

**AGENDA  
CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
TUESDAY, AUGUST 26, 2025**

The regular meeting of the Council for Clear Hills County will be held on Tuesday, August 26, 2025, at  
9:30 a.m. at the Clear Hills County Council Chambers, Worsley, Alberta.

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**CALL TO ORDER**

**1. AGENDA**

**2. MINUTES:**

Previous: Regular Council Meeting Minutes, August 12, 2025.....2

**4. DELEGATION(S)**

a. Corny Giesbrecht 10:15 a.m.....6

**5. PUBLIC HEARING**

**6. TENDER OPENING**

a. Request for Proposal - RFP 2025-P17 Audit Services .....16

**7. NEW BUSINESS**

**a. COUNCIL**

1. Management Team Activity Report.....17

2. Councillor Reports .....25

3. Member at Large Advertising .....26

**b. CORPORATE SERVICES**

1. Accounts Payable .....40

2. Transfer to Investments .....51

3. Funding Request – Cleardale Agricultural Society .....53

4. Funding Request – Gage Holy Trinity Cemetery Society .....86

**c. COMMUNITY SERVICES**

1. Clear Hills County 2025 BBQ Analysis .....109

2. Policy 6201 Annual Community BBQ .....110

3. Policy 6804 Annual Appreciation Banquet .....113

4. Bylaw No. 285-24 Fire Ban .....115

**d. PUBLIC WORKS**

1. Hard Service Snow and Ice Removal.....123

2. Log Haul Request Zavisha Sawmills Ltd. ....125

3. Award 2025-P16 2025 Bridge Inspections and Engineering of  
Maintenance .....132

**8. WRITTEN REPORTS:**

1. Chief Administrative Officer's Report.....133

2. Corporate Services Manager's Report .....137

3. Public Works Manager's Report.....143

**9. COUNCIL INFORMATION (Including Correspondence) .....145**

**10. CALENDARS .....156**

**11. CLOSED MEETING ITEMS**

**12. ADJOURNMENT clarification**



**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, AUGUST 12, 2025**

PRESENT	Amber Bean David Janzen Jason Ruecker Susan Hansen Abe Giesbrecht	Reeve Deputy Reeve Councillor Councillor Councillor						
ATTENDING	Allan Rowe Bonnie Morgan Lori Jobson	Chief Administrative Officer (CAO) Executive Assistant (EA) Corporate Service's Manager (CSM)						
ABSENT	Danae Walmsley	Councillor						
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.							
<u>ACCEPTANCE OF AGENDA</u> C417-25(8-12-25)	<b>RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the August 12, 2025 Regular Council Meeting, as presented. CARRIED.</b>  Councillor Ruecker entered the meeting at 9:30 a.m.							
<u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes  C418-25(8-12-25)	<b>RESOLUTION by Councillor Hansen to adopt the minutes of the July 22, 2025, Regular Council Meeting, as presented. CARRIED.</b>							
<u>NEW BUISNESS: COUNCIL</u> Management Team Activity Report  C419-25(8-12-25)	Management activity report was reviewed.  <b>RESOLUTION by Councillor Giesbrecht that the management activity report for July 22, 2025, be accepted, as presented. CARRIED.</b>							
<u>TENDER OPENING</u> 2025-P16 2025 Bridge Inspections and Engineering of Maintenance  C420-25(8-12-25)	Council is presented with Proposals for RFT 2025-P16 2025 Bridge Inspections and Engineering of Maintenance  <b>RESOLUTION by Deputy Reeve Janzen to open proposals at 9:35 a.m. for RFP 2025-P16 2025 Bridge Inspections and Engineering of Maintenance, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.</b>							
	<table><tr><th>Company</th><th>Amount</th></tr><tr><td>WSP Canada Inc.</td><td>\$20,000.00</td></tr><tr><td>AKRON Engineering Ltd.</td><td>\$139,580.00</td></tr></table>	Company	Amount	WSP Canada Inc.	\$20,000.00	AKRON Engineering Ltd.	\$139,580.00	
Company	Amount							
WSP Canada Inc.	\$20,000.00							
AKRON Engineering Ltd.	\$139,580.00							
Councillor Reports	Council submits the meetings attended in the previous month and a report, if applicable.							
C421-25(8-12-25)	<b>RESOLUTION by Councillor Giesbrecht to receive the Councillor Reports for information, as presented. CARRIED.</b>							



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REGULAR COUNCIL MEETING  
TUESDAY, AUGUST 12, 2025

Range Road 43	Council requested more information on the maintenance history of Range Road 43.
<b>C422-25(8-12-25)</b>	<b>RESOLUTION by Councillor Hansen to receive the information regarding the maintenance history on Range Road 43 for information, as presented. CARRIED.</b>
Agricultural Disaster Declaration Information	Council is presented with information regarding the implications and outcomes of declaring an agricultural disaster.
<b>C423-25(8-12-25)</b>	<b>RESOLUTION by Councillor Hansen to declare an agricultural disaster within Clear Hills County and have administration draft a declaration letter to be sent out to the Minister of Agriculture and Irrigation, cc to Agricultural Service Board Provincial Committee, President of RMA, AAAF Secretary, and AFSC. CARRIED.</b>
Metal Cladding South Shop Wall	Council is presented with quotes for supply and installation of metal cladding over the south shop wall.
<b>C424-25(8-12-25)</b>	<b>RESOLUTION by Deputy Reeve Janzen to award the contract for supply and installation of metal cladding over south shop wall to Shedsplus for the quoted price of \$17,703.40 plus GST. CARRIED.</b>
Policy 6312 Tradeshow Exhibitors	Council is presented with a draft of Policy 6312 - Tradeshow Exhibitors. The Agricultural Service Board has reviewed the policy and is recommending that Council approve the following amendment to remove section 2.1 from the policy.
<b>C425-25(8-12-25)</b>	<b>RESOLUTION by Councillor Ruecker to approve the removal of section 2.1 from Policy 6312 Tradeshow Exhibitors, as presented. CARRIED.</b>
Policy 6317 Biggest Vegetable Contest	Council is presented with a draft of Policy 6317 - Biggest Vegetable Contest. The Agricultural Service Board has reviewed the policy and is recommending that Council approve the following amendment to section 4.7 of the policy.
<b>C426-25(8-12-25)</b>	<b>RESOLUTION by Deputy Reeve Janzen to approve the amendment to the wording of section 4.7 of Policy 6317 Biggest Vegetable Contest, as presented. CARRIED.</b>
<u>CORPORATE SERVICES</u> Accounts Payable July 23, 2025, to August 12, 2025	A list of expenditures for Clear Hills County for the period of July 23, 2025, to August 12, 2025, is provided for Council's review.
<b>C427-25(8-12-25)</b>	<b>RESOLUTION by Reeve Bean that Council receives for information the Accounts Payable report for Clear Hills County for the period of July 23, 2025, to August 12, 2025, for a total of \$683,399.47. CARRIED.</b>



Page 3 of 4  
REGULAR COUNCIL MEETING  
TUESDAY, AUGUST 12, 2025

COMMUNITY  
SERVICES

2025-15 Worsley Fire  
Department Turnout  
Gear.

Council is presented with the analysis of RFT 2025-15 Worsley Fire Department Turnout Gear.

**C428-25(8-12-25)**

**RESOLUTION by Councillor Giesbrecht to award RFT 2025-15 Worsley Fire Department Turnout Gear to WFR Wholesale Fire & Rescue Ltd. for the amount of \$15,909.12 plus GST, funds to be allocated from the 2025 operating budget. CARRIED.**

Bylaw No. 285-24  
Fire Ban

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

**No action taken**

PUBLIC WORKS  
Clear Prairie Pavement  
Overlay

Council is presented with a preliminary cost estimate from WSP Canada Inc. for the pavement overlay of approximately 17.6 km of the Clear Prairie Road, from Range Road 80 (East Side of Worsley) to the Ski Hill Access Road.

**C429-25(8-12-25)**

**RESOLUTION by Councillor Ruecker to include the pavement overlay of approximately 17.6 km of the Clear Prairie Road, from Range Road 80 (East Side of Worsley) to the Ski Hill Access Road, in the 2026 Multi Year Capital Plan. As well as proceed with WSP Canada Inc. for the engineering for the estimated cost of \$329,520.00 and proceed to tender for the construction. CARRIED.**

WRITTEN REPORTS  
Chief Administrative  
Officer's Report

Chief Administrative Officers Report

**C430-25(8-12-25)**

**RESOLUTION by Councillor Giesbrecht to receive the Chief Administrative Officers report for information, as presented. CARRIED.**

Corporate Services  
Manager's Report

No report

Public Works  
Manager's Report

Public Works Manager's Report

Reeve Bean recessed the meeting at 11:14 a.m.  
Reeve Bean reconvened the meeting at 11:20 a.m.

**C431-25(8-12-25)**

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

COUNCIL  
INFORMATION

Information for Councils review.

**C432-25(8-12-25)**

**RESOLUTION by Deputy Reeve Janzen to receive the Council information for information, as presented. CARRIED.**



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REGULAR COUNCIL MEETING  
TUESDAY, AUGUST 12, 2025

CALENDARS

Council is presented with a calendar of upcoming meetings. This will aid administration in maintaining records and serve as a reminder for upcoming meetings for both the Council and administration.

**C433-25(8-12-25)**

**RESOLUTION by Reeve Bean to accept for information August, September and October 2025 calendar updates of Councillor meetings for information, as presented.**

Date	Meeting	Attendee
Aug 13	MPTA Exec	Bean
Oct 8-9	PLS Conference	Bean
Sept 27-28	HPEC Skills Event	Hansen
Oct 10	NAEL	Bean, Janzen
Oct 4	PLS exec	Bean
		<b>CARRIED.</b>

ADJOURNMENT

Reeve Bean adjourned the August 12, 2025 Regular Council Meeting at 11:44 a.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	DELEGATION – Corny Giesbrecht 10:15 a.m.
File:	11-02-02

DESCRIPTION:

Corny Giesbrecht will be in attendance to discuss with Council land access.

ATTACHMENT:

Email Request

**RESOLUTION** by..... to receive the delegation from Corny Giesbrecht for information, as presented.

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**





## Bonnie Morgan

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**From:** Ruth Giesbecht <1ruth@telus.net>  
**Sent:** August 15, 2025 10:28 AM  
**To:** Bonnie Morgan  
**Subject:** Re: Delegation Request

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good morning,  
When is the next date available for this delegation?  
Corny would like to have a discussion about access to a back 1/4 of his land.  
Thank you,  
Ruth

On Aug 15, 2025, at 9:46 AM, Bonnie Morgan <[Bonnie@clearhillscounty.ab.ca](mailto:Bonnie@clearhillscounty.ab.ca)> wrote:

Please send me the preferred date for the delegation, and what you would like to discuss with Council.

**Bonnie Morgan, *NACLAA* | Executive Assistant to CAO and Council**

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

[bonnie@clearhillscounty.ab.ca](mailto:bonnie@clearhillscounty.ab.ca) | [www.clearhillscounty.ab.ca](http://www.clearhillscounty.ab.ca)

<image001.png>

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# QUOTE

Invoice #

1922

Date:

08/19/2025

## RuCo Enterprises Ltd.

Box 89  
Cleardale, Alberta T0H 3Y0  
Canada

Sold to:

Clear Hills County

Box 240  
Worsley, AB T0H 3W0

Hauling Grain, Fertilizer, Dirt & Gravel

Backhoe Services Available

GST No: 820930188RT0001

Date & Unit #	BOL #	Description	Tonne/Hrs	Rate	Amount
Excavator		remove stumps, build up road & dig ditch	60	145.00	8,700.00
Cat		shape ditch & road	60	125.00	7,500.00
Backhoe		install 4 culverts supplied by County	20	150.00	3,000.00
Tractor		disc & pack road	60	130.00	7,800.00
Packer		daily rent	5	700.00	3,500.00
Disc		daily rent	3	700.00	2,100.00
Water truck		water down road	30	155.00	4,650.00
Grader		finish road	60	140.00	8,400.00
		road is ready for gravel (to be supplied by County)			
		Subtotal:			45,650.00
		G - GST 5%			
		GST/HST			2,282.50

Thank You For Your Business!

