AGENDA CLEAR HILLS COUNTY SPECIAL COUNCIL MEETING TUESDAY, APRIL 29, 2025

The regular meeting of the Council for Clear Hills County will be held on Tuesday, April 29, 2025, at 8:30 a.m. at the Clear Hills County Council Chambers, Worsley, Alberta.

CA				

1.	AGENDA	
2.	DELEGATION(S) Brownlee LLP. 8:40 a.m. Wilde & Company 9:00 a.m.	
3.	NEW BUSINESS a. COUNCIL	
	1. 2024 Audited Financial Statements	2
	Tender Awarding- Worsley Grader Beat 01	
	3. Letter of Support – Worsley Clear Hills Ski Club	
	4. Tender Awarding - 2025-09 Pavement Crack Sealing	
	5. Tender Awarding - 2025-10 Pavement Line Painting	
	6. Fire Ban Bylaw 282-24	14
	7. Fairview Regional Aquatic Centre	21

12. ADJOURNMENT

Request For Decision (RFD)

Meeting:

Special Council Meeting

Meeting Date:

April 29, 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 29, 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:







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:

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

<u>Procedures completed:</u> 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.

<u>Procedures identified:</u> 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:

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

<u>Procedures completed:</u> 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.

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

<u>Procedures completed:</u> 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.

<u>Procedures performed: A</u> 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.

<u>Procedures performed:</u> 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.

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

<u>Procedures performed:</u> 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.

<u>Procedures performed:</u> 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.

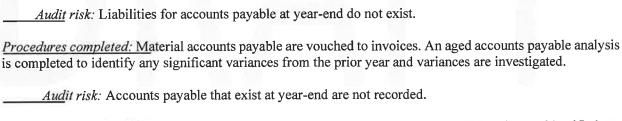
<u>Procedures performed:</u> Material accounts receivable are vouched to invoices. Grants receivable are confirmed with grant provider.

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

<u>Procedures performed:</u> 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:



<u>Procedures completed:</u> 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:

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

<u>Procedures completed:</u> 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.

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

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

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

<u>Procedures completed:</u> 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:

<u>Audit risk:</u> 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:

Debt servicing limit

\$ 4,676,480

Debt servicing

Amount of debt servicing unused \$ 4.676,480

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

Request For Decision (RFD)

Meeting: Special Council Meeting

Meeting Date: April 29, 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:

C234-25(4-22-25) RESOLUTION by Councillor Giesbrecht to table the Worsley

Grader Beat awarding until the April 29, 2025 Special Council Meeting. CARRIED.

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

will analyze the results and bring back a recommendation to a future Regular Council Meeting.

CARRIED.

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

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: Shewled CAO:

Clear Hills County Request For Decision (RFD)

Meeting: Special Council Meeting

Meeting Date: April 29, 2025

Originated By: Lori Jobson, Corporate Services Manager

Title: Letter of Support – Worsley Clear Hills Ski Club

File: 71-10-02

DESCRIPTION:

The Worsley Clear Hills Ski Club is requesting a letter of support for their proposed expansion project of the Whispering Pines Ski Hill.

BACKGROUND:

The Worsley Clear Hills Ski Club is looking to expand their rental shop, chalet seating area and kitchen workspace. They are requesting a letter of support as a sign of the Council's confidence in their efforts and to strengthen their grant applications.

BUDGET:

ATTACHMENTS:

April 16, 2025 Letter from the Worsley Clear Hills Ski Club

RECOMMENDATION:

RESOLUTION by... to

Initials show support - Reviewed by:

Manager:



CAO:





Dear Clear Hills County Council,

We are writing to kindly request a letter of support for our proposed expansion project of the Whispering Pines Ski Hill.

The Worsley Clear Hills Ski Club is a local non-profit organization operated by a dedicated volunteer board. Our vision is to continue growing and improving our valuable, winter, recreational space to better serve the residents of our community and the surrounding area. Over the past 40 years, through the efforts of volunteers and community support, the ski hill has seen significant growth; upgrades to the runs and lifts, expansions to the chalet, and improvements to the rental shop. However, during the peak season, our current chalet often becomes overcrowded, and the lines grow very long for the rental shop. To better serve our patrons, we are looking to expand the rental shop, chalet seating area and the kitchen workspace. This would allow for not only a more comfortable experience for our guests but also a more functional environment for our staff.

The ski hill has long been a place where many young people in our region gain their first job in the working world. It provides an excellent opportunity for youth to develop essential skills including customer service, teamwork, and responsibility. This expansion project will help create additional employment opportunities, particularly for local youth.

This project also aligns with our broader goal of supporting local. More customers at the hill will support regional tourism and economic development. By enhancing our facilities, we hope to attract more visitors to Clear Hills County and continue contributing to the local economy.

