award RFT 2025-09 Pavement Crack Sealing to... for the amount of \$..., funds to be allocated from the 2025 Operating Budget.

Initials show support - Reviewed by:

Manager:

CAO:

Clear Hills County

Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	April 22, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Tender Awarding- RFT 2025-10 Pavement Line Painting
File:	32-15-02

DESCRIPTION:

Council is presented with the analysis of RFT 2025-10 Pavement Line Painting.

Tender closed on April 18, 2025 at 4:00 p.m.

Tender was opened on April 22, 2025 at 9:35 a.m.

BACKGROUND:

C132-25(3-11-25) RESOLUTION by Councillor Hansen to proceed to tender for pavement line painting. CARRIED.

BUDGET:

\$145,000.00- 2025 Operating Budget: hard surface repair & maintenance

RECOMMENDED ACTION:

RESOLUTION by... to award RFT 2025-10 Pavement Line Painting to... for the amount of \$..., funds to be allocated from the 2025 Operating Budget.

Initials show support - Reviewed by:

Manager:

CAO:

Clear Hills County

Request for Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date	April 22, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Additional Roadside Right of Way Brushing
File:	32-13-02

DESCRIPTION:

Council is presented with information regarding approving EM3 Services Inc. to complete the proposed additional roadside right of way brushing for the amount of \$26,400.00.

BACKGROUND:

C88-25(2-11-25)

RESOLUTION by Councillor Hansen to award RFT 2025-P01 Roadside Right of Way Brushing to EM3 Services Inc. for the amount of \$146,700.00, funds to be allocated from the 2025 Operating Budget. CARRIED.

C35-25(1-28-25)

RESOLUTION by Councillor Giesbrecht to open tenders at 9:35 a.m. for RFP 2025-P01 Roadside Right of Way Brushing, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.

Company	Amount
Bucket Up Tree Services	\$200,000.00
Heenan Contracting Ltd.	\$199,800.00
Aaron Cook Environmental Services Ltd.	\$82,500.00
EM3 Services Inc.	\$146,700.00
Boss Bridgeworks	\$345,000.00
Northern Road Builders LP.	\$128,000.00
Overtime Welding 24hr Services Inc.	\$466,560.00
Cal R Contracting 2001 Ltd.	\$209,250.00
1666321 AB Ltd	\$363,590.00
Wild West Dirt Works Ltd.	\$311,000.00

C666-24(12-10-24)

RESOLUTION by Councillor Hansen to proceed to tender for the roadside right-of-way brushing of 45 ditch kilometers in Wards 1 & 2. CARRIED.

BUDGET:



