AGENDA CLEAR HILLS COUNTY REGULAR COUNCIL MEETING TUESDAY, JUNE 10, 2025

The regular meeting of the Council for Clear Hills County will be held on Tuesday, June 10, 2025, at 9:30 a.m. at the Clear Hills County Council Chambers, Worsley, Alberta.

CA	ALL TO ORDER	
1.	AGENDA	
2.	MINUTES: Previous: Regular Council Meeting Minutes, May 27, 2025	2
4.	DELEGATION(S) a. Cleardale Library <mark>10:00 a.m</mark> b. Agricultural Service Board <mark>11:15 a.m</mark>	
5.	PUBLIC HEARING	
6.	TENDER OPENING	
7.	NEW BUSINESS a. COUNCIL 1. Management Team Activity Report	21 57 58 62 71
8.	c. COMMUNITY SERVICES 1. 2025 Tradeshow Analysis	90 93 95
9	COUNCIL INFORMATION (Including Correspondence)	
	CALENDARS	
	CLOSED MEETING ITEMS a. Legal b. Labour	

12. ADJOURNMENT

MINUTES OF CLEAR HILLS COUNTY REGULAR COUNCIL MEETING CLEAR HILLS COUNTY COUNCIL CHAMBERS TUESDAY, MAY 27, 2025

	TUESDAY, MA	
PRESENT	Amber Bean David Janzen Susan Hansen Jason Ruecker Abe Giesbrecht Danae Walmsley	Reeve Deputy Reeve Councillor Councillor Councillor Councillor
ATTENDING	Allan Rowe Bonnie Morgan	Chief Administrative Officer (CAO) Executive Assistant (EA)
ABSENT		
CALL TO ORDER	Reeve Bean called the me	eting to order at 9:30 a.m.
ACCEPTANCE OF AGENDA C291-25(5-27-25)		ty Reeve Janzen to adopt the agenda 7, 2025 Regular Council Meeting, as CARRIED.
APPROVAL OF MINUTES Previous Council Meeting Minutes C292-25(5-27-25)		d the meeting at 9:31 a.m. illor Giesbrecht to adopt the minutes of ir Council Meeting, as amended.
CLOSED:	, , ,	CARRIED
C293-25(5-27-25)		cillor Hansen that Council closes the per Section 27, of FOIP at 9:32 a.m. CARRIED
C294-25(5-27-25)		illor Giesbrecht that Council opens the per Section 27, of FOIP at 10:18 a.m. CARRIED.
NEW BUISNESS:		
Management Team Activity Report	Management activity repor	t was reviewed.
C295-25(5-27-25)		y Reeve Janzen that the management , 2025, be accepted, as presented. CARRIED.
Councillor Reports	Council submits the meeti report, if applicable.	ings attended in the previous month and a
C296-25(5-27-25)	RESOLUTION by Counci Reports for information,	illor Walmsley to receive the Councillor as presented. CARRIED.

Reeve Bean recessed the meeting at 10:47 a.m.
Reeve Bean reconvened the meeting at 10:51 a.m.

Page 2 of 4 REGULAR COUNCIL MEETING TUESDAY, MAY 27, 2025

2025 School Tour Council is presented with information regarding the 2025 School Tour planned for June 23, 2025. **RESOLUTION** by Councillor Giesbrecht to receive the discussion C297-25(5-27-25) regarding the school tour be amended to a road tour of the Ward 1 area, to take place on June 23, 2025. CARRIED. Trades Training Council is presented with the PRSD Trades Training invoice and Invoice & Reporting reporting. RESOLUTION by Councillor Walmsley to table the discussion C298-25(5-27-25) regarding the Peace River School Division Trades Training invoice and reporting until the next Regular Council Meeting. CARRIED. Return for Service Grant - EMS Councillor Hansen requested a discussion regarding the Return for Service Grant. RESOLUTION by Reeve Bean to table the discussion regarding C299-25(5-27-25) the Return for Service Grant program and bring back a draft Policy to a future Policy & Priority Meeting. CARRIED. Clear Hills County Newsletter Council is presented with information regarding the Clear Hills County Monthly Newsletter distribution. RESOLUTION by Councillor Giesbrecht to proceed with C300-25(5-27-25) gathering input from residents regarding their preferred method of receiving the Clear Hills County Newsletter, including the option to: Continue receiving the newsletter by Canada Post or receive the newsletter by email. CARRIED. Appointing Weed Weed Control inspectors are required to be appointed as per Section Inspectors 7 of the Weed Control Act. Council is requested to appoint Carter Clay, Gracie Drew, and Jocelyn Bean as the Clear Hills County weed inspectors for 2025. RESOLUTION by Deputy Reeve Janzen to appoint Carter Clay, C301-25(5-27-25) Gracie Drew, and Jocelyn Bean as the Clear Hills County weed inspectors for 2025 as per Section 7 of the Weed Control Act. CARRIED. Appointing Pest Inspectors Pest Control inspectors are required to be appointed as per Section 10 of the Agricultural Pests Act. Council is requested to appoint Carter Clay, Gracie Drew, and Jocelyn Bean as the Clear Hills County pest inspectors for 2025.

C302-25(5-27-25)

RESOLUTION by Councillor Hansen to appoint Carter Clay,

Gracie Drew, and Jocelyn Bean as the Clear Hills County pest

Page 3 of 4 REGULAR COUNCIL MEETING TUESDAY, MAY 27, 2025

inspectors for 2025 as per Section 10 of the Agricultural Pests Act. CARRIED.

CORPORATE SERVICES Accounts Payable May 14, 2025 to May 27, 2025

A list of expenditures for Clear Hills County for the period of May 14, 2025 to May 27, 2025 is provided for Council's review.

C303-25(5-27-25)

RESOLUTION by Councillor Ruecker that Council receives for information the Accounts Payable report for Clear Hills County for the period of May 14, 2025 to May 27, 2025 for a total of \$212,319.44, with funds to be transferred from Long Term Investments.

CARRIED.

Bylaw No. 300-25 – Lending of Funds to the Worsley Clear Hills Ski Club

Council is presented with Bylaw 300-25 – Lending of Funds to the Worsley Clear Hills Ski Club for consideration.

C304-25(5-27-25)

RESOLUTION by Councillor Giesbrecht that first reading be given to Bylaw No. 300-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the lending of funds to the Worsley Clear Hills Ski Club.

CARRIED.

COMMUNITY
SERVICES
Proceed to Tender
Turn Out Gear
Worsley Volunteer
Fire Department

Council is presented with information regarding proceeding to Tender for the purchase of three sets of turnout gear for the Worsley Fire Department.

C305-25(5-27-25)

RESOLUTION by Deputy Reeve Janzen proceed to Tender for the purchase of three sets of turnout gear for the Worsley Fire Department.

CARRIED.

Purchase of Water Tender Truck

Council is presented with options regarding the purchase of a water tanker/tender that is to be used during fire call outs.

C306-25(5-27-25)

RESOLUTION by Councillor Walmsley table the discussion regarding the purchase of a water tanker/tender that is to be used during fire call outs.

CARRIED.

Bylaw No. 285-24 Fire Ban

Council is presented with Bylaw No. 285-24 Fire Ban.

no action taken

Page 4 of 4 REGULAR COUNCIL MEETING TUESDAY, MAY 27, 2025

PUBLIC WORKS	No Items			
WRITTEN REPORTS Chief Administrative Officer's Report	Chief Administrati	ve Officers Report		
C307-25(5-27-25)		y Deputy Reeve Janzen to Officers report for informati		
C308-25(5-27-25)	RESOLUTION by Councillor Walmsley to draft and send three letters: one to Lawrence MacAulay, Federal Minister of Agriculture and Agri-Food, addressing concerns about the distribution of farm medications; Rajan Sawhney, Alberta Minister of Advanced Education, regarding the impact of funding cuts to Northwestern Polytechnic; and one to the Demetrios Nicolaides, Alberta Minister of Education, highlighting the issue of insufficient funding for rural schools.			
Corporate Services Manager's Report	nothing to report			
Public Works Manager's Report	Public Works Man	nager's Report		
C309-25(5-27-25)	RESOLUTION by Reeve Bean to receive the Public Works Manager's report for information, as presented. CARRIED.			
COUNCIL INFORMATION	Information for Co	Information for Councils review.		
C310-25(5-27-25)		RESOLUTION by Deputy Reeve Janzen to receive the Council information for information, as presented. CARRIED		
<u>CALENDARS</u>	aid administration	ted with a calendar of upcoming in maintaining records and sen gs for both the Council and admin	ve as a reminder for	
C310-25(5-27-25)	May, June and	/ Councillor Hansen to acce July 2025 calendar upda ormation, as presented.		
	Date	Meeting	Attendee	
	June 12	GGAMAC	Walmsley	
	June 19-20	Seniors Video	Bean	
	June 19	NAEL – Premier Mtg	Janzen	
ADJOURNMENT	Reeve Bean adjou 12:00 p.m.	urned the May 27, 2025 Regular	Council Meeting at	
	DATE	REEVE		
	DATE	CHIEF ADMINISTRATIV	/E OFFICER	

Clear Hills County

Request For Decision (RFD)

Meeting: Regular Council Meeting

Meeting Date: June 10, 2025

Originated By: Allan Rowe, Chief Administrative Officer

Title: DELEGATION – Cleardale Library – 10:00 a.m.

File: 11-02-02

DESCRIPTION:

Donna Ross with Cleardale Library will be in attendance to report on the Cleardale Library.

ATTACHMENT:

RESOLUTION by..... to receive the delegation from the Cleardale Library for information as presented.

Initials show support - Reviewed by: Manager: CAO:

Clear Hills County

Request For Decision (RFD)

Meeting:

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Greg Coon, Agricultural Fieldman

Title:

DELEGATION – Agricultural Service Board 11:15 a.m.

File:

63-10-02

DESCRIPTION:

Agricultural Service Board is in attendance to review the 2024 Agricultural Service Board Annual Report to Council.

BACKROUND:

C268-25(5-13-25)

RESOLUTION by Councillor Walmsley to approve a delegation with the Agricultural Service Board at the June 10, 2025 Regular Council Meeting. CARRIED.

ATTACHMENT:

2024 Agricultural Service Board Annual Report

RESOLUTION:

Resolution by... to receive the delegation from the Agricultural Service Board and approve the 2024 Agricultural Service Board Annual Report to Council, as presented.

Initials show support - Reviewed by:

Manager:

yes -

CAO:



2024 Agricultural Service Board Annual Report to Council

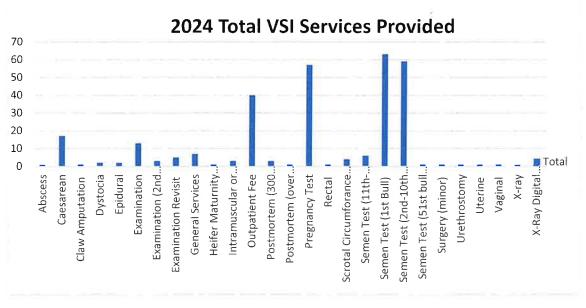
-Weed Inspection:

- 1890 weed inspections completed.
 - 4 weed letters
 - 2 weed notices
 - o 0 weed enforcement
- -Vegetation Control: All roads were scouted, and spot spraying was completed where needed.
- Pest Inspections (grasshopper, bertha armyworm, blackleg, and clubroot surveys) All insect surveys were under the economic thresholds.
- Blackleg levels were higher than normal. This trend was seen all across the Peace region.
- Clubroot was discovered on one field this year. The producer was issued a pest notice and he plans on seeding to a non host crop for the next three years. Increasing the number of fields to be surveyed in 2025 will be a priority
- Mowing Program: Completed a full cut on the whole County, including all licensed drainage ditches and the Silver Creek/Sulphur Lake Road.

- Wolf Incentive:

Year	# of Carcasses	Trappers	Landowners	Total \$	Individuals
2024	23	11	12	\$4,600.00	17

-VSI program: The 2024 requisition was \$54,500.00 and 47% of the members used the program, with an average per user of \$493.69.



- BSE Testing program: 0 BSE tests completed in 2024

-Rental Equipment:

- Revenue= \$33,259.56
- Expenses= \$58,124.48
- Totaling a loss of \$24,864.92

-ASB Policy review: The below Policy changes have been made in 2024.

•	, •
AG60-24(07/16/24)	RESOLUTION by Member Ruecker that this Board recommend Council adopt Policy 6302 Agricultural Improvement Policy, with the changes to section 2.1.2 to say support producers in the establishment of demonstration plots. CARRIED.
AG61-24(07/16/24)	RESOLUTION by Chairman Janzen that this Board recommend Council adopt Policy 6303 Pest Control Policy, with the following amendments of section 4.3.2 and 4.3.5: -The use of Compound 1080 tablets is to stop coyote predationRemove the use of Sodium Cyanide M-44 Devices. CARRIED.
AG63-24(07/16/24)	RESOLUTION by Member Watchorn that this Board recommend Council adopt Policy 6310 Rental Equipment Policy, with the amendment to Section 3.9 removing February. CARRIED.
AG64-24(07/16/24)	RESOLUTION by Chairman Janzen that this Board recommend Council adopt Policy 6313 Tradeshow Groceries & Door Prizes, with the removal of sections 2.4.1 and 2.4.2 regarding the exchange of the children's door prize bicycle. CARRIED.

-Extension review: ASB made the decision to not renew the extension agreement with PCBFA and 5 other municipalities for extension work, as the Board felt that extension work could be done more effectively in-house. Administration has applied for the resource management stream grant as a single municipality. The grant is performance based, and how much the County will be awarded should be known by April or May.

Administration included the salary of an extension position in the 2025 budget.

In-house extension work was started in December and since that time, the County has held 3 events including a clubroot info session at eureka river that had 17 producers attend, a CAP grant EFP session in Cleardale that had 31 producers attend, and a CAP grant EFP session in Hines Creek that had 32 producers attend.

The County had 9 producers complete an environmental farm plan last year.

Municipality	Approved Workbooks 2024
Acadia MD	3
Athabasca County	6
Banff	0
Barrhead County	5
Beaver County	9
Big Lakes County	5
BigHorn MD	1
Birch Hills County	4
Bonnyville MD	15
Brazeau County	3
Calgary	1
Camrose County	24
Cardston County	5
Clear Hills County	9
Clearwater County	5
Crowsnest Pass	0
Cypress County	6
Drumheller	0
Edmonton	2
Enoch	0
Fairview MD	4
Flagstaff County	21
Foothills MD	8
Forty Mile County	16
Grande Prairie County	9
Greenview MD	6

The in-house extension work is already proving to be well received and effective.

Clear Hills County

Request For Decision (RFD)

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Allan Rowe, Chief Administrative Officer

Title:

Management Team Activity Report

File:

11-02-02

DESCRIPTION:

Management activity report for May 27, 2025.

ATTACHMENTS:

- Management Activity Report
- Policy & Priority Activity Report

RECOMMENDED ACTION:

RESOLUTION by that the management activity report for May 27, 2025, be accepted, as presented.





Activity Report for May 27, 2025

LEGEND:

/aiting:

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 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	June
		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	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
		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.	CS	June 17
		February 25, 2025		



Activity Report for May 27, 2025

LEGEND:

	LLOLIND:	
Budget Items:	Completed Items:	Items in Waiting:

MOTION	DATE	DESCRIPTION	DEPT	STATUS
C105-25	02/25/25	RESOLUTION by Deputy Reeve Janzen to bring back Policy 7011 Community Support Services Grant to a future meeting. CARRIED. March 11, 2025	CS	June 17
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.,	PW	In works
		for the amount of \$3,107,490.79. Funds to be allocated from the Road Construction Reserve and the Sewer Reserve. CARRIED.		
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	July
C141-25	3-11-25	RESOLUTION by Reeve Bean to receive the delegation from Mighty Peace Wireless for information and direct administration to proceed with preparing a draft contract with the discussed conditions. CARRIED.	EA	June 10
		April 8, 2025		
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	June
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. April 22, 2025	CS	Alberta Counsel June 24
C228-25	4/22/25	RESOLUTION by Councillor Hansen to reschedule the June 3, 2025 Policy & Priority Meeting to June 17, 2025. CARRIED.	EA	June 17
		May 6, 2025		
P251-25	05-06-25	RESOLUTION by Councillor Ruecker to recommend Council approve the request for	CS	June 24



Activity Report for May 27, 2025

LEGEND:

Budget Items:	Completed Items:	Items in Waiting:	

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		\$15,000.00 to the Town of Fairview to assist in the HVAC 2025 project at the Fairview Regional Aquatic Centre.		
		Special Council Meeting May 6, 2025		
C250-25	05-06-25	RESOLUTION by Councillor Hansen to issue a Clear Hills County Fire Ban for all areas in Clear Hills County effective at 12:01 a.m., on May 7, 2025, as per Bylaw No. 285-24, with the following conditions applied: Permit small, supervised Safe Wood campfires in designated camping grounds and designated day use area following Safe Wood Campfire parameters. Permit small, supervised Safe Wood campfires on privately owned land following Safe wood Campfire parameters. CARRIED.	EA/ CC	Posted
		May 13, 2025		
C268-25	05/13/25	RESOLUTION by Councillor Walmsley to approve a delegation with the Agricultural Service Board at the June 10, 2025 Regular Council Meeting. CARRIED.	EA	11:15 a.m.
C269-25	05/13/25	RESOLUTION by Councillor Giesbrecht to proceed to Tender for the cladding of the south exterior wall of the Clear Hills County shop, located at 313 Alberta Ave. Worsley, AB. CARRIED.	AG	Posted
C270-25	05/13/25	RESOLUTION by Councillor Hansen to proceed to tender for the replacement of all four Air Conditioner units at the Clear Hills County office, located at 313 Alberta Ave. Worsley, AB.CARRIED.	AG	Posted
C272-25	05/13/25	RESOLUTION by Deputy Reeve Janzen to receive the information regarding the Fairview Regional Aquatic Centre and invite the Town of Fairview to attend a future meeting. CARRIED.	CS	June 24
C277-25	05/13/25	RESOLUTION by Councillor Ruecker to approve a capital grant to Worsley Clear Hills Ski Club in the amount of \$150,000.00 to assist with the addition to their chalet and rental shop with funds to be	CS	



Activity Report for May 27, 2025

LEGEND:

	LLOLIND.		
Budget Items:	Completed Items:	Items in Waiting:	

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		allocated from the Rate Stabilization Reserve. CARRIED.		
C278-25	05/13/25	RESOLUTION by Deputy Reeve Janzen to proceed with authorizing a loan to the Worsley Clear Hills Ski Club to assist with the addition to their chalet and rental shop in the amount of \$350,000.00 at 2.5% interest to be paid back with a minimum annual payment of 10% of the loan principal over a maximum of 10 years, funds to be allocated from the Economic Development Reserve. CARRIED.	CS	Advertised
C279-25	05/13/25	RESOLUTION by Councillor Hansen to authorize Deputy Reeve Janzen to attend the Montagneuse 4-H Multi Club Show & Sale on Monday, June 2, 2025, and purchase a beef up to a maximum of \$8,000.00 for the 20th Annual Clear Hills County BBQ.	CC	
C280-25	05/13/25	RESOLUTION by Deputy Reeve Janzen to proceed to tender for 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. CARRIED.	PW	Posted
C281-25	05/13/25	RESOLUTION by Councillor Giesbrecht to proceed to tender for the Chinchaga Road Maintenance. CARRIED.	PW	July 8
C282-25	05/13/25	RESOLUTION by Councillor Hansen to proceed to tender proceed to Tender for the Hard Surface Snow & Ice Removal. CARRIED.	PW	July 8
C283-25	05/13/25	RESOLUTION by Deputy Reeve Janzen to bring back more information on purchasing a Water Tender with a higher water storage capacity tank to be used during fire call outs. CARRIED. May 27, 2025	PW	June 10
C297-25	05/27/25	RESOLUTION by Councillor Giesbrecht to receive the discussion regarding the school tour be amended to a road tour of the Ward 1 area, to take place on June 23, 2025. CARRIED.	EA	



Activity Report for May 27, 2025

LEGEND

	LEGEND.	
Budget Items:	Completed Items:	Items in Waiting:

MOTION	DATE	DESCRIPTION	DEPT	STATUS
C298-25	05/27/25	RESOLUTION by Councillor Walmsley to table the discussion regarding the Peace River School Division Trades Training invoice and reporting until the next Regular Council Meeting. CARRIED.		June 10
C304-25	05/27/25	RESOLUTION by Councillor Giesbrecht that first reading be given to Bylaw No. 300-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the lending of funds to the Worsley Clear Hills Ski Club. CARRIED.	CS	Advertised
C305-25	05/27/25	RESOLUTION by Deputy Reeve Janzen proceeds to Tender for the purchase of three sets of turnout gear for the Worsley Fire Department. CARRIED.	CC	In works
C306-25	05/27/25	RESOLUTION by Councillor Walmsley table the discussion regarding the purchase of a water tanker/tender that is to be used during fire call outs. CARRIED.	CC	June 10
C308-25	05/27/25	RESOLUTION by Councillor Walmsley to draft and send three letters: one to the Lawrence MacAulay, Federal Minister of Agriculture and Agri-Food, addressing concerns about the distribution of farm medications; Rajan Sawhney, Alberta Minister of Advanced Education, regarding the impact of funding cuts to Northwestern Polytechnic; and one to the Demetrios Nicolaides, Alberta Minister of Education, highlighting the issue of insufficient funding for rural schools. CARRIED.	EA	June 10
0.400.00	00.40	March 27, 2024		2224 (
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	03/12/2	RESOLUTION by Deputy Reeve Janzen to approve the quote and proceed with Hydrogeological Consultants Ltd. for the engineering of the drilling,	PW	In works



Activity Report for May 27, 2025

LEGEND:

Budget Items:	Completed Items:	Items in Waiting:

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	03/12/2	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	07/23/2	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	08/13/2	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	08/13/2	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	09/24/2	RESOLUTION by Reeve Bean to approve a general grant to Cleardale Riders Club in the amount of	CS	



Page 7 of 8

Management Team

Activity Report for May 27, 2025

LEGEND:

Decide at the second	Canaplated Hamai	Itama in Maiting:
Budget Items:	Completed Items:	Items in Waiting:
Baaget iteme:		

MOTION	DATE	DESCRIPT	TION	DEPT	STATUS
		outhouses and horse brid wooden boardwalk with f the Rate Stabilization Re			
S566-24	10-29-	conditional grant up to \$4 Wireless, to assist County/Hines Creek	e Bean to approve a 4,000,000 to Mighty Peace with the Clear Hills ommunity Infrastructure Project with funds to be		
	W Buch	For	Against	W 7.50	
		Bean	Janzen	- 10, 124, 12	
	A PART OF	Ruecker	Stevenson	E 7. 730	to Will But
		Hansen	Walmsley	7 11 11 -3	
		Giesbrecht			
	AND LINE OF		CARRIED.		
C107-25	02/25/2	Administration to create Services Reserve and	Bean that Council direct e a Community Support transfer the remaining ated 2024 Community funds to it. CARRIED.	CS	
C192-25	4/08/25	RESOLUTION by Deputy a General Grant to the K Amount of \$25,000.00	Reeve Janzen to approve Ken Sargent House in the to sponsor the Comfort to be allocated from the	CS	
ITEMS IN	WAITING				
C66-15	01/13/ 15	RESOLUTION by Council 802KS Block 2 Lot 10 as as a tax forfeiture propert accumulating on it; the redeem it at any time b	is in the County's name by. The taxes shall keep e previous owner can	CSM	January 14, 2030



Activity Report for May 27, 2025

LEGEND:

	LLOLIND.		
Budget Items:	Completed Items:	Items in Waiting:	N

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		penalties. If after 15 years the previous owner has not redeemed it totally, the County will become the owner.CARRIED.		
C171-23	03/28/	RESOLUTION by Councillor Hansen that this Council authorizes the destruction of 2019 and 2020 monthly reconciliation reports, 2014 and 2015 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2016. CARRIED.		
		February 2024		
C271-24	05/14/	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/	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.	CS	In waiting

Policy & Priority Update

Activity Report for May 27, 2025

Active Items		Completed Items:	J
--------------	--	------------------	---

Motion &		Policy & Priority Items	Notes
Date	Dept.		
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	
July 2024	EA	Branding/logo	After website launch
July 2024	EA	Marketing Position	On going
Jan 7, 2025		Provincial Ecological Corridors	Summer 2025
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 Councillor Giesbrecht to bring back	P247-25(5-6-25)
		for more discussion the Northwest Polytechnic	Received for
		information to a future Policy & Priority Meeting. CARRIED.	Information at the May 6 th P&P Mtg
C254-25(5- 6-25)		RESOLUTION by Councillor Walmsley to bring back more information regarding Transfer Stations/Landfills and incinerators to a future meeting. CARRIED.	June 17 th P&P
P254-25	EA	RESOLUTION by Councillor Walmsley to bring back more information regarding Transfer Stations/Landfills and incinerators to a future meeting. CARRIED.	June 17 P&P
C299-25	EA	RESOLUTION by Reeve Bean to table the discussion regarding the Return for Service Grant program and bring back a draft Policy to a future Policy & Priority Meeting. CARRIED	June 17 P&P
C300-25		RESOLUTION by Councillor Giesbrecht to proceed with gathering input from residents regarding their preferred method of receiving the Clear Hills County Newsletter, including the option to: Continue receiving the newsletter by Canada Post or receive the newsletter by email. CARRIED.	Information Sent out and results are coming in.

Clear Hills County

Request For Decision (RFD)

Regular Council Meeting

Meeting Date:

June 10, 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:

Hines Creek Graduation Invitation

RECOMMENDED ACTION:

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



Hines Creek Composite

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



May 30, 2025

Dear Councillor Hansen:

On behalf of the graduating class of 2025, we are pleased to extend an invitation to attend our graduation ceremony, scheduled for Saturday, June 28, at 2:00 p.m. at Hines Creek Composite School. It would be a great honour to have you represent Clear Hills County at this significant event.

If you are interested in delivering a few remarks during the ceremony, please contact our principal, Mrs. Janice Charchuk, so we can include your contribution in the program. She can be reached via email at charchukj@prsd.ab.ca or by phone at 780-494-3510.

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

Sincerely, Hines Creek Composite Graduating Class of 2025

Clear Hills County

Request For Decision (RFD)

Meeting:

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Allan Rowe, Chief Administrative Officer

Title:

Trades Training/Charter Schools

File:

11-02-02

DESCRIPTION:

Council is provided with the requested information regarding Charter Schools in Alberta. The Current Trades Training Invoice & Report is also attached for Council review.

A charter school in Alberta is a public school that operates independently and offers a unique educational program (many schools have formed under Agriculture).

- Operates independently from local school divisions.
- Offers a unique educational program not already available in the area.
- Governed by its own non-profit society.

Funding: Charter School Funding in Alberta

- Publicly Funded: Charter schools receive operational funding from the Alberta government, similar to public and separate schools.
- Per-Student Basis: Funding is based on student enrollment.
- No Property Tax Revenue: Unlike public and separate school boards, charter schools do not receive funding from local property taxes.
- Capital Funding: Charter schools may access provincial funding for facilities, but it's limited and subject to approval. In some cases, schools may lease governmentowned buildings.
- No Tuition: As public schools, charter schools cannot charge tuition for regular instruction.

Transportation: Overall, transportation for charter schools is not guaranteed or fully covered by the province and often involves additional planning and cost-sharing by the school or families.

Accountability: Charter schools are accountable to the Minister of Education and must adhere to provincial educational standards and reporting requirements.

ATTACHMENT:

- Establishing a Public Charter School Checklist
- Public Charter School Handbook
- Updated Training Invoice & Report
- May 27, 2025 TRFD

	RESOL	UTION.	by	
--	--------------	--------	----	--

Initials show support - Reviewed by:	Manager:	CAO:	DQ
			10



Establishing a Public Charter School Checklist

The following checklist is provided as a service to potential applicants. Please contact Alberta Education to request information on public charter schools, to obtain an application form and for support on completing the application.

Phone: 780-427-6272 (Toll free: 310-0000 before the phone number in Alberta)

Email: EDC.charterapplication@gov.ab.ca

PRI	OR TO COMPLETING A CHARTER APPLICATION		
	Our applicant group has discussed the following:		
•	Why is this public charter school needed?		
•	Does the proposed program duplicate programming already available in the geographical area? Proposed programming must be significantly different than that already available (except for vocation-based education programs).		
•	Will there be enough parent and community support for the public charter school to be educationally and financially viable?		
	Is there an appropriate facility that can be procured that would support the charter program?		
•	Does independent research support that the proposed program will improve student learning in a way that can be measured against other programs?		
•	Is the proposed program innovative, in that it expands choice in the geographical area?		
•	Has the purpose of the program been established to be vocation-based education?		
•	Will the proposed public charter school collaborate or engage with a post-secondary institution or a school division?		
•	Is the proposed program non-religious/non-denominational?		
•	Can the group confirm that the proposed program will not provide home education services?		
•	Can the group confirm that the proposed program will accept enrolment of all students who fit the criteria described in the charter without discriminating against those with educational or behavioural needs for support?		



PRIOR TO SUBMITTING A CHARTER APPLICATION (obtained from EDC.charterapplication@gov.ab.ca)

following are suggested sequence of tasks to complete and information to assemble prior to completing the ication form and packaging attachments:	1
Proposed school name	
Name of society or company that would operate the charter school	
Contact information for applicant and/or directors of society	
Vision and purpose of the proposed public charter school	
Proposed opening date	
Teaching philosophy (with details on the learning style, teaching style, approach or philosophy or pedagogy)	
Is the proposed program focused on vocation-based education?	No Line
Will the proposed public charter school collaborate or engage with a post-secondary institution or a school division?	
Is the proposed program non-religious/non-denominational?	
How does the proposed program differ from programming already available in the geographical area (avoids duplicating already existing programs, except for charter program focused on vocation-based education)?	
Independent research supporting the proposed program	
Indications of significant community support for the charter school (parents, businesses, other community groups)	
Sufficient number of parent declarations of intention to enrol children in proposed program (declarations follow model in Charter Schools Handbook)	
Plan for collaboration or engagement with a post-secondary institution or a school division	
Projected student enrolment	
Distribution of students in each grade for each year of the initial five-year term	
School operational plan with short-term and long-term considerations on educational viability (appropriate student and class groupings, teaching assignment considerations, student high school credentialing possibilities, ability to provide education supports to all students)	
School operational plan with short-term and long-term considerations on financial viability (financial projections of revenues and expenditures such as administration, staffing, transportation, technology, additional contracted services, equipment and furnishings)	
Acquisition of school building (negotiations with building owner, facility costs and renovations required for programming needs)	
School building and property costs after acquisition (future renovations, maintenance, deferred maintenance costs)	
Description of the students for whom the charter program is intended	and the second

Alberta

•	Charter goals written as measurable outcomes	
•	Charter measures to confirm continuous improvement on the charter goals	
•	Description of the improved student learning outcomes	
•	Grades to be offered (initially and in the future)	
•	Selection criteria if requests for enrolment exceed facility capacity and available resources	
•	Any curriculum to be offered in addition to Alberta's Programs of Study	
•	Plan to communicate charter innovations to the education community (parents, community, other charter schools, school authorities in Alberta and outside Alberta, post-secondary institutions and education researchers)	
•	Process for the society to amend the approved charter	
•	Process to dissolve the public charter school should the school cease operations	
-		

REQUIREMENTS FOR PUBLIC CHARTER SCHOOLS

The charter school board (operator) is responsible to the Minister of Education for meeting the requirements of provincial legislation and regulations as set out in this chart:		
•	Our applicant group has reviewed the following responsibilities:	
•	The charter operator is incorporated as a society under the <i>Societies Act</i> , or as a non-profit company under Part 9 of the <i>Companies Act</i> , and the board of directors will act as the school board.	
•	The charter school board will ensure the provision of programs of study that meet the goals and standards adopted or approved by the Minister consistent with the Ministerial Order on Student Learning.	
•	The charter school board will comply with the <u>Education Act</u> , except for parts of the Act identified in section 27 or in the <u>Charter Schools Exemption and Application Regulation</u> .	
•	The charter school board will comply with all components of <u>regulations</u> that apply as set out by the <i>Education Act</i> , including the Charter Schools Regulation, the Charter Schools Exemption and Application Regulation, the Certification of Teachers and Teacher Leaders Regulation, the Practice Review of Teachers Regulation, the School Councils Regulation, the School Fees Regulation, the School Transportation Regulation, the Student Record Regulation, and the Superintendent of Schools Regulation.	
•	The charter school board will not provide a home education program, as per the Education Act.	
•	The public charter school will not be affiliated with a religious faith or denomination.	
•	The charter school board will ensure that students have the opportunity to meet the standards of education set by the Minister.	
•	The charter school board will administer all provincially mandated assessments, including provincial achievement tests and diploma examinations.	
•	The charter school board will comply with provincial senior high school graduation requirements described in the Guide to Education.	



•	The charter school board will ensure that enrolled students entitled to have access to specialized supports and services will have the opportunity to meet the standards of education set by the Minister.	
•	The charter school board will accept enrolment of all students who fit the criteria described in the charter without discrimination as per the terms under the <i>Alberta Human Rights Act</i> .	
•	The charter school board will be, if a student is expelled, responsible for the student's education program, and will ensure that the student will continue to have access to an education program for the remainder of the school year.	
•	The charter school board will establish, implement and maintain a policy respecting the board's obligation to provide a welcoming, caring, respectful and safe learning environment that includes the establishment of a code of conduct for students that addresses bullying behaviour.	
•	The charter school board will agree to regular evaluation and assurance monitoring by the Minister.	

Alberta

Public charter schools handbook



This publication is issued under the Open Government Licence – Alberta (http://open.alberta.ca/licence). Please note that the terms of this licence do not apply to any third-party materials included in this publication.

This publication is available online at https://open.alberta.ca/publications/public-charter-schools-handbook

Public charter schools handbook | Alberta Education
© 2022 Government of Alberta | June 1, 2022 | ISBN 978-1-4601-5443-4

Contents

Overview	
Purpose of public charter schools	4
Legislation	4
Charter board	5
Charter Application	
Considerations before applying	6
Process to apply	6
Public Charter School Application	7
Notification of application	8
Decision and notification of decision	8
Commencement requirements	8
Start of operations	9
Application process	9
Charter expansion to a new geographic area	9
Operation of a public charter school	10
Governance	10
The charter	10
Assurance	11
Reviews, evaluations and charter renewals	11
Student enrolment	12
Inclusive education	12
Staffing	12
Funding and budgets	13
Facility	13
Transportation	13
Other	13
Glossary	14
Funding Manual for School Authorities:	14
Guide to Education:	14
School Capital Manual:	14
Establishing a Public Charter School	15
SAMDLE DADENT DECLADATION	18

Overview

This handbook is intended to assist Albertans in understanding public charter schools in Alberta, to assist charter organizers with their planning and preparation for their charter school application and subsequent operations, and to support charter operators by providing relevant information.

Purpose of public charter schools

Alberta created public charter schools in 1994 as a way of improving student learning through innovations in the organization and delivery of education as defined under Sections 24 to 27 of the *Education Act* and the Charter Schools Regulation.

A public charter school is a public school that provides education in an innovative or enhanced way to improve student learning and contribute to educational choice. This means that parents and students have increased opportunity to choose an education that best serves student needs.

The expectation for the educational services offered by public charter schools is that they will be different from what is locally available. Public charter schools must demonstrate the potential to improve student learning. In general, public charter schools complement the educational services provided in the local public system. They represent an opportunity for successful educational practices to be recognized and adopted by other public schools for the benefit of more Albertans. This does not apply to vocation-based education programs.

Each public charter school has a charter that identifies the school's vision and purpose, and the particular educational service or approach in order to address the needs of a particular group of students. A charter is an agreement between the Minister of Education and an individual or group regarding the establishment and administration of a charter school. The charter describes the educational service the school will provide, how the school will operate and the student outcomes that it intends to achieve. Enhanced student learning means greater acquisition, in some measurable way, of knowledge, skills and attitudes, leading to improved student success.

Public charter schools are expected to improve student learning by providing a different educational environment beyond the services provided by the existing local school board. Charter boards that operate schools have flexibility and considerable autonomy to implement innovative or enhanced educational services that broaden the range of educational opportunities and enhance student learning. Charter schools with a focus on vocation-based education may also be established to provide educational opportunities in a community.

The programs of study (curriculum) delivered by public charter schools are defined by Alberta Education and described in provincial curriculum in accordance with the Ministerial Order on Student Learning #028/2020 that focuses on literacy and numeracy. Education programs must meet the conditions outlined in section 18 of the *Education Act*. This allows students to transfer to or from any public school with a minimum of disruption and to obtain a high school diploma. In addition, students attending public charter schools must write provincial assessments and any other tests the Minister prescribes.

Legislation

Public charter schools must comply with the Education Act and all regulations set out by the Education Act, including:

- the Charter Schools Regulation;
- the Charter Schools Exemption and Application Regulation;
- the Certification of Teachers and Teacher Leaders Regulation;
- the Practice Review of Teachers Regulation;
- the School Councils Regulation;
- the School Fees Regulation;
- the School Transportation Regulation;
- the Student Record Regulation; and
- the Superintendent of Schools Regulation.

Section 25(1) of the Education Act indicates that the program offered by the public charter school:

- (a) focuses on:
 - (i) a learning style, a teaching style, approach or philosophy or pedagogy that is not already being offered by a board of a public or separate school division or francophone regional authority operating within the geographic area in which the charter school will be located; or
 - (ii) vocation-based education.
- (b) has the potential to improve student learning outcomes;
- (c) demonstrates collaboration or engagement with a post-secondary institution or a school division; and

(d) has the potential to provide improvement to the education system as a whole and to enhance education research and innovation in Alberta.

The Minister may approve a charter focused on vocation-based education, defined as an apprenticeship program or an education program in a designated occupation within the meaning of section 1 of the *Apprenticeship and Industry Training Act* or a science, technology, engineering and mathematics (STEM) focused program. As the programming mandates are set by agencies outside of Alberta Education, charter vocation-based education programs often have little to no flexibility to innovate and therefore, there are no charter requirements to avoid duplication in these areas of study.

Legislation does not allow public charter schools to supervise home education programs. Public charter schools may not be affiliated with a religious faith or denomination. A public charter school may provide religious instruction and exercises under section 58 of the *Education Act*, as may any other public school. Public charter schools are not private religious schools, nor are they intended to replace the services offered by private religious schools.

Public charter schools shall not charge tuition fees. However, they may charge parents of a student fees and costs, subject to section 26(5) of the *Education Act*, School Fees Regulation and School Transportation Regulation.

Charter board

A charter school authority is operated by a society incorporated under the *Societies Act* or by a company registered under Part 9 of the *Companies Act*. A charter board is a corporate body responsible for operating and governing one or more charter schools that make up the charter authority. All schools run by a single charter board are subject to the same charter and governance procedures.

The society or company named in the approved charter shall operate the charter school, and it must restrict its purposes to the operation of that charter school.

Each charter board is accountable for its public charter school(s). A charter board is accountable to the students, parents, community and the Minister of Education. A board is responsible for ensuring that the public charter school complies with charter board procedures and the terms of the charter, as well as provincial legislation, regulation and policies. The Charter Schools Regulation authorizes the Minister to repeal a charter if these terms are not being met, after notifying the charter board of a significant issue and giving the charter board a reasonable period of time to satisfy the Minister's concerns.

As with any school board, a charter board is publicly accountable for student achievement in the school. The charter board must make publicly available annual reports that describe how well students are accomplishing their educational goals, documents and reports under section 65 of the *Education Act*, and any other information requested by the Minister (section 66 of the *Education Act*).

The Minister ensures that the public charter school is operated according to its charter, and that it achieves the outcomes outlined in the charter. Accountability and assurance in Alberta's K-12 education system arises from the combination of policies, processes, actions and evidence that help build public confidence in the education system. As do all school authorities, charter authorities and their boards are required to:

- establish a system of accountability for results that encompasses their school(s);
- interpret and report results to parents, students, the Department of Education and the public in a manner and at a time the Minister prescribes as part of ensuring transparency; and
- use results to improve the quality and effectiveness of education programs provided to their students and to improve student learning and achievement.

Public charter schools are required to incorporate their charter goals, outcomes and measures into their education plans and their annual education results report.

Additionally, the Minister must conduct at least one evaluation within the school's current charter term. The department conducts a full evaluation of the public charter school in the third year of a five-year term and the twelfth year of a fifteen-year charter term. The report provides additional information to the Minister when the board requests a charter renewal in the last year of its charter term.

Charter Application

A public charter school application may be submitted at any time of the year.