At this time, we do not yet have a confirmed financial scope for the project. We are simply requesting a letter of support from Clear Hills County as a sign of your confidence in our efforts. This will greatly strengthen our grant applications as we pursue funding opportunities to move the project forward.

Thank you for considering our request. Should you have any questions or require further details, please do not hesitate to contact any of our board members.

Sincerely,
ACPELLES
Nice PRESIDENT

Worsley Clear Hills Ski Club

Request For Decision (RFD)

Meeting: Special Council Meeting

Meeting Date: April 29, 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:

C223-25(4-22-25) RESOLUTION by Councillor Hansen to table the RFT 2025-09

Pavement Crack Sealing to a future Regular Council Meeting.

CARRIED.

C198-25(4-22-25) RESOLUTION by Councillor Ruecker to open tenders at 9:35

a.m. for RFT 2025-09 Pavement Crack Sealing, administration will analyze the results and bring back a recommendation to later in the meeting.

CARRIED.

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Company	Amount
Federal Sealing Services	\$1,595.00/km & \$1.90/m
1823625 Alberta Ltd. (Marshall	\$1,400/km & \$2.20/m
Lines)	

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 1823625 Alberta Ltd. OA Marshall Lines 2014 for the amount of \$1,400.00 per kilometer and \$2.20 per additional meter, funds to be allocated from the 2025 Operating Budget.

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

Request For Decision (RFD)

Special Council Meeting Meeting:

Meeting Date: April 29, 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:

RESOLUTION by Deputy Reeve Janzen to Table RFT 2025-10 C224-25(4-22-25)

Pavement Line Painting to a future Regular Council Meeting.

CARRIED.

RESOLUTION by Councillor Giesbrecht to open tenders at C199-25(4-22-25)

9:35 a.m. for RFT 2025-10 Pavement Line Painting, administration will analyze the results and bring back a recommendation to later in the Meeting. CARRIED.

Company Amount AAA Stripping and Sealing \$777.75/km \$800/Crosswalk

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

pavement line painting.

BUDGET:

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

RECOMMENDED ACTION:

RESOLUTION by... to award RFT 2025-10 Pavement Line Painting to AAA Stripping and Seal Coating Service for the amount of \$777.75 per kilometer and \$800.00 for the crosswalk, funds to be allocated from the 2025 Operating Budget.

CAO: Manager: 1.56 Initials show support - Reviewed by:

Request For Decision (RFD)

Meeting: Special Council Meeting

Meeting Date: April 29, 2025

Originated By: Allan Rowe, Chief Administrative Officer

Title: Bylaw No. 282-24 Fire Ban

File: 23-02-02

DESCRIPTION:

Council has requested a discussion regarding Bylaw No. 282-24 Fire Ban.

BACKGROUND:

ATTACHMENTS:

Bylaw No. 282-24 Fire Ban

OPTIONS:

- To accept the discussion regarding Bylaw No. 282-24 Fire Ban for information, as presented.
- 2. To issue a Clear Hills County Fire Ban for all areas in Clear Hills County effective at 12:01 a.m., on April 30, 2025, as per Bylaw No. 282-24.
- 3. To issue a Clear Hills County Fire Ban for all areas in Clear Hills County effective at 12:01 a.m., on April 30, 2025, as per Bylaw No. 282-24, with one or more of the following conditions applied:
 - a. Prohibit the operation of Off Highway Vehicles (OHV).
 - b. Permit small, supervised Safe Wood campfires in designated camping grounds and designated day use area following Safe Wood Campfire parameters.
 - c. Permit small, supervised Safe Wood campfires on privately owned land following Safe wood Campfire parameters.

RECOMMENDED ACTION:

RESOLUTION by...

Initials show support - Reviewed by: Manager: CAO:

BYLAW NO. 285-24

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

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

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

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

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

SECTION 1: DEFINITIONS

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

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

SECTION 2: STATEMENT

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

SECTION 3: FIRE BANS

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

SECTION 4: FIRE BAN ORDERS

- 4.1 By motion of Council when a Fire Ban is in effect Council MAY direct the Chief Administration Officer to apply any or all of the following when deemed necessary:
 - a. By Motion of Council- Council MAY Prohibit the operation of Off Highway Vehicles (OHV).
 - b. By Motion of Council- Council MAY Permit small, supervised Safe Wood campfires in designated camping grounds and designated day use area following Safe Wood Campfire parameters.
 - c. By Motion of Council- Council MAY Permit small, supervised Safe Wood campfires on privately owned land following Safe wood Campfire parameters. (See Definitions)
- 4.2 A Fire Ban Order made pursuant to this section shall be broadcast by Alberta Emergency Alert or other electronic media outlets which, in the opinion of the Chief Administration Officer or the Fire Chief(s), are likely to bring the matter to the attention of the public.

Fire Ban Signage will be posted on all Provincial Highways entering Clear Hills County.