\$300,000.00- 2025 Operating Budget

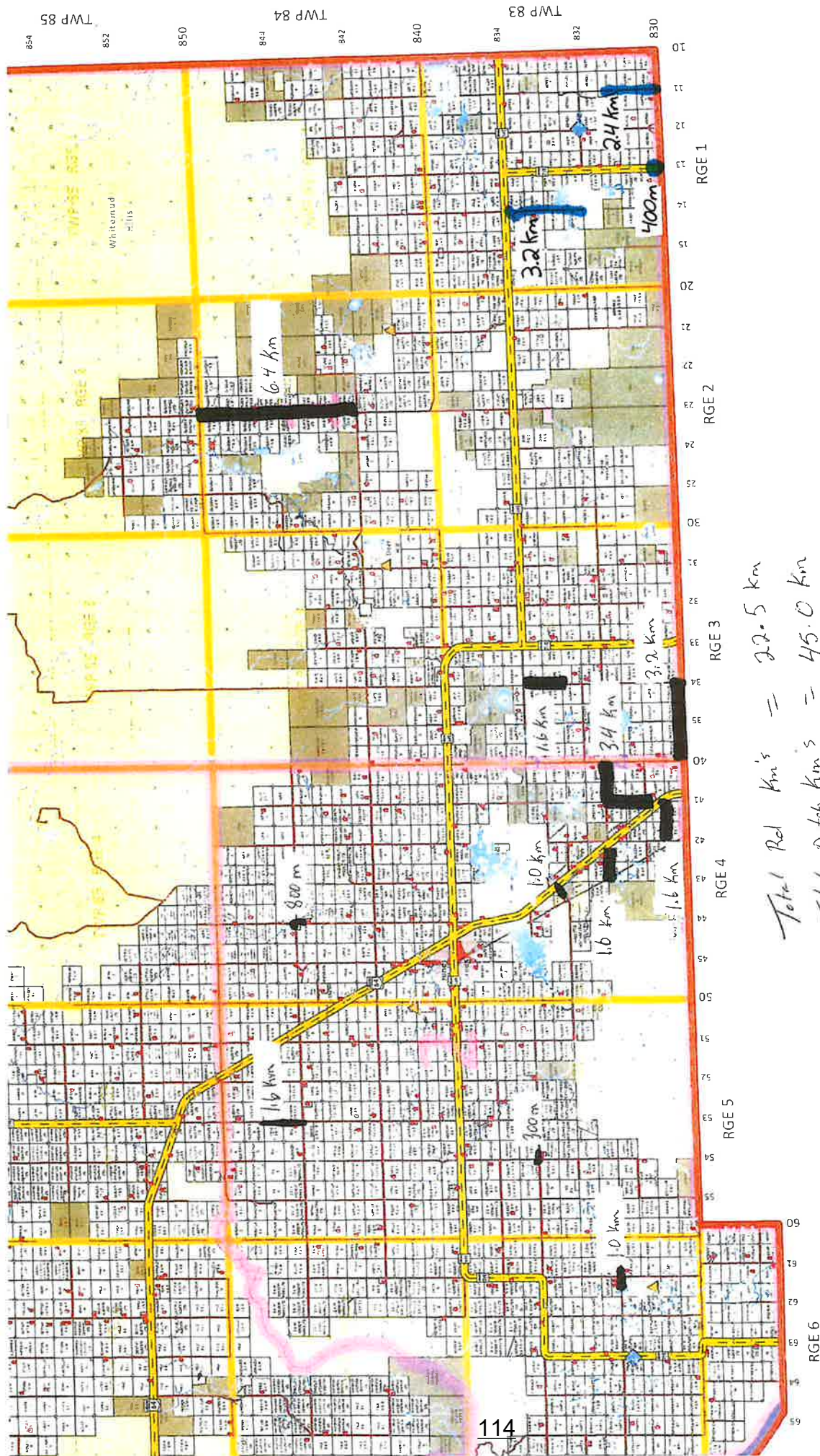
ATTACHMENT:

Brushing Location Map

RECOMMENDED ACTION:

RESOLUTION by... to approve EM3 Services Inc. to complete the proposed additional roadside right of way brushing for the amount of \$26,400.00, funds to be allocated from the 2025 operating budget.

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



Total	Red	km's	=	22.5	km
Total	Ditch	km's	=	45.0	km

- Tendered Brushing: 22.5 Road km
- Additional Brushing: 6km Road km

Clear Hills County

Request For Decision (RFD)

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	April 22, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Chief Administrative Officer Report
File Code:	11-02-02

- April 11, 2025 - Alberta Rural Municipal Administrators Association meeting
- Trade Show Review – May 13, 2025, Regular Council Meeting
- Cleardale Servicing update – Start Date – June 2, 2025
- July 1, 2025, Scheduled Policy & Priority Meeting date.

RECOMMENDED ACTION:

RESOLUTION by to accept the Chief Administrative Officer's report for April 22, 2025, 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:	April 22, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	Public Works Manager's Report
File:	32-02-02

Graders

- Graders have removed their front plows, wings, and changed the blades in preparation for summer grading.
- All graders are completing a full grade of their grader beats.
- The roads appear to be in good condition as there was minimal flooding over the roads this spring. A few spots will require repair when dry.

Roads, Culverts & Approaches

- Spring gravel haul has been completed.
- The deadline for dust control applications is April 18, 2025.
- Culvert and centerline replacement will begin when the roads and ditches are dry.
- Approach construction will begin when the roads and ditches are dry.

Other

- The tender for Pavement Crack Sealing closes on April 18, 2025.
- The tender for Pavement Line Painting closes on April 18, 2025.
- The spring runoff has filled the Eureka River Truck Fill dugout back up to the normal level.
- Ongoing monitor repairs at the Worsley Water Treatment Plant.

Hamlet of Cleardale Projects

- Mainline Construction (2014) Ltd. and WSP Canada Inc. were present at the County office for the preconstruction meeting on April 15, 2025. Construction is scheduled to begin at the beginning of June.

2024 Worsley Water Treatment Plant Water Well

- The monitor has arrived and is scheduled to be installed.

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:	April 22, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Council Information
File:	11-02-02

DESCRIPTION:

Council is presented with correspondence for information.