A person may apply to the Minister for the establishment of a public charter school to be operated by a society incorporated under the *Societies Act* or by a company registered under Part 9 of the *Companies Act*. The Minister may issue a charter to establish a public charter school in accordance with the regulations if the Minister is of the opinion that the program to be offered by the public charter school:

(a) focuses on:

- (i) a learning style, a teaching style, approach or philosophy or pedagogy that is not already being offered by a board of a public or separate school division or francophone regional authority operating within the geographic area in which the charter school will be located; or
- (ii) vocation-based education.
- (b) has the potential to improve student learning outcomes;
- (c) demonstrates collaboration or engagement with a post-secondary institution or a school division; and
- (d) has the potential to provide improvement to the education system as a whole and to enhance education research and innovation in Alberta.

Considerations before applying

Initial deliberations should include reflection on the following questions:

- · Why is this public charter school needed?
- Does the proposed program duplicate programming already available in the geographical area? Proposed
 programming must be significantly different than that already available (except for vocation-based education
 programs).
- Will there be enough parent and community support for the public charter school to be educationally and financially viable?
- Can our group procure an appropriate facility that would support the charter program?
- Is there a body of independent research to support the assertion that the proposed educational program will improve student learning in a way that can be measured against other programs?
- Is the proposed program innovative, in that it expands choice in the geographical area where it will be established?
- Is the purpose of the program vocation-based education programming?
- Will the proposed program include collaboration or engagement with a post-secondary institution or a school division?

The above questions will help your group confirm the vision and purpose for the proposed public charter school. The vision and purpose will guide the future charter school board in its steps to improve student learning outcomes, to collaborate or engage with a post-secondary institution or a school division, and to provide improvements to the education system as a whole and to enhance education research and innovation in Alberta.

Process to apply

1. Visit Alberta Education's Public charter schools webpage.

The webpage provides an overview of public charter schools, a list of public charter schools in Alberta, links to the *Education Act*, Charter Schools Regulation, and other resource documents. Resources on the webpage include a checklist of the information to be provided as part of a charter application.

2. Contact Alberta Education regarding your interest in establishing a public charter school.

When you are ready to complete the application, contact department staff at EDC.charterapplication@gov.ab.ca or 780-427-6272 (toll-free by first dialing 310-0000 within Alberta). A manager will be assigned to your group to provide support and to review draft versions of the application and accompanying documentation.

3. Department support

The manager will provide your group with an application form that outlines all required elements for a charter application as per section 3 of the Charter Schools Regulation. The manager will also provide guidance about the content and format for all other required documentation.

The manager will work with the applicant to confirm that the charter proposal conforms to legislation. The public charter school:

- will be non-religious/non-denominational;
- will not provide home education services;
- will be innovative and provide improvements to the education system as a whole and will enhance education research and innovation in Alberta;
- will provide a learning style, a teaching style, an approach or philosophy or pedagogy that does not duplicate
 programing already being offered by local boards, or will offer vocation-based education;
- will measure charter goals and related outcomes and these will be included in the charter; and

 will accept enrolment of all students who fit the criteria described in the charter without discriminating against those with educational or behavioural needs for support.

The applicants are encouraged to read the <u>School Capital Manual</u> to learn expectations for a facility that could support the charter programming for the identified grade levels and ensure the safety and well-being for students and staff. Applicants are responsible for ensuring that the charter school facility will conform to provincial and municipal requirements.

4. Submission of application

After working with the manager to ensure that the application will be complete with all requirements, the application form and accompanying documentation is to be emailed to Education.Minister@gov.ab.ca and copied to EDC.charterapplication@gov.ab.ca.

Public Charter School Application

A public charter school application form will be shared upon request by emailing EDC.charterapplication@gov.ab.ca or calling 780-427-6272 (toll-free by first dialing 310-0000 within Alberta). The application will request, among other pieces of information, the following:

- a) the name and contact information of the applicant;
- b) the names and contact information of the members of the governing body of the charter board;
- c) the proposed name of the charter school;
- d) the proposed opening date for the charter school;
- e) except for a charter school focused on vocation-based education, a statement explaining how the proposed program to be offered by the charter school is significantly different from the programs offered by a board of a public or separate school division or francophone regional authority operating within the geographic area in which the charter school is to be established;
- f) independent research supporting the proposed program to be offered by the charter school;
- g) indications of significant community support for the charter school;
- h) a parent declaration, in the form prescribed by the Minister, indicating the parent's intention to enrol their child or children in the charter school;
- a description of the type of collaboration or engagement the charter school will have with a post-secondary institution or a school division;
- the projected student enrolment and the proposed distribution of enrolled students in each grade for each year of the initial term of the charter;
- a school operational plan, including projections of the short-term and long-term educational and financial viability of the charter school;
- I) information respecting the acquisition and maintenance of the school building to be used for the charter school;
- m) the proposed charter for the charter school; and
- n) any other information required by the Minister.

The following are the contents of the charter to be approved by the Minister, and upon approval, are to be posted on the public charter school's website:

- a) the name of the charter board;
- the vision, purpose and teaching philosophy of the charter school and whether the charter school is focused on vocation-based education;
- c) a description of the students for whom the charter school is intended;
- d) the goals of the charter school expressed as measurable outcomes;
- e) a description of the improved student learning outcomes to be attained by each student;
- f) the grades to be offered at the charter school;
- g) the selection criteria to be used if applications for enrolment exceed the capacity of the charter school;
- any curriculum to be offered by the charter school in addition to the Alberta Programs of Study;
- a description of the process by which the successful innovations of the charter school are to be communicated to the education community;
- j) a description of the process by which the charter may be amended;

- a description of the process by which the charter school may be dissolved, including:
 - (i) the form of notice of dissolution to be given by the charter board to parents and other interested persons or groups,
 - (ii) the transfer of students to other schools, and
 - (iii) the disposition of real and personal property and financial, school and student records.
- (I) any other information required by the Minister.

Notification of application

On receipt of a charter application, the Minister shall provide notice of the application for a new charter school and the proposed programming to:

- (a) every board of a public or separate school division and francophone regional authority operating within the geographic area in which the charter school is to be established, and
- (b) the operators of any other charter schools as determined by the Minister.

The Minister will provide notice in writing and include:

- (a) the proposed name of the charter school;
- (b) the geographic area in which the charter school is to be established; and
- (c) the proposed program to be offered at the charter school.

Decision and notification of decision

If an application is deemed to be incomplete, the Minister may request additional information.

The Minister may consider any information received from a board of a public or separate school division, francophone regional authority or operator of a public charter school that receives notice under section 24 of the Act, including information about any alternative programs that currently exist in the geographic area, except where the alternative programs are vocation-based education programs. Notification of vocation-based charter applications is for information only to area boards and feedback will not be considered. Where applicable, school authorities will have 21 days to provide information to the Minister.

The Minister may approve the application, subject to any terms and conditions the Minister considers appropriate, or may reject the application, giving reasons. The Minister must make a decision in respect to a charter application within 90 days of receiving it, even if there was a request for additional information. Upon making a decision, the Minister will communicate the decision to the applicant and to any board that received notice of the charter application.

If the Minister rejects the request for a charter, the Minister will provide reasons for not approving the charter application. If the application is approved, the Minister's letter indicating the decision may or may not include conditions. If there are conditions to the charter approval, the Minister's letter will include a deadline for meeting the terms and conditions, and to whom the applicants must submit the requested information. On meeting the terms and conditions, the applicants will receive notification of charter approval.

Commencement requirements

Before a charter school begins operations, the charter board must follow the requirements detailed in the Charter Schools Regulation:

- a) the charter school must have the number of students that, in the opinion of the Minister, is required to ensure that the program offered by the charter school is educationally and financially viable; and
- (b) the charter board must:
 - (i) appoint a superintendent in accordance with section 222 of the Act;
 - (ii) appoint a secretary and a treasurer, or a secretary-treasurer, in accordance with section 68 of the Act; and
 - (iii) provide to the Minister proof that the school building complies with municipal zoning bylaws and all applicable municipal and provincial public health, safety, fire and building standards requirements, if the school building was used for a purpose other than as a school building immediately before it was acquired by the charter board.

The Minister's letter of charter approval will include a deadline for the commencement of charter operations. Depending on the date of approval, the applicants will have up to two years to commence charter operations. If the charter school does not begin operations by the stated deadline, the applicant will be encouraged to submit a new charter application that follows the application process described above.

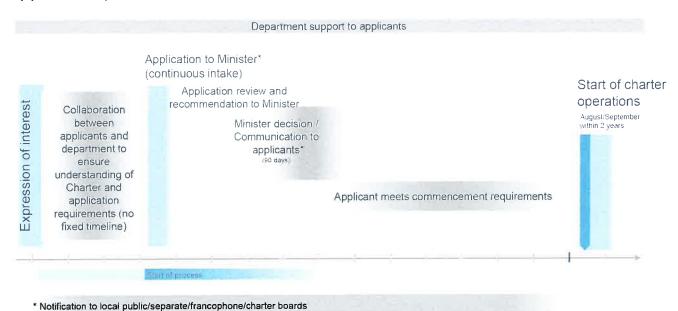
Start of operations

Upon Minister approval of the initial five-year charter, the charter school board will receive a school authority code and a school code for the facility where instruction will occur. The board can then work with the department to commence operations. The board can consult the <u>Funding Manual for School Authorities</u> for information on advances on the next year's allocations, start-up grants and calculations for allocations on the first year of operation.

Examples of start-up considerations beyond the commencement requirements listed in the regulation are:

- · ensuring that the society's bylaws comply with legislation and regulations;
- developing school authority policies and administrative procedures that align with legislation and government policy;
- ensuring that the board and the superintendent understand which responsibilities are governance and which tasks
 are administrative, and who bears which responsibilities;
- interviewing and hiring leadership staff, with mutually-understood start dates;
- signing the Provincial Approach to Student Information (PASI) User Agreement;
- securing a vendor for a student information system that is compatible with PASI if desired;
- registering students according to requirements in the Student Records Regulation;
- signing the Supernet Agreement where applicable;
- creating a school calendar that respects guidelines in the Guide to Education (425 hours of programming for ECS, 950 hours for grades 1-9 and 1000 hours for grades 10-12);
- securing a transportation agreement with a contractor or another school authority if the charter authority wishes to transport students to the school;
- securing agreements for the many operational needs of the public charter school;
- securing technology resources for school operations and instruction;
- furnishing the school;
- securing teaching resources for teachers; and
- ensuring required credentialing for school authority leaders and school leaders.

Application process



Charter expansion to a new geographic area

Public charter schools may operate multiple school sites under the same charter in different geographic locations. Expansion requests must align with the current charter and must be made to the Minister. Please contact EDC.charterapplication@gov.ab.ca for further information.

On receipt of an application to expand to a facility in a new geographic area (i.e., request to establish a charter school in a facility in a different community using the same charter as the original charter school), the Minister shall provide notice of the application to:

- (a) every board of a public or separate school division and francophone regional authority operating within the geographic area in which the charter board proposes to operate the additional location of the charter school; and
- (b) the operators of any other charter schools as determined by the Minister.

The Minister may consider any information received from the boards receiving notice, including information about any alternative programs that currently exist in the geographic area in which the charter board proposes to operate the additional location of the charter school. This does not apply in respect of a charter school focused on vocation-based education.

The Minister will make a decision within 90 days of receiving an application for expansion to a new geographic area. A decision by the Minister is final.

Please note that a charter board may grow its operations in the same community by submitting in its yearly Capital Plan a plan to modernize or expand their present facility, as well as choosing to include a request for a new facility to accommodate for student enrolment growth. Government assesses capital requests from all school authorities through its usual capital planning process.

Operation of a public charter school

Governance

A public charter school is operated by a corporate body in accordance with section 24(1) of the *Education Act*. The public charter school may be governed by the board of directors of the corporate body, or the board may establish under it another body whose sole responsibility is the governance of the public charter school. In either case, this governing body is called the charter board, and its membership should represent parents and teachers of students in the school as well as community members. In accordance with the provisions of the *Societies Act* or the *Companies Act*, the charter board must have bylaws and procedures for governance of the board as well as for governance of the public charter school.

A charter board must understand the ways of selecting its members, the roles and responsibilities of the members, the relationship between the charter board and the public charter school, and the school council's roles and responsibilities. The charter board should be guided by the vision and purpose of the charter.

A charter board has the authority and autonomy to operate a public charter school. The board develops governance procedures subject to its charter agreement with the Minister of Education. Typically, a charter board delegates administrative decisions to the superintendent of the public charter school. The school authority administration (superintendent) conducts the day-to-day operations of the authority, and school administration (principal) conducts the day-to-day operations of the school.

Other duties of a charter board include the development and implementation of a student code of conduct, a policy for discipline, suspension and expulsion, personnel policies, and a management operation plan, and ensuring the effective stewardship of the board's resources. The Charter Schools Regulation sets out further responsibilities of a charter board.

A charter board is a corporate body and may enter into contractual arrangements that allow it to comply with the *Education Act* and meet the requirements of the charter.

Each public charter school must establish a school council, as required by section 55 of the *Education Act*. The majority of the school council membership must be parents of students enrolled in the school. Students and teachers may also be represented on the school council. The principal's role on the school council is defined in section 55 of the *Education Act*.

As per the Charter Schools Regulation, members of the charter board may not receive remuneration for acting as a member of the governing body. However, members of the governing body may be reimbursed for any expenses incurred while performing their duties.

The charter

The philosophy, purpose and goals define a public charter school's reason for existence. These statements show how the school meets an educational need that is not being met by the local school board. The statements should be measurable, tied to improved student learning, and should form the basis for educational decision making. A charter must include elements as outlined in the Charter Schools Regulation:

- a) the name of the charter board;
- b) the vision, purpose and teaching philosophy of the charter school and whether the charter school is focused on vocation-based education;
- c) a description of the students for whom the charter school is intended;
- d) the goals of the charter school expressed as measurable outcomes;
- e) a description of the improved student learning outcomes to be attained by each student;

- f) the grades to be offered at the charter school;
- g) the selection criteria to be used if applications for enrolment exceed the capacity of the charter school;
- h) any curriculum to be offered by the charter school in addition to the Alberta Programs of Study;
- i) a description of the process by which the successful innovations of the charter school are to be communicated to the education community;
- i) a description of the process by which the charter may be amended;
- a description of the process by which the charter school may be dissolved, including:
 - (i) the form of notice of dissolution to be given by the charter board to parents and other interested persons or groups,
 - (ii) the transfer of students to other schools, and
 - (iii) the disposition of real and personal property and financial, school and student records.
- I) any other information required by the Minister.

Assurance

The Alberta government's Assurance Framework is a process for schools and school authorities, including public charter schools, to consistently assess progress and demonstrate success. Under this framework, public charter schools are responsible for providing assurance to their local stakeholders, Alberta Education and the public that they are fulfilling their responsibilities and students are successful. One of the key ways that they demonstrate accountability and provide assurance is through the development and publication of their education plans and annual education results reports as outlined in sections B and K of the Funding Manual for School Authorities.

Each charter board is accountable for its public charter school(s). A board is responsible for ensuring that the public charter school complies with charter board procedures and the terms of the charter, as well as provincial legislation, regulation and policies. The Charter Schools Regulation authorizes the Minister to repeal a charter if these terms are not being met, after notifying the charter board of a significant issue and giving the charter board a reasonable period of time to satisfy the Minister's concerns.

A charter board promises to improve student learning beyond the services provided by the local school board. So that the public charter school(s) may achieve this goal, the charter board is provided with increased flexibility and autonomy. Consequently, this obligation must be balanced with an accountability requirement to ensure that the charter board is achieving the results to which it has committed.

A charter board is accountable to the students, parents, community and the Minister of Education. The Minister ensures that the public charter school is operated in accordance with its approved charter, and that it achieves the outcomes outlined in the charter and as required by provincial legislation, regulation and policies, as well as to uphold its fiduciary responsibilities.

Reviews, evaluations and charter renewals

All charters are term-specific and renewable. Charter boards receive an initial term of five years. Boards may apply for an additional charter term of five years or 15 years by December 1 of the final year of their charter term.

Each renewal is determined largely by the results of regular school evaluations. When a public charter school continues to demonstrate success and meets all the criteria identified in the Charter Schools Regulation, its charter may be renewed upon request. As part of the charter renewal process, charter boards participate in an evaluation process described in the Charter Schools Regulation. The Minister must conduct at least one evaluation within the school's current term. The department conducts a fulsome evaluation of the public charter school in the third year of a five-year term and in the twelfth year of a fifteen-year charter term in preparation for the public charter school's anticipated request for renewal of the charter.

In order to receive approval for an additional five-year charter term, the Minister must not renew a charter unless the Minister is satisfied that the charter school:

- (a) is meeting the terms of its charter and has performance measures that demonstrate clear evidence of success;
- (b) is operating in a manner consistent with all applicable provisions of the Act, regulations and policies of the Minister;
- (c) is fiscally viable and responsible; and
- (d) has a school program considered successful by the charter school council, community, students, parents and staff.

In order to receive approval for a 15-year term, boards must submit proof of meeting enhanced criteria in addition to the above criteria. The Minister must be satisfied that:

(a) student achievement at the charter school is consistently strong or improving;

- (b) there are multiple indicators of the charter school's ongoing commitment to engaging students, teachers, parents and community members in a collaborative model of continuous improvement; and
- (c) there is evidence that the charter school uses research-informed practices to create innovative learning environments and improve student learning outcomes.

Student enrolment

Public charter schools cannot deny access, if sufficient space and resources are available, to any students who meet the requirements of section 3 of the *Education Act*.

Charter boards determine the student enrolment of each of its schools based on considerations that include resources, staffing and space in the context of the terms of its charter, while ensuring compliance with municipal zoning bylaws and all applicable municipal and provincial public health, fire, safety and building standards requirements.

If student enrolment exceeds the capacity of a program, the school selects students in accordance with a selection process outlined in the school's charter. The selection process may set priorities in such matters as attendance areas, access for siblings, and the order in which applications were received. The selection process must be open and fair.

Inclusive education

A public charter school is intended to focus on a particular learning style, teaching style, approach or philosophy or pedagogy that is not already offered by a school division. The chosen learning style, teaching style, approach or philosophy or pedagogy may not be a perfect fit for all potential students. A charter must include a description of the students that the school is intended to serve. However, a public charter school must make enrolment decisions in a manner consistent with the *Alberta Human Rights Act*. This means, for example, that a public charter school cannot deny enrolment to a student who needs specialized supports and services solely on that basis if the student is otherwise eligible for learning under that public charter school's particular learning style, teaching style, approach or philosophy or pedagogy.

Public charter schools do not have resident students under section 4 of the *Education Act* for whom they are responsible for providing an education program. That said, public charter schools do have responsibilities to students enrolled in their school, including the obligation to provide continuum of supports and services to students that is consistent with the principles of inclusive education, section 33(e) and specialized supports and services in accordance with section 11(2)-(6) of the *Re*.

Public charter schools cannot engage in discriminatory behaviour that is contrary to the *Alberta Human Rights Act*. The public charter school must have a discipline policy, which is to be applied equally to all students. Any student who is expelled from a public charter school can request the Minister to review this matter.

Staffing

Charter boards are regulated by the *Labour Relations Code*, the *Employment Standards Code* and all professional quality standards. Teachers employed at public charter schools must be certificated. Other staffing arrangements are subject to the decisions made by the charter board in compliance with the provisions of the charter and with provincial legislation, regulations and policies.

The principal and all teachers offering instruction must hold a certificate of qualification in order to practice. Teachers must hold a valid teaching certificate, principals must hold a leadership certificate issued by the Registrar at Alberta Education. In Alberta, all teachers including public charter school teachers are expected to meet the Teaching Quality Standard throughout their careers. In addition, principals are also expected to meet the Leadership Quality Standards.

Teachers employed by a charter board are not eligible to be active members of the Alberta Teachers' Association (ATA) under the *Teaching Profession Act*, but may choose to be associate members. Public charter school teachers are not subject to the disciplinary process under the *Teaching Profession Act*, including any code of professional conduct established under the *Teaching Profession Act*. Teachers employed in a public charter school must meet the requirements set out in the Schedule to the Practice Review of Teachers and Teacher Leaders Regulation, established under the *Education Act*.

Any teacher employed by a charter school must contribute to and will receive benefits according the *Teachers' Pension Plans Act* which was amended in 1994 to include charter school teachers.

Section 202(2) of the *Education Act* states that a board shall assign a principal to each school. Section 197 outlines the responsibilities of the principal. Both sections apply to public charter schools.

As per sections 222 and 224 of the *Education Act*, a charter board shall appoint or reappoint only a teacher who holds a Superintendent Leadership Certificate as superintendent for a term of up to five years. A charter board must notify the Minister of the appointment using a prescribed form that must be completed and forwarded to the Registrar at Alberta Education. The responsibilities of the appointed superintendent are identified in the *Education Act* and related regulations.