- 1. HWY 64 Bordering MD of Fairview
- 2. HWY 729 Bordering MD Fairview
- 3. HWY732 Bordering MD Fairview
- 4. HWY 735 Bordering MD of Fairview
- 5. Hwy 685 Bordering MD of Peace
- 6. HWY 64 Bordering B.C
- 7. HWY 717 Bordering B.C
- 8. TWP 880 (Silver Creek Road) Bordering County of Northern Lights
- 4.3 Without limiting Section 3, a County Fire Ban expressly prohibits the use of each of the following:
 - a. Burn Barrels
 - b. Wood fires in the backcountry;
 - c. Wood fires in random camping areas;
 - d. Wood fires in engineered facilities in campgrounds;
 - e. Wood fires on residential properties;
 - f. Fires using charcoal briquettes;
 - a. Turkey fryers; and
 - h. Tiki torches
 - i. Fireworks
 - Exploding targets
- 4.4 The County Fire Bans do not apply to:
 - a. Portable propane fire pits, which are CSA approved or UL certified, within campgrounds, backcountry area, random camping areas and on private land:
 - b. Gas or propane stoves and barbeques that are, that are CSA approved or UL certified and are designed for cooking or heating, within campgrounds, backcountry areas, random camping areas and on private land;
 - c. Catalytic or infrared style heaters within campgrounds, backcountry areas, random camping areas and on private land;

SECTION 5: OFFENCES

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

SECTION 6: VIOLATION LETTER

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

SECTION 7: SEVERABILITY

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

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

READ a first time this	day of May 2024.
READ a second time this	day of May 2024
READ a third time this	day of May 2024

Amber Bean, Reeve

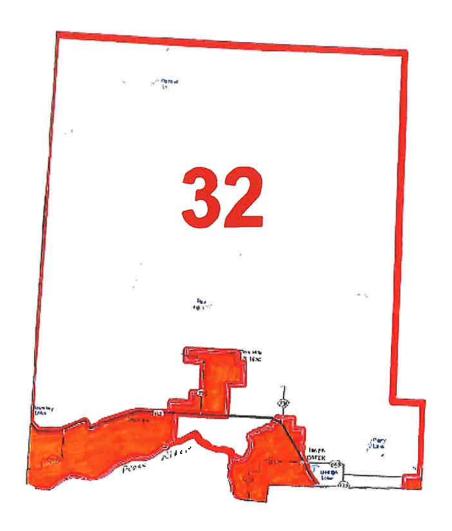
Allan Rowe, Chief Administrative Officer

Anher

Bylaw 285-24 Schedule A Fire
Control Zone Map Clear Hills
County

Forest Protection Area

Non Permit Area



Excerpt from Government of Alberta April 25, 2017 Fire Control Zones Map

Schedule B

First Offence:

\$ 500.00

Second Offence:

\$2,500.00

Third Offence:

\$5,000.00

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

Clear Hills County Request for Decision (RFD)

Meeting:

Policies & Priorities Meeting

Meeting Date:

April 29, 2025

Originated By:

Lori Jobson, Corporate Services Manager

Title:

Fairview Regional Aquatic Centre

File:

11-02-02

DESCRIPTION:

Council is presented with information pertaining to the Fairview Regional Aquatic Centre.

BACKGROUND:

At the April 8, 2025 Regular Council Meeting, Council was presented with an update from the Town of Fairview on the upcoming Fairview Regional Aquatic Centre capital projects. The update was accepted for information and Administration was instructed to bring the matter back to the May Policies & Priorities Meeting.

RESOLUTION by Councillor Hansen to receive the information C184-25(4-08-25) from the Town of Fairview regarding the upcoming Fairview Regional Aquatic Centre CARRIED. capital projects, for information, as presented.

ATTACHMENTS:

April 8, 2025 Regular Council Meeting Agenda Package

RECOMMENDATION:

RESOLUTION by...that Council....

Initials show support - Reviewed by:

Manager:

CAO:

Clear Hills County Request for Decision (RFD)

Meeting:

Regular Council Meeting

Meeting Date:

April 8, 2025

Originated By:

Lori Jobson, Corporate Services Manager

Title:

Fairview Regional Aquatic Centre Capital Projects Update

File: 11-02-02

DESCRIPTION:

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

BACKGROUND:

Councillors from the Town of Fairview attended the October 8, 2024 Regular Council Meeting to discuss the funding request they sent for the refurbishing of the slide stairs & supports at the Fairview Regional Aquatic Centre. At that meeting Council made the following motion:

C523-24(10-08-24) RESOLUTION by Councillor Ruecker receive the delegation from the Town of Fairview and approve a General Grant to the Town of Fairview, for the Fairview Regional Aquatic Centre refurbishing of the slide stairs and slide supports in the amount of \$15,000.00, funds to be allocated from Rate Stabilization. CARRIED.

Council also asked to be apprised of any future capital projects required by the Fairview Regional Aquatic Centre for budgeting purposes.