**Terms: Due Upon Receipt**

2% interest to incur on invoices over 30 days

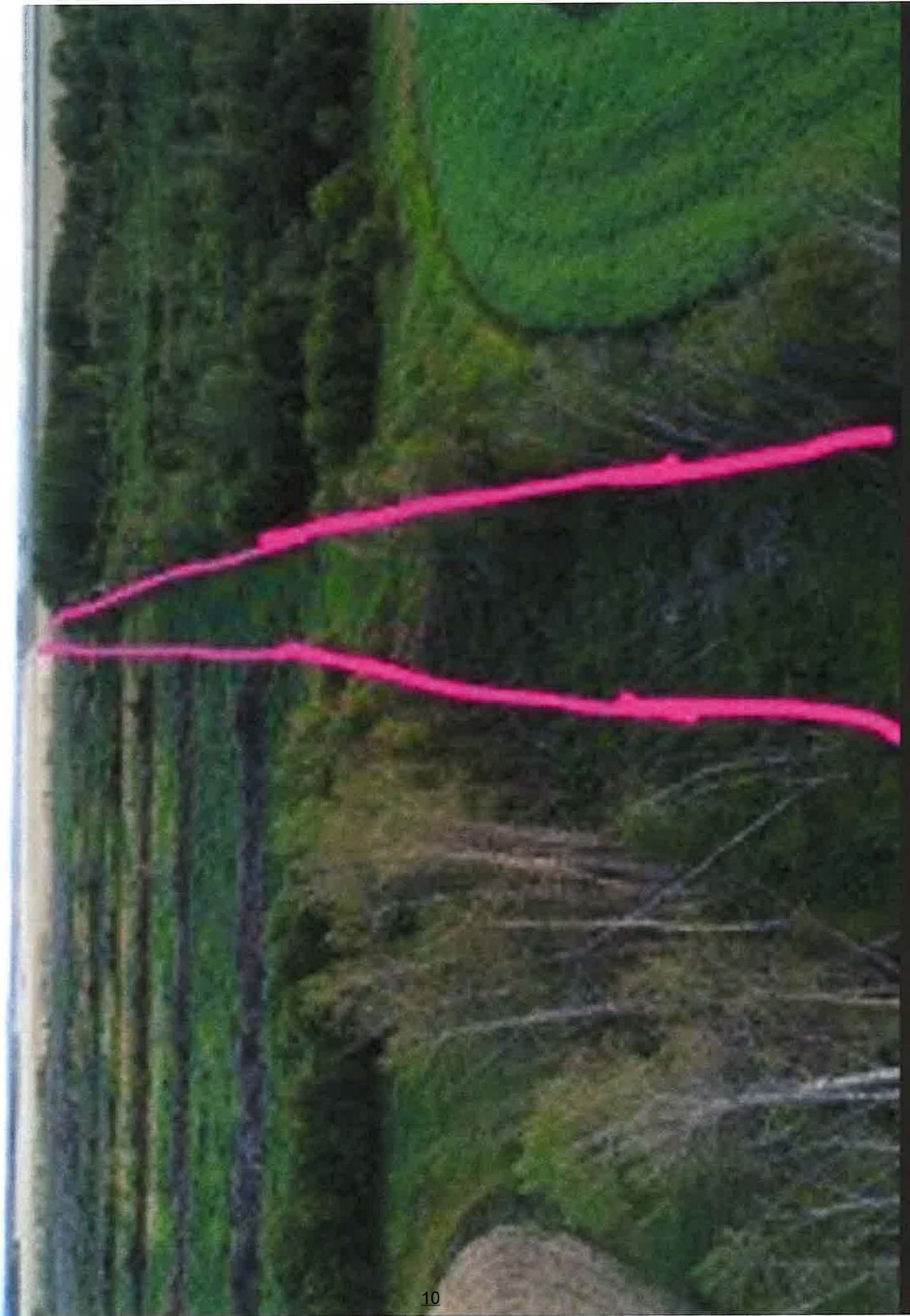
**Total Amount Due**

47,932.50

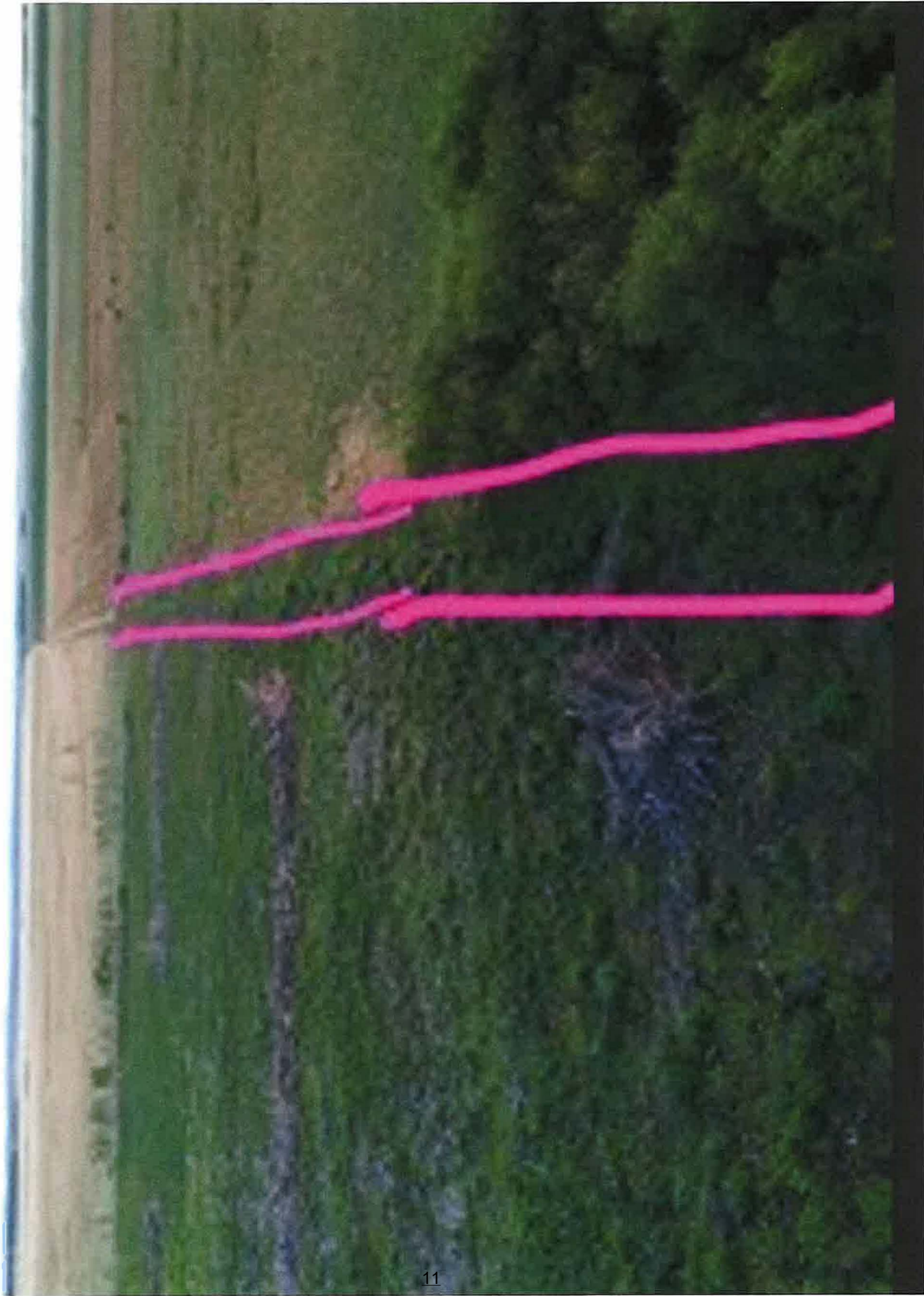




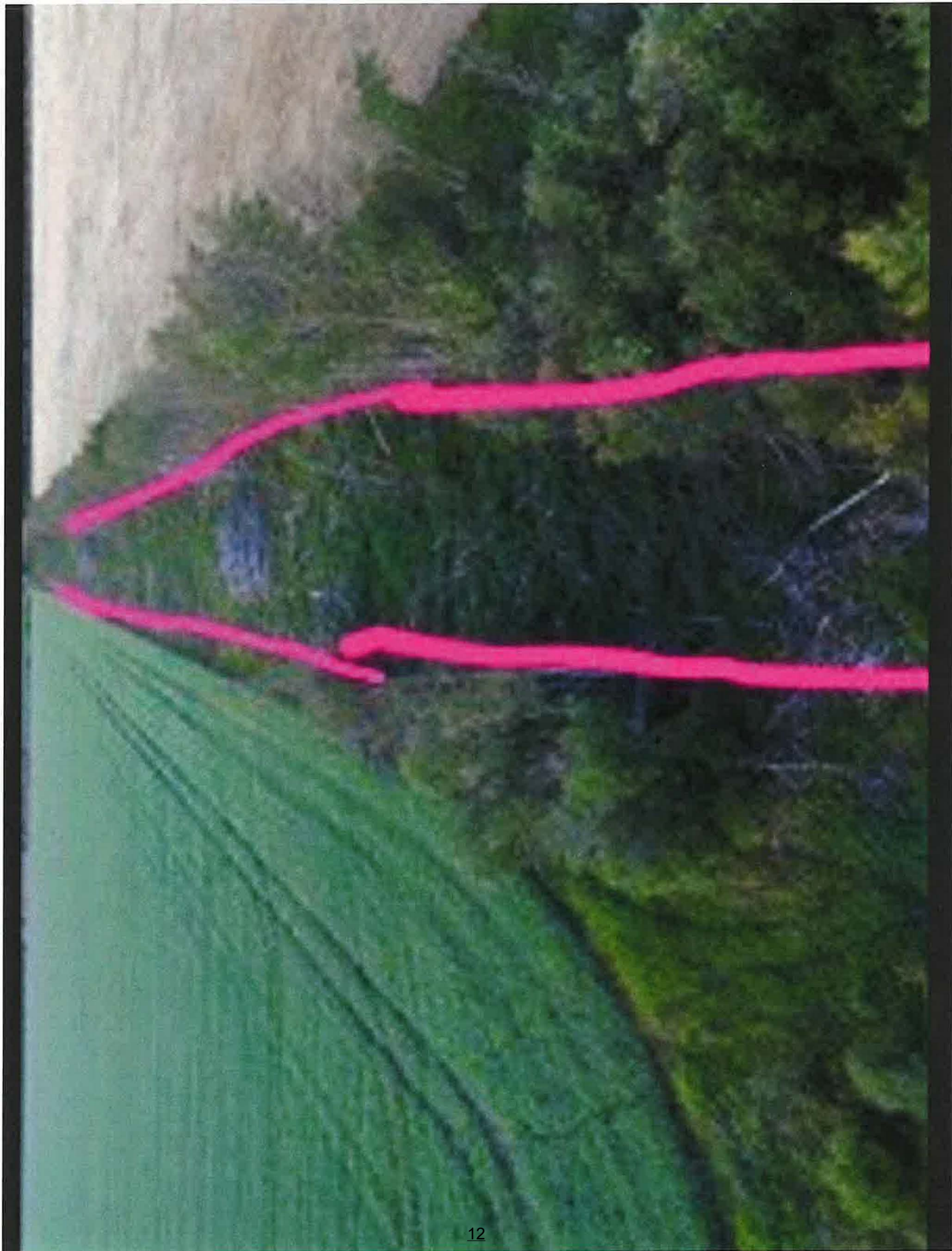


















## Bonnie Morgan

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**From:** Ruth Giesbecht <1ruth@telus.net>  
**Sent:** August 19, 2025 1:28 PM  
**To:** Bonnie Morgan  
**Cc:** Ruth Giesbrecht; jonagies12@gmail.com  
**Subject:** Road  
**Attachments:** CCE19082025.pdf

For Delegation Request for Corny Giesbrecht

A couple photos/map where the road will be built. Approximately 1 mile.  
It's off Twp Rd 850 and would be Rge Rd 103, I think.  
And a quote.  
Thank you,  
Ruth Giesbrecht

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# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	August 26, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Request for Proposal Opening – RFP 2025-P17 Audit Services</b>
File:	12-05-02

### DESCRIPTION:

Council is presented with RFP 2025-P17, Audit Services, to open and analyze results.

### BACKGROUND / PROPOSAL:

Proposal 2025-P17, Audit Services, closed on Friday, August 22, 2025 at 4:00 p.m.

The proposal is for our annual financial audits with a maximum term of 5 years.

### ATTACHMENTS:

### RECOMMENDED ACTION:

**RESOLUTION** by ... to open Proposal 2025-P17, Audit Services, analyze results and bring back a recommendation to a future Council meeting..

Initials show support - Reviewed by:

Manager:



CAO:





# Clear Hills County

## Request For Decision (RFD)

<b>Regular Council Meeting</b>	
Meeting Date:	August 26, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Management Team Activity Report</b>
File:	11-02-02

### DESCRIPTION:

Management activity report for August 12, 2025.