Section 68 of the *Education Act* requires that a secretary-treasurer be appointed and that person must be bonded. The Minister of Education shall be notified of this appointment. This does not have to be a full-time position.

Funding and budgets

Public charter schools are eligible for provincial funding. Provincial grants flow directly to the charter board. The current funding framework is distributed through base instruction funding. Additional funding is provided for services and supports. The funding model provides school authorities with increased flexibility to meet the needs of the children and students they serve. For information on grant allocations, please refer to the <u>Funding Manual for School Authorities</u>.

Public charter schools are able to fundraise and accept donations, similar to public schools. Any gifts, grants, donations, student or parent fees, charges for student or school services, benefits, and any other assets the public charter school may obtain in addition to provincial grants, must be included in the public charter school's annual financial report.

A charter board must appoint an independent auditor, establish an audit committee, and annually submit an Alberta Education Budget Report Form and an Audited Financial Statement. These must reflect the financial operation of the public charter school. In addition, charter boards must operate within a balanced budget (sections 137 to 143 of the *Education Act*).

Facility

The Education Act broadly defines a school as a structured learning environment through which an education program is offered to students. However, there is an expectation that whatever facility is used will support the philosophy and learning expectations of the school. The school facility must also comply with provincial legislation and local bylaws regarding health, safety, fire and zoning. A public charter school may use all or part of an existing school, a private or public facility, or any other suitable location. School facilities need to meet provincial and municipal codes and regulations. The charter board may own, lease or rent its facility, subject to the Municipal Government Act, which may restrict ownership of buildings on reserve land.

The School Capital Manual helps inform charter applicants and operators about standards and capital processes.

Transportation

As section 59 of the *Education Act* does not apply, charter boards are not required to provide transportation. However, parents should be told whether the charter board has made arrangements for transportation. If transportation is provided, and meets the criteria under the School Transportation Regulation, transportation funding is available.

Other

Any charter board must, at a minimum, carry insurance in accordance with section 54(1) of the *Education Act*. The secretary-treasurer must be bonded in accordance with section 68(c) of the *Education Act*. The charter board also will be required to carry indemnification insurance to cover any financial obligations that cannot be met. The Minister of Education cannot be held liable for any unmet financial obligations of a charter board.

Public charter schools handbook | Alberta Education

Glossary

Accountability: An obligation to answer or account for assigned (delegated) responsibilities, e.g., for use of funds, results achieved and for taking action to make continuous improvement and achieve desired results.

Annual Education Results Report (AERR): The document posted on the charter authority website that provides the results obtained from implementing the plan and actions taken to meet responsibilities in the key assurance domains.

Assurance: Assurance means demonstrating to Albertans that the education system is meeting the needs of students and students are successful. Assurance arises from the combination of funding, policies, processes, actions and evidence that help build public confidence in the education system.

Charter: A charter is an agreement between the Minister of Education and an individual or group regarding the establishment and administration of a public charter school. The charter describes the unique educational service the school will provide, how the school will operate and the student outcomes that it intends to achieve.

Charter Authority: one or more charter schools make up a charter authority governed by a charter board and administered by a superintendent.

Charter Board: The society or company that is named in a charter as being responsible for the operation for a public charter school, as per section 26(3) of the *Education Act*.

Charter Evaluation: The process whereby the department conducts a full evaluation of the public charter school in the third year of a five-year term and the twelfth year of a fifteen-year charter term. The report provides information to the Minister when the board requests a charter renewal in the last year of its charter term.

Charter Goals: The goals of the public charter school written as measurable outcomes.

Charter Term: The term during which the Minister has approved charter authority operations.

Department of Education: As per the *Government Organization Act*, the department of government administered by the Minister of Education. The Department of Education, school authorities, and the Alberta School Foundation constitute the Ministry of Education as per the *Fiscal Planning and Transparency Act*.

Duplication: Refers to a situation where the learning style, a teaching style, approach or philosophy or pedagogy to be offered by a charter school is already offered by a board of a public or separate school division or francophone regional authority operating within the geographic area in which the charter school will be located. Duplication is allowed where a charter school will be offering a vocation-based education, as set out in s. 25(1)(a) of the *Education Act*.

Education Plan: The document posted on the charter authority website that sets out what needs to be done, including determining priorities, outcomes, measures and strategies using the most recent results.

Funding Manual for School Authorities: Funding Manual for School Authorities

Guide to Education: Guide to Education

Public Charter School: A school established under section 25 of the *Education Act* and operated per section 26 of the *Education Act*. (Funding Manual) A public charter school and a charter authority may be synonymous when there is only one campus in the charter authority. A charter school is administered by a principal.

School Capital Manual: School Capital Manual

School Year: For funding and financial reporting purposes, means the 12-month period from September 1 to August 31. This applies to all school authorities. See also Section 139 of the *Education Act*.

Vocation-based education: An apprenticeship program or an education program in a designated occupation within the meaning of section 1 of the *Apprenticeship and Industry Training Act* or a science, technology, engineering and mathematics (STEM) focused program.

Public charter schools handbook | Alberta Education

Establishing a Public Charter School

The following checklist is provided as a service to potential applicants. Please contact Alberta Education to request information on public charter schools, to obtain an application form and for support on completing the application.

Phone: 780-427-6272 (Toll free: 310-0000 before the phone number in Alberta)

Email: EDC.charterapplication@gov.ab.ca

	r applicant group has discussed the owing:	1
	Why is this public charter school needed?	
•	Does the proposed program duplicate programming already available in the geographical area? Proposed programming must be significantly different than that already available (except for vocation-based education programs).	
,	Will there be enough parent and community support for the public charter school to be educationally and financially viable?	
	Is there an appropriate facility that can be procured that would support the charter program?	
	Does independent research support that the proposed program will improve student learning in a way that can be measured against other programs?	
	Is the proposed program innovative, in that it expands choice in the geographical area?	
	Has the purpose of the program been established to be vocation-based education?	
	Will the proposed public charter school collaborate or engage with a post-secondary institution or a school division?	
	Is the proposed program non-religious/non-denominational?	
,	Can the group confirm that the proposed program will not provide home education services?	
	Can the group confirm that the proposed program will accept enrolment of all students who fit the criteria described in the charter without discriminating against those with educational or behavioural needs for support?	

PRIOR TO SUBMITTING A CHARTER APPLICATION (obtained from EDC.charterapplication@gov.ab.ca)

e following are suggested sequence of tasks to complete and information to assemble prior to completing the slication form and packaging attachments:	1
Proposed school name	
Name of society or company that would operate the charter school	
Contact information for applicant and/or directors of society	
Vision and purpose of the proposed public charter school	
Proposed opening date	
Teaching philosophy (with details on the learning style, teaching style, approach or philosophy or pedagogy)	
Is the proposed program focused on vocation-based education?	
Will the proposed public charter school collaborate or engage with a post-secondary institution or a school division?	
Is the proposed program non-religious/non-denominational?	
How does the proposed program differ from programming already available in the geographical area (avoids duplicating already existing programs, except for charter program focused on vocation-based education)?	
Independent research supporting the proposed program	
Indications of significant community support for the charter school (parents, businesses, other community groups)	
Sufficient number of parent declarations of intention to enrol children in proposed program (declarations follow model in Charter Schools Handbook)	
Plan for collaboration or engagement with a post-secondary institution or a school division	Hilliania i
Projected student enrolment	

•	Distribution of students in each grade for each year of the initial five-year term	
•	School operational plan with short-term and long-term considerations on educational viability (appropriate student and class groupings, teaching assignment considerations, student high school credentialing possibilities, ability to provide education supports to all students)	
•	School operational plan with short-term and long-term considerations on financial viability (financial projections of revenues and expenditures such as administration, staffing, transportation, technology, additional contracted services, equipment and furnishings)	
•	Acquisition of school building (negotiations with building owner, facility costs and renovations required for programming needs)	
•	School building and property costs after acquisition (future renovations, maintenance, deferred maintenance costs)	
•	Description of the students for whom the charter program is intended	
•	Charter goals written as measurable outcomes	
•	Charter measures to confirm continuous improvement on the charter goals	
	Description of the improved student learning outcomes	
•	Grades to be offered (initially and in the future)	
•	Selection criteria if requests for enrolment exceed facility capacity and available resources	
•	Any curriculum to be offered in addition to Alberta's Programs of Study	
•	Plan to communicate charter innovations to the education community (parents, community, other charter schools, school authorities in Alberta and outside Alberta, post-secondary institutions and education researchers)	
•	Process for the society to amend the approved charter	
	Process to dissolve the public charter school should the school cease operations	

REQUIREMENTS FOR PUBLIC CHARTER SCHOOLS

e charter school board (operator) is responsible to the Minister of Education for meeting the requirements of provincial jislation and regulations as set out in this chart:	1
Our applicant group has reviewed the following responsibilities:	
The charter operator is incorporated as a society under the Societies Act, or as a non-profit company under Part 9 of the Companies Act, and the board of directors will act as the school board.	
The charter school board will ensure the provision of programs of study that meet the goals and standards adopted or approved by the Minister consistent with the Ministerial Order on Student Learning.	
The charter school board will comply with the <u>Education Act</u> , except for parts of the Act identified in section 27 or in the <u>Charter Schools Exemption and Application Regulation</u> .	
The charter school board will comply with all components of <u>regulations</u> that apply as set out by the <u>Education Act</u> , including the Charter Schools Regulation, the Charter Schools Exemption and Application Regulation, the Certification of Teachers and Teacher Leaders Regulation, the Practice Review of Teachers Regulation, the School Councils Regulation, the School Fees Regulation, the School Transportation Regulation, the Student Record Regulation, and the Superintendent of Schools Regulation.	
The charter school board will not provide a home education program, as per the Education Act.	
The public charter school will not be affiliated with a religious faith or denomination.	V - PHI
The charter school board will ensure that students have the opportunity to meet the standards of education set by the Minister.	
The charter school board will administer all provincially mandated assessments, including provincial achievement tests and diploma examinations.	
The charter school board will comply with provincial senior high school graduation requirements described in the Guide to Education.	V.
The charter school board will ensure that enrolled students entitled to have access to specialized supports and services will have the opportunity to meet the standards of education set by the Minister.	
The charter school board will accept enrolment of all students who fit the criteria described in the charter without discrimination as per the terms under the Alberta Human Rights Act.	
The charter school board will be, if a student is expelled, responsible for the student's education program, and will ensure that the student will continue to have access to an education program for the remainder of the school year.	

- The charter school board will establish, implement and maintain a policy respecting the board's obligation to provide a
 welcoming, caring, respectful and safe learning environment that includes the establishment of a code of conduct for
 students that addresses bullying behaviour.
- The charter school board will agree to regular evaluation and assurance monitoring by the Minister.

SAMPLE PARENT DECLARATION TO ENROL CHILDREN IN PROPOSED CHARTER SCHOOL

Charter Schools Regulation

The personal information collected on this form is collected pursuant to the provisions of the Charter Schools Regulation, and will be used for the purposes of reviewing the public charter school application as submitted by the applicants. This information will be treated in accordance with the Freedom of Information and Protection of Privacy Act, RSA 2000, Chapter F-25. Should you have any questions about this collection, please contact Alberta Education, Field Services, 9th Floor, 44 Capital Boulevard, 10044 – 108 Street NW, Edmonton Alberta T5J 5E6.

Telephone: 780-427-6272 in Edmonton (toll-free by first dialing 310-0000). Email: edc.charterapplication@gov.ab.ca

The following confirm that:

- 1. he or she is the parent/guardian of the named child/children who is/are eligible to attend the proposed public charter school on opening; and
- 2. he or she intends to enroll his or her child/children at the proposed public charter school if it is approved by the Minister.

Name of Proposed Public Charter School: _____

	NAME of	TELEPHONE	CHILDREN THAT WOULD ATTEND			
#	PARENT/GUARDIAN	NUMBER	NAME(s)	AGE	GRADE ON OPENING DATE	
					ČK.	
e,	the applicant(s) wishing nts/guardians completed	g to establish the d this form.	above public chart	ter school, ce	rtify that the above	
	Public Charter School Applicant –	- Signature		Public Charter Sch	ool Applicant – Signature	
			······································			

18



Updated Invoice

May 30, 2025

Peace River School Division

P.O. Box 380 Grimshaw, AB. ToH 1Wo Phone (780) 624-3601

Bill To:

Clear Hills County P.O. Box 240 Worsley, AB. ToH 3Wo

DESCRIPTION	AMOUNT
PRSD Career and Technology Studies Costs 2024-2025	\$70.000.00
(see attachments 1 and 2)	
Total	\$70.000.00

Thank you for your support.



PRSD Career & Technology Studies Costs 2023-2024

Menno Simons Community School		
12,500.00		
12,283.00		
8,842.88		
2,765.44		
36,391.32		

Number of Hours Completed	1125
Student Credits Earned	45

Worsley Central School	
Salary PRSD Staff	7,800.00
Salary NWP Semester 1	12,283.00
Supplies	7,966.52
Mileage - NWP Instructor	3,185.54
Shop upgrade	60,000.00
Tools	10,000.00
	101,235.06

Number of Hours Completed	7800
Student Credits Earned	312

Hines Creek Composite Scl	hool
Salary PRSD Staff	5,200.00
Salary NWP Semester 1	24,566.00
Salary NWP Semester 2	24,566.00
Supplies	6,696.07
Supplies	391.69
Mileage - NWP Instructor	2,765.43
Tools	1,700.00
-	65,885.19

Number of Hours Completed	5250
Student Credits Earned	210

Total	203,511.57



Career and Technology Studies Student Credits Earned 2023-2024 School Year

CTS Area	Worsley School Credits	Hours Comp.	# of Students	Menno Simons Credits	Hours Comp.	# of Students	Hines Creek Credits	Hours Comp.	# of Students	Total Credits
Agriculture	11	275	10	4	100	4	39	975	16	54
Construction	102	2550	9	20	500	10	96	2400	23	218
Home Economics/ Cosmetology	132	3300	13	6	150	1	58	1450	23	196
Other (Business /Entrepreneurship)	67	1675	13	15	375	5	17	425	5	99
Total	312	7800	*	45	1125	*	210	5250	*	567

1 credit = 25 hours

^{*} A total number of students is not provided; students may take more than one CTS course

Request For Decision (RFD)

Meeting: Regular Council Meeting

Meeting Date: May 27, 2025

Originated By: Allan Rowe, Chief Administrative Officer
Title: Trades Training – Invoice & Report

File: 11-02-02

DESCRIPTION:

Council is provided with an invoice and report from Peace River School Division for the 2024-2025 School Year.

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 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.

Please note: The reporting provided by PRSD is for the 2023–2024 school year. However, funding for that school year is not eligible for payment, as per the Council motion noted above.

If Council approves the attached reports for the 2023–2024 school year, the funds will be drawn from the 2025 budget and allocated in the summer of 2025. PRSD would then submit an invoice in 2026, accompanied by reporting for the 2024–2025 school year. Payment would be issued in the summer of 2026 completing the 3 year commitment.

BUDGET:

Clear Hills County - 2025 Budget = \$70,000.00

ATTACHMENT:

PRSD Invoice & Report

Clear Hills County August 8, 2024, Correspondence & Reporting Documents

RESOLUTION by.....

Initials show support - Reviewed by: Manager: CAO:

Bonnie Morgan

From:

Thompson, Jeff <thompsonj@prsd.ab.ca>

Sent:

May 16, 2025 4:09 PM

To:

Allan Rowe; Bonnie Morgan

Cc:

Rhonda Freeman

Subject:

Attachments:

Fwd: Clear Hills County Info Clear Hills County 2024-2025.pdf

Hi Allan.

I trust all is well on your end.

I am following up on our May 5, 2025 meeting wherein the CTS program for our west end schools (Hines Creek Composite School, Worsley Central School and Menno Simons Community School) was discussed. Specifically, we spent significant time talking about the longstanding partnership between Clear Hills County and the PRSD, and the county's sponsorship of our CTS programming. In the past, this funding has allowed us to provide an enhanced level of CTS programming far beyond what our own resources could sustain.

A main focus of the discussion was the county's desire to be invoiced for the \$70,000 it decided to offer the PRSD for a three-year period. Attached is an invoice for the 2024-2025 school year that also contains breakout information regarding our expenditures for the program in the 2023-2024 school year by school, along with specifics relating to the number of CTS credits earned by students per school per program offering. Note that our expenditure in the 2023-2024 school year was more \$203,000.00 (as shared by our former Superintendent, Adam Murray, and Rhonda Freeman prior to the start of the 2024-2025 school year), and this expenditure was incurred on an assumption that we would be receiving the \$70,000 grant for that year. As per the discussion at our May 5 meeting, we understand that we will not receive the grant for that year.

Once the current year is completed, we will be able to compile expenditure information for 2024-2025 similar to what is provided in this email. We will use that information to generate an invoice for the \$70,000 for next school year.

I trust this information is satisfactory and that you will reach out to me if you have any questions or concerns or other matters to discuss.

I hope you have a wonderful long weekend.

Sincerely,

Jeff

Jeff Thompson, PhD



Invoice

May 16, 2025

Peace River School Division

P.O. Box 380 Grimshaw, AB. ToH 1Wo Phone (780) 624-3601

Bill To:

Clear Hills County P.O. Box 240 Worsley, AB. ToH 3Wo

DESCRIPTION	AMOUNT
PRSD Career and Technology Studies Costs 2024-2025	\$70.000.00
(see attachments 1 and 2)	
Total	\$70.000.00

Thank you for your support.



PRSD Career & Technology Studies Costs 2023-2024

Menno Simons Community	School
Salary PRSD Staff	12,500.00
Salary NWP Semester 1	12,283.00
Supplies	8,842.88
Mileage - NWP Instructor	2,765.44
	36,391.32
Student Credits Earned	45
Worsley Central School	
Salary PRSD Staff	7,800.00
Salary NWP Semester 1	12,283.00
Supplies	7,966.52
Mileage - NWP Instructor	3,185.54
Shop upgrade	60,000.00
Tools	10,000.00
Student Credits Earned	312
Hines Creek Composite Scl	nool
Salary PRSD Staff	5,200.00
Salary NWP Semester 1	24,566.00
Salary NWP Semester 2	24,566.00
Supplies	6,696.07
Supplies	391.69
Mileage - NWP Instructor	2,765.43
Tools	1,700.00
	65,885.19
Student Credits Earned	210
Total	203,511.57

Attachment 1



Career and Technology Studies Student Credits Earned 2023-2024 School Year

CTS Area	Worsley School	Menno Simons	Hines Creek	Total
Agriculture	11	4	39	54
Construction	102	20	96	218
Home Economics/ Cosmetology	132	6	58	196
Other (Business /Entrepreneurship)	67	15	17	99
Total	312	45	210	567

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,

Amber Bean

Reeve

AB/bm

- Treades 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 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.

Program: School: Teacher Instructor and or Member of Public Notes/Reports Class time hours/per week Notes/Reports How many students in this program How many students completed this program How many students completed this program How many students used towards Dual Credit How many students used towards Dual Credit Programs Programs of the program of the pr		
tructor and or Member of Public nours/per week students in this program students completed this program udents' grade students used towards Dual Credit	Dat	Date:
tructor and or Member of Public nours/per week students in this program adents' grade students used towards Dual Credit moleral criment school wear!		
reacher instructor and or Member of Public Instructor Idass time hours/per week Idass time hours/per week Idass time hours/per week Idas time hours/per week Idas time hours/per week Idas time hours/per week Idas many students completed this program Idas many students used towards Dual Credit		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 Programmy students used towards Dual Credit Projects completed frurent school wearl		
lass time hours/per week		
tow many students in this program Nerage students' grade Now many students used towards Dual Credit Projects completed Criticals used towards and Credit		
low many students completed this program verage students' grade low many students used towards Dual Credit rollers completed (Furrent school usar)		
werage students' grade low many students used towards Dual Credit rogram?		
ow many students used towards Dual Credit rogram? A rogram? A rogram? A rogram?		
rogram? maierts completed (current school year)		
replants completed (current school year)		
ו לוברים רמוו לוברים (בתו ביון ליום לו בתו		
Additional information or comments:		
(Attach page if more room is required)		
Please appared to the Trades Training Emphasiste.		

rades Training Program Budget	School Name:	Choose Salacol	
Trades Training Funding			
CHC School allocation			
PRSD School allocation Total TTP income			
ogram Name:	Income	Expense	Total
Project Cost -Materials Project Cost - vistructor Project Sales (i.e., Picnic Taples x6 @\$300,00/each = \$1,800.00} Projects (gifted/donated) \$\$ estimated Value Other			
Subtotal	Income	Expense	Total
rogram 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	income.	S.P. III.	
Subtotal	Income	Expense	Total
rogram Name: Project Cost - Materials Project Cast - Instructor Project Sales (i.e. Picnic Tables x6 @\$300.00/each = \$1,800.00) Projects / gifted/donated) \$\$ estimated Value Other			
Subtotal	Income	Expense	Total
rogram Name:	income	Experiso	. 542
Project Cost - Materials Project Cost - Instructor Project Sales (i e., Picnic Tables x6 @\$300 00/each = \$1,800 00) Projects (gifted/donated) \$5 estimated Value Other			
Subtotal	Income	Expense	Total
rogram Name: Project Cost - Materials Project Cost - Instructor Project sales (i e , Pionic Tables x6 @\$300.00/each = \$1,800.00) Projects (gifted/donated) \$\$ estimated Value		,	
Other Subtotal	1	\$	5
	Income	Expense	Total
rogram Name: Project Cost -Materials Project Cost - Instructor Project sales (i.e., Picnic Tables x6 @\$300 00/each = \$1,300 00) Projects (gifteo/donated) \$\$ estimated Value			
Otner Subtotal	STATE OF LEGISLE		April 1
	Income	Expense	Total
rogram 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		The property was the	10.73 EH 45 (-)
otal Frades Training Expense	NATIONAL PROPERTY.	\$	15.4
otal Trades Training Income		\$	-
PALANCE		\$	
rincipal	Name	Bate	Signature

Request For Decision (RFD)

Meeting: Regular Council Meeting

Meeting Date: June 10, 2025

Originated By: Allan Rowe, Chief Administrative Officer

Title: Muni 101 Training

File: 11-02-02

DESCRIPTION:

Council is presented with information regarding the Muni 101 Training course being offered in Grande Prairie, Alberta on Saturday, November 1, 2025.