ATTACHMENTS:

- March 26, 2025 Email from Daryl Greenhill
- January 14, 2025 Letter from the Town of Fairview
- October 8, 2024 Regular Council Meeting Agenda Package

RECOMMENDATION:

RESOLUTION by...that Council....

Initials show support - Reviewed by:

Manager:

ð

CAO:



Lori Jobson

From:

Allan Rowe

Sent: To: March 26, 2025 10:38 AM Bonnie Morgan; Lori Jobson

Subject:

FW: Update on Aquatic HVAC unit

Attachments:

CHC request for Aquatic Centre Support, 2025.pdf

From: Daryl Greenhill <cao@fairview.ca>

Sent: March 26, 2025 9:12 AM

To: Allan Rowe < Allan@clearhillscounty.ab.ca>; Amber Beam < true_north_strong@outlook.com>

Subject: Update on Aquatic HVAC unit

Good Morning Allan and Amber

l just wanted to provide an update from the last letter we sent Clear Hills County that was dated January 14, 2025 (attached), regarding upcoming Fairview Regional Aquatic Centre capital projects.

We are still waiting on final design of the Aquatic Centre HVAC unit. Once we have the design completed and scope of the project finalized, our consultants will be able to provide us an updated project budget.

Once we have a more accurate budget for the project, representation from Town council would like to attend a Clear Hills County council meeting to discuss possible Clear Hills County support of the project.

The plan is still to complete the HVAC unit replacement this fall.

If you have any questions or wish more information, please do not hesitate to contact me.

We thank you for your ongoing support of regional recreation and hope to see you all soon.

Daryl Greenhill, CLGM

CAO

P: 780-835-5461 F: 780-835-3576



"Community of Choice in the Peace Country"



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Provincial Building, 101, 10209 – 109 Street
Phone: 780-835-5461 Fax: 780-835-3576

Email: mayer@fairview.ca Web: www.fairview.ca

January 14, 2025

Clear Hills County P.O. Box 240 Worsley, AB TOH 1L0

Dear Reeve Bean and Council,

On behalf of the Town of Fairview (Fairview) Council, I extend our gratitude to Clear Hills County for its ongoing support of the Fairview Regional Aquatic Centre (Aquatic Centre). Your continued collaboration ensures this vital facility remains a resource for both our municipalities.

At the October 8th Clear Hills County Council meeting, Fairview was asked to provide timely updates regarding upcoming capital projects for the Aquatic Centre. Following the recent adoption of Fairview's updated five-year capital plan, we are pleased to provide details of two anticipated capital projects.

2025: Replacement of the Main Roof-Top HVAC Unit

The primary HVAC unit, now 22 years old, has exceeded its expected lifespan of 15-20 years. Based on recommendations from the service provider and the findings of a recent Level II Energy Audit, replacing this unit is critical. The preliminary budget for this project is estimated at \$300,000 - \$500,000 and Fairview will apply for the Community Energy Conservation (CEC) program, which may provide a rebate of 20%-50% of the project cost. The timeline for completion is planned for September/October 2025 during the annual maintenance shutdown.

2026: Resurfacing of Pool Basins

Resurfacing pool basins, including the main pool and hot tub basins is necessary maintenance typically required every 10 years. The preliminary budget is estimated at \$200,000.

No additional major capital projects are planned for the Aquatic Centre over the next five years.

Since 2013, Fairview has invested \$1,336,593 in critical upgrades and renovations, including roof replacement, basin repairs, boiler and lighting improvements, structural enhancements including beam and slide and stair, and compliance-driven regulatory updates.

Request for Support

Given the shared benefits and regional usage of the Aquatic Centre, Fairview respectfully requests Clear Hills County's capital funding support for the planned 2025 and 2026 projects.

While detailed cost and scope information will be available after design and tendering, we seek your support in principle at this time. Fairview would like to attend a future Clear Hills County Council meeting to discuss this request in greater detail.

Thank you for your consideration and for your continued commitment to supporting the Fairview Regional Aquatic Centre.

Sincerely,

Gordon MacLeod Mayor, Town of Fairview

Request For Decision (RFD)

Regular Council Meeting Meeting:

October-8, 2024 Meeting Date:

Allan Rowe, Chief Administrative Officer Originated By: DELEGATION - Town of Fairview 11:00 a.m. Title:

File: 11-02-02

DESCRIPTION:

The Town of Fairview will be in attendance to discuss the request for funding from the Town of Fairview to assist in the capital projects at the Fairview Regional Aquatic Centre.

Total Project Cost - \$105,140.20 Amount Requested - 20% = \$21,028.04

BACKGROUND:

C440-24(8-13-24)

RESOLUTION by Councillor Walmsley to request the Town of Fairview attend a Regular Council meeting to discuss the request for funding and provide adequate financial information on the previous and future plans for the Fairview Regional Aquatic Centre. CARRIED.