### ATTACHMENTS:

- Management Activity Report
- Policy & Priority Activity Report

### RECOMMENDED ACTION:

**RESOLUTION** by .... that the management activity report for August 12, 2025, be accepted, as presented.

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

### Activity Report for August 12, 2025

**LEGEND:**

Budget Items:

Completed Items:

Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		<b>March 12, 2024</b>		
<b>C158-24</b>	<b>03/12/24</b>	<b>RESOLUTION by Deputy Reeve Janzen to proceed with the land purchase for the proposed Cleardale subdivision/firehall as discussed. CARRIED.</b>	<b>PW</b>	<b>In works</b>
		<b>April 23, 2024</b>		
<b>C234-23</b>	<b>04/23/24</b>	<b>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.</b>	<b>PW</b>	<b>On hold</b>
		<b>May 14, 2024, Regular Council Meeting</b>		
<b>C287-24</b>	<b>05/14/24</b>	<b>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.</b>	<b>PW</b>	<b>Building Ordered/</b>
		<b>January 28, 2025</b>	<b>PW</b>	
<b>C36-25</b>	<b>01/28/25</b>	<b>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.</b>	<b>PW</b>	<b>In works</b>
		<b>March 11, 2025</b>		
<b>C130-25</b>	<b>3-11-25</b>	<b>RESOLUTION by Reeve Bean to award Tender No. CA0031293.3729 Hamlet of Cleardale - Utility Servicing/ Service Road Extension/ Lift Station Construction to Mainline Construction (2014) Ltd., for the amount of \$3,107,490.79. Funds to be allocated from the Road Construction Reserve and the Sewer Reserve. CARRIED.</b>	<b>PW</b>	<b>In works</b>
<b>C135-25</b>	<b>3-11-25</b>	<b>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.</b>	<b>PW</b>	<b>Delivered</b>
		<b>June 24, 2025</b>		





## Management Team

### Activity Report for August 12, 2025

#### LEGEND:

Budget Items:

Completed Items:

Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS						
C367-25	06/24/25	RESOLUTION by Councillor Hansen to proceed to proposal for the 2025 Bridge Inspections and Engineering of Maintenance. CARRIED.	PW	August 26						
C371-25	06/24/25	RESOLUTION by Reeve Bean to approve the attendance of Deputy Reeve Janzen to attend the Alberta Forest Products Association AGM and Conference, September 24-26, 2025, in Jasper, Alberta. CARRIED.	EA	Registered						
		July 8, 2025								
C386-25	07/08/25	RESOLUTION by Councillor Hansen to award Tender No. CA0048031.3419 Range Road 75 Construction and Grading to NewGen Projects Ltd. for the amount of \$506,380.00, funds to be allocated from the Road Construction Reserve. CARRIED.	PW	In works						
		July 22, 2025								
C401-25	07/22/25	RESOLUTION by Councillor Walmsley that an email be sent expressing future interest in the Mighty Peace River Series-Tourism Initiative, and that the item be brought back to a future meeting when more information becomes available. CARRIED.	EA	Not enough interest MPTA not continuing						
		August 12, 2025								
C420-25	08/12/25	RESOLUTION by Deputy Reeve Janzen to open proposals at 9:35 a.m. for RFP 2025-P16 2025 Bridge Inspections and Engineering of Maintenance, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED. <table><tr><td>Company</td><td>Amount</td></tr><tr><td>WSP Canada Inc.</td><td>\$20,000.00</td></tr><tr><td>AKRON Engineering Ltd.</td><td>\$139,580.00</td></tr></table>	Company	Amount	WSP Canada Inc.	\$20,000.00	AKRON Engineering Ltd.	\$139,580.00	PW	Aug 26
Company	Amount									
WSP Canada Inc.	\$20,000.00									
AKRON Engineering Ltd.	\$139,580.00									
C423-25	08/12/25	RESOLUTION by Councillor Hansen to declare an agricultural disaster within Clear Hills County and have administration draft a declaration letter to be sent out to the Minister of Agriculture and Irrigation, cc to Agricultural Service Board	EA	Sent						





## Management Team

### Activity Report for August 12, 2025

#### LEGEND:

Budget Items:

Completed Items:

Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		Provincial Committee, President of RMA, AAAF Secretary, and AFSC. <b>CARRIED.</b>		
C424-25	08/12/25	RESOLUTION by Deputy Reeve Janzen to award the contract for supply and installation of metal cladding over south shop wall to Shedsplus for the quoted price of \$17,703.40 plus GST. <b>CARRIED.</b>	AG	In works
C425-25	08/12/25	RESOLUTION by Councillor Ruecker to approve the removal of section 2.1 from Policy 6312 Tradeshow Exhibitors, as presented. <b>CARRIED.</b>	AG	
C426-25	08/12/25	RESOLUTION by Deputy Reeve Janzen to approve the amendment to the wording of section 4.7 of Policy 6317 Biggest Vegetable Contest, as presented. <b>CARRIED.</b>	AG	
C428-25	08/12/25	RESOLUTION by Councillor Giesbrecht to award RFT 2025-15 Worsley Fire Department Turnout Gear to WFR Wholesale Fire & Rescue Ltd. for the amount of \$15,909.12 plus GST, funds to be allocated from the 2025 operating budget. <b>CARRIED.</b>	CC	In works
C429-25	08/12/25	RESOLUTION by Councillor Ruecker to include the pavement overlay of approximately 17.6 km of the Clear Prairie Road, from Range Road 80 (East Side of Worsley) to the Ski Hill Access Road, in the 2026 Multi Year Capital Plan. As well as proceed with WSP Canda Inc. for the engineering for the estimated cost of \$329,520.00 and proceed to tender for the construction. <b>CARRIED.</b>	PW	In works
		<b>March 27, 2024</b>		
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. <b>CARRIED.</b>		2024✓ 2025✓ 2026
C143-24	03/12/24	RESOLUTION by Deputy Reeve Janzen to approve the quote and proceed with Hydrogeological Consultants Ltd. for the engineering of the drilling, testing, and licensing of the 2024 Worsley Water	PW	In works





## Management Team

### Activity Report for August 12, 2025

#### LEGEND:

Budget Items:

Completed Items:

Items in Waiting:

Department = **EA**=Executive Assistant/CAO, **PW**=Public Works, **CS**=Corporate Services  
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MOTION	DATE	DESCRIPTION	DEPT	STATUS										
		Well at the Worsley Water Treatment Plant for the estimated cost of \$55,984.71, funds to be allocated from the Water Reserve. CARRIED.												
C144-24	03/12/24	RESOLUTION by Councillor Stevenson to approve the quote and proceed with Darel Saville for the drilling and installation of the 2024 Worsley Water Well at the Worsley Water Treatment Plant for the estimated cost of \$272,885.00, funds to be allocated from the Water Reserve. CARRIED.	PW	In works										
C408-24	07/23/24	RESOLUTION by Reeve Bean to approve a three-year annual conditional grant of \$70,000.00 to the Peace River School Division for their Trades Training Program, covering the years 2024 through 2026. Funding for each year is contingent upon the submission of Clear Hills County supplied annual reports and must be invoiced prior to the year-end Clear Hills end. With the 2024 contribution being funded as follows; \$45,000.00 be allocated from the 2024 Operating budget and the remaining \$25,000.00 to come from the Rate Stabilization. CARRIED.	EA											
		October 29, 2024 Special Council Meeting												
S566-24	10-29-24	<div>RESOLUTION by Reeve Bean to approve a conditional grant up to \$4,000,000 to Mighty Peace Wireless, to assist with the Clear Hills County/Hines Creek Community Infrastructure Fiber Optic Build-Out Project with funds to be allocated from the Economic Development Reserve. The grant is subject to conditions established by Clear Hills County, the acceptance of the applied-for Federal/Provincial Grant and will be disbursed equally over three years (2025, 2026, and 2027). Councillor Walmsley requested a recorded vote:</div> <table><tr><td>For</td><td>Against</td></tr><tr><td>Bean</td><td>Janzen</td></tr><tr><td>Ruecker</td><td>Stevenson</td></tr><tr><td>Hansen</td><td>Walmsley</td></tr><tr><td>Giesbrecht</td><td></td></tr></table>	For	Against	Bean	Janzen	Ruecker	Stevenson	Hansen	Walmsley	Giesbrecht			
For	Against													
Bean	Janzen													
Ruecker	Stevenson													
Hansen	Walmsley													
Giesbrecht														





## Management Team

### Activity Report for August 12, 2025

#### LEGEND:

Budget Items:

Completed Items:

Items in Waiting:

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		CARRIED.		
C192-25	4/08/25	RESOLUTION by Deputy Reeve Janzen to approve a General Grant to the Ken Sargent House in the Amount of \$25,000.00 to sponsor the Comfort Corner or Gazebo, funds to be allocated from the Rate stabilization reserve. CARRIED.	CS	
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	
C364-25	06/24/25	RESOLUTION by Councillor Hansen to approve a 2-year funding commitment of \$300,000.00 for 2026, and 2027, to the Village of Hines Creek to assist with operating expenses. CARRIED.		2026 2027

#### ITEMS IN WAITING

C66-15	01/13/15	RESOLUTION by Councillor Croy to leave Plan 802KS Block 2 Lot 10 as is in the County's name as a tax forfeiture property. The taxes shall keep accumulating on it; the previous owner can redeem it at any time by paying all taxes and penalties. If after 15 years the previous owner has not redeemed it totally, the County will become the owner.CARRIED.	CSM	January 14, 2030
C171-23	03/28/23	RESOLUTION by Councillor Hansen that this Council authorizes the destruction of 2019 and 2020 monthly reconciliation reports, 2014 and 2015 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2016. CARRIED.		
		February 2024		
C271-24	05/14/24	RESOLUTION by Councillor Hansen that this Council authorizes the destruction of 2021 monthly reconciliation reports, 2016 temporary files and the confidential personnel files for those	CS	






## Management Team

### Activity Report for August 12, 2025

#### LEGEND:

Budget Items: 

Completed Items: 

Items in Waiting: 

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

MOTION	DATE	DESCRIPTION	DEPT	STATUS
		individuals that left the employment of the municipality prior to January 1, 2017. CARRIED.		
C203-24	04/09/24	RESOLUTION by Deputy Reeve Janzen to approve a conditional grant to the Worsley Chamber of Commerce of \$3,500.00 for a 13x13 ft granary gazebo on Lot P Plan 802KS with the requirements as follows: All Alberta Transportation and required permits completed, A maintenance agreement entered with Clear Hills County, including a report with the complete design & specifications of the gazebo and all Municipal Planning Development obligations fulfilled. Funds to be allocated from the Economic Development Reserve. CARRIED.	CS	In waiting
C361-24	06/25/24	RESOLUTION by Councillor Ruecker to approve a conditional grant of \$10,000.00 for the Worsley Agricultural Society's tobogganing hill & outdoor skating pond project. The approval is contingent upon the Society adhering to all regulations and obtaining clearance from the appropriate environment department before any funds are released. Funds to be allocated from the Rate Stabilization Reserve. CARRIED.	CS	In waiting



## Policy & Priority Update

### Activity Report for August 12, 2025

Active Items

Completed Items:

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

<b>Motion &amp; Date</b>	<b>Dept.</b>	<b>Policy &amp; Priority Items</b>	<b>Notes</b>
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	<b>RESOLUTION</b> by Councillor Walmsley to request a meeting with MLA, Todd Loewen, to discuss county-related concerns. <b>CARRIED.</b>	Request sent – waiting for a date
July 2024	EA	<b>Branding/logo</b>	After website launch
July 2024	EA	<b>Marketing Position</b>	On going
Jan 7, 2025		<b>Provincial Ecological Corridors</b>	Interprovincial meeting
		<b>RESOLUTION</b> by Councillor Giesbrecht to bring back for more discussion the Northwest Polytechnic information to a future Policy & Priority Meeting. <b>CARRIED.</b>	P247-25(5-6-25) Received for Information at the May 6 <sup>th</sup> P&P Mtg
P336-25(06-17-25)		<b>RESOLUTION</b> by Deputy Reeve Janzen to have administration look into arranging a tour for Council to the St. Isidore Peace Regional Waste Management Company and Long Lake Landfill. <b>CARRIED.</b>	In works
P342-25(06-17-25)		<b>RESOLUTION</b> by Reeve Bean to bring back the discussion regarding Policy 7001 Operational Grant for Recreation Boards to a future Policy & Priority meeting. <b>CARRIED.</b>	Late Fall 2025
C318-25 06/10/25		<b>RESOLUTION</b> by Reeve Bean to table and bring back more information on the maintenance history of Range Road 43 to a future meeting. <b>CARRIED.</b>	August 12
C365-25 06/24/25		<b>RESOLUTION</b> by Reeve Bean to table and bring back the Municipal Emergency Management Plan Risk Assessment to a future Policy & Priority Meeting. <b>CARRIED.</b>	Fall



# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>COUNCIL MONTHLY REPORTS</b>
File:	11-02-02

### DESCRIPTION:

Council reviews meetings attended and monthly reports.

### BACKGROUND / PROPOSAL:

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

### ATTACHMENTS:

### RECOMMENDED ACTION:

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

Initials show support - Reviewed by:

Manager:

CAO:





# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	Member at Large – Agricultural Service Board
File:	11-02-02

### DESCRIPTION:

Council is presented with information regarding the upcoming advertising of the 5 Member at large positions on the Agricultural Service Board Committee for the term starting November 1, 2025- October 15, 2029.

Advertising will commence in the upcoming weeks; and an online application form will be made available on the Clear Hills County Website to provide applicants with easy access.