ATTACHMENTS:

- Project Update – Peace River Nuclear Power Project's IPD Available for Public Comment
- Minister Forestry and Parks Re: Provincial Recreation Funding

RECOMMENDED ACTION:

RESOLUTION by.... that this Council receives for information the Council Information presented at the April 22, 2025, Regular Council Meeting.

Initials show support - Reviewed by:	Manager:	CAO:	
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FW: Project Update – Peace River Nuclear Power Project's IPD Available for Public Comment

From Allan Rowe <Allan@clearhillscounty.ab.ca>

Date Tue 4/15/2025 6:08 AM

To Bonnie Morgan <Bonnie@clearhillscounty.ab.ca>

From: Katie McKinnon <katie.mckinnon@energyalberta.com>

Sent: April 14, 2025 2:32 PM

To: Amber Beam <true_north_strong@outlook.com>; David Janzen <denovember5@gmail.com>; Danae Walmsley <danaewalmsley@outlook.com>; Susan Hansen <susan-hansen@live.com>; Jason Ruecker <jj_ruecker@hotmail.com>; Abe Giesbrecht <abeg87@hotmail.com>; Nathan Stevenson <nathan.stevenson1979@gmail.com>; Allan Rowe <Allan@clearhillscounty.ab.ca>

Cc: Brenda Walton <brenda.walton@energyalberta.com>

Subject: Project Update – Peace River Nuclear Power Project's IPD Available for Public Comment

Good day,

Allow me to introduce myself and my colleague before providing an update on Energy Alberta's proposed Peace River Nuclear Power Project. My name is Katie McKinnon, and together with Brenda Walton, we are leading Indigenous and Public Engagement efforts for the Project on behalf of Energy Alberta.

Energy Alberta is a proud Alberta-based company that was founded in 2005 by Wayne Henuset, now lead by President and CEO Scott Henuset, with the goal of bringing nuclear power to Western Canada. We are proposing the Peace River Nuclear Power Project in northwest Alberta and wanted to take this opportunity to introduce ourselves and share an important project update.

The Project is still in the early stages of planning, and today we formally submitted the Initial Project Description (IPD) to the Impact Assessment Agency of Canada (IAAC) and the Canadian Nuclear Safety Commission (CNSC). This submission initiates two critical regulatory processes: the Impact Assessment (IA) through the IAAC and the CNSC's License to Prepare Site (LTPS).

Following our submission, the Impact Assessment Agency of Canada (IAAC) has launched a 30-day public comment period to gather feedback on our Initial Project Description (IPD). You can access the full IPD report and a summary (available in both English and French) using the link below.

Peace River Nuclear Power Project Home Page

EN: <http://iaac-aeic.gc.ca/050/evaluations/proj/89430?culture=en-CA>

FR: <http://iaac-aeic.gc.ca/050/evaluations/proj/89430?culture=fr-CA>

Public Notice

EN: <http://iaac-aeic.gc.ca/050/evaluations/document/161290?culture=en-CA>

FR: <http://iaac-aeic.gc.ca/050/evaluations/document/161290?culture=fr-CA>

The IAAC-facilitated public comment period begins today April 14, 2025, and comments are due to IAAC by no later than, May 14, 2025.

In addition, hard copy versions of the English and French IPD Summary can be found at the following local and regional venues:

- Peace River Town Hall
- Peace River Municipal Library
- Peace River & District Chamber of Commerce
- Town of Grimshaw Municipal Office
- M.D. of Peace Municipal Office
- Northern Sunrise County Office
- County of Northern Lights Office

Additional information about Energy Alberta is available on our website at www.EnergyAlberta.com, where you can subscribe to our newsletter and register for procurement opportunities or employment notifications.

Energy Alberta is committed to engaging thoughtfully and responsibly with local communities, Indigenous Nations and others who have an interest in our Project to help build a sustainable energy future for Alberta, together.

Please do not hesitate to reach out if you have any questions.