ATTACHMENT:

September 23, 2024, Correspondence August 13, 2024, RFD

RESOLUTION by..... to receive the delegation from The Town of Fairview for information, as presented.

CAO: Initials show support - Reviewed by: Manager:



Town of Fairview
P.O. Box 730, Fairview, Alberta T0H 1L0
Provincial Bullding, 101, 10209 – 109 Street
Phone: 780-835-5461 Fax: 780-835-3576
Email: mavor@fairview.ca Web: www.fairview.ca

September 23, 2024

Clear Hills County P.O. Box 240 Worsley, AB TOH 1L0

Dear Reeve Bean and Council,

In response to your request for further information regarding the Aquatic Centre projects, we wish to provide the following details in advance of attending a Clear Hills County council meeting.

Background on the Request for Funding Support for the Slide and Stairs Project:

In December 2022, the Town of Fairview Council attended a Clear Hills County meeting to request support for the Aquatic Centre and Arena. At that time, based on preliminary information, we provided an estimate of \$200,000 for the slide/structural project, with a request for 20% of the cost from Clear Hills County, reflecting the average attendance from your area.

After receiving more detailed project information, a letter dated May 18, 2023, was sent to Clear Hills County, stating the latest project estimate had increased to \$678,500. The Town requested \$226,167 from Clear Hills County based on this updated figure. In response, Clear Hills County committed \$40,000 towards the project.

However, upon tendering, the lowest bid for the stair component of the project exceeded \$400,000, which is separate from the structural beam replacement and engineering costs. Due to the unexpectedly high cost, the stair replacement was removed and reconsidered. The final cost for the Aquatic Centre's structural project, chemical room repairs, including engineering, was \$451,445. In addition, the boilers were replaced in 2023 at a cost of \$40,800. In total, the capital replacement projects at the Aquatic Centre in 2023 amounted to \$492,245.

Historical Context:

Over the past 11 years, the Town of Fairview has invested \$1,166,593 in capital projects to address necessary upgrades and renovations at the Aquatic Centre. These projects have included a new roof, basin repairs, hot water heaters, boilers, a diving board, lighting upgrades, structural beam work, chemical room repairs, and required upgrades in response to regulatory changes. Clear Hills County has contributed \$62,500 towards these projects.

Current Request:

As per the letter dated July 4, 2024, we are requesting that Clear Hills County council provide 20% financial support of the water slide stair capital project, for \$21,028.04.

Facility budget comparisons:

We also wish to provide operating budget comparisons with other Aquatic Centres (pools) in our area.

Peace River	High Prairie	High Level	Beaverlodge	FAIRVIEW
224,860	128,900	88,000	225,000	136,200
-1,119,460	-802,400	-697,108	-1,032,194	597,658
-894,600	-673,500	-609,108	-807,194	-461,458
465,360	336,750		367,750	60,000
	224,860 -1,119,460 -894,600	224,860 128,900 -1,119,460 -802,400 -894,600 -673,500	224,860 128,900 88,000 -1,119,460 -802,400 -697,108 -894,600 -673,500 -609,108	224,860 128,900 88,000 225,000 -1,119,460 -802,400 -697,108 -1,032,194 -894,600 -673,500 -609,108 -807,194

2023	Peace River	High Prairie	High Level	Beaverlodge	FAIRVIEW
Non-municipal Revenue	249,950	128,900	93,000	236,250	118,863
Operating Expenses	-1,230,770	-819,243	-733,455	-1,083,804	597,800
Deficit before Municipal	-980,820	-690,343	-640,455	-847,554	-478,937
Regional Municipal Grants	521,620	345,024		386,137	163,820

Request for Ongoing Support:

Given the shared benefit and usage of the Aquatic Centre, the Town of Fairview Council is requesting an ongoing commitment from Clear Hills County to contribute 20% towards future capital projects at the Aquatic Centre.

We look forward to discussing this matter further during an upcoming meeting and appreciate your continued support for this important community facility.

Sincerely

Gordon MacLeod

Mayor, Town of Fairview

Request For Decision (RFD)

Meeting: Regular Council Meeting

Meeting Date: August 13, 2024

Originated By: Allan Rowe, Chief Administrative Officer

Title: Town of Fairview Funding Request-Fairview Regional Aquatic Centre

File: 11-02-02

DESCRIPTION:

Council is presented with a request for funding from the Town of Fairview to assist in the capital projects at the Fairview Regional Aquatic Centre.

Total Project Cost - \$105,140.20 Amount Requested - 20% = \$21,028.04

C405-24(7-23-24) RESOLUTION by Councillor Giesbrecht to table the Town of

Fairview request for funding for the Fairview Regional Aquatic

Centre until we receive more information.

ATTACHMENT:

Information regarding request

Town of Fairview – Request for funding Fairview Regional Aquatic Centre

Background information

RESOLUTION by.....