The Elected Officials Education Program (EOEP) - Munis 101

Saturday, November 1, 2025 Time: 9:00 am – 4:00 pm Cost: \$395.00 plus GST Format: In-Person

Location: Grande Prairie

BACKGROUND:

All new and returning municipal elected officials must complete orientation training after being elected. This course provides fundamental professional development for impactful municipal leadership. Munis 101 courses will be held immediately after the election to assist municipalities in meeting legislative requirements for the MGA's mandated post-election training.

RESOLUTION by............. to register seven spots in the Elected Officials Education Program (EOEP) – Munis 101 training course, that is scheduled to be held in Grande Prairie, Alberta, on November 1, 2025.

0/

Request For Decision (RFD)

Meeting:

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Allan Rowe, Chief Administrative Officer

Title:

Advocacy Letters

File:

11-02-02

DESCRIPTION:

Council is presented with the requested advocacy letters addressed to the following ministers:

- 1. **Federal Minister of Agriculture and Agri-Food**, Lawrence MacAulay- Access to Farm Medications.
- 2. Alberta Minister of Advanced Education, Rajan Sawhney Impacts of Funding Cuts.
- 3. Alberta Minister of Education, Demetrios Nicolaides Funding Support for Rural Schools.

BACKGROUND:

C308-25(5-27-25)

RESOLUTION by Councillor Walmsley to draft and send three letters: one to Lawrence MacAulay, Federal Minister of Agriculture and Agri-Food, addressing concerns about the distribution of farm medications; Rajan Sawhney, Alberta Minister of Advanced Education, regarding the impact of funding cuts to Northwestern Polytechnic; and one to the Demetrios Nicolaides, Alberta Minister of Education, highlighting the issue of insufficient funding for rural schools.

CARRIED.

<u>A</u>	T	ΓΑ	C	Н١	ΛI	EΝ	T	:
\overline{D}	ra	ft	Le	ette	er	s		

RESOLUTION by....



June 2, 2025

The Honourable Lawrence MacAulay Minister of Agriculture and Agri-Food House of Commons Ottawa, ON K1A 0A6

Dear Minister MacAulay,

RE: Barriers to Accessing Essential Farm Medications in Rural Alberta

On behalf of Clear Hills County Council, we are writing to express concerns from our agricultural producers regarding increasing barriers to accessing essential veterinary medications under the current distribution and regulatory system.

Producers in our region are increasingly restricted from purchasing necessary medications directly from their veterinarian products they previously accessed with proper consultation. Now, a veterinarian must physically attend the farm before medication can be prescribed or administered. While we support responsible medication use, this process creates delays, increases costs, and in some cases, jeopardizes animal health due to the urgency of treatment.

In remote areas like Clear Hills County, where veterinary services are limited and travel distances are significant, this policy places an unsustainable burden on producers. Waiting several days for a vet visit results in unnecessary animal suffering, lost productivity, and added expense especially during peak seasons when veterinary availability is stretched thin.

Clear Hills County Council strongly advocates for a more practical, regionally responsive approach that maintains animal welfare while recognizing the realities of rural farming. We urge your office to review and modernize the current framework to allow veterinarians the discretion to dispense necessary medications without a farm visit, particularly when a veterinary-client-patient relationship is already established.

We believe this issue warrants immediate attention and welcome the opportunity to work with your office and relevant stakeholders to support responsible animal care and the long-term viability of rural agriculture.

Regards,

Amber Bean Reeve AB/bm

cc: Chris Warkentin, MP – Grande Prairie–Mackenzie Todd Loewen, MLA for Central Peace–Notley RJ Sigurdson, Alberta Minister of Agriculture and Irrigation

Box 240, Worsley, Alberta T0H 3W0 Telephone 780/685-3925 Fax 780/ 685-3960 Email <u>info@clearhillscounty.ab.ca</u>

"Clearly an Area of Opportunity"



June 2, 2025

The Honourable Rajan Sawhney Minister of Advanced Education Government of Alberta #402 Legislature Building 10800 - 97 Avenue Edmonton, Alberta T5K 2B6

Dear Minister Sawhney,

RE: Impacts of Funding Reductions to Northwestern Polytechnic

On behalf of Clear Hills County Council, we are writing to express growing concern over the funding reductions to Northwestern Polytechnic and the broader consequences for rural post-secondary education in Alberta.

Northwestern Polytechnic plays a critical role in northwestern Alberta by providing accessible education and training in key sectors such as agriculture, forestry, healthcare, trades, and technology. It supports students of all ages—including many who cannot relocate—by offering practical programs that align with the needs of our local economy.

The ongoing cuts are reducing programs, limiting access, and putting pressure on staff and students alike. For rural residents, these cuts create serious barriers to education and long-term success. The risk of losing local talent and future leaders grows each year and these reductions continue.

Northwestern Polytechnic has consistently demonstrated its value through innovation, strong partnerships, and a commitment to serving rural and Indigenous learners. Its continued success depends on stable, sufficient funding.

We urge your Ministry to reconsider the current approach and prioritize equitable funding that supports rural institutions like Northwestern Polytechnic. Our communities deserve the same educational opportunities as those in urban centers.

Regards,

Amber Bean Reeve AB/bm

cc: Chris Warkentin, MP – Grande Prairie–Mackenzie Todd Loewen, MLA for Central Peace–Notley



June 2, 2025

The Honourable Demetrios Nicolaides Minister of Education 228 Legislature Building 10800 – 97 Avenue Edmonton, AB T5K 2B6

Dear Minister Nicolaides,

RE: Insufficient Funding for Rural Schools

On behalf of Clear Hills County Council, we are writing to express our growing concern regarding the continued underfunding of rural schools in Alberta. While we understand that student population numbers play a role in determining funding levels, we believe this approach disproportionately disadvantages rural students who already face numerous educational barriers due to geography, access, and limited programming.

Our students should not have to compromise their education simply because they live in rural Alberta. They deserve the same quality of instruction, programming options, and support services as their urban counterparts. We have witnessed the impacts firsthand — including reduced course offerings, difficulty retaining qualified educators, and fewer opportunities for trades, extracurricular, and post-secondary preparatory programs.

The schools in our region serve as vital community hubs and are central to the success of rural Alberta. Without proper funding, we are not only jeopardizing students' futures but also undermining the sustainability of our communities.

We urge the Government of Alberta to reconsider the current funding model to ensure it meets the needs of all Alberta students, regardless of postal code. Clear Hills County Council would welcome the opportunity to discuss possible solutions and advocate for changes that better reflect the realities of rural education.

Regards,

Amber Bean Reeve AB/bm

cc: Chris Warkentin, MP – Grande Prairie–Mackenzie Todd Loewen, MLA for Central Peace–Notley

61

Request For Decision (RFD)

Meeting: Regular Council Meeting

Meeting Date: June 10, 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 May 28, 2025 to June 10, 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 May 28, 2025 to June 10, 2025 for a total of \$803,015.91, with funds to be transferred from Long Term Investments.

RESOLUTION by... that Council approves the transfer of \$776,334.66 from Long Term Investments for the second quarter Alberta School Foundation Fund Requisition payment.

Initials show support - Reviewed by:

Manager:

CAO:

System: User Date: 6/04/25

6/04/25

3:57:24 PM

Clear Hills County CHEQUE DISTRIBUTION REPORT Payables Management

Page: 1 User ID: Dawn

Ranges: Vendor ID First

From:

To:

Last

From: Chequebook ID First To: Last Last

Vendor Name First Cheque Date 5/28/25 Last 6/10/25 Cheque Number First

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Nam		Cheque Number	Cheque Date	Cheque Amount	
1823625 AL	BERTA LTD. OA MARS		6/10/25	\$97,020.00	
	Invoice Descript	ion 	Invoice Number	Invoice Amount	
	2025 Crack Seal	Ling Agmt #665	905	\$97,020.00	
669778 ALB	669778 ALBERTA LTD. 030675		6/10/25	\$50.00	
	Invoice Descript	ion	Invoice Number	Invoice Amount	
	Rental Deposit	Refund	85253-052225	\$50.00	
BORDERLINE	SURVEYS LTD.	030676	6/10/25	\$525.00	
	Invoice Descript	cion	Invoice Number	Invoice Amount	
	Name Change for	Subdivision	2405	\$525.00	
BOSCHWICK	CONTRACTING	030677	6/10/25	\$21,498.79	
	Invoice Descript	cion	Invoice Number	Invoice Amount	
	Worsley GB01 & Bear Canyon GB0		77 4 775	\$11,302.22 \$10,196.57	
CAL-R CONT	RACTING LTD.	030678	6/10/25	\$1,732.50	
	Invoice Descript	cion	Invoice Number	Invoice Amount	
	Running Lake Gr Clean Culverts	cound Repair	13902 13901	\$1,039.50 \$693.00	
CIKT-FM		030679	6/10/25	\$1,050.00	
	Invoice Descript	cion	Invoice Number	Invoice Amount	
	Trade Show Radi	lo Advertising	546680-1	\$1,050.00	
CJXX-FM		030680	6/10/25	\$1,837.50	
	Invoice Descript	ion	Invoice Number	Invoice Amount	
	Trade Show Radi	io Advertising	546684-1	\$1,837.50	
CLEARDALE	TRANSPORT 2021	030681	6/10/25	\$4,908.53	
	Invoice Descript	cion	Invoice Number	Invoice Amount	
	Gravel Haul Gravel Haul		2252-052225 MAY22-23/25	\$2,108.29 \$2,800.24	
CYCLE WEST	LTD.	030682	6/10/25	\$1,090.95	
	Invoice Descript	ion	Invoice Number	Invoice Amount	

6/04/25

3:57:24 PM

Clear Hills County CHEQUE DISTRIBUTION REPORT Payables Management

Page: 2 User ID: Dawn

Vendor Name		Cheque Numbe	r Cheque Date	Cheque Amount	
	Water Pu	mp for Unit 1807	INV-00005807	\$1,090.95	
DEP VENTURES 030683		6/10/25	\$4,441.42		
	Invoice D	escription	Invoice Number	Invoice Amount	
	Gravel H. Gravel H.		6723-052225 MAY22-23/25	\$1,870.48 \$2,570.94	
DHL		030684	6/10/25	\$102.78	
	Invoice D	escription	Invoice Number	Invoice Amount	
		mple Shipping mple Shipping	11332377 11340457	\$50.94 \$51.84	
DMK SIGNS 8	& DESIGNS	030685	6/10/25	\$117.60	
	Invoice D	escription	Invoice Number	Invoice Amount	
	Lake Fir	ewood Donation Signs	3186	\$117.60	
DRIEDGER MA		030686	6/10/25	\$50.00	
	Invoice D	escription	Invoice Number	Invoice Amount	
	Rental D	eposit Refund	85269-052025	\$50.00	
DRIEDGER, G	GEORGE	030687	6/10/25	\$50.00	
	Invoice D	escription	Invoice Number	Invoice Amount	
	Rental D	eposit Refund	85452-052625	\$50.00	
FOSTER'S AG	GRI-WORLD	030688	6/10/25	\$38,800.00	
	Invoice De	escription	Invoice Number	Invoice Amount	a tractita si
	New Mowe:	r	E0130001	\$38,800.00	
GILLETT DAV	 Æ	030689	6/10/25	\$4,200.00	
	Invoice De	escription	Invoice Number	Invoice Amount	
	Stoney La	ake Caretaker - May	131637	\$4,200.00	
GOVERNMENT	OF ALBERTA	030690	6/10/25	\$119.17	
	Invoice De	escription	Invoice Number	Invoice Amount	
		S. Ann Rent - DML-3095 08 Lease Renewal	0006240569 0006240613	\$60.53 \$58.64	
GRADE PRO C	CONTRACTING	LTD. 030691	6/10/25	\$35,052.69	
	Invoice De	escription	Invoice Number	Invoice Amount	
	Cleardale Whitelaw		1331 1332	\$18,318.30 \$16,734.39	
GRIMSHAW GF	RAVEL SALES	030692	6/10/25	\$15,875.72	
	Invoice De	escription	Invoice Number	57voice Amount	

3:57:24 PM

Clear Hills County CHEQUE DISTRIBUTION REPORT Payables Management

Page: 3 User ID: Dawn

Vendor Name	Cheque Numb	er Cheque Date	Cheque Amount	
	Gravel Range Road 42-Canfor Rd	25463	\$15,875.72	
HACH SALES	& SERVICE CANADA LP 030693	6/10/25	\$93.92	
	Invoice Description -	Invoice Number	Invoice Amount	
	WWTP Sludge Cleaning Brush	383745	\$93.92	
HAGEN EMERY	030694	6/10/25	\$50.00	
	Invoice Description	Invoice Number	Invoice Amount	
	Rental Deposit Refund	85212-051625	\$50.00	-
HALE ANDREW	030695	6/10/25	\$400.00	
	Invoice Description	Invoice Number	Invoice Amount	
	Rental Deposit Refund	85153-051625	\$400.00	
HINES CREEK	TIRE SHOP 030696	6/10/25	\$279.22	
	Invoice Description	Invoice Number	Invoice Amount	
	Replace Fuel Filter Unit 63-93	1395	\$279.22	
HITECH BUSI	NESS SYSTEMS LTD. 030697	6/10/25	\$2,541.44	
	Invoice Description	Invoice Number	Invoice Amount	
16	Copier Maintenance Agreement Copier Maintenance Agreement	1801671 1801670	\$2,374.93 \$166.51	
JLD ENTERPR	ISE 030698	6/10/25	\$4,788.22	
	Invoice Description	Invoice Number	Invoice Amount	
8	Gravel Haul Gravel Haul	7197-052225 MAY22-23/25	\$2,044.25 \$2,743.97	-
JUSTIN KING	CONTRACTING LTD. 030699	6/10/25	\$4,218.44	
	Invoice Description	Invoice Number	Invoice Amount	
	Running Lake Caretaker & Locks	1227	\$4,218.44	-
KAUFFMAN EL'	ron 030700	6/10/25	\$50.00	
	Invoice Description	Invoice Number	Invoice Amount	
3	Rental Deposit Refund	85481-052925	\$50.00	
MAD DOG CRE	STING 030701	6/10/25	\$31.50	
	Invoice Description	Invoice Number	Invoice Amount	-
9	Promo Clothing	49578	\$31.50	
MAIN-WAY EL	ECTRICAL & INSTRUME 030702	6/10/25	\$41,683.22	
	Invoice Description	Invoice Number	Invoice Amount	·
	WWTP Service Call - Pumps WWTP 2024 Well Program/Wiring	4054 4053	65 \$1,270.51 \$7,042.57	-

3:57:24 PM

Clear Hills County CHEQUE DISTRIBUTION REPORT Payables Management

Page: 4 User ID: Dawn

Vendor Name	Chequ	e Number Cheque Date	Cheque Amount	
W	roubleshoot PLC at WWTP WTP Corix Troubleshooti WTP R&M Equipment WTP 2024 Well LIT		\$1,575.00 \$1,575.00 \$7,556.94 \$22,663.20	
MAVERICK LIVES	TOCK COMPANY LTD 030703	6/10/25	\$200.00	
In	voice Description	Invoice Number	Invoice Amount	****
W	olf Hunt Incentive Prog	ram 052025	\$200.00	
NORTH PEACE HO	USING FOUNDATION 030704	6/10/25	\$171,712.70	
In	voice Description	Invoice Number	Invoice Amount	
2	025 NPHF Requisition	011025	\$686,850.80	
OUTBACK TRANSP	ORT 030705	6/10/25	\$4,462.12	
In	voice Description	Invoice Number	Invoice Amount	
	ravel Haul ravel Haul	6714-052225 MAY22-23/25	\$1,877.00 \$2,585.12	
PITNEY BOWES	030706	6/10/25	\$296.07	
In	voice Description	Invoice Number	Invoice Amount	
Pe	ostage Machine Ink	1027476809	\$296.07	
PROGRADE SERVI		6/10/25	\$17,676.75	
In	voice Description	Invoice Number	Invoice Amount	
Mo	ont GB03	4474	\$17,676.75	
PSD CITYWIDE II	NC. 030708	6/10/25	\$3,583.51	
ını	voice Description	Invoice Number	Invoice Amount	
C	ity Wide Annual Renewal	24164	\$3,583.51	
QUINTEL COMMUN	ications 030709	6/10/25	\$155.38	
In	voice Description	Invoice Number	Invoice Amount	
Ra	adio for Unit 65-60	690531	\$155.38	
RED IRON FARMS	INC. 030710	6/10/25	\$50.00	
ını	voice Description	Invoice Number	Invoice Amount	
Re	ental Deposit Refund	85254-052025	\$50.00	
ROAMING TRANSPO	ORT 030711	6/10/25	\$4,877.19	
Int	voice Description	Invoice Number	Invoice Amount	
	ravel Haul ravel Haul	6250-052225 MAY22-23/25	\$2,065.59 \$2,811.60	

6/04/25

3:57:24 PM

Clear Hills County CHEQUE DISTRIBUTION REPORT Payables Management

Page: 5

User ID: Dawn

Vendor Name	Cheque Numbe	er Cheque Date	Cheque Amount		
RUCO ENTERPRISES	030712	6/10/25	\$4,781.58		
Invoice Description	Invoice Description		Invoice Amount		
Gravel Haul Gravel Haul		6505-052225 MAY22-23/25	\$2,052.35 \$2,729.23		
RUSSELL WANDA & BRIAN	030713	6/10/25	\$8,085.00		
Invoice Description	on	Invoice Number	Invoice Amount		
Sulphur Lk Caret	aker/Firewood	053125	\$8,085.00		
SAVILLE DRILLING LTD.	030714	6/10/25	\$1,890.00		
Invoice Description	on	Invoice Number	Invoice Amount		
2024 WTP Well St	2024 WTP Well Startup		\$1,890.00		
SCANALTA POWER SALES LTD.	030715	6/10/25	\$115.13		
Invoice Description	on	Invoice Number	Invoice Amount		
Parts Unit 64-33		10093829	\$115.13		
SHARNA'S OPEN CAMP	030716	6/10/25	\$243.60		
Invoice Description	on	Invoice Number	Invoice Amount		
WFD First Aid & (Call Out Meals	762	\$243.60		
SHEWCHUK TERRY	030717	6/10/25	\$50.00		
Invoice Description	on	Invoice Number	Invoice Amount		
Rental Deposit Re	efund	85133-051225	\$50.00		
SKERRATT, CLAYTON AND ANN	030718	6/10/25	\$1,950.00		
Invoice Description	on	Invoice Number	Invoice Amount		
May Janitorial Se	ervices	2078700	\$1,950.00		
SKYLITE CONTRACTING LTD.	030719	6/10/25	\$4,598.38		
Invoice Description	n	Invoice Number	Invoice Amount		
Gravel Haul Gravel Haul		6725-052225 MAY22-23/25	\$1,955.88 \$2,642.50		
SORENSEN WELDING LTD.	030720	6/10/25	\$1,102.50		
Invoice Description	on	Invoice Number	Invoice Amount		
Culvert Cleaning	-Sulphur Lake	1724	\$1,102.50		
TELUS COMMUNICATIONS INC.	030721	6/10/25	\$7,189.61		
Invoice Description	on	Invoice Number	Invoice Amount		
Annual Tower Ren	Agmt #243	16201459	\$7,189.61		

3:57:24 PM

Clear Hills County CHEQUE DISTRIBUTION REPORT Payables Management

Page: 6 User ID: Dawn

Vendor Name	Cheque Numbe	er Cheque Date	Cheque Amount	:		
THISTLES TR	RUCK SERVICE 030722	6/10/25	\$4,389.63	=======================================		
	Invoice Description	Invoice Number	Invoice Amount	_		
	Gravel Haul Gravel Haul	6729-052225 MAY22-23/25	\$1,853.08 \$2,536.55			
TRI-S CONCR	DETE LTD. 030723	6/10/25	\$10,993.03			
	Invoice Description	Invoice Number	Invoice Amount	_		
	Gravel for Gravel Haul Gravel for Gravel Haul	377770 377736	\$1,910.59 \$9,082.44			
TRINUS TECH	NOLOGIES INC. 030724	6/10/25	\$6,774.81			
	Invoice Description	Invoice Number	Invoice Amount	_		
	June Service Agreement #57	10806	\$6,774.81			
WORSLEY CLE	AR HILLS SKI CLUB 030725	6/10/25	\$150,000.00			
	Invoice Description	Invoice Number	Invoice Amount	<u> </u>		
	Capital Grant Payment	052725	\$150,000.00	=======================================		
WORSLEY GAT	EWAY INN 030726	6/10/25	\$3,948.30			
	Invoice Description	Invoice Number	Invoice Amount	*		
	Meeting Meals Highway Clean Up Meal	855 856	\$3,333.75 \$614.55			
WSP	030727	6/10/25	\$110,707.01			
	Invoice Description	Invoice Number	Invoice Amount	<u>-</u>		
	2024 Stockpile Survey BF71273 Engineering Services Cldl Overlay-Engineering Final RR 124 Engineering RR 75 Engineering	20255416 20222598 20255679 20255412 20255410	\$4,058.25 \$67,882.50 \$871.76 \$905.62 \$36,988.88			
WYCLIFFE EN	TERPRISES LTD. 030728	6/10/25	\$525.00			
	Invoice Description	Invoice Number	Invoice Amount	-		
U.	BCWP Snow Removal	1105	\$525.00			
		Report Total	\$ 803,015.91			

System: 6/04/25 3:57:50 PM

Clear Hills County VENDOR CHEQUE REGISTER REPORT

Payables Management

Ranges: From: Cheque Number First Vendor ID First Vendor Name First

User Date: 6/04/25

To: Last Last Last

From: Cheque Date 5/28/25 Chequebook ID First

To: 6/10/25 Last

Page: 1

User ID: Dawn

Sorted By: Cheque Number

* Voided Cheques

Amount	Audit Trail Code	Chequebook ID	Cheque Date	Vendor Cheque Name	Vendor ID	Cheque Number
\$97,020.00	PMCHQ00001298	ATB		1823625 ALBERTA LTD. OA MARSHA	1823625	030674
\$50.00	PMCHQ00001298	ATB	6/10/25	669778 ALBERTA LTD.	669778	030675
\$525.00	PMCHQ00001298	ATB	6/10/25	BORDERLINE SURVEYS LTD.	BORDERLINE	030676
\$21,498.79	PMCHQ00001298	ATB	6/10/25	BOSCHWICK CONTRACTING	BOSCHWICK01	030677
\$1,732.50	PMCHQ00001298	ATB	6/10/25	CAL-R CONTRACTING LTD.	CALR01	030678
\$1,050.00	PMCHQ00001298	ATB	6/10/25	CIKT-FM PATTISON MEDIA LTD.	CIKT-FM01	030679
\$1,837.50	PMCHQ00001298	ATB	6/10/25	CJXX-FM PATTISON MEDIA LTD.	CJXX01	030680
\$4,908.53	PMCHQ00001298	ATB	6/10/25	CLEARDALE TRANSPORT 2021	CLEARDALETRANS	030681
\$1,090.95	PMCHQ00001298	ATB	6/10/25	CYCLE WEST LTD.	CYCLE01	030682
\$4,441.42	PMCHQ00001298	ATB	6/10/25	DEP VENTURES	DEP01	030683
\$102.78	PMCHQ00001298	ATB	6/10/25	LOOMIS EXPRESS	DHL01	030684
\$117.60	PMCHQ00001298	ATB	6/10/25	DMK SIGNS & DESIGNS	DMK	030685
\$50.00	PMCHQ00001298	ATB	6/10/25	MARIA DRIEDGER	DRIEDGERM	030686
\$50.00	PMCHQ00001298	ATB	6/10/25	GEORGE DRIEDGER	DRIEDGERG	030687
\$38,800.00	PMCHQ00001298	ATB	6/10/25	FOSTER'S AGRI-WORLD	FOSTERS	030688
\$4,200.00	PMCHQ00001298	ATB	6/10/25	DAVE GILLETT	GILLETTDA	030689
\$119.17	PMCHQ00001298	ATB	6/10/25	GOVERNMENT OF ALBERTA	GOVERNMENT02	030690
\$35,052.69	PMCHQ00001298	ATB	6/10/25	GRADE PRO CONTRACTING LTD.	GRADEPRO	030691
\$15,875.72	PMCHQ00001298	ATB	6/10/25	GRIMSHAW GRAVEL SALES	GRIMSHAW02	030692
\$93.92	PMCHQ00001298	ATB	6/10/25	HACH SALES & SERVICE CANADA LP	HACH01	030693
\$50.00	PMCHQ00001298	ATB	6/10/25	EMERY HAGEN	HAGENE	030694
\$400.00	PMCHQ00001298	ATB	6/10/25	ANDREW HALE	TEMP000082	030695
\$279.22	PMCHQ00001298	ATB	6/10/25	HINES CREEK TIRE SHOP	HCTIRE	030696
\$2,541.44	PMCHQ00001298	ATB	6/10/25	HITECH BUSINESS SYSTEMS LTD.	HITECH01	030697
\$4,788.22	PMCHQ00001298	ATB	6/10/25	JLD ENTERPRISE	JLD	030698
\$4,218.44	PMCHQ00001298	ATB	6/10/25	JUSTIN KING CONTRACTING LTD.	JUSTIN	030699
\$50.00	PMCHQ00001298	ATB	6/10/25	ELTON & ESTHER KAUFFMAN	KAUFFMAN01	030700
\$31.50	PMCHQ00001298	ATB	6/10/25	MAD DOG CRESTING	MADDOG01	030701
\$41,683.22	PMCHQ00001298	ATB	6/10/25	MAIN-WAY ELECTRICAL &	MAINWAY	030702
\$200.00	PMCHQ00001298	ATB	6/10/25	MAVERICK LIVESTOCK COMPANY LTD	MAVERICK02	030702
\$171,712.70	PMCHQ00001298	ATB	6/10/25		NPHOUSE01	030704
\$4,462.12	PMCHQ00001298	ATB	6/10/25	OUTBACK TRANSPORT	OUTBACK	030705
\$296.07	PMCHQ00001298	ATB	6/10/25	PITNEY BOWES CANADA	PITNEY01	030706
\$17,676.75	PMCHQ00001298	ATB		PROGRADE SERVICES LTD.	PROGRADE01	030707
\$3,583.51	PMCHQ00001298	ATB	6/10/25	PSD CITYWIDE INC.	PSD	030708
\$155.38	PMCHQ00001298	ATB	6/10/25	OUINTEL COMMUNICATIONS LTD.	QUINTEL01	030709
\$50.00	PMCHQ00001298	ATB	6/10/25	RED IRON FARMS INC.	REDIRON	030710
\$4,877.19	PMCHQ00001298	ATB		ROAMING TRANSPORT	ROAMING	030710
\$4,781.58	PMCHQ00001298	ATB		RUCO ENTERPRISES LTD.	RUCO01	030712
\$8,085.00	PMCHO00001298	ATB	6/10/25	WANDA & BRIAN RUSSELL	RUSSELLB	030712
\$1,890.00	PMCHO00001298	ATB		SAVILLE DRILLING SERVICES LTD.	SAVILLE01	030714
\$115.13	PMCHQ00001298	ATB		SCANALTA POWER SALES LTD.	SCANALTA01	030715
\$243.60	PMCHQ00001298	ATB		SHARNA'S OPEN CAMP	SHARNAS	030716
\$50.00	PMCHQ00001298	ATB	6/10/25	TERRY SHEWCHUK	SHEWCHUK02	030717
\$1,950.00	PMCHQ00001298	ATB		CLAYTON AND ANN SKERRATT	SKERRATT	030717
\$4,598.38	PMCHQ00001298	ATB		SKYLITE CONTRACTING LTD.	SKYLITE	030719
\$1,102.50	PMCHQ00001298	ATB		SORENSEN WELDING LTD.		
\$7,189.61	PMCHQ00001298	ATB		TELUS CLAIMS DEPARTMENT	SORENSEN TELUSCOM01	030720
\$4,389.63	PMCHQ00001298					030721
\$10,993.03	PMCHQ00001298	ATB ATB	6/10/25	THISTLES TRUCK SERVICE	THISTLES01	030722
\$6,774.81	PMCHQ00001298			TRI-S CONCRETE (1996) LTD.	TRI-S01	030723
		ATB	6/10/25	TRINUS TECHNOLOGIES INC.	TRINUS01	030724
\$150,000.00	PMCHQ00001298	ATB	6/10/25	WORSLEY CLEAR HILLS SKI CLUB	WHISPERING01	030725
	PMCHQ00001298	ATB		WORSLEY GATEWAY INN	WGATEWAY	030726
\$3,948.30	DMCHOOOGTOO					
\$110,707.01 \$525.00	PMCHQ00001298 PMCHQ00001298	ATB ATB		WSP CANADA INC. WYCLIFFE ENTERPRISES LTD.	WSP01 WYCLIFFE	030727 030728

<u>69</u>

System: 6/04/25 3:57:50 PM User Date: 6/04/25

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

Total Cheques: 55

Total Amount of Cheques: \$803,015.91

Clear Hills County Request For Decision (RFD)

Meeting:

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Lori Jobson, Corporate Services Manager Funding Request – Village of Hines Creek

Title: File:

71-10-02

DESCRIPTION:

The Village of Hines Creek has sent a letter requesting additional funding for "25% tax incentives for the village ratepayers for 2025."

BACKGROUND:

C114-22(03-08-22) RESOLUTION by Deputy Reeve Janzen to approve an unconditional grant of \$450,000.00 and for 2022, and a 3-year commitment of \$300,000.00 for 2023, 2024 and 2025, to the Village of Hines Creek to assist with operating expenses. CARRIED.

BUDGET:

\$300,000.00

ATTACHMENTS:

- May 26, 2025 Funding Request Letter
- Village of Hines Creek Funding History

RECOMMENDATION:

RESOLUTION by... to

Initials show support - Reviewed by:

Manager:



CAO:







Clear Hills County Box 240 Worsley, Alberta TOH 3W0

May 26, 2025

File No: 0126

Dear Reeve Bean and Council,

Re: 2025 Funding Request

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

Your \$300,000.00 annual commitment for the 2025 Operating Budget affords us a more stable framework for fiscal planning. We are requesting additional funding in the amount of \$122,493 (25%) tax incentives for village ratepayers for 2025.

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

Yours truly,

Hazel Reintjes,

Mayor

Village of Hines Creek

Village of Hines Creek Funding History 2001 - 2025

Invoice Date	Amount	Description
10/07/01	\$11,000.00	Muni 2000 Grant Fund
10/18/02	\$125,000.00	HC Arena Roof Repair
2/19/03	\$20,000.00	Donation for HC Fitness Center
6/23/03	\$145,000.00	Financial Assistance
1/26/04	\$145,000.00	Special Funding for 2004
7/06/05	\$145,000.00	2005 Funding Agreement
11/30/05	\$18,920.00	HC Playground Capital Grant
1/10/06	\$145,000.00	2006 Funding
7/06/06	\$5,000.00	Fitness Centre Grant
7/06/06	\$25,000.00	Zamboni Room & Arena Upgrade
8/17/07	\$145,000.00	Infrastructure Funding
7/14/08	\$145,000.00	2008 Infrastructure Funding
3/31/09	\$17,345.47	Dave Shaw Muni Grant 09
9/28/09	\$145,000.00	Unconditional Grant
10/21/09	\$17,335.00	Dave Shaw Arena Washrooms
6/04/10	\$145,000.00	Unconditional Grant
1/04/11	\$145,000.00	Unconditional Grant
2/29/12	\$500,000.00	2012 Funding
1/21/13	\$1,000,000.00	Unconditional Grant
4/25/13	\$113,659.00	Balance of 2013 Operating Grant
3/31/16	\$467,000.00	Unconditional Grant
10/28/16	\$70,297.50	Hines Creek Truckfill
3/03/17	\$350,000.00	Operating Grant
6/19/18	\$500,000.00	2018 Grant
9/25/19	\$500,000.00	2019 Unconditional Grant
7/10/20	\$110,419.72	2020 25% Tax Incentive
7/10/20	\$400,000.00	Conditional Grant
5/18/21	\$425,000.00	2021 General Grant
4/20/22	\$450,000.00	2022 General Grant
5/18/23	\$426,693.14	Operating Grant & Tax Incentive (\$126,693.14)
4/24/24	\$370,194.48	Operating Grant & Tax Incentive (\$70,194.48)
2/12/25	\$2,000.00	_ General Grant Payment
	\$7,229,864.31	=

Clear Hills County Request For Decision (RFD)

Meeting:

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Lori Jobson, Corporate Services Manager

Title:

2024 Surplus Reallocation

File:

12-05-02

DESCRIPTION:

The amount of \$4,311,725 was transferred to our Rate Stabilization Reserve at year end. This is the amount of the 2024 surplus which now needs to be reallocated to the appropriate reserve account(s).

BACKGROUND:

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

The Fire Reserve is projected to have a deficit of \$977,733.00 at the end of 2030.

ATTACHMENTS:

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

RECOMMENDED ACTION:

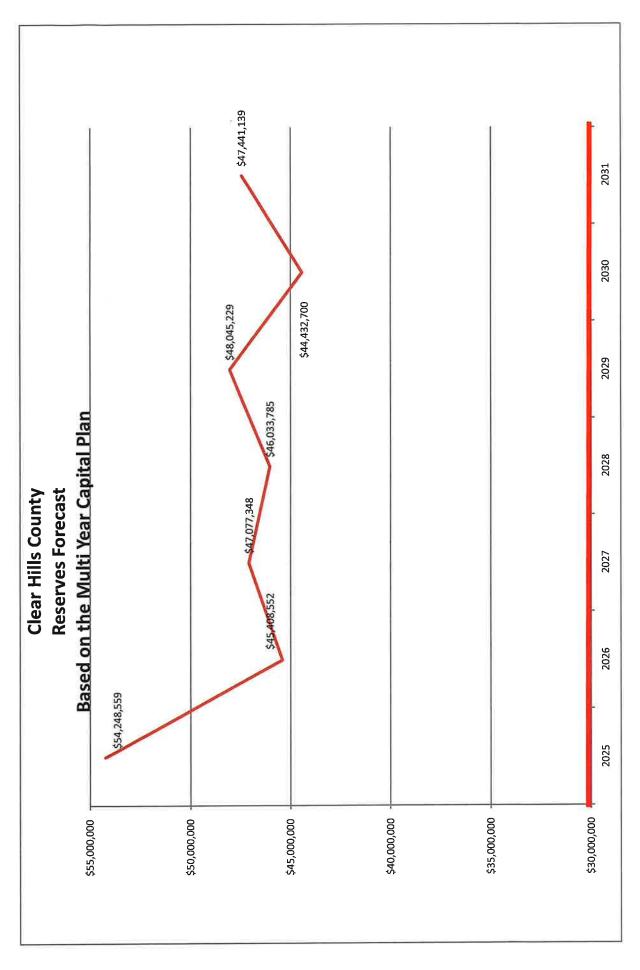
RESOLUTION by Councillor ... that Council approves the amount of \$53,266, remain in the Rate Stabilization Reserve to cover expenditures made in 2024. \$2,000,000 be transferred to the Fire Reserve, \$1,000,000 be transferred to the Bridges Reserve and the remaining \$1,258,459 be transferred to the Road Construction & Upgrades Reserve.

Initials show support - Reviewed by:

Manager:

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	8,258,459	8,258,459	8,258,459	8,258,459	8,258,459	8,258,459	8,258,459
	\$ 8,258,459	\$ 8,258,459	\$ 8,258,459	\$ 8,258,459	\$ 8,258,459	\$ 8,258,459	\$ 8,258,459
Administration Beserve	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)	(970,059)
Office & Shop Building Reserve	348,944	400,939	453,193	505,709	558,488		664,838
EMS Housing Reserve	366,244	368,075	369,915	371,765	373,624		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	19,154,077	7,491,097	20,342,302	3 506 086	20,027,403
Gravel Pits Reserve Bridges Reserve	2,419,733	2,450,632	2,434,010	2,47,1,280	2,181,763	2,293,172	1,978,013
Common Services Vehicles & Equipment Reserve	1,847,327	1,765,109		1,528,785	1,374,624	1,279,993	1,124,587
Water Reserve	4,405,164	4,527,689	4	4,774,582	4,898,955	5,023,950	5,149,569
Drainage and Water Management Reserve	1,043,987	1,300,457	_	1,817,251	2,077,587	2,339,225	2,602,171
Sewer Reserve	1,564,623	1,597,572	1,6	1,663,963	1,697,408	1,7	1,764,800
Community Support Services Grant	18,310	18,402			18,679		18,866
Cemetary Reserve	29,266	29,412	,	,	29,855	•	30,155
Development Reserve	1,208,036	1,214,076	Ţ		1,232,378	1,238,540	1,244,733
Seniors Keserve	10,780	416,07			27,021		740,010
Economic Development Reserve	3,004,640	1,679,663		349,802	351,551		355,075
Ag Services Reserve	206,955	238,140		300,978	352,033	364,446	396,418
Rec Board Reserve	60,031	85,456	111,008	136,688	162,497	188,434	214,501
	\$45,990,100	\$37,150,093	\$38,818,889	\$37,775,326	\$39,786,770	\$36,174,241	\$39,182,680
	\$54,248,559	\$45,408,552	\$47,077,348	\$46,033,785	\$48,045,229	\$44,432,700 \$47,441,139	\$47,441,139



Clear Hills County Request For Decision (RFD)

Meeting: Regular Council Meeting

Meeting Date: June 10, 2025

Originated By: Lori Jobson, Corporate Services Manager

Title:

Sponsorship Request – Fairview Agricultural Society

File: 71-10-02

DESCRIPTION:

The Fairview Agricultural Society has submitted a sponsorship request to assist with the RCMP Musical Ride that is taking place on August 26, 2025.

BACKGROUND:

The Fairview Agricultural Society is requesting sponsorship of \$250.00 to help cover the stabling costs and other expenses of the RCMP Musical Ride.

BUDGET:

The remaining budget is \$450.00.

ATTACHMENTS:

- May 5, 2025 Email from Kammie Currie
- Policy 7005 Sponsorship Funding

RECOMMENDATION:

1	RESOLUTION by to approve sponsorship in the amount of \$	to the
	Fairview Agricultural Society to assist with the RCMP Musical Ride expenses.	
	Fairview Adricultural Society to assist with the Ruivie Musical Ride expenses.	

OR

2. **RESOLUTION** by... to deny the Fairview Agricultural Society's sponsorship request a



CAO:



Lori Jobson

From:

Bonnie Morgan

Sent:

May 7, 2025 3:12 PM

To:

Lori Jobson

Subject:

Fw: Sponsorship Support - RCMP Musical Ride - Fairview, Aug 26, 2025

Follow Up Flag:

Follow up

Flag Status:

Flagged

From: Info <info@clearhillscounty.ab.ca> Sent: Wednesday, May 7, 2025 1:27 PM

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

Subject: FW: Sponsorship Support - RCMP Musical Ride - Fairview, Aug 26, 2025

From: kamie currie <kamiec45@gmail.com>

Sent: May 5, 2025 8:30 AM

To: Info <info@clearhillscounty.ab.ca>

Subject: Sponsorship Support - RCMP Musical Ride - Fairview, Aug 26, 2025

You don't often get email from kamiec45@gmail.com. Learn why this is important

Good morning,

We are excited to announce that the Fairview Agricultural Society will host the RCMP Musical Ride at the Waterhole Rodeo grounds on Tuesday, August 26, 2025. This event promises to be a spectacular display of equestrian skill and an excellent opportunity for our community to unite. However, to ensure its success, we seek sponsorship support of \$250 to help cover the event's stabling costs and other expenses.