Thank you,

Katie McKinnon

Lead, Indigenous and Stakeholder Engagement

c. (403) 863-8113

e. katie.mckinnon@EnergyAlberta.com

w. EnergyAlberta.com



Fw: Provincial Recreation Funding Request

From Bonnie Morgan <Bonnie@clearhillscounty.ab.ca>

Date Tue 4/15/2025 3:20 PM

To Lori Jobson <Lori@clearhillscounty.ab.ca>

From: FP Minister <FP.Minister@gov.ab.ca>

Sent: Tuesday, April 15, 2025 3:12 PM

To: Bonnie Morgan <Bonnie@clearhillscounty.ab.ca>

Cc: Allan@clearhillscounty.ab.ca <Allan@clearhillscounty.ab.ca>; Luc Nowicki <Luc.Nowicki@gov.ab.ca>

Subject: Provincial Recreation Funding Request

Dear Reeve Bean:

Thank you for outlining Clear Hills County's request for reimbursement of past expenses and ongoing funding for the operation and delivery of Running Lake, Sulphur Lake, and Stoney Lake Provincial Recreation Areas (PRAs). As Minister of Forestry and Parks, I appreciate the opportunity to respond.

Clear Hills Country has my sincere gratitude for its ongoing efforts in stewarding and maintaining Running Lake, Sulphur Lake, and Stoney Lake PRAs. As a northern Albertan, I recognize firsthand the importance of keeping outdoor recreation spaces in the north open and accessible for both Albertans and visitors alike.

The terms of operations, development, and accountabilities for the PRAs are governed by 10-year lease agreements between Clear Hills County and the province under Running Lake (PML200007), Sulphur Lake (PML 200008), and Stoney Lake (PML 200009). The intent behind the agreements and county-province partnership was to acknowledge the local importance of these areas while considering the limited fiscal capacity of the province to keep the sites open and accessible. The lease agreements grant Clear Hills County control over site operations and maintenance, enabling the county to best meet community needs and drive economic benefits, including the ability to charge for camping and collect revenue. Section 10.10 of the agreement stipulates that the province shall not pay Clear Hills County for improvements, construction, maintenance, or repairs during the lease term.

My ministry is open to further discussions with Clear Hills County regarding the capital improvement needs for these sites. The lease agreements indicate that any capital investment needs should be identified in consultation with Alberta Parks staff for review and potential provincial investment. Since the agreements were signed, Alberta Parks has replaced two outhouses at Running Lake PRA and provided standard signage for the PRAs.

Forestry and Parks remains committed to collaborating with Clear Hills County on the continued operation of Running Lake, Sulphur Lake, and Stoney Lake PRAs. My ministry welcomes the opportunity to discuss options to maintain this valued partnership. I encourage Clear Hills County to further discuss its concerns and requests with my ministry staff to achieve mutually agreeable solutions. Please contact Luc Nowicki, Alberta Parks North Regional Director, at Luc.Nowicki@gov.ab.ca or 780-623-5472 to advance discussions.

Sincerely,

Honourable Todd Loewen
Minister
Forestry and Parks

cc: Luc Nowicki
North Regional Director, Alberta Parks

Clear Hills County

Request For Decision (RFD)

	Regular Council Meeting
Meeting Date:	April 22, 2025
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	May 29- June 1	Ottawa	

ATTACHMENTS:

- Calendar of upcoming meetings and conferences

RECOMMENDED ACTION:

RESOLUTION by to accept for information April, May and June 2025 calendar updates of Councillor Committee meetings, that assist Administration with record keeping and Council with reminders of upcoming meetings.

Initials show support - Reviewed by:	Manager:	CAO:	
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APRIL 2025						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1 P&P	2	3	4	5
6	7	8 Council	9	10	11	12 Tradeshow
13	14 NWSAR- AB,DW	15	16 ASB	17 Clubroot of Canola Session	18 Good Friday	19
20	21 Easter Monday	22 Council	23 MPT-Exec-AB HPEC-SH	24	25 NPHF-DW	26 NPHF-DW
27	28 NPRL-JR	29 WDHP-SH	30 Joint VOHC- ALL	1	2	3

MAY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	1	2	3
4	5 MPTA AGM-AB PRSD-ALL	6 P&P	7	8 CH Conn - AB,DJ	9	10
11	12 NWSAR-AB,DW	13 Council	14	15 PLS-Adv-AB	16	17
18	19 Victoria Day	20	21 ASB-DJ,JR	22	23	24 PLS-AB
25	26	27 Council	28	29	30	31
FCM Spring Convention May 29-June 1						

JUNE 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 P&P	4	5	6 PREDA-AB	7
8	9 NWSAR-AB,DW	10 Council	11 Seniors Video - AB	12	13	14
15	16	17	18 MPT Strategic-AB ASB-DJ,JR	19	20	21
22	23	24 Council	25	26	27	28
29	30	1	2	3	4	5

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