Initials show support - Reviewed by:	Manager:	CAO:	XO2	
SHIPPE TO THE STATE OF THE STAT				

Bonnie Morgan

From: Daryl Greenhill <cao@fairview.ca>

Sent: August 2, 2024 1:26 PM

To: Bonnie Morgan
Cc: Allan Rowe

Subject: RE: Town of Fairview Funding Request- Fairview Regional Aquatic Centre

Hi Bonnie

This is a different project. Last year the project was the structural beam and structural supports that hold the roof up over the slide portion of the building. This year is the refurbishing of the slide stairs and slide supports. The refurbishing includes stripping the paint then assess metal condition and replace any required metal. Repaint along with new tiles on the stairs.

Please let me know if there is any further information I can provide.

Regards,

Daryl Greenhill CAO, Town of Fairview

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

Sent: Thursday, August 1, 2024 1:02 PM To: Daryl Greenhill <ao@fairview.ca> Cc: allan@clearhillscounty.ab.ca

Subject: Town of Fairview Funding Request- Fairview Regional Aquatic Centre

Hi Daryl,

Council is seeking additional information regarding your request for funding for the Fairview Regional Aquatic Centre's water slide stairs and support structures. Could you please clarify if this is a separate project from the one Council funded 20% of in December 2022? If it is a different project, please provide details on what the current project entails and how it differs from the originally funded project. Thank you.

Bonnie Morgan | Executive Assistant to CAO and Council

Clear Hills County Box 240 Worsley, AB TOH 3W0 | Ph: (780)-685-3925 ext. 120 | Cell: (780)-834-7171 | Fax: (780)-685-3960



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Town of Fairview
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July 4, 2024

Clear Hills County P.O Box 240 Worsley, AB TOH 3W0

Re: 2024 Capital project support for the Fairview Regional Aguatic Centre

Dear Reeve Bean and Council

The Town of Fairview and Clear Hills County have benefited from several regional relationships. We feel that the Town of Fairview is an integral part of providing a variety of recreational opportunities for the region that the citizens of several municipalities have benefit from, and recreational options are an important aspect in elevating quality of life.

In the past 11 years the Aquatic Centre has required \$1,166,593 in capital projects for necessary upgrades and renovations. These capital projects have included a new roof, basin repair, Hot water heaters, boiler replacement, diving board, lighting upgrades, structural beam along with some required upgrades due to regulation changes. Clear Hills County has provided \$62,500 towards these projects.

We are doing the second phase of the two-year project, this phase includes the refurbishing of the water slide stairs and slide supporting structures. The project has been awarded for a cost of \$105,140.20. The proposed project construction timelines are from September 3 until October 25, 2024.

The Town is requesting that Clear Hills County council supports by partnering for 20% of the cost of this required project, for \$21,028.04. As a regional stakeholder, with a substantial user base, we feel this is a fair request. Clear Hills County support will benefit the timely completion of the Aquatic Centre project, ensuring the facility remains open and operating for Clear Hills County residents to enjoy.

We look forward to a continued partnership with Clear Hills County so that we can deliver quality recreational programs to your residents. If you would like further details on the project and cost breakdowns, please contact our CAO, Daryl Greenhill at 780-835-9857 or cao@fairview.ca.

Sincerely,

Gordon MacLeod

Mayor, Town of Fairview

Community of Choice in the Peace Country



REQUEST FOR DECISION

Date: April 2, 2024

To: Mayor and Council

From: Daryl Greenhill

Re: Aquatic Centre Stairs and Slide Support Refurbishment

Background:

The 2024 interim capital budget has \$150,000 allocated for the refurbishment of the Aquatic Centre stairs and slide support system. The project includes the removal of all painted services, replacement of tiles, removal of rust, repair/replacement of damaged metal and the recoat of all metal surfaces.

The Request for proposal closed on March 29, 2024 with only one proposal received.

Chalex Construction Ltd. is a Spruce Grove based company with extensive experience in renovations and positive references. They have a proposed construction timeline of September 3 – October 11th.

Financial:

Chalex Construction Ltd. has provided the following proposal:

Base Quotation for all stair and support system paint removal and recoat \$88,618.20 With Consulting to include engineering for review and design for metal replacement \$105,140.20

Structural steel is not included in the base price.

Recommendation:

That Council awards the proposal to Chalex Construction Ltd. with the inclusion of the consulting cost.

Council Options:

- 1. That Council authorizes administration to proceed with recommendation.
- 2. To award with only the base quotation
- 3. To not proceed with the project in 2024.