The Musical Ride is a celebrated heritage event that showcases the rich traditions of the Royal Canadian Mounted Police. This captivating performance, featuring a synchronized cavalry display, not only highlights the artistry and discipline of the riders but also serves as a powerful symbol of Canadian history and identity. The event brings together people of all ages, fostering community engagement and shared experiences. In today's political climate, the Musical Ride stands as a vital gathering point, promoting unity, cultural pride, and an appreciation for the values that define Canada. The event will begin at 6:30 p.m. with pre-show entertainment with singer Shay Schwerdt, and the main event will start at approximately 7:10 p.m. with a 45-minute performance, followed by a brief meet-and-greet with the riders and horses after their performance.

In addition to the event costs on August 26th, the Fairview Agricultural Society is covering the expenses of stabling and feeding the 20 horses during their stay from August 24th to 28th. This commitment includes providing feed, hay, and wood shavings for their bedding to ensure the horses receive proper care and nutrition. Temporary stalls will also be constructed at the NWP riding arena to provide a comfortable environment for the horses, creating a supportive environment for them and their handlers.

Some additional transportation costs will be incurred for the feed and hay delivery to the riding arena, and arrangements will be made for proper disposal after the event cleanup. The Smoky River Agricultural Society will host its event on Wednesday, August 27th, in Donnelly. They will assist with the costs associated with housing and feeding the horses for the additional day and night they will stay in Fairview.

Your support would significantly enhance the experience, and we would proudly advertise Clear Hills County as a sponsor of this event through our social media and other marketing efforts.

Thank you for considering this opportunity to support our community and a cherished Canadian tradition. I look forward to working together to make this event memorable.

Sincerely,

Kamie Currie

Vice President Fairview Agricultural Society kamiec45@gmail.com 780-251-0119



Policy Number: 7005 Effective Date: May 25, 2010

Title: SPONSORSHIP FUNDING POLICY

1. Policy Statement

1.1. Clear Hills County may provide sponsorship funding to conferences and workshops of benefit to County residents, and establish a system for evaluating sponsorship requests.

2. General

2.1. Council may annually during budget deliberations, establish a budget for conference and workshop sponsorship funding.

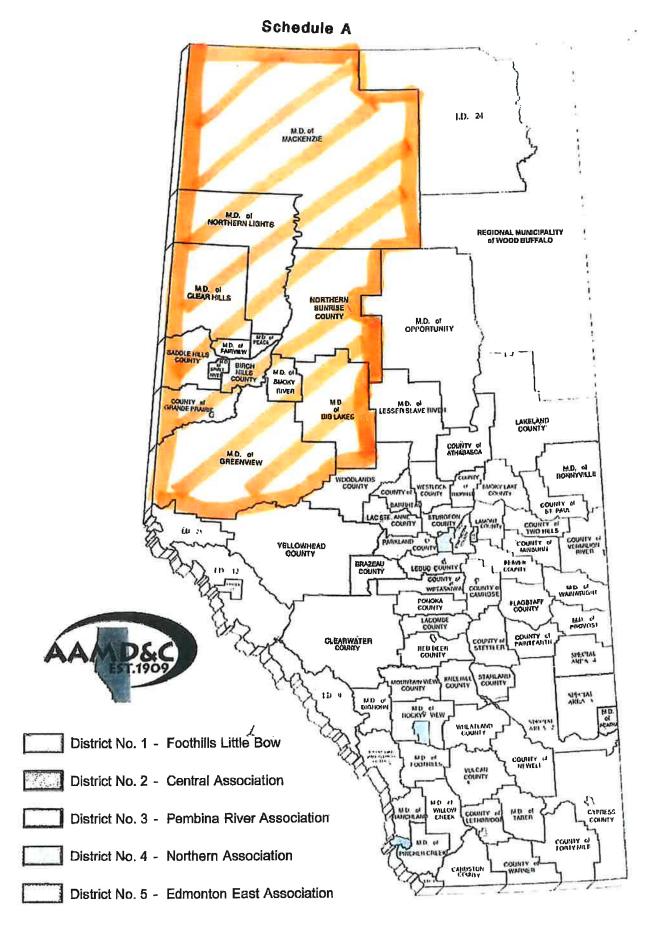
3. Applications

- 3.1. Requests for sponsorship will be accepted throughout the year.
- 3.2. Requests will be evaluated as received and presented to Council for consideration.
- 3.3. Requests shall include the following information or documentation:
 - A clear statement of the purpose of the conference or workshop
 - Amount of funding requested
- 3.4. The following criteria will be used to determine eligibility of funding:
 - Conference or Workshop must be held within the North West Region of the province which is defined as: Municipal District of Greenview the Southern most portion, Municipal District of Big Lakes and Northern Sunrise County the most Easterly portions, Mackenzie County the most Northern portion and inclusive of all other municipalities within these boundaries to the British Columbia Border. A map of the eligible area is attached as Schedule A.
 - Contribution to the education or economic development opportunities for county based:
 - Entrepreneurs
 - Agricultural producers
 - Business owners

4. End of Policy

ADOPTED

Resolution #C434(05/25/10) Date: May 25, 2010



Clear Hills County Request for Decision (RFD)

Meeting:

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Lori Jobson, Corporate Services Manager

Title:

Worsley & District Library Update

File:

11-02-02

DESCRIPTION:

Council is presented with a report from the Worsley & District Library.

BACKGROUND:

In March Council made changes to the Library Funding Policy including the addition of Section 3, Reporting which requires local society boards to either attend a meeting or provide a written report to Council.

ATTACHMENTS:

- Worsley & District Library Report
- Policy 7006 Library Funding Policy

RECOMMENDATION:

RESOLUTION by...that Council...

Initials show support - Reviewed by:

Manager:

C

Worsley & District Library Report of Spring/Summer Activities

Our library hosted a Scholastic Book Fair in February. There was a lot of excitement from our young visitors, and plenty of nostalgia with the more seasoned book fair attendees;)

We just wrapped up an Ultimate Rock, Paper, Scissors Contest for patrons. Anyone that signed out a book in April, and had no overdue books, got to participate for a chance to win \$50. Ryker Basnett was our contest winner!

We are finalizing details for a spring reading contest and to offer personal incentives to patrons who reach certain reading benchmarks, based on their reading level.

The Library will be open most Wednesdays throughout July and August. On June 21, 2025, we will begin the annual Summer Reading Contest. We offer individual reading incentives/prizes, a Summer Reading Bingo Game, and contests within certain age groups for most pages read. We have had a growing number of participants over the years in this contest, and always look forward to tallying up the number of pages read by everyone. This year the contest ends on August 27, 2025.

We hosted some workshops on making beef tallow beauty products & making mozzarella cheese), and plan to do several more throughout the next several months. Look for upcoming ones with information on making your own foaming hand soap, dishwasher detergent, tinctures, canning, pressure canning, etc.









Effective Date: MARCH 11, 2025 Policy Number: 7006

Title: LIBRARY FUNDING POLICY

1. Policy Statement

- 1.1. Clear Hills County recognizes the value of the services offered by the four local public libraries, Cherry Canyon Community Library, Menno Simons School Library, Worsley Central School Library, Hines Creek Public Library, and will provide funds to maintain service levels and current technology, separate from the funding provided under the Peace Library System funding agreement.
- 1.2. Clear Hills County will provide funds in the operating budget for these purposes.
- 1.3. To be eligible for the Library Funding each library must be open for a minimum of 10 hours per week as per legislated hours defined in the Peace Library System Policy and the Libraries Regulation as set out in Schedule A.

2. General

- 2.1. Clear Hills County will provide \$10,000.00 of unconditional funding annually to each of the following four local libraries:
 - Cherry Canyon Community Library (Bear Canyon)
 - Menno Simons School Library (Cleardale)
 - Worsley Central School Library
 - Hines Creek Public Library
- 2.2. Clear Hills County will provide \$2,000.00 of conditional funding annually to each of the following local libraries:
 - Cherry Canyon Community Library (Bear Canyon)
 - Menno Simons School Library (Cleardale)
 - Worsley Central School Library
 - Hines Creek Public Library

The conditional grant funds are to be allocated to programming.

- 2.3. Clear Hills County will provide \$500 of operating funding annually to the Fairview Public Library.
- 2.4. This funding will be distributed directly to each of the libraries by March 31 of the current fiscal year

3. Reporting

3.1. Twice a year the Chair or Designate from the local society board must either attend a Regular Council Meeting or submit a written report for inclusion in the Council agenda. One meeting in April/May to share the plan for the summer programming and one meeting in August/September to share the plan for the winter programming.

Policy No. 7006 Title: LIBRARY FUNDING POLICY

Approved: MARCH 11, 2025 Page 2

3.2. Each local society board must provide annually, no later than January 15th, the following:

- Library hours of operation
- Financial report including cost of the Librarian.
- Detailed report on programming including budgets, profit & loss (if charged events) and the total cost per event.

Boards who have not met the reporting requirements will not be eligible for future library funding.

4. End of Policy

ADOPTED

Resolution: C172(02/22/11) Date: February 22, 2011

AMENDED:

Resolution: C674-16(11/23/16) Date: November 23, 2016

Resolution: C489-20 (10/13/20) Date: October 13, 2020

Resolution: C123-25 (03/11/25) Date: March 11, 2025

Policy No. 7006 Title: LIBRARY FUNDING POLICY

Approved: MARCH 11, 2025 Page 3

Policy 7006 Library Funding Policy

Schedule A

- a) Each library service point encourages library use by all residents of the community it serves by providing suitable hours of service as determined by the Peace Library System, the Local Society and the Libraries Regulation.
- b) Hours of operation in each library service point reflect the needs of the community.
- c) Library service points will be closed on statutory holidays. The library may close during civic holidays, community celebrations, and in cases of power failure, extreme weather conditions, disaster, and/or public health order.
- d) Library service points in schools may be open to the public, the library service point is open to the public outside of the hours during which the school is in operation for regular classes, including being open during evenings or weekends, or both, and during the summer.

Request For Decision (RFD)

Meeting: Regular Council Meeting

Meeting Date: June 10, 2025

Originated By: Allan Rowe, Chief Administrative Officer

Title: 2025 Trade Show Analysis

File: 63-10-30

DESCRIPTION:

Council is presented with the 2025 Trade Show Analysis for review.

Revenue- \$35,500.00 Expense- \$64,605.20 Total Cost- \$29,105.20

BACKGROUND:

The 5 year cost recovery percentages:

2025- 54%

2024-40%

2023-52%

2019-40%

2018-43%

BUDGET:

Revenue- \$29,500.00 Expense- \$90,550.00

ATTACHMENTS:

2025 Trade Show Analysis

RECOMMENDED ACTION:

RESOLUTION by... to accept the 2025 Trade Show Analysis review, as presented.

Initials show support - Reviewed by: Manager:

CAO:

2025 Tradeshow Analysis

	20	025	<u>2024</u>		
REVENUES	Numbers	Dollars	Numbers	Dollars	
Booth Rentals	73	\$13,500.00	67	\$11,800.00	
Breakfast	1	\$500.00	1	\$500.00	
Dance	0	0	0	0	
Sponsorship	17	\$21,500.00	17	\$16,200.00	
Total Revenue:		\$35,500.00		\$28,500.00	
EXPENSES					
Advertising & Promotion		\$5,500.00		\$6,787.38	
Entertainment		\$4,610.00		\$8,972.13	
Food & Catering		\$6,331.25		\$5,650.29	
General Supplies		\$2,905.60		\$4,231.03	
Helping Hands		\$1,789.50		\$1,901.00	
Rent & Maintenance //mprovements		\$7,633.78		\$7,498.00	
Staffing		\$21,085.07		\$20,902.31	
Trade Show Direct		\$14,750.00		\$14,750.00	
Total Expense:		\$64,605.20		\$ 70,692.14	
Total Cost:		\$29,105.20		\$42,192.14	

Additional Information:

Revenue:

Booths: 38 Agriculture

4 Home Based Business

21 Public Services

10 Other

Total booths: 73

Expenses:

- -Advertising: Radio & newspaper ads, signage, County door prizes, mail outs, talent show winner prizes.
- -Entertainment: DJ Services, wagon rides, kids' interactive booth.
- -Food & Catering: Breakfast groceries, doughnuts, breakfast manager, breakfast community group, staff meals, 4-H meal.
- -General Supplies: Freight, plywood, sweeping compound, helping hands t-shirts, other misc. supplies.
- -Helping Hands: 4-H to help with exhibitor move in/move out, collect garbage and cleaning throughout the day, as well as event security.
- -Rent & Maintenance/Improvements: Rental of arena for one week, two trailers, ATM, Radios, screen & projector, and instruments. Replacement of large signs.
- -Tradeshow Direct: Framing, draping, tables, chairs, power cords.

Notes and Comments:

- There were 450 adults, and 350 kid bags stuffed, all bags were given away by approximately 2:00 p.m.
 - o Appropriate amount, plan for again next year.
- Helping hands provided by Montagneuse 4-H Multi Club to assist with exhibitor setup, day of cleaning, and exhibitor take down as well as security for Friday evening and Saturday.
 - Well received, lots of great comments.
- Free breakfast sponsored by Fehr Tirecraft and prepared by Cleardale Travel Club.
 - o Next year we should require a higher sponsorship or add an additional sponsor.
- Two indoor food booths: Montney Valley 4-H and Hines Creek Arts & Crafts.
- Two outside food booths: Coco Zone Food Truck and Grub Hub
 - Third company cancelled due to family emergency. Will try for three again next year.
- DJ services provided by Knight Moves DJ Service.
 - o Few complaints about the volume and will adjust.
 - Will inquire about an outdoor speaker.
- Wagon rides provided by Cleardale Riders.
 - Well received.
- Talent Show sponsored by B & E Hardware 14 entries
 - The prize was cash this year, well received and will be continuing.
 - o Have prize money so that it can be divided up in the event of a tie.
- Platinum sponsorship (\$3,000.00 and up) inquiry- should a standard booth be included in the sponsorship?
- Many of the first-time exhibitors were surprised by the number of people in attendance and have stated they plan to come back.
- A few exhibitors inquired about the possibility of drinks being delivered throughout the day.
 - Water bottle delivery to the exhibitors twice throughout the day could be possible.

Request For Decision (RFD)

Meeting:

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Allan Rowe, Chief Administrative Officer

Title:

20th Annual Community BBQ

File:

62-30-20

DESCRIPTION:

Council is presented with a discussion regarding the Clear Hills County 20th Annual Community BBQ that will be held at the Clear River Rodeo Grounds on July 24, 2025 from 5:30 p.m. to 8:00 p.m.

The following is a list of questions on which administration is seeking direction:

- As there is no stage at the location, does Council want a band this year?
- The regular face painter is unavailable to attend events that take place during the week, how would Council like to proceed?
- The last couple years candy bags were supplied, would Council like to proceed with them again?
- Will Council be handing out ice cream?
- Will the Seniors video be played at the event?
- Would Council like the display boards presented at the event?
- Would Council like to MC the event?

ATTACHMENTS:

Policy 6201 Annual Community Barbeque

RECOMMENDED ACTION:

RESOLUTION by... to accept the discussion regarding the Clear Hills County 20th Annual Community BBQ.

Initials show support - Reviewed by:

Manager:

CAO:



Effective Date: October 22, 2024 Policy Number 6201

Title: Annual Community Barbeque



1. POLICY STATEMENT

1.1 Clear Hills County is committed to hosting an Annual Community Barbecue.

2. GENERAL

- 2.1 Annually, Council will allocate funds in the Operating Budget to cover the costs of hosting the Annual Community Barbecue.
- **2.2.** Each year, the County will purchase a 4-H beef. The beef will be made into burgers, steaks, and roasts. The burgers will be served at the barbecue, and all remaining meat will be given away as door prize freezer packs at the conclusion of the event.
- **2.3.** Effective 2015, the Annual Community Barbecue will be held on the first Thursday following the July 15th tax deadline.
- **2.4.** The Annual Community Barbecue location will rotate among the following locations as they have the capacity to accommodate the anticipated number of attendees:
 - Cleardale Rodeo Grounds
 - Many Islands Campground
 - George Lake Campground
- **2.5.** Each year, the selected location will receive a \$500.00 donation in appreciation for the use of its facilities. (The selected location will still receive the \$500 donation if a backup location is used)
- **2.6.** The County will purchase groceries for the Annual Community Barbecue from the following stores within the County on a rotational basis, selecting the store nearest to that year's barbecue location:
 - A-Mart (2025, 2029, 2033)
 - Cleardale Co-op (2026, 2030, 2034)
 - Worsley General Store (2027, 2031, 2035)
 - Hines Creek General Store (2028, 2032, 2036)

3. BACKUP LOCATION

- **3.1** In the event that the weather is unsuitable to host the Annual Community Barbecue outdoors, the Chief Administrative Officer (CAO) may make the decision to move the event to the corresponding backup location. This decision must be made by 10:00 a.m. on the day of.
 - Cleardale Rodeo Grounds: Menno Simons Community School
 - Many Islands Campground: Worsley Central School
 - George Lake Campground: Dave Shaw Arena Ice Surface
- **3.2.** The change in location will be announced on all social media platforms as well as the County's website. Additionally, signs directing attendees to the backup location will be placed at the entrance to original location.

4. END OF POLICY

ADOPTED DATE

Resolution C36-15 (01/13/15) Date: January 13, 2015

AMENDED

Resolution C514-23(09/26/23) Date: September 26, 2023

Resolution C547-24(10-22-24) Date: October 22, 2024

Request For Decision (RFD)

Meeting:

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Allan Rowe, Chief Administrative Officer

Title:

Purchase of a Water Truck

File:

23-20-02

DESCRIPTION:

Council is presented with information regarding the purchase of a 1997 Freightliner water truck to be used during fire-related call outs.

Equipment Description	Tank	Kilometers	Price
1997 Freightliner Water	3,500 gallon stainless steel	390,000	\$65,000.00
Truck	tank		

The seller has agreed to a price of \$65,000.00, for the water truck and will deliver the water truck for an additional \$1,000.00.

BACKROUND:

C306-25(5-27-25)

RESOLUTION by Councillor Walmsley table the discussion regarding the purchase of a water tanker/tender that is to be used during fire call outs. CARRIED.

C283-25(5-13-25)

RESOLUTION by Deputy Reeve Janzen to bring back more information on purchasing a Water Tender with a higher water storage capacity tank to be used during fire call outs.

C252-25(5-6-25)

RESOLUTION by Deputy Reeve Janzen to recommend Council have administration look into options for purchasing a Water Tender or Water Truck to be used during fire call outs. CARRIED.

ATTACHMENTS: Equipment listing

BUDGET:

RECOMMENDED ACTION:

RESOLUTION by... to proceed with the purchase of a 1997 Freightliner water truck, for the total price of \$66,000.00, funds to be allocated from the Rate Stabilization.

Initials show support - Reviewed by:

Manager:

CAO:



1/9



Home > Cars & Vehicles > Heavy Equipment > Heavy Trucks for Red Deer > Ad ID 1717084265



1997 Freightliner Water Truck

\$75,000

Posted 2 wks ago



- Kilometers 390,000
- Condition
 Used
- **⇔** Year 1997



\$75,000 1997 Freightliner Water Truck

Request For Decision (RFD)

Meeting: Regular Council Meeting

Meeting Date: June 10, 2025

Originated By: Allan Rowe, Chief Administrative Officer

Title: Bylaw No. 285-24 Fire Ban

File: 23-02-02

DESCRIPTION:

Council has requested a discussion regarding Bylaw No. 285-24 Fire Ban.

BACKGROUND:

C250-25(05-6-25)

RESOLUTION by Councillor Hansen to issue a Clear Hills County Fire Ban for all areas in Clear Hills County effective at 12:01 a.m., on May 7, 2025, as per Bylaw No. 285-24, with the following conditions applied: Permit small, supervised Safe Wood campfires in designated camping grounds and designated day use area following Safe Wood Campfire parameters. Permit small, supervised Safe Wood campfires on privately owned land following Safe wood Campfire parameters.

CARRIED.

A fire ban is in effect for the High Level, Fort McMurray, Peace River, Grande Prairie, Slave Lake, Lac La Biche, Whitecourt and Edson Forest areas in the Forest Protection Area. Under this ban, all outdoor wood fires are prohibited, and existing fire permits are suspended.

Prohibited:

- All outdoor wood fires, including wood campfires on public and private land, designated firepits and backyard firepits
- Barbecue charcoal briquettes
- Fireworks and exploding targets

The fire ban will remain in effect until conditions improve.

ATTACHMENTS:

Bylaw No. 285-24 Fire Ban

OPTIONS:

- 1. No action taken.
- 2. To proceed with the Clear Hills County Fire Ban for all areas in Clear Hills County effective at 12:01 a.m., on May 7, 2025, as per Bylaw No. 285-24, with the addition and/or removal of:
 - 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.

Initials show support - Reviewed by: Manager: CAO:

- c. Permit small, supervised safe wood campfires on privately owned land following safe wood campfire parameters.
- 3. To remove the active Fire Ban in Clear Hills County as per Bylaw No. 285-24, effective at 12:01 a.m., on June 11, 2025.

RECOMMENDED	AC	IT;	ON:

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. **COUNTY** shall mean Clear Hills County.
 - d. **FIRE** means a process or state of combustion where a flame may or may not be produced.
 - e. **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.
 - f. BURN shall mean any fires ignited in Clear Hills County.
 - g. 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.
 - h. FOREST PROTECTION AREA means an area, or the area designated under section 41 (c) of the Forest and Prairie Protection Act.
 - 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.
 - j. **OHV** means off-highway vehicle, and has the same meaning assigned to it in the Traffic Safety Act.
 - k. SAFE WOOD CAMPFIRES are defined as:

- No larger than 0.5 (zero point five) metres high by 0.5 (zero point five) metres wide.
- Within a metal, brick, or rock fire ring.
- Placed on a rock, gravel, sand, or other non-combustible surface that extends at least 1 (one) metre around the fire.
- Having enough fire suppression available to fully extinguish a safe wood campfire.
- Continuously supervised and completely extinguished (soaked with fire suppressant, stirred, and soaked again until cold) before leaving.
- Using extreme caution in windy or gusty conditions.
- 1.2 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.

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.
- 2.2 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 may 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. See map in Schedule A.1.
- 3.2 A Fire Ban imposed of this Bylaw shall remain in force until such time as the Council provides notice to the public that the Fire Ban is no longer in effect.
- 3.3 A Clear Hills County Fire Ban may:
 - a. REQUIRE all outdoor fires currently burning in the County to be extinguished.
 - b. PROHIBIT the lighting of outdoor fires in the County.
 - 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 on all Clear Hills County media outlets.

Fire Ban signage will be posted at all Provincial Highways entering Clear Hills County.

- 1. HWY 64 Bordering MD of Fairview No. 136
- 2. HWY 729 Bordering MD Fairview No. 136
- 3. HWY732 Bordering MD Fairview No. 136
- 4. HWY 735 Bordering MD of Fairview No. 136
- 5. Hwy 685 Bordering MD of Peace No. 135
- 6. HWY 64 Bordering British Columbia
- 7. HWY 717 Bordering British Columbia
- 8. TWP 880 (Silver Creek Road) Bordering the County of Northern Lights
- 4.3 Without limiting Section 4.1, a 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 campgrounds.
 - e. Wood fires on residential properties.
 - f. Fires using charcoal briquettes.
 - g. Turkey fryers; and
 - h. Tiki torches
 - i. Fireworks
 - j. Exploding targets
- 4.4 The Fire Bans do not apply to the following:
 - 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.
- 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 designate 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 14 day of May 2024.

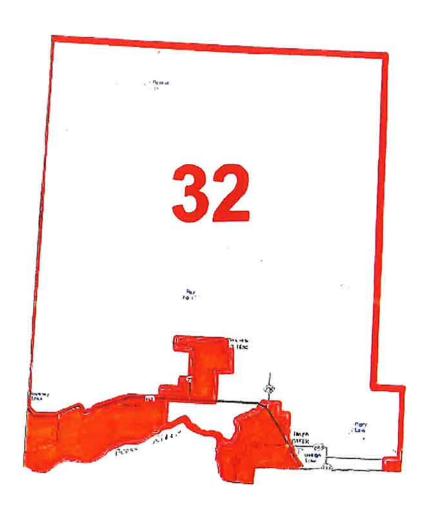
READ a second time this 14 day of May 2024

READ a third time this 14 day of May 2024

Allan Rowe, Chief Administrative Officer

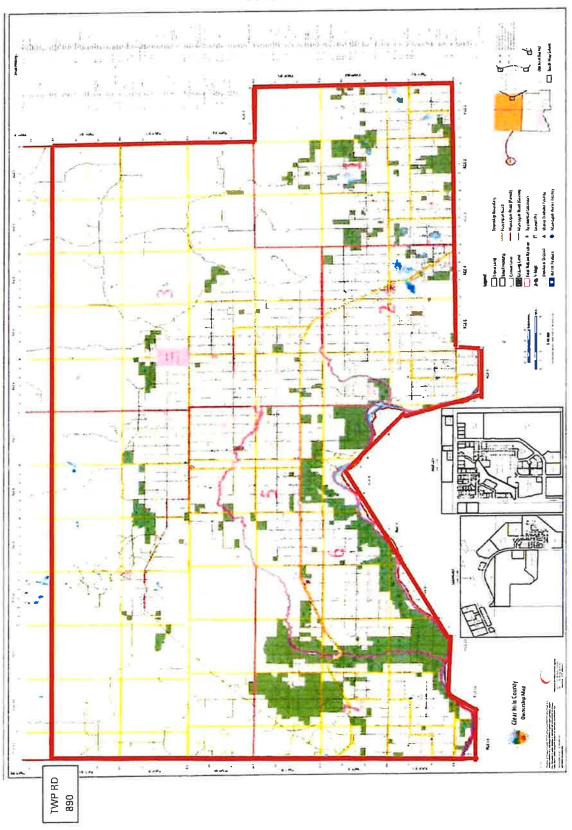
Antex





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

Schedule A.1



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.

Request For Decision (RFD)

Meeting:

REGULAR COUNCIL MEETING

Meeting Date:

June 10, 2025

Originated By: Title:

Allan Rowe, Chief Administrative Officer Chief Administrative Officer Report

File Code:

11-02-02

- 1. PRSD Superintendent (Jeff Thompson) Meeting May 30, 2025
- 2. Administration Interprovincial Meeting June 5, 2025
- 3. The first fixed monthly payment of \$15,836.45 was received from Circle Materials through the Extended Producer Responsibility (EPR) Program for single-use products, packaging, and paper (PPP). This payment will continue on a monthly basis for a one-year term.
- 4. FWCH250129 Brush/Grass Fire Services Invoice.

Attachment #1

- 5. ARMAA Conference August 26-28, 2025
- 6. Cleardale Project Update

RECOMMENDED ACTION:

RESOLUTION by to accept the Chief Administrative Officer's report for June 10, 2025, as presented.

Initials show support - Reviewed by:

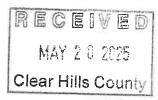
Manager:

CAO:



INVOICE





David j Summers Farms Ltd Box 263 Worsley, Ab T0H 3W0 GST#125126003 RT001

n,	 -	^
D.	 - 6	
nı		

Clearhills County Box 240 Worsley Ab T0H 3W0

INVOICE #
INVOICE DATE

101

27/05/2025

DESCRIPTION		AMOUNT
Truck winch tractor 4 hrs@250.00/hour D7R Cat @250.00/hr Emergency call out ordered by Dale 2025		2,000.00
	Subtotal	2,000.00
	GST 5.0%	100.00
	TOTAL	\$ 2,100.00

2-24-02-02-239 FWCH250129 Brush/Grass Fire Services



Request For Decision (RFD)

Meeting:

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Terry Shewchuk, Public Works Manager

Title:

Public Works Manager's Report

File:

32-02-02

Graders

Graders are grading on an as needed basis due to the dry conditions.

Roads, Culverts & Approaches

- Dust Control is scheduled to be applied in the second week of June.
- Spot Gravelling is ongoing.
- Graveling of the Many Island Road has been completed.
- Culvert and centerline replacement has begun.
- Approach construction has begun.
- The Tender for the Hard Surface Snow and Ice Removal is advertised and will be closing July 4, 2025.
- The Tender for the Chinchaga Road Management is advertised and will be closing July 4, 2025.
- The Tender for the construction of Range Road 75 is advertised and will be closing July 4, 2025.

Other

- The new campsite markers for the Running Lake Campground have been installed.
- Two new woodsheds have been set up at the Sulphur Lake Campground.
- Minor repairs and touch-ups around the Stoney Lake Campground have been completed.
- The new pickup truck is scheduled to arrive in July.

Hamlet of Cleardale Projects

- Mainline Construction (2014) Ltd. is progressing very well with the projects and is doing a great job.
 - Construction of the access road has begun.
 - o Gas line relocation has been completed.
 - o The main sanitary line has been installed.
 - The water line relocation for the West side landowner has been completed.
 - o In the process of installing the RV site sanity and water line.

2024 Worsley Water Treatment Plant Water Well

 The well is operational; the monitor computer system is having an issue syncing but it is being resolved.

RECOMMENDED ACTION:

RESOLUTION by...to receive the information of the Public Works Manager's Report, as presented.

Initials show support - Reviewed by: Manager: CAO:

Request For Decision (RFD)

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Allan Rowe, Chief Administrative Officer

Title:

Council Information

File:

11-02-02

DESCRIPTION:

Council is presented with correspondence for information.

ATTACHMENTS:

RCMP Quarterly Community Policing Report

RECOMMENDED ACTION:

RESOLUTION by.... that this Council receives for information the Council Information presented at the June 10, 2025, Regular Council Meeting.

May 26, 2025

Cpl. Kurt Fink Acting Detachment Commander Fairview, AB

Dear CAO, Reeve, Mayor and Councillors,

Please find attached the quarterly Community Policing Report covering the period from January 1st to March 31th, 2025. This report provides a snapshot of human resources, financial data, and crime statistics for the Fairview detachment.

As we approach summer, I would like to highlight the preparations that the Alberta RCMP have made to address what may be another busy wildfire season. The wildfire seasons of 2023 and 2024 have provided our organization with many lessons on the best ways to handle the unpredictability of wildfires. In March, we began planning for the 2025 wildfire season and this included the early staffing of our Division Emergency Operations Center (DEOC). In the past two years, DEOC has been the cornerstone of the police response to the wildfires in Alberta. The members and staff in DEOC are able to process information from various sources to determine the most optimal way to deploy police resources in areas under threat of wildfires.

Depending on the severity of the fire season, it may be necessary to draw resources from your police service to ensure the safety of people and property in affected communities. I want to assure you that the Alberta RCMP will keep the needs of your community in mind and will work to deploy only the resources which will not adversely impact the security of our own community. The Alberta RCMP remains ready to respond to wildfires in coordination with other provincial resources to protect our citizens and communities.

Thank you for your ongoing support and engagement. As your Chief of Police for your community, please do not hesitate to contact me with any questions or concerns.

Best regards,

Cpl. Kurt Fink Acting Detachment Commander Fairview RCMP







ROYAL CANADIAN MOUNTED POLICE

Fairview Provincial Detachment Crime Statistics (Actual) January to March: 2021 - 2025

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

April 3, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/ per Year
Offences Related to Death		0	0	0	2	1	N/A	-50%	0.4
Robbery		2	2	1	0	0	-100%	N/A	-0.6
Sexual Assaults		2	2	4	3	2	0%	-33%	0.1
Other Sexual Offences		0	0	3	2	1	N/A	-50%	0.4
Assault	~	25	16	15	10	14	-44%	40%	-2.8
Kidnapping/Hostage/Abduction		1	2	0	0	0	-100%	N/A	-0.4
Extortion		3	0	2	1	0	-100%	-100%	-0.5
Criminal Harassment		8	7	2	2	5	-38%	150%	-1.1
Uttering Threats		14	15	8	5	4	-71%	-20%	-3.0
TOTAL PERSONS	~	55	44	35	25	27	-51%	8%	-7.5
Break & Enter		26	24	24	21	12	-54%	-43%	-3.1
Theft of Motor Vehicle	\	12	8	3	13	5	-58%	-62%	-0.9
Theft Over \$5,000	~	4	0	9	4	3	-25%	-25%	0.2
Theft Under \$5,000	_	34	21	16	18	15	-56%	-17%	-4.1
Possn Stn Goods	~~	2	5	3	5	3	50%	-40%	0.2
Fraud	_	18	9	12	13	9	-50%	-31%	-1.4
Arson		3	3	0	0	0	-100%	N/A	-0.9
Mischief - Damage To Property	-	21	15	8	32	10	-52%	-69%	-0.5
Mischief - Other	~	21	23	9	17	23	10%	35%	-0.2
TOTAL PROPERTY	~	141	108	84	123	80	-43%	-35%	-10.7
Offensive Weapons		0	1	3	3	0	N/A	-100%	0.2
Disturbing the peace	^	3	9	5	8	2	-33%	-75%	-0.3
Fail to Comply & Breaches	1~	21	26	3	12	15	-29%	25%	-2.6
OTHER CRIMINAL CODE	~	8	8	5	5	4	-50%	-20%	-1.1
TOTAL OTHER CRIMINAL CODE	~	32	44	16	28	21	-34%	-25%	-3.8
TOTAL CRIMINAL CODE	~	228	196	135	176	128	-44%	-27%	-22.0

Fairview Provincial Detachment Crime Statistics (Actual) January to March: 2021 - 2025

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

April 3, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession	1	1	4	0	1	0	-100%	-100%	-0.5
Drug Enforcement - Trafficking	~	1	0	3	2	1	0%	-50%	0.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs	~	2	4	3	3	1	-50%	-67%	-0.3
Cannabis Enforcement	$\overline{}$	0	0	1	0	0	N/A	N/A	0.0
Federal - General	$\overline{}$	2	1	0	1	1	-50%	0%	-0.2
TOTAL FEDERAL	~	4	5	4	4	2	-50%	-50%	-0.5
Liquor Act		3	1	1	1	0	-100%	-100%	-0.6
Cannabis Act	\wedge	0	1	0	0	0	N/A	N/A	-0.1
Mental Health Act	<u></u>	34	12	28	30	29	-15%	-3%	0.8
Other Provincial Stats		24	13	13	13	21	-13%	62%	-0.6
Total Provincial Stats	<u></u>	61	27	42	44	50	-18%	14%	-0.5
Municipal By-laws Traffic	\wedge	0	1	0	0	0	N/A	N/A	-0.1
Municipal By-laws	^	0	2	1	0	0	N/A	N/A	-0.2
Total Municipal	~	0	3	1	0	0	N/A	N/A	-0.3
Fatals	$\overline{}$	0	0	2	0	0	N/A	N/A	0.0
Injury MVC	√	5	2	8	2	2	-60%	0%	-0.6
Property Damage MVC (Reportable)	~	34	42	34	22	35	3%	59%	-1.8
Property Damage MVC (Non Reportable)	~/	3	6	5	9	17	467%	89%	3.1
TOTAL MVC	~	42	50	49	33	54	29%	64%	0.7
Roadside Suspension - Alcohol (Prov)	\wedge	0	2	0	2	1	N/A	-50%	0.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		209	78	77	84	77	-63%	-8%	-25.8
Other Traffic	Δ	0	0	2	0	0	N/A	N/A	0.0
Criminal Code Traffic	~	4	7	9	4	6	50%	50%	0.1
Common Police Activities									
False Alarms	~~	4	8	7	10	8	100%	-20%	1.0
False/Abandoned 911 Call and 911 Act	~	13	10	25	6	3	-77%	-50%	-2.4
Suspicious Person/Vehicle/Property	~	22	40	33	52	60	173%	15%	8.8
Persons Reported Missing	~	8	4	2	3	0	-100%	-100%	-1.7
Search Warrants		0	1	0	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)	<u></u>	16	12	7	9	3	-81%	-67%	-2.9
Form 10 (MHA) (Reported)		3	0	4	0	0	-100%	N/A	-0.6



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Fairview

Detachment Commander

Sqt. Kurtis Fink*

Report Date

Fiscal Year

Quarter

Click or tap to enter a date.

2024-25

Q4 (January - March)

Community Priorities

Priority #1: Property - Break and Enter

Updates and Comments:

Fairview RCMP received 11 reports of Break and Enters, of which two charges were laid, five had insufficient evidence to proceed and four were unfounded. The majority of these reports occurred in unoccupied buildings.

Priority #2: Traffic - Speeding

Updates and Comments:

Fairview RCMP members continue to conduct proactive check and traffic stops. This has resulted in 2 stolen vehicles being recovered, 5 vehicles being towed for no Insurance/Registration, 2 drivers without a license/suspended license, 3 driving while impaired by alcohol and 2 driving while impaired by drugs. Fairview RCMP continues to work with Alberta Sheriffs to establish a presence on Alberta roadways.

Priority #3: Community Trust and Engagement

Updates and Comments:

Fairview RCMP continue to engage with the community through the schools, public events, town councils, volunteering with sports teams and Town halls. Members actively engage with the community when in and out of uniform.







ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Community Consultations

Consultation #1

Date

Meeting Type

January 15, 2025

Meeting with Elected Officials

Topics Discussed

Information Sharing, Crime Reduction Initiatives, Property Crime

Notes/Comments:

Detachment Member attended the Fairview Town Council meeting to present statistics and answer questions.

Consultation #2

Date

Meeting Type

January 29, 2025

Meeting with Elected Officials

Topics Discussed

Information Sharing, Crime Reduction Initiatives

Notes/Comments:

Fairview RCMP attended the Clear Hills County Council meeting to present statistics, discuss current crime initiative and answer questions.

Consultation #3

Date

Meeting Type

March 18, 2025

Meeting with Elected Officials

Topics Discussed

Education Session, Crime Reduction Initiatives, Persons Crimes

Notes/Comments:

RCMP members attended the Fairview Legion to do a presentation on fraud protection / awareness for local seniors.







ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Consultation #4

Date

Meeting Type

March 5, 2025

Meeting with Elected Officials

Topics Discussed

Information Sharing

Notes/Comments:

Detachment Member attended the Town of Fairview council meeting on March 5, and the Clear Hills County council meeting on March 11, to report on Quarter 3 information and updates.

Consultation #5

Date

Meeting Type

March 20, 2025

Meeting with Stakeholders

Topics Discussed

Education Session, Family Violence, Mental Health

Notes/Comments:

Detachment Member attended a "Kut It Out" presentation facilitated by the Crossroads Women's Shelter.

Consultation #6

Date

Meeting Type

March 25, 2025

Town Hall

Topics Discussed

Crime Reduction Initiatives, Information Sharing, Property Crime

Notes/Comments:

Fairview RCMP hosted a Town Hall in Eureka River to present on property crime, provide policing updates and to have open discussions with area residents.







ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	7	5	1	1
Detachment Support	2	4	0	0

Notes:

- 1. Data extracted on March 31, 2025 and is subject to change.
- 2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
- 3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the seven established positions, five officers are currently working. There is one officer on Medical leave. There is one position with two officers assigned to that position. There is one hard vacancy at this time.

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



Request For Decision (RFD)

Regular Council Meeting

Meeting Date:

June 10, 2025

Originated By:

Allan Rowe, Chief Administrative Officer

Title: File: Calendars 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

ATTACHMENTS:

Calendar of upcoming meetings and conferences

RECOMMENDED ACTION:

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

CAO:

JUNE 2025

	HOUS IV	TUPEDAY	WEDNESDAY	THURCOAY	FRIDAY	SATURDAY
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY		
1	4H Show & Sale- DJ	3	4	HC -REC - SH	PREDA-AB	7
8	9 NWSAR-AB,DW NPRL-JR	10 Council	11	12 GGAMAC-DW	13	14
15	FV Med-SH	17 P&P	MPT Strategic- AB ASB-DJ,JR	Seniors V NAEL-Premier Mtg-DJ	Zideo - AB	21
22	23 Road Tour-All	24 Council	25	26	27	28
29	30	1	2	3	4	5

JULY 2025 THURSDAY MONDAY WEDNESDAY FRIDAY SATURDAY SUNDAY TUESDAY Canada Day Council County BBQ -Clear Council River

AUGUST 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	31	1	2
3	Heritage Day	5 P&P	6	7	8	9
10	11	12 Council	13	14	15	16
17	18	19	20	21	22	23
24	25	26 Council	27	28	29	30
31	1	2	3	4	5	6

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	
	Mackenzie inter-Municipal Subdivision and Development Appeal Board	
	i mackentie inter-municipal subulmision and bevelopment Appeal board	
SDAB JIMC	Joint inter-Municipal Committee	