### ATTACHMENT:

Policy 1108 Member at Large Appointments  
Application for ASB Member at Large Position  
Policy 1132 Member at Large Code of Conduct  
Bylaw 277-23 Agricultural Service Board

**RESOLUTION by.....**

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b>
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## **Clear Hills County Invites Applications (Term 2025-2029) – Members-at-Large for the Agricultural Service Board (ASB)**

**Deadline to Apply will be October 25, 2025**

Clear Hills County is seeking **5 Members-at-Large** to serve on the **Agricultural Service Board (ASB)**.

The ASB is a special committee established under the *Agricultural Service Board Act* to address agricultural concerns, promote sustainable farming and ranching, and support the economic viability of producers in our municipality. The Board advises Council, develops and evaluates agricultural policies and programs, and helps administer key provincial Acts such as the **Weed Control Act**, **Agricultural Pests Act**, and the **Soil Conservation Act**.

### **What Members Do:**

- Advise Council and the Minister on agricultural matters of mutual concern.
- Help direct weed and pest control, soil and water conservation programs.
- Promote and protect sustainable, viable agriculture.
- Attend monthly board meetings, with the option to participate in Regional and Provincial ASB Conferences, as well as other ASB-related committees and events.

### **Eligibility Requirements:**

Applicants must:

- Be 18 years of age or older at the time of appointment.
- Have been a resident of Clear Hills County for at least six months prior to appointment.
- Candidates must be agricultural producers residing within the boundaries of Clear Hills County at the time of selection and for the duration of their appointment, unless otherwise authorized by a resolution of Council.
- Not be in arrears or indebted to the County.
- Not be involved in litigation with the County.
- Not have outstanding compliance orders issued by the County.
- Not have been found by a court to be mentally incompetent or of unsound mind.
- Not have been convicted of an indictable offence or one involving fraud.
- Remain a resident of Clear Hills County throughout the term of appointment.

### **Membership Details:**

- Appointments are for a **four-year term**, with eligibility for reappointment.
- The Board consists of two Advisory Councillors and up to five Members-at-Large.
- Clear Hills County reserves the right to accept or reject any or all applications, with consideration for balanced geographical representation.

### **Interested?**

If you meet the requirements and are passionate about supporting agriculture in Clear Hills County, please submit to: [bonnie@clearhillscounty.ab.ca](mailto:bonnie@clearhillscounty.ab.ca)





# Clear Hills County

Effective Date: **February 9, 2021**

Policy Number: **1108**

Title: **MEMBER AT LARGE APPOINTMENTS**

## **1. Policy Statement**

- 1.1 Clear Hills County will establish eligibility criteria for Board and Committee members and procedures for the appointments of members at large to boards and committees.

## **2. Guidelines**

Board and Committee members shall:

- a. be 18 years of age at the time of appointment;
- b. be a current resident of the County for at least the six months immediately preceding the date of appointment;
- c. not be in arrears or otherwise owing to the County;
- d. not be in litigation with the County;
- e. not have any current or outstanding compliance order issued by the County against them;
- f. not have been found by a court to be mentally incompetent or of unsound mind;
- g. not have been convicted of an indictable offence or a criminal offence involving fraud;
- h. be removed from the board or committee if the member ceases to be a Clear Hills County resident; and
- i. be eligible if appointed by a municipality whereby there is an intermunicipal agreement for a reciprocal use of a board or committee member.

## **3. Role of the Chief Administrative Officer**

- 2.1 The Chief Administrative Officer shall advertise for members at large for the following:
- Agricultural Service Board;
  - Assessment Review Board;
  - Development Appeal Board;
  - Intermunicipal Subdivision & Development Appeal Board.
  - Hines Creek & District Recreation Board;
- 2.2 Advertisement shall provide a brief description of the duties and the number of members needed.
- 2.3 Advertising shall commence in the year of a county election or as required, due to vacancy.



- 2.4 The Chief Administrative Officer will provide the applications to Council, in confidence.
- 2.5 Regional Assessment Appeal Board Members at large will be appointed as per Bylaw 136-10 (a bylaw for the purpose of establishing Regional Assessment Review Boards).

**4. Role of the Council**

- 3.1 Council will review the list of candidates at their organizational meeting.
- 3.2 In the event that the number of candidates does not meet the number required to fill the positions or Council does not choose to appoint the prospective candidates, Administration must re-advertise the position(s) in the local newspaper for two (2) consecutive weeks, following the resolution by Council.
- 3.3 All Council appointments shall become effective on the date the resolution of appointment is made.

**5. Attachments:**

Schedule 1 – Application for Member at Large Position

**6. End of Policy**

ADOPTED	Resolution #C186-03	Date: March 25, 2003
AMENDED	Resolution #C876-03	Date: November 25, 2003
	Resolution #C689(09/28/10)	Date: September 28, 2010
	Resolution #C54-21(02/09/21)	Date: February 9, 2021





## Schedule 1

**Application for Member-at-Large Position**

*The personal information on this form is being collected for the purpose of determining eligibility of an applicant to serve as a member of a Board or Committee of Clear Hills County and will be shared with Council and Administration. The information is collected under the authority of Section 146 of the Municipal Government Act and Section 33 of the Freedom of Information and Protection of Privacy Act.*

Clear Hills County has the following Boards and Committees that require public members (members-at-large), please check the board/committee you are interested in serving on:

- ☐ Agricultural Service Board
- ☐ Assessment Review Board
- ☐ Development Appeal Board
- ☐ Intermunicipal Subdivision & Development Appeal Board

**\*An application must be submitted for each board/committee position**

***Personal Information:***

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Municipal Address (your primary residence): \_\_\_\_\_

Phone (cell): \_\_\_\_\_ Phone (residence): \_\_\_\_\_

Email address: \_\_\_\_\_

***Eligibility:***

To be eligible for this position, you must meet the following eligibility criteria. Please check below to indicate you meet the eligibility criteria:

- ☐ I am at least 18 years old.
- ☐ I am a current resident of the County and have been for at least the past six months.
- ☐ I am not be in arrears or otherwise owing to the County.
- ☐ I am not be in litigation with the County.
- ☐ I do not have any current or outstanding compliance orders issued by the County against me.
- ☐ I have not have been found by a court to be mentally incompetent or of unsound mind.
- ☐ I have not have been convicted of an indictable offence or a criminal offence involving fraud.



*Please explain your interest in applying for a position on a Clear Hills County Board/Committee.*

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*What strengths would you bring to the Board/Committee? Please highlight any relevant experience and qualifications.*

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*Please detail any experience you have serving on Boards, Committees, or in any relevant organizations.*

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*When are you able to attend meetings?*

- ☐ Weeknights
- ☐ Weekdays

*Comments to clarify availability:*

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*Should you be chosen as a member of Clear Hills County Board/Committee, your name and contact information may be released to the general public. Please authorize the release of this information and specify what information (phone number, email address) can be made public:*

I authorize the release of the following identifying and contact information:

- ☐ My name
- ☐ My email address
- ☐ My phone number (please specify which phone number(s)): \_\_\_\_\_

Applicant signature: \_\_\_\_\_

Date of application: \_\_\_\_\_

***Return by mail, email or in person to:***

Chief Administrative Officer, Allan Rowe

Mail: Clear Hills County Box 240 Worsley, AB T0H 3W0

Email: [Allan@clearhillscounty.ab.ca](mailto:Allan@clearhillscounty.ab.ca)

In person: Clear Hills County Administration Building, 313 Alberta Avenue, Worsley, AB

**DEADLINE FOR APPLICATIONS IS OCTOBER 25, 2021 AT 4:30 P.M.**

*For questions, email Allan or call 780-685-3925*





## Application for ASB Member-at-Large Position

*The personal information on this form is being collected for the purpose of determining eligibility of an applicant to serve as a member of a Board or Committee of Clear Hills County and will be shared with Council and Administration. The information is collected under the authority of Section 146 of the Municipal Government Act and Section 33 of the Freedom of Information and Protection of Privacy Act.*

Clear Hills County is seeking a member of the public to fill a vacancy on the Agricultural Service Board (ASB).

### ***Personal Information:***

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Municipal Address (your primary residence): \_\_\_\_\_

Phone (cell): \_\_\_\_\_ Phone (residence): \_\_\_\_\_

Email address: \_\_\_\_\_

### ***Eligibility:***

To be eligible for this position, you must meet the following eligibility criteria. Please check below to indicate you meet the eligibility criteria:

- ☐ I am at least 18 years old.
- ☐ I am a current resident of the County and have been for at least the past six months.
- ☐ I am not be in arrears or otherwise owing to the County.
- ☐ I am not be in litigation with the County.
- ☐ I do not have any current or outstanding compliance orders issued by the County against me.
- ☐ I have not have been found by a court to be mentally incompetent or of unsound mind.
- ☐ I have not have been convicted of an indictable offence or a criminal offence involving fraud.

*Please explain your interest in applying for the ASB position.*

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*What strengths would you bring to the Board/Committee? Please highlight any relevant experience and qualifications.*

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*Please detail any experience you have serving on Boards, Committees, or in any relevant organizations.*

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*When are you able to attend meetings?*

☐ Weeknights

☐ Weekdays

*Comments to clarify availability:*

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*Should you be chosen as a member of Clear Hills County Board/Committee, your name and contact information may be released to the general public. Please authorize the release of this information and specify what information (phone number, email address) can be made public:*

I authorize the release of the following identifying and contact information:

☐ My name

☐ My email address

☐ My phone number (please specify which phone number(s)):\_\_\_\_\_

Applicant signature:\_\_\_\_\_

Date of application:\_\_\_\_\_

***Return by mail, email or in person to:***

Chief Administrative Officer, Allan Rowe

Mail: Clear Hills County Box 240 Worsley, AB T0H 3W0

Email: [Allan@clearhillscounty.ab.ca](mailto:Allan@clearhillscounty.ab.ca)

In person: Clear Hills County Administration Building, 313 Alberta Avenue, Worsley, AB

**APPLICATIONS WILL BE ACCEPTED UNTIL A SUITABLE CANDIDATE IS FOUND**

*For more information contact Allan by email or phone/ 780-685-3925*





# Clear Hills County

Effective Date: **February 9, 2021**

Policy Number: **1132**

Title: **MEMBER AT LARGE CODE OF CONDUCT**

## **1. Policy Statement**

- 1.1 Clear Hills County will establish a Code of Conduct for members of the public appointed by Council to Clear Hills County Boards and Committees.

## **2. Scope:**

- 2.1 This policy applies to members appointed by Clear Hills County Council to the following Boards and Committees:

- Agricultural Service Board
- Assessment Review Board
- Development Appeal Board
- Intermunicipal Subdivision & Development Appeal Board

## **3. Guidelines**

- 3.1 Clear Hills County Council may select and appoint public members of the County (members at large) to represent the County at various provincial, federal or non-profit association functions for the benefit of developing an informed, involved and rewarded citizenry in the County.
- 3.2 Members at Large representing Clear Hills County will be expected to conduct themselves in a professional manner and abide by the same standards as those in the Council Code of Conduct Bylaw, specifically:
- a. promoting the public interest, public confidence and trust.
  - b. representing the County with care, diligence and skills that a reasonably prudent person would exercise in comparable circumstances; and
  - c. placing the interests of the County ahead of personal interests.
- 3.3 Alleged breaches of the Code of Conduct Bylaw by a Member at Large will be addressed as set out in Code of Conduct Bylaw section 3. Complaints.
- 3.4 The Chief Administrative Officer or Designate shall ensure that this policy, the Council Code of Conduct Bylaw and a "Code of Conduct Letter" from Council will be provided to each Member at Large representing Clear Hills County as follows:
- a. at the Organizational meeting of the Council Board or Committee immediately following their member at Large appointment in election years.



- b. for appointments to fill vacancies on Council Boards or Committees, and for individuals appointed to Regional and Intermunicipal Boards and Committees, prior to attendance at any meeting, conference or other event which they will attend in their capacity as a Clear Hills County appointed Member at Large.

3.5 Should a member at Large choose not to sign the Code of Conduct letter the Chief Administrative Officer will notify Council.

**4. Attachments:**

Schedule 1. Code of Conduct Letter for Members at Large representing Clear Hills County.

**5. End of Policy**

ADOPTED

Resolution C53-21(02/09/21)

Date: February 9, 2021



**Schedule 1****Code of Conduct for Members at Large Representing Clear Hills County**

The following principles govern the behavior of Members at Large representing Clear Hills County in order that they shall maintain the highest standards in their appointment and faithfully fulfill the obligations established for them by Clear Hills County Council.

Members at Large representing Clear Hills County shall follow the directives set out in the Council Code of Conduct Bylaw for representing the County by:

- promoting the public interest, public confidence and trust;
- representing the County with care, diligence and skills that a reasonably prudent person would exercise in comparable circumstances; and
- placing the interests of the County ahead of personal interests

I agree, as a Member at Large representing Clear Hills County, to uphold the intent of these directives and to govern my actions accordingly. By my signature below, I subscribe to the Code of Conduct.

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Date:

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Signature, Member at Large

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Print name, Member at Large



## **BYLAW NO. 277-23**

### **A BYLAW OF CLEAR HILLS COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AN AGRICULTURAL SERVICE BOARD.**

WHEREAS, the Agricultural Service Board Act empowers a Council to pass a bylaw to establish an Agricultural Service Board; and

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

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

1. THAT, the Agricultural Service Board for Clear Hills County will be an independent committee consisting of five members at large, two Council members, and one non-voting Agricultural Fieldman. Four voting board members represents a quorum.
2. THAT, in the absence of the Agricultural Fieldman, the CAO will delegate an employee to sit on the Agricultural Service Board as an alternate non-voting board member.
3. THAT, the appointing of the positions of Agricultural Service Board Chair & Deputy Chair be assigned by Council. Chair and Deputy Chair of the Agriculture Service Board be filled by a Council appointed Council member serving on the board.
4. THAT, the duration of the term for Agricultural Service Board members will be four (4) years, coinciding with the election of Council.
5. THAT, advertising for members at large will commence on or about August 15<sup>th</sup> prior to a general County election, conducted by Administration.
6. THAT, the selection of board members at large will occur during the organizational meeting of Council, and will be based on agricultural experience and agricultural community involvement of the board candidate.
7. THAT, the board candidate will be an agricultural producer residing within the boundaries of Clear Hills County at the time of selection and for the duration of the term of appointment, unless otherwise authorized by a resolution of council.



8. That, in addition to the regular meetings of the Agricultural Service Board, members may attend agricultural seminars, workshop and events within the Peace Region, the annual Peace Region Agricultural Service Board Conference and, the annual Provincial Agricultural Service Board Conference.
9. Bylaw No. 273-22 is hereby rescinded.
10. THAT, this bylaw shall come into force and effect upon the date of final reading hereof.

READ for a FIRST time this 25 day of April 2023.

READ for a SECOND time this 25 day of April 2023.

READ for a THIRD time this 25 day of April 2023.



Amber Bean, Reeve



Allan Rowe, Chief Administrative Officer



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Finance – Accounts Payable</b>
File:	12-03-02

### DESCRIPTION:

A list of expenditures for Clear Hills County for the period of August 13, 2025 to August 26, 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 August 13, 2025 to August 26, 2025 for a total of \$1,957,252.05.

Initials show support - Reviewed by:

Manager:



CAO:



System: 8/19/25 3:02:48 PM  
User Date: 8/19/25

Clear Hills County  
CHEQUE DISTRIBUTION REPORT  
Payables Management

Page: 1  
User ID: Dawn

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	First
Cheque Date	8/13/25	8/26/25		Last

Sorted By: Cheque Date

Distribution Types Included: All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WINDSOR FORD	031046	8/14/25	\$55,056.18
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
New Truck - WTP Operator	CLEA250225	\$55,056.18	
<hr/>			
AIR LIQUIDE CANADA INC.	031047	8/26/25	\$30.60
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Small Cylinder Rent	79119808	\$30.60	
<hr/>			
ALS CANADA LTD	031048	8/26/25	\$1,049.77
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Worsley Water Sample	3311640742	\$1,049.77	
<hr/>			
AMSC INSURANCE SERVICES LTD	031049	8/26/25	\$11,250.73
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
August Benefits	1754-2025-08	\$11,250.73	
<hr/>			
B & E HOME HARDWARE	031050	8/26/25	\$1,721.78
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Sign Bolts	101-209641	\$28.46	
Janitorial Supplies & Tents	102-88368	\$825.14	
Lawn Seed for New Well	101-210176	\$13.64	
Coil Key Rings	101-210276	\$3.35	
WWTP Janitorial Supp & Signage	101-210492	\$99.99	
HCFD Recognition Items	102-88958	\$190.00	
BBQ Supplies	101-211584	\$300.25	
1 Ton Winch Strap Puller	101-212098	\$83.99	
Supplies for Unit 65-62	102-89129	\$61.91	
BBQ Supplies	101-210794	\$37.46	
HCFD Blow Gun Kit	102-88932	\$15.72	
Parts to Raise Connection-Cldl	101-210652	\$36.89	
Insecticide - Weed Inspectors	101-212371	\$29.38	
<hr/>			
BOSCHWICK CONTRACTING	031051	8/26/25	\$16,953.33
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
Bear Canyon GB09	805	\$5,282.56	
Worsley GB01	806	\$11,670.77	
<hr/>			
BROGAN FIRE & SAFETY	031052	8/26/25	\$1,864.49
<hr/>			
Invoice Description	Invoice Number	Invoice Amount	
SCBA Masks - HCFD	30255794	\$1,864.49	



Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
BROWNEE LLP	031053	8/26/25	\$6,181.80
Invoice Description	Invoice Number	Invoice Amount	
O&G Tax Collections	590230	\$303.19	
Legal Opinion	589511	\$1,473.60	
O&G Tax Collections	590231	\$4,405.01	
BUDGELL'S CONTRACTING LTD.	031054	8/26/25	\$11,877.74
Invoice Description	Invoice Number	Invoice Amount	
Transfer St Contract/Clean Up	0114-025	\$11,640.70	
Haul Oversized Material	0211-025	\$237.04	
CAMPBELL DODGE CHRYSLER LTD.	031055	8/26/25	\$1,126.44
Invoice Description	Invoice Number	Invoice Amount	
Parts/R&M Unit 65-62	405267	\$1,126.44	
CLEARDALE CO-OPERATIVE LTD.	031056	8/26/25	\$299.28
Invoice Description	Invoice Number	Invoice Amount	
BBQ Setup Staff Lunch	114627	\$110.04	
Fuel Units 65-55 & 65-59	114616	\$189.24	
CLEARTECH INDUSTRIES INC.	031057	8/26/25	\$3,064.25
Invoice Description	Invoice Number	Invoice Amount	
WTP Chemical	INV1174918	\$3,064.25	
COX, GERALD	031058	8/26/25	\$11,375.00
Invoice Description	Invoice Number	Invoice Amount	
Haul Water to BCWP	393266	\$2,100.00	
WTP Contract	393267	\$5,775.00	
Vac Out WWTP Septic Tank	393282	\$250.00	
Vac Septic Tanks-Cldl Store	393265	\$3,250.00	
CRAGAR'S AUTOBODY LTD.	031059	8/26/25	\$1,926.92
Invoice Description	Invoice Number	Invoice Amount	
Unit 65-62 Dedudctible	6713	\$1,926.92	
DHL	031060	8/26/25	\$163.16
Invoice Description	Invoice Number	Invoice Amount	
Water Sample Shipping	11419457	\$51.88	
Water Samp/Meter Reader Ship	11427056	\$111.28	
FEHR MARTIN	031061	8/26/25	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	86615-081325	\$50.00	



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
FEHR TIRECRAFT LTD.	031062	8/26/25	\$3,804.30
Invoice Description	Invoice Number	Invoice Amount	
R&M Unit 65-55	IN0000719	\$186.81	
Parts & Tires Unit 64-36	IN0000375	\$1,656.43	
Tire Repair Unit 65-59	IN0000449	\$53.55	
Trailer Rent for BBQ	IN0000567	\$551.25	
R&M Unit 65-59	IN0000691	\$166.36	
R&M Unit 65-58	IN0000696	\$328.67	
R&M/Fuel Unit 65-61	IN0000488	\$184.10	
R&M/Fuel Unit 65-60	IN0000524	\$379.00	
R&M Unit 65-61	IN0000291	\$147.04	
R&M Unit 65-56	IN0000544	\$151.09	
FOSTER'S AGRI-WORLD	031063	8/26/25	\$1,971.09
Invoice Description	Invoice Number	Invoice Amount	
PTO Shaft Unit 63-37	P1297402	\$1,971.09	
GAGE HOLY TRINITY CEMETERY SOC	031064	8/26/25	\$500.00
Invoice Description	Invoice Number	Invoice Amount	
2025 Cem Grant-Old Gr Orth	081425	\$500.00	
GARNER VEGETATION CONTROL	031065	8/26/25	\$947.10
Invoice Description	Invoice Number	Invoice Amount	
Utility Deposit Refund	080625	\$947.10	
GLOBAL FLEET INFORMATION	031066	8/26/25	\$1,391.25
Invoice Description	Invoice Number	Invoice Amount	
Monthly Fees	20250570A	\$677.25	
Monthly Fees	20250664A	\$714.00	
GOLDEN ACRE SEEDS	031067	8/26/25	\$800.00
Invoice Description	Invoice Number	Invoice Amount	
Grass Seed for Right of Ways	22879	\$800.00	
GRIMSHAW GRAVEL SALES	031068	8/26/25	\$7,664.90
Invoice Description	Invoice Number	Invoice Amount	
Rd Repair Gravelling Agmt #647	25862	\$7,664.90	
HACH SALES & SERVICE CANADA LP	031069	8/26/25	\$93.92
Invoice Description	Invoice Number	Invoice Amount	
Sludge Cleaning Brush	387392	\$93.92	
HINES CREEK GENERAL STORE	031070	8/26/25	\$127.45
Invoice Description	Invoice Number	Invoice Amount	
HCFD Drinks & Snacks	10110081781	43 \$127.45	



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
HINES CREEK TIRE SHOP	031071	8/26/25	\$506.84
Invoice Description	Invoice Number	Invoice Amount	
Tire Repair Unit 63-37	2029	\$142.85	
Tire Repair Unit 63-67	1966	\$363.99	
HITECH BUSINESS SYSTEMS LTD.	031072	8/26/25	\$544.72
Invoice Description	Invoice Number	Invoice Amount	
Copier Service Agreement	1812965	\$476.01	
Copier Service Agreement	1812964	\$68.71	
MACKENZIE MUNICIPAL SERVICES A	031073	8/26/25	\$100.00
Invoice Description	Invoice Number	Invoice Amount	
2025 SDAB Membership Agmt 177	202533	\$100.00	
MAINLINE CONSTRUCTION (2014) L	031074	8/26/25	\$281,994.97
Invoice Description	Invoice Number	Invoice Amount	
Cld Str/Sewer Upgrade Prog #4	CA0031293.3729	\$313,327.75	
MCKAY WATER WORKS SUPPLY LTD.	031075	8/26/25	\$1,359.75
Invoice Description	Invoice Number	Invoice Amount	
New Meter Reader	3060	\$1,359.75	
MCLARTY DARIN & PATRICIA	031076	8/26/25	\$68,850.00
Invoice Description	Invoice Number	Invoice Amount	
Burrow Pit Material Agrmt #726	081425	\$68,850.00	
MIGHTY PEACE WIRELESS	031077	8/26/25	\$1,340,000.00
Invoice Description	Invoice Number	Invoice Amount	
Broadband Project-Prog Pymt #1	080625	\$1,340,000.00	
NORTH PEACE GAS COOP LTD.	031078	8/26/25	\$427.19
Invoice Description	Invoice Number	Invoice Amount	
CWP Heat - June	968344	\$66.45	
BCWP Heat - June	969177	\$40.60	
WWTP Heat - June	968336	\$83.44	
Cldl Reg Pumphouse Heat - June	968034	\$45.81	
Cldl Reg Pumphouse Heat - July	972767	\$38.75	
CWP Heat - July	972000	\$50.70	
BCWP Heat - July	973116	\$35.85	
WWTP Heat - July	971992	\$65.59	
PEACE COUNTRY SUPPLY	031079	8/26/25	\$6.71
Invoice Description	Invoice Number	Invoice Amount	
Parts Unit 63-36	002-137763	\$6.71	



Clear Hills County  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
PEACE RIVER BROADCASTING	031080	8/26/25	\$220.50
Invoice Description	Invoice Number	Invoice Amount	
Ag Event Advertising	15845-1	\$220.50	
PRAIRIE DISPOSAL LTD.	031081	8/26/25	\$11,291.44
Invoice Description	Invoice Number	Invoice Amount	
Additional Hauling	0000786315	\$7,612.50	
Recycle Bin Maintenance	0000786491	\$3,678.94	
R&R ROAD LTD.	031082	8/26/25	\$2,205.00
Invoice Description	Invoice Number	Invoice Amount	
SL/SC GB16	5124	\$2,205.00	
RELIANCE ASSESSMENT CONSULTANT	031083	8/26/25	\$6,835.50
Invoice Description	Invoice Number	Invoice Amount	
August Assessment Services	133-080125	\$6,835.50	
RMA INSURANCE LTD.	031084	8/26/25	\$74.16
Invoice Description	Invoice Number	Invoice Amount	
ANI Property Ins Additions	INS00083183	\$37.08	
Added FF to VFIS Ins Policy	INS00083195	\$37.08	
ROADATA SERVICES LTD	031085	8/26/25	\$252.00
Invoice Description	Invoice Number	Invoice Amount	
Permitting Services - July	00086891	\$252.00	
ULINE CANADA	031086	8/26/25	\$499.71
Invoice Description	Invoice Number	Invoice Amount	
Sulphur Lk Hand Sani/Event Sup	16587780	\$499.71	
UNITED FARMERS OF ALBERTA	031087	8/26/25	\$21,329.27
Invoice Description	Invoice Number	Invoice Amount	
Monthly Fuel Bill - July	116267265	\$19,642.48	
Air Compressor Parts	SOINV7780413	\$33.58	
Posts & Panels	SOINV7848667	\$680.11	
Grease & DEF Units 63-68 & 69	SOINV7728438	\$194.42	
Tarp Strap Unit 63-27	SOINV7751903	\$8.38	
Ratchet Strap/Bug Wash	SOINV7762492	\$72.19	
Nitrile Gloves	SOINV7779049	\$121.76	
Grease/DEF Units 63-68 & 69	SOINV7790067	\$231.84	
Hydraulic Oil/DEF - 63-68 & 69	SOINV7815866	\$344.51	
VAULT MEDIA	031088	8/26/25	\$1,837.50
Invoice Description	Invoice Number	Invoice Amount	
Move Up Magazine Advertising	1476	45 \$1,837.50	



Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WOLFE PETER J.	031089	8/26/25	\$50.00
Invoice Description	Invoice Number	Invoice Amount	
Rental Deposit Refund	86721-080625	\$50.00	
WOLSELEY CANADA INC.	031090	8/26/25	\$9,361.28
Invoice Description	Invoice Number	Invoice Amount	
New Fire Hydrant Parts	193505	\$796.07	
Replacement Fire Hydrant	186059	\$8,565.21	
WORSLEY GENERAL STORE	031091	8/26/25	\$251.55
Invoice Description	Invoice Number	Invoice Amount	
Ice for BBQ	125286	\$27.00	
WFD FF Recognition Item	125152	\$206.58	
Bounce Sheets	125515	\$8.66	
Windex for Shop	124408	\$36.40	
WORSLEY GRAVEL SUPPLY LTD.	031092	8/26/25	\$9,868.53
Invoice Description	Invoice Number	Invoice Amount	
Approach Construction	8706	\$2,634.70	
Approach Construction	8812	\$2,520.00	
Approach Construction	8732	\$4,713.83	
WORSLEY HISTORICAL & CULTURAL	031093	8/26/25	\$11,180.00
Invoice Description	Invoice Number	Invoice Amount	
Donation of 2025 Parade Prize	081425	\$50.00	
July Green Area Maintenance	07-2025	\$11,130.00	
WSP	031094	8/26/25	\$36,207.41
Invoice Description	Invoice Number	Invoice Amount	
RR 64 Construction Engineering	20278510	\$36,207.41	
WYCLIFFE ENTERPRISES LTD.	031095	8/26/25	\$10,106.25
Invoice Description	Invoice Number	Invoice Amount	
Water & Sewer Site Mowing	1141	\$3,150.00	
Eureka River GB13	1140	\$6,956.25	
ZACHARIAS BENJAMIN	031096	8/26/25	\$600.29
Invoice Description	Invoice Number	Invoice Amount	
Roll 315994 Refund-Over Pymt	081225	\$600.29	
Report Total		\$1,957,252.05	



Clear Hills County  
 VENDOR CHEQUE REGISTER REPORT  
 Payables Management

Ranges: From: To: From: To:  
 Cheque Number First Last Cheque Date 8/13/25 8/26/25  
 Vendor ID First Last Chequebook ID First Last  
 Vendor Name First Last

Sorted By: Cheque Number

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
031046	WINDSOR01	WINDSOR FORD	8/14/25	ATB	PMCHQ00001304	\$55,056.18
031047	AIR01	AIR LIQUIDE CANADA INC.	8/26/25	ATB	PMCHQ00001305	\$30.60
031048	ALSE01	ALS CANADA LTD	8/26/25	ATB	PMCHQ00001305	\$1,049.77
031049	AMSC05	AMSC INSURANCE SERVICES LTD	8/26/25	ATB	PMCHQ00001305	\$11,250.73
031050	B&EHOME01	B & E HOME HARDWARE	8/26/25	ATB	PMCHQ00001305	\$1,721.78
031051	BOSCHWICK01	BOSCHWICK CONTRACTING	8/26/25	ATB	PMCHQ00001305	\$16,953.33
031052	BROGAN01	BROGAN FIRE & SAFETY	8/26/25	ATB	PMCHQ00001305	\$1,864.49
031053	BROWNLEE01	BROWNLEE LLP	8/26/25	ATB	PMCHQ00001305	\$6,181.80
031054	BUDGELL02	BUDGELL'S CONTRACTING LTD.	8/26/25	ATB	PMCHQ00001305	\$11,877.74
031055	CAMPBELL01	CAMPBELL DODGE CHRYSLER LTD.	8/26/25	ATB	PMCHQ00001305	\$1,126.44
031056	CLECO06	CLEARDALE CO-OPERATIVE LTD.	8/26/25	ATB	PMCHQ00001305	\$299.28
031057	CLEARTECH01	CLEARTECH INDUSTRIES INC.	8/26/25	ATB	PMCHQ00001305	\$3,064.25
031058	COXGERALD01	GERALD COX	8/26/25	ATB	PMCHQ00001305	\$11,375.00
031059	CRAGER01	CRAGAR'S AUTOBODY LTD.	8/26/25	ATB	PMCHQ00001305	\$1,926.92
031060	DHL01	LOOMIS EXPRESS	8/26/25	ATB	PMCHQ00001305	\$163.16
031061	FEHRMAR	MARTIN FEHR	8/26/25	ATB	PMCHQ00001305	\$50.00
031062	FEHR14	FEHR TIRECRAFT LTD.	8/26/25	ATB	PMCHQ00001305	\$3,804.30
031063	FOSTERS	FOSTER'S AGRI-WORLD	8/26/25	ATB	PMCHQ00001305	\$1,971.09
031064	GAGEHOLY	GAGE HOLY TRINITY CEMETERY SOC	8/26/25	ATB	PMCHQ00001305	\$500.00
031065	TEMP000139	GARNER VEGETATION CONTROL	8/26/25	ATB	PMCHQ00001305	\$947.10
031066	GFI01	GFI SYSTEMS INC..	8/26/25	ATB	PMCHQ00001305	\$1,391.25
031067	GOLDEN01	GOLDEN ACRE SEEDS	8/26/25	ATB	PMCHQ00001305	\$800.00
031068	GRIMSHAW02	GRIMSHAW GRAVEL SALES	8/26/25	ATB	PMCHQ00001305	\$7,664.90
031069	HACH01	HACH SALES & SERVICE CANADA LP	8/26/25	ATB	PMCHQ00001305	\$93.92
031070	HCGENERAL01	HINES CREEK GENERAL STORE	8/26/25	ATB	PMCHQ00001305	\$127.45
031071	HCTIRE	HINES CREEK TIRE SHOP	8/26/25	ATB	PMCHQ00001305	\$506.84
031072	HITECH01	HITECH BUSINESS SYSTEMS LTD.	8/26/25	ATB	PMCHQ00001305	\$544.72
031073	MACKENZIE01	MACKENZIE MUNICIPAL	8/26/25	ATB	PMCHQ00001305	\$100.00
031074	MAINLINE	MAINLINE CONSTRUCTION (2014) L	8/26/25	ATB	PMCHQ00001305	\$281,994.97
031075	MCKAY01	MCKAY WATER WORKS SUPPLY LTD.	8/26/25	ATB	PMCHQ00001305	\$1,359.75
031076	MCLARTY01	DARIN & PATRICIA MCLARTY	8/26/25	ATB	PMCHQ00001305	\$68,850.00
031077	MIGHTYPEACE	MIGHTY PEACE WIRELESS	8/26/25	ATB	PMCHQ00001305	\$1,340,000.00
031078	NGAS01	NORTH PEACE GAS CO-OP LTD.	8/26/25	ATB	PMCHQ00001305	\$427.19
031079	PEACECOUNTRYSUP	PEACE COUNTRY SUPPLY	8/26/25	ATB	PMCHQ00001305	\$6.71
031080	CKYL01	PEACE RIVER BROADCASTING CORP.	8/26/25	ATB	PMCHQ00001305	\$220.50
031081	PRAIRIE03	PRAIRIE DISPOSAL LTD.	8/26/25	ATB	PMCHQ00001305	\$11,291.44
031082	R&R01	R&R ROAD LTD.	8/26/25	ATB	PMCHQ00001305	\$2,205.00
031083	RELIANCE	RELIANCE ASSESSMENT	8/26/25	ATB	PMCHQ00001305	\$6,835.50
031084	RMAINS	RMA INSURANCE LTD.	8/26/25	ATB	PMCHQ00001305	\$74.16
031085	ROADATA	ROADATA SERVICES LTD	8/26/25	ATB	PMCHQ00001305	\$252.00
031086	ULINE01	ULINE CANADA	8/26/25	ATB	PMCHQ00001305	\$499.71
031087	UFA01	UNITED FARMERS OF ALBERTA	8/26/25	ATB	PMCHQ00001305	\$21,329.27
031088	VAULT	VAULT MEDIA	8/26/25	ATB	PMCHQ00001305	\$1,837.50
031089	WOLFE06	PETER J. WOLFE	8/26/25	ATB	PMCHQ00001305	\$50.00
031090	WOLSE01	WOLSELEY CANADA INC.	8/26/25	ATB	PMCHQ00001305	\$9,361.28
031091	WGENERAL01	4D HOLDINGS LTD.	8/26/25	ATB	PMCHQ00001305	\$251.55
031092	WOGRO1	WORSLEY GRAVEL SUPPLY LTD.	8/26/25	ATB	PMCHQ00001305	\$9,868.53
031093	WORSLEYHIST	WORSLEY HISTORICAL &	8/26/25	ATB	PMCHQ00001305	\$11,180.00
031094	WSP01	WSP CANADA INC.	8/26/25	ATB	PMCHQ00001305	\$36,207.41
031095	WYCLIFFE	WYCLIFFE ENTERPRISES LTD.	8/26/25	ATB	PMCHQ00001305	\$10,106.25
031096	ZACHARIASB	BENJAMIN ZACHARIAS	8/26/25	ATB	PMCHQ00001305	\$600.29

Total Cheques: 51

Total Amount of Cheques: \$1,957,252.05



ATB MASTER CARD DETAILS			
DATE OF PURCHASE	PLACE OF PURCHASE	DESCRIPTION	AMOUNT
7/11/25	Canada Post	Newsletter Mailout - EA	\$ 211.71
8/05/25	Canada Post	Newsletter Mailout - EA	\$ 100.15
7/11/25	Amazon	Coffee for Office - AP	\$ 70.80
7/11/25	Amazon	Parade Supplies - AP	\$ 95.23
7/23/25	Canada Post	Event Mailout - AP	\$ 234.40
7/30/25	NFPA	National Fire Protection Association Subscription - AP	\$ 129.99
7/30/25	HP	Reception Printer Ink - AP	\$ 150.14





**MONTHLY STATEMENT**  
**JUL 08 to AUG 07, 2025**

CLEAR HILLS COUNTY \*  
Account Number: 1-800-332-8383  
Alberta BusinessCard®

We'd like to help you  
[atb.com](http://atb.com)  
1-800-332-8383

**YOUR ACCOUNT SUMMARY**

Statement date: August 07, 2025

**PREVIOUS CHARGES AND PAYMENTS**

Your previous balance	\$4,889.59
Payments made from Jul 08 to Aug 07 - Thank you	-\$4,889.59
Credits	\$0.00
<b>Total payments and credits</b>	<b>-\$4,889.59</b>

**NEW CHARGES**

Purchases and returns	\$1,046.28
Cash advances and cheques	\$0.00
Fees and adjustments	\$0.00
Interest charges	\$0.00
<b>Total new charges</b>	<b>\$1,046.28</b>
Your new balance	\$1,046.28

**MINIMUM PAYMENT AND CREDIT LIMIT**

Minimum payment due	\$32.00	Your credit limit	\$60,000.00
Payment due date	August 28, 2025	Available credit on Aug 07	\$58,953.72



**Payment Slip**

If you're paying by mail, please send this  
remittance slip with your cheque to:

ATB Financial  
P.O. Box 21063  
Calgary, AB T2P 4H5

Account number:

Your new balance: **\$1,046.28**

Minimum payment due: **\$32.00**

Payment due date: **August 28, 2025**

Amount enclosed: \$


PFDATFXH 003633  
CLEAR HILLS COUNTY \*  
PO BOX 240  
WORSLEY AB T0H 3W0



## PAYMENTS AND CREDITS

Any payments you made that we received after August 07, 2025 will appear on your next statement.


Date Posted	Description	Amount (\$)
Jul 28	AUTOMATIC PAYMENT-THANKS	-4,889.59
<b>Total payments and credits</b>		<b>-\$4,889.59</b>

 **\$1,046.28 will be debited from your account and credited as your automatic payment on Aug 28, 2025.**

## PURCHASES AND RETURNS

Date Charged	Date Posted	Description	Amount (\$)
Jul 11	Jul 11	CANADA POST EST DESKTO OTTAWA ON	211.71
Aug 05	Aug 05	CANADA POST EST DESKTO OTTAWA ON	100.15
Total for '			\$311.86

Date Charged	Date Posted	Description	Amount (\$)
Jul 11	Jul 11	AMZN MKTP CA*NL25H17V1 WWW.AMAZON.CA ON	70.80
Jul 11	Jul 11	AMZN MKTP CA*NL6ZE29J1 WWW.AMAZON.CA ON	95.23
Jul 23	Jul 23	CPC / SCP 577944 WORSLEY AB	234.40
Jul 30	Jul 30	NFPA NATL FIRE PROTECT 800-344-3555 MA US DOLLAR 129.99 X 1.41433956	183.85
Jul 30	Jul 30	HP *CANADA CO 877-231-4351 NS	150.14
Total for			\$734.42
<b>Total purchases and returns</b>			<b>\$1,046.28</b>

 You have made a foreign currency transaction. For further details on how we calculated this currency conversion, please see the "Other Items For Your Attention" page of your statement.

You can make your payment by:

- Autopay (pre-authorized Debit)
- ABM
- Telephone banking
- Internet banking
- Mail, to the address alongside
- At any ATB branch

Please allow enough time for your payment to reach us by the due date.

Mail your payments and enquiries to:  
ATB Financial  
P.O. Box 21063  
Calgary, AB T2P 4H5



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	August 26, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Transfer to Investments</b>
File:	12-05-02

### DESCRIPTION:

The County has two investment accounts. One is long-term account which consists of several GIC's and one high interest savings account. The other is our cash management account which we draw funds from throughout the year to replenish our regular bank account to finance the day-to-day operations of the County.

### BACKGROUND / PROPOSAL:

Administration is transferring \$11,000,000.00 from our regular bank account into our cash management account.

Policy 1205 3.3.1 states that "All deposits and withdrawals of amounts from the County's long-term investment portfolio must be authorized by a Council resolution".

Administration is requesting authorization from Council to deposit \$5,000,000.00 from our cash management account into our long-term investment account.

### ATTACHMENTS

- Policy 1205 - Investments

### RECOMMENDED ACTION:

**RESOLUTION** by ... that Council authorizes the deposit of \$5,000,000.00 from our cash management account into our long-term investment account.

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

Effective Date: **September 28, 2021**

Policy Number: **1205**

Title: **INVESTMENTS**

## **1. Policy Statement**

1.1. Clear Hills County shall provide guidelines for the investment of surplus funds.

## **2. Definition**

2.1. Surplus funds means funds in excess of those needed to pay the anticipated expenditures of the municipality during the term of the investment.

2.2. Short-term investments include investments of terms shorter than one year.

2.3. Long-term investments include investments of terms greater than one year.

## **3. Authorization and Responsibilities**

3.1. All investments must be authorized by Section 250 (2) of the Municipal Government Act.

3.2. The Controller shall invest short-term surplus funds of the Municipality in a prudent and beneficial manner that maximizes the return earned while protecting the assets and cash flow position of the County.

3.3. The investment of long-term investments shall be done through an investment management firm as authorized by Council resolution.

3.3.1. All deposit or withdrawals of amounts from the County's long-term investment portfolio must be authorized by a Council resolution.

## **4. End of Policy**

ADOPTED

Resolution #C213(04/10/07)

Date: April 10, 2007

AMENDED

Resolution #C369(09/28/21)

Date: September 28, 2021



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 26, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Funding Request – Cleardale Agricultural Society</b>
File:	71-10-02

### DESCRIPTION:

The Cleardale Agricultural Society is requesting capital grant funding in the amount of \$22,299.00.

### BACKGROUND:

The Cleardale Agricultural Society is requesting capital grant funding to assist with the purchase of two zero turn lawn mowers. They are requesting capital grant funds for 50% of the total cost which is \$44,598.00.

### ATTACHMENTS:

- Cleardale Agricultural Society's Capital Grant Application Package
- Cleardale Agricultural Society Grants History
- Policy 7002 – Capital Grant Program

### RECOMMENDATION:

1. **RESOLUTION** by... to approve a capital grant to the Cleardale Agricultural Society in the amount of \$22,299.00 to assist with the purchase of two zero turn lawn mowers with funds to be allocated from the Recreation Reserve.

OR

2. **RESOLUTION** by... to approve a capital grant to the Cleardale Agricultural Society in the amount of \$\_\_\_\_\_ to assist with the purchase of two zero turn lawn mowers with funds to be allocated from the Recreation Reserve.

OR

3. **RESOLUTION** by... to deny Cleardale Agricultural Society's funding request.

Initials show support - Reviewed by:

Manager:



CAO:





Clear Hills County  
Box 240, Worsley, AB, T0H 3W0  
Phone: (780) 685-3925 Fax: (780) 685-3960

**CAPITAL GRANT  
APPLICATION FORM**

**ORGANIZATION**

Legal Name: CLEARDALE AGRICULTURAL SOCIETY  
Incorporation/Act Registered Under: AAAS Registration No: 5914284954  
Contact Person: EDITH GIESBRECHT Phone No: (day) 780 834-7249 (evening) \_\_\_\_\_ (fax) \_\_\_\_\_  
① Attach Certificate of Incorporation under the Societies Act ✓

② List of Executive: (On a separate piece of paper, provide a list of your current executive and/or board of directors, complete with names, positions/titles, addresses and phone numbers) ✓

③ Financial Information: (Please attached previous year financial statements and current years proposed budget. Financial statements must include detailed list of funds currently held by organization.) ✓

**PROJECT**

④ Project Description/Details on a separate piece of paper provide a detailed description of project, including the need for the project, who will use it, how the project will enhance the County and why you believe it should be funded. The information you provide is very important and helps Council determine the eligibility of the project. ✓

Total Project Cost \$ 46,827.90 (Attach a detailed breakdown of cost estimated for your project, do not include GST) 44,598.00 quotes ✓

**FUNDING**

Capital Grant Requested 22,299.00 s 23,000 (Maximum request is the lesser of 50% of total project (excluding GST))

Donated Labour / Services 0 (Attach a detailed break down)

Donated Material / Equipment 0 (Attach a detailed break down)

Other funding: Casino? 22,299.00 (Attach a detailed break down)

Total Project Funding (excluding GST) s 44,598.00 (This figure should be the sum of above figures and equal to the total Project cost)

Have you received other grants from the County in the past 3 years? Yes X No

If yes: Year \_\_\_\_\_ Amount \_\_\_\_\_ Project \_\_\_\_\_  
Year \_\_\_\_\_ Amount \_\_\_\_\_ Project \_\_\_\_\_

(attach additional piece of paper if needed)

**DECLARATION**

I declare that:

- I am a duly authorized representative having legal and/or financial signing authority for the above organization.
- The information contained in the application and supporting documents is true and accurate and endorsed by the above organization.
- A financial accounting statement of expenditures will be submitted to Clear Hills County the earlier of 90 days after completion of the project and a year after receiving the funds.
- Clear Hills County will be advised when the project starts should funding be approved.
- As a condition of accepting financial assistance, the organization agrees to signing a dissolution agreement with the County.

SIGNATURE: Edith Giesbrecht  
PRINT NAME:

TITLE: SECRETARY

ADDRESS: BOX 77

POSTAL CODE: T0H 3Y0

PHONE NO. (work) 780 834 7244 (home)

DATE July 29 2025



# Certificate of Good Standing For 2025-26

This is to Certify That, Under Section 26 of the  
*Agricultural Societies Act*  
(Chapter A-11 Revised Statutes of Alberta 2000), The

**Cleardale Agricultural Society**  
**5914284954**

Is In Good Standing, Having Complied With the Requirements Of The  
*Agricultural Societies Act.*

Signature: *Carmen A Andrew*

Carmen Andrew, Director  
Agricultural Societies

Valid: April 1, 2025 - March 31, 2026

Please note: the above is your *legal registered name*. Please ensure to use your legal entity on all correspondence and financial information.

*Alberta*  
Government





### CLEARDALE AGRICULTURAL SOCIETY DIRECTORS LIST 2025

YEAR 1		YEAR 2		YEAR 3	
Matt Zacharias VICE PRESIDENT	BOX 6 CLEARDALE AB ToH-3Yo 780-772-2343	Simon Zacharias PRESIDENT	BOX 199 CLEARDALE AB ToH-3Yo 780-834-7311 simonzacharias@live.ca	Amos Driedger	BOX 50 CLEARDALE AB ToH-3Yo 780-835-1773
Christine Zacharias	BOX 6 CLEARDALE AB ToH-3Yo 780-772-1482	Peter Giesbrecht	BOX 76 CLEARDALE AB ToH-3Yo 780-835-1306 skylitefarms@gmail.com	Murray Lewis	BOX 171 CLEARDALE AB ToH-3Yo 780-834-8134 murray@6lewis.com
Josh Braun 2nd VICE PRESIDENT	BOX 56 CLEARDALE AB ToH-3Yo 780-834-8663 braunjoshua404@gmail.com	Nettie Giesbrecht SECRETARY/TREASURER	BOX 76 CLEARDALE AB ToH-3Yo 780-835-6921 skylite@me.com	Laura Lewis	BOX CLEARDALE AB ToH-3Yo 780-834-8194 lewisla@prsd.ab.ca
Peter Martens	BOX 231 WORSLEY AB ToH3Wo 780-834-7611	Corny Giesbrecht	BOX 89 CLEARDALE AB ToH-3Yo 780-835-9403	Marian Roessler	BOX 23 CLEARDALE AB ToH-3Yo 780-834-8946
Daniel Janzen	GEN. DELIVERY CLEARDALE AB ToH 3Yo 780-834-8563			Judy Zacharias	BOX 199 CLEARDALE AB ToH-3Yo 780-834-6404 judygiesbrecht97@gmail.com
Larissa Janzen	GEN. DELIVERY CLEARDALE AB ToH-3Yo 780-835-1200 lrssgiesbrecht2gmail.com				
Steven Klassen	BOX 186 CLEARDALE AB ToH-3Yo 780-834-6055				
EX-OFFICIO					
ABE GIESBRECHT	BOX 18 CLEARDALE AB ToH-3Yo 780-834-7369 abeg87@hotmail.com			DAVID JANZEN	BOX 179 CLEARDALE AB ToH 3Yo 780-834-0197 denovembers5@gmail.com



# CLEARDALE AG SOCIETY BUDGET 2025

## REVENUE

Grants (includes Rec Board Grant)	97000
Casino	32000
Building Rental	10500
Campgrounds	
Cleardale Campsite	10000
Clear River Campsite	3000
Golf Course	4000
Events/Programs	
Spring Carnival	21000
Golf Tournament	4000
Ranch Rodeo	27000
ClearFest	2000
Hot Lunch	13500
Mowing Green Spaces	8500

## EXPENSES

Wages (Caretaker)	60000
Utilities	16000
Repairs/Maintenance	10000
Fees/licenses/memberships	5000
Office Expenses	500
Fuel & Oil	3000
Insurance	8200
Grants paid out (includes Rec Board Grant)	10000
Events/Programs	
Christmas Tree Lightup	250
MSCS Hot Lunch	24000
MSCS High School Bursary	500
ClearFest	5000
Ranch Rodeo	24000
Spring Carnival	7300
Golf Tournament	1000
Community School Joint Use	6000
Buildings/Campground Upgrades (Casino)	32000
	232500
	212750
PROFIT/LOSS	19750



**CLEARDALE AGRICULTURAL SOCIETY**  
**Financial Statements**  
**September 30, 2024**

*Draft for discussion purposes only*





Chartered Professional Accountants

**Wendy Schmaltz, B.Admin. CPA**

wendy@schmaltzco.ca

10604 – 101<sup>st</sup> Avenue

P.O. Box 310

FAIRVIEW, ALBERTA T0H 1L0

**Tannis Gnam, B.Comm, CPA**

tannis@schmaltzco.ca

Phone 780-835-5480

1-877-835-5480

FAX 780-835-5479

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## INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

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To the Members of Cleardale Agricultural Society

We have reviewed the accompanying financial statements of Cleardale Agricultural Society (the organization) that comprise the statement of financial position as at September 30, 2024, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Practitioner's Responsibility*

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

### *Conclusion*

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Cleardale Agricultural Society as at September 30, 2024, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO.

Fairview, Alberta

Chartered Professional Accountants



**CLEARDALE AGRICULTURAL SOCIETY**  
**Statement of Financial Position**  
**September 30, 2024**

	2024	2023
<b>ASSETS</b>		
Casino = \$2,974		
Ranch Rodeo = \$10,887		
General = \$63,888		
Clearfest = \$6,877		
Old OHV acct = \$[10]		
O/S deposits = 4,620		
<b>CURRENT</b>		
Cash (Note 2)	\$ 89,236	\$ 124,494
Term deposits (Note 3) SunLife GIC matures on Oct19/24	32,658	32,005
Accounts receivable A/R Customer list with few minor adjustments	6,565	1,220
Goods and services tax recoverable \$382 + \$1,273 two GST rebates for the year	1,655	1,052
Inventory 220 history books still on hand at \$20 each	4,400	4,500
Prepaid expenses	1,705	1,574
NFP insurance policy paid for period Dec22/23 to Dec22/24; \$1,705 is the portion that covers the period Oct1/24 to Dec22/24, after year end.	\$ 136,219	\$ 164,845
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Trade payables (PRSD; Darcy Hale; McLean) = \$12,963		
S&C accounting accrual = \$4,600		
Sept 2024 honarium owing = \$1,000		
Accounts payable	\$ 18,563	\$ 14,710
Deferred revenue (Note 4) Clear Hills garage rent for Oct-Dec2024 = \$1500 Casino funds still to be spent = \$2,925	4,425	32,537
Government payroll withholdings payable	510	591
Current portion of long term debt (Note 5) CEBA loan paid off during year	-	30,000
	23,498	77,838
<b>NET ASSETS</b>		
Unrestricted net assets	112,672	86,965
Casino net assets (Note 6)	49	42
	112,721	87,007
	\$ 136,219	\$ 164,845

**APPROVED ON BEHALF OF THE BOARD**

\_\_\_\_\_  
David Janzen - President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Nettie Giesbrecht - Secretary/Treasurer

\_\_\_\_\_  
Date



**CLEARDALE AGRICULTURAL SOCIETY**  
**Statement of Revenues and Expenditures**  
**Year Ended September 30, 2024**

	2024	2023
<b>REVENUES</b> <small>Sorted types of revenue into subtotals this year.</small>		
Grant revenue		
Canfor campsite funding <small>Clearhills Canfor grant</small>	\$ 3,500	\$ 3,500
Cemetery grant <small>Clearhills cemetery grant</small>	500	500
Federal government grants <small>No Canada Summer Jobs grant applied for/approved in 2024</small>	-	3,969
Municipal government grants <small>Clearhills rec board grant</small>	68,451	69,391
Provincial government grants <small>Alberta Ag Society grant</small>	24,285	27,160
	<u>96,736</u>	<u>104,520</u>
Rental and service revenue		
Building and equipment rentals <small>Fire truck storage \$6000 + Comm room rent \$4245</small>	10,245	9,125
Campsite - Clear River Campground <small>Campsite fees</small>	2,920	991
Custom work <small>Mowing green space</small>	8,838	2,643
	<u>22,003</u>	<u>12,759</u>
Recognition of deferred Casino revenue		
Recognition of Casino funds <small>Casino funds used for pavilion construction; since Casino revenue is externally restricted by AGLC it is only recognized as revenue when spent</small>	28,113	-
	<u>28,113</u>	<u>-</u>
Sales and other revenue		
Donations, fundraising and other income	-	830
GST refunds <small>Total GST paid = \$3310 x 50% = \$1655 GST rebate coming from CRA</small>	1,655	1,052
History book sales <small>5 history books sold during year</small>	100	120
Interest	702	557
Memberships	26	38
	<u>2,483</u>	<u>2,597</u>
	<u>149,335</u>	<u>119,876</u>
<b>EXPENDITURES</b> <small>(Schedule 1)</small>	<u>136,919</u>	<u>113,094</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES FROM OPERATIONS</b>	<u>12,416</u>	<u>6,782</u>
<b>OTHER INCOME</b>		
Activities and Programs - Hot Lunch Program <small>(Schedule 2)</small>	(5,707)	(14,964)
Activities and Programs - Cleardale Campsite <small>(Schedule 3)</small>	9,052	7,011
Activities and Programs - Golf Course <small>(Schedule 4)</small>	4,853	(44)
Activities and Programs - Ranch Rodeo <small>(Schedule 5)</small>	4,255	(1,924)
Activities and Programs - Music Club <small>(Schedule 6)</small>	(222)	4,373
Christmas tree light-up	(659)	(617)
Harvest supper	1,726	-
Winter carnival	-	16,718
	<u>13,298</u>	<u>10,553</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>\$ 25,714</u>	<u>\$ 17,335</u>



**CLEARDALE AGRICULTURAL SOCIETY**  
**Statement of Changes in Net Assets**  
**Year Ended September 30, 2024**

	Unrestricted Net Assets	Casino Net Assets	2024	2023
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 86,965	\$ 42	\$ 87,007	\$ 69,672
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	25,707	7	25,714	17,335
<b>NET ASSETS - END OF YEAR</b>	\$ 112,672	\$ 49	\$ 112,721	\$ 87,007

Casino monies received by the Society are externally restricted by the Alberta Gaming, Liquor and Cannibis Commission for expenditures on approved items only.



# CLEARDALE AGRICULTURAL SOCIETY

## Expenditures

(Schedule 1)

Year Ended September 30, 2024

	2024	2023
Advertising and promotion <small>Paid to Menno Simon Comm Library</small>	\$ 65	\$ 65
Bad debts <small>Joanna Hilton, Maria Krahn and Menno &amp; Anna Janzen</small>	370	-
Campsite - Clear River Campground <small>UFA - May31/24</small>	8	540
Capital expenses (Note 7) <small>Pavilion</small>	26,774	-
Cemetery		3,009
Cleardale crescent <small>Direct Energy for Cleardale Crescent &amp; Skating Rink account</small>	5,159	2,263
Community room and kitchen	610	1,292
Donations <small>Grad; Zones; Bball camp; Bball provincials</small>	2,000	1,500
Fuel and oil <small>Summer &amp; Winter projects; Cleardale Co-op</small>	2,708	2,431
GST paid <small>Total GST paid (50% rebate recorded in revenue)</small>	3,311	2,104
Grants paid out (Note 8) <small>Portion of rec board grant to Clear River Riding &amp; Library</small>	10,000	10,000
History book <small>5 books sold</small>	100	120
Honorariums <small>Edith Giesbrecht</small>	12,000	12,000
Insurance <small>Foster Park Brokers \$7135; WCB \$989</small>	8,124	7,959
Interest and bank charges	65	58
Memberships, licenses and dues <small>2024 annual membership AAAS</small>	350	300
Office and administration <small>Printer toner, etc.</small>	242	298
Professional fees <small>S&amp;C</small>	4,600	4,700
Rental <small>FRSD - Gym rental</small>	200	175
Repairs and maintenance <small>Includes \$410 for gravel at campsites; \$186 for tennis courts</small>	6,462	7,043
Salaries and wages <small>Includes summer &amp; winter wages + mileage paid out</small>	44,606	41,571
Salt and Pepper Club <small>NP Gas fee</small>	189	360
Scholarships <small>Daniel Janzen bursary</small>	700	2,200
School programs <small>Year end picnic ice cream</small>	63	165
Supplies <small>AGM Food expense</small>	81	30
Utilities <small>Water; garbage; power; heat; joint use fees</small>	8,132	12,911
	<b>\$ 136,919</b>	<b>\$ 113,094</b>



**CLEARDALE AGRICULTURAL SOCIETY**  
**Statement of Cash Flows**  
**Year Ended September 30, 2024**

	2024	2023
<b>OPERATING ACTIVITIES</b>		
Cash receipts from customers	\$ 190,891	\$ 213,008
Cash paid to suppliers and employees	(195,529)	(161,886)
Interest	702	557
Interest paid	(65)	(59)
Goods and services tax	(604)	160
Cash flow from (used by) operating activities	(4,605)	51,780
<b>FINANCING ACTIVITY</b>		
Repayment of long term debt <small>Paid out CEBA loan</small>	(30,000)	-
<b>INCREASE (DECREASE) IN CASH FLOW</b>	(34,605)	51,780
Cash - beginning of year	156,499	104,719
<b>CASH - END OF YEAR</b>	<b>\$ 121,894</b>	<b>\$ 156,499</b>
<b>CASH CONSISTS OF:</b>		
Cash	\$ 89,236	\$ 124,494
Term deposits	32,658	32,005
	<b>\$ 121,894</b>	<b>\$ 156,499</b>



**CLEARDALE AGRICULTURAL SOCIETY**  
**Activities and Programs - Hot Lunch Program**  
**Year Ended September 30, 2024**  
*(Unaudited)*

**(Schedule 2)**

	<b>2024</b>	<b>2023</b>
<b>REVENUE</b>	<b>\$ 18,915</b>	<b>\$ 20,130</b>
<b>EXPENSES</b>		
Groceries and supplies	<b>12,591</b>	18,498
Wages	<b>12,031</b>	16,596
	<b>24,622</b>	35,094
<b>DEFICIENCY OF EXPENSES OVER REVENUE</b>	<b>\$ (5,707)</b>	<b>\$ (14,964)</b>



**CLEARDALE AGRICULTURAL SOCIETY**  
**Activities and Programs - Cleardale Campsite**  
**Year Ended September 30, 2024**  
*(Unaudited)*

**(Schedule 3)**

	2024	2023
<b>REVENUE</b>	<b>\$ 18,742</b>	<b>\$ 12,005</b>
<b>EXPENSES</b>		
Repairs and maintenance <small>Includes \$6678 for gravel</small>	7,356	2,369
Utilities	2,334	2,625
	<u>9,690</u>	<u>4,994</u>
<b>EXCESS OF REVENUE OVER EXPENSES</b>	<b>\$ 9,052</b>	<b>\$ 7,011</b>



**CLEARDALE AGRICULTURAL SOCIETY**  
**Activities and Programs - Golf Course**  
**Year Ended September 30, 2024**

(Schedule 4)

	2024	2023
<b>REVENUES</b>		
Golf course revenue	\$ 1,703	\$ 912
Golf tournament revenue	3,913	-
	<u>5,616</u>	<u>912</u>
<b>EXPENSES</b>		
Golf tournament expense	734	-
Repairs and maintenance	29	956
	<u>763</u>	<u>956</u>
<b>INCOME (LOSS) FROM OPERATIONS</b>	<u>\$ 4,853</u>	<u>\$ (44)</u>



**CLEARDALE AGRICULTURAL SOCIETY**  
**Activities and Programs - Ranch Rodeo**  
**Year Ended September 30, 2024**

**(Schedule 5)**

	2024	2023
<b>REVENUES</b>	<b>\$ 26,782</b>	<b>\$ 19,539</b>
<b>EXPENSES</b>		
Cattle and broncs	6,600	6,063
Prizes and judging	10,675	11,400
Event expenses	5,252	4,000
	<u>22,527</u>	<u>21,463</u>
<b>INCOME (LOSS) FROM OPERATIONS</b>	<b>\$ 4,255</b>	<b>\$ (1,924)</b>



**CLEARDALE AGRICULTURAL SOCIETY**  
**Activities and Programs - Music Club**  
**Year Ended September 30, 2024**

(Schedule 6)

	2024	2023
<b>REVENUES</b>		
Clearfest Admissions	\$ 1,194	\$ -
Event Sponsorships Neustaeter & All Peace Carpentry	2,000	6,500
Music Club Stage rent	50	933
	<u>3,244</u>	<u>7,433</u>
<b>EXPENSES</b>		
Clearfest expense Illumni 8 Event Solutions	3,200	300
Insurance	36	-
Stage expense Wild Electric - breaker for stage	230	2,760
	<u>3,466</u>	<u>3,060</u>
<b>INCOME (LOSS) FROM OPERATIONS</b>	<u>\$ (222)</u>	<u>\$ 4,373</u>



## CLEARDALE AGRICULTURAL SOCIETY

### Notes to Financial Statements

Year Ended September 30, 2024

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#### PURPOSE OF ORGANIZATION

Cleardale Agricultural Society is an organization whose objective is to promote community and agricultural programs within the Cleardale area. The Society was incorporated under the Alberta Societies Act in 1973 as a non-profit organization.

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#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

##### Basis of presentation

The financial statements were prepared in accordance with Part III of the CPA Canada Handbook - Accounting, Canadian accounting standards for not-for-profit organizations (ASNPO), which sets out generally accepted accounting principals for not-for-profit organizations in Canada and includes significant accounting policies summarized below.

##### Capital assets

Capital assets purchased are expensed during the year acquired and not amortized, in accordance with the small organization exemption of an average annual revenues in the current and preceding period of the organization of less than \$500,000.

##### Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments in term deposits and are valued at cost plus accrued interest. These term deposits have an original term to maturity of less than 90 days and are therefore readily convertible to cash with no penalty and have a carrying amount approximate to their fair value.

##### Donated services

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

##### Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

##### Income taxes

The Society is exempt from income taxes under S.149(1) (I) of the Income Tax Act.

##### Inventory

Inventory, consisting of history books held for reale, is valued at the lower of cost and net realizable value with the cost being determined on a first-in, first-out basis.

(continues)

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**CLEARDALE AGRICULTURAL SOCIETY**  
**Notes to Financial Statements**  
**Year Ended September 30, 2024**

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Revenue recognition

The Society follows the deferral method of accounting for contributions, which includes government grants, rental and service revenue, Casino revenue, donations, fundraising, and book sales. The Society recognizes all revenues when earned, specifically when amounts are fixed or determinable and