Submitted by: Daryl Greenhill

Chief Administration Officer

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Town of Fairview Payment History	
2001-06-15 Sirolli 3 Vear Fund Agreement	10,000.00
2002-02-25 Sirolli Deficit	3,826.44
2003-05-21 Fairview Aquatic Center Donation	150,000.00
2005-10-03 Cascade Bottle System	4,815.00
2007-01-10 Fairview & District Ambulance	9,901.83
2010-01-21 Beyond Borders Grant (rock wall?)	20,000.00
2010-02-28 Medical Clinic Expansion	36,666.67
2012-04-30 Medical Clinic Cost Sharing	13,960.00
2012-08-31 Economic Dev/Airport	8,000.00
2015-10-31 Pool Resurfacing Grant	15,000.00
2018-01-11 Fairview Pool Phase 2 Resurfacing	7,500.00
2023-12-31 Fairview Pool Waterslide Repair Contribution	40,000.00
Fairview Aquatic Center Total (2003-Present):	212,500.00

Request For Decision (RFD)

Meeting:	Regular Council Med	eting		
Meeting Date:	March 26, 2024		_	
Originated By:	Allan Rowe, Chief Ad			
Title:	Town of Fairview - Aq	luatic Centre Supp	π	
File:	11-02-02			
DESCRIPTION: Council is present Fairview Aquatic Co	ed with the fallowing le entre.	tter from the Town	of Fairview with reg	jards to th
C648-22(12-13-22)	Grant for the Tow stairs for the Fair	n of Fairview for rview Regional A a maximum of \$4	r to approve a Beyor replacement of the quatic Centre for 2 10,000.00 funds to be	waterslid 20% of th
C689-16(12/13/16)	\$7,500.00 (seven t Regional Aquatic (housand five hur Centre to assist w	erus to approve andred dollars) to the oith phase 2 basin recoperating budget.	e Fairviev
C156-15(03/24/15)	Grant for the Tow maximum of \$15,0	n of Fairview for 000.00 (fifteen th	to approve a Beyor r one third of the c ousand dollars) to tub at the Fairview	costs to a resurface
717-21(11/28/00)	\$150,000.00 toward with the Fairview S will not be requeste	I construction of swimming Pool, are to contribute to nd that a represer	ontribute one time to a water slide in cond an agreement that ward the operating ontative from Council	onjunctior It the M.D costs for a
CHC total contribution	ons = \$212,500.00			
ATTACHMENT: MD of Fairview Corre Fairview Aquatic Cer				
RESOLUTION by				
Initials show supp	ort - Reviewed by:	Manager:	CAO:	



Town of Fairview
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Provincial Building, 101, 10209 – 109 Street
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Email: cao@fairview.ca Web: www.fairview.ca

March 22, 2024

Clear Hills County P.O Box 240 Worsley, AB T0H 3W0

Re: Motion of Town of Fairview Council regarding Aquatic Centre Support

Dear Reeve Bean and Council,

This letter is to inform Clear Hills County Council of a recent motion made by the Town of Fairview Council.

Motion: 190324 7.2 by Councillor Chris Laue

That council authorize administration to provide the attached information business card to Clear Hills County residents that attend the Aquatic Centre, for the next 6 months.

Sincerely,

Daryl Greenhill

CAO, Town of Fairview

and with

Community of Choice in the Peace Country-

Are YOU a Clear Hills County Resident?

Did you know?

- Clear Hills County does not contribute funds towards the operating of the Aquatic Centre
- Approx. 20% usage from CHC residents
- 2024 operational deficit before municipal transfers is \$523,108
- · 20% of that is \$105,000
- CHC support of \$105,000 will reduce the need to increase user rates

speak with your local elected representative



<u>45</u>

<u>22</u>

<u>99</u>

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Fairview Regional Aquatic Centre

DAY RATES

Preschool (4-5)	\$1.75
Youth (6-17)	\$4.00
Adult (18-59)	\$6.00
Senior (60+)	\$4.00
Family*	\$14.00

^{*}Note: Family consists of two care provider adults & their dependent children under the age of 18 that reside in the same residence

SEASON PASS

	1 MONTH	3 MONTHS	6 MONTHS	12 MONTHS
Preschool (4-5)	\$17.50	\$38.75	\$62.00	\$105.00
Youth (6- 17)	\$40.00	\$100.00	\$160.00	\$240.00
Adult (18- 59)	\$60.00	\$150.00	\$240.00	\$360.00
Senior (60+)	\$40.00	\$100.00	\$160.00	\$240.00
Family*	\$140.00	\$350.00	\$560.00	\$840.00

Bonnie Morgan

From:

Allan Rowe

Sent:

May 31, 2023 6:52 AM

To:

Bonnie Morgan

Subject:

FW: Capital Support for the Fairview Regional Aquatic Center

From: Daryl Greenhill <ao@fairview.ca>
Sent: Tuesday, May 30, 2023 1:20 PM
To: Alian Rowe <Alian@clearhillscounty.ab.ca>

Subject: RE: Capital Support for the Fairview Regional Aquatic Center

Hì Allan

Here is what we have put together in response to your request. If you are still looking for further information or this is not the information that was intended, please let me know.

- What are all current funding sources for the Aquatic Center?
 Funding sources include, user fees (drop in and programming), sponsorship and transfers from municipalities. Summer student grants,
- 2. What grants have been applied for to assist with the operation and capital improvements to the Aquatic Center over the past 10 years?

The Town regularly applies for small operating grants to cover summer student jobs like STEP program but it's not guaranteed and depends on many factors. For last three years we got it only once for \$2,000 for STEP and up to \$3,000 for other grants. In the past GPRC donated \$25,000 for operations but stopped in 2020 (last time in 2020). We also applied to FCSS board in the past to run additional programs like extra activities and supplies for Junior Lifeguard Club but they are not in favor of supporting due to limited funding available and high demand for funding from other community groups.

For the capital portion, since 2012 we got only one grant restricted for the Aquatic Centre from other organizations, and it was for a Chlorination System upgrade. Most of the available grants for recreation facilities are "green" grants to make upgrades for energy efficiency. The projects that have been done to the facility have been to replace aging infrastructure. Before 2012 we did get a "green" grant to upgrade the lighting system.

3. What has the total revenue been for each of the last 5 years from users?

2022	2021	2020	2019	2018
114,146	68,703	26,454	99,462	109,504

Please note that 2020 and 2021 were covid restricted years with limited operations

4. How are building cost distributed with other users? (ie fitness center) Currently there are almost no shareable costs with a Fitness Centre except for the reception which are split 50/50 (receptionists wages is the biggest expense there) Currently we are able to separate the actual costs between buildings (even insurance, utilities, maintenance, etc.).

Depreciation expenses are not included in any operational expenses.

Management expenses (Director's salaries, office, etc.) and portion of Admin expenses are not included either

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Bids close June 13 and will be presented to council for consideration June 20th.

Daryl Greenhill, CLGM CAO Town of Fairview P: 780-835-5461 F: 780-835-3576

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

Sent: Thursday, May 25, 2023 8:05 AM To: Daryl Greenhill "><a href="mailto:c

Subject: Capital Support for the Fairview Regional Aquatic Center

Council tabled this item and are asking for additional information to assist them in making a decision. The additional information that Council in looking for is listed below

What are all current funding sources for the Aquatic Center?
What grants have been applied for to assist with the operation and capital improvements to the Aquatic Center over the past 10 years?

What has the total revenue been for each of the last 5 years from users? How are building cost distributed with other users? (ie fitness center) When will tender results be available for information to the public and County?

If you require any clarification on these questions feel free to give me a call

Thank you

Allan :

<u>48</u>

<u>25</u>

<u>102</u>



Town of Fairview P.O. Box 730, Fairview, Alberta 70M 1LO Provincial Building, 101, 10209 – 109 Street Phone: 780-835-5461 Fax: 780-835-3576 Email: <u>cao@fairview.ca Web: www.fairview.ca</u>

May 18, 2023

Clear Hills County P.O Box 240 Worsley, AB TOH 3W0

Re: Capital project support for the Fairview Regional Aquatic Centre

Dear Reeve Bean and Council

The Town of Fairview and Clear Hills County have benefited from several regional relationships. We feel that the Town of Fairview is an integral part of providing a variety of recreational opportunities for the region that the citizens of several municipalities have benefit from, and recreational options are an important aspect in elevating quality of life.

In the past 10 years the Aquatic Centre has required \$733,911 in capital projects for necessary upgrades and renovations. These capital projects have included a new roof, basin repair, Hot water heaters, boiler replacement, diving board, lighting upgrades, along with some required upgrades due to regulation changes. Clear Hills County has provided \$22,500 towards these projects.

In its 20th year of operation, the Aquatic Centre is now facing its largest and most complicated project to date. This project includes the replacement of the water slide stairs, replacement of a structural roof beam and structural posts, which are linked to the Water Slide roof. As well as the replacement of the chemical room floor. The Tenders for the project are scheduled to go to Council June 20th for council consideration. The project construction timelines are from September 5 until October 31, 2023. The initial project cost estimates for this project are \$678,500.

Fairview Town council is requesting that Clear Hills County council supports by partnering for 1/3 (one-third) of the cost of this required project, which based on initial estimates, that may be approximately \$226,167. As a regional stakeholder, with a substantial user base, we feel this is a fair request. Clear Hills County support will benefit the timely completion of the Aquatic Centre project, ensuring the facility remains open and operating for Clear Hills County residents to enjoy.

We look forward to a continued partnership with Clear Hills County so that we can deliver quality recreational programs to your residents. If you would like further details on the project and cost breakdowns, please contact our CAO, Daryl Greenhill at 780-835-9857 or cao@fairview.ca.

Sincerely,

Gordon MacLeod

Mayor, Town of Fairview

Community of Choice in the Peace Country--- ~

<u>63</u>

<u>49</u>

<u>26</u>

<u>103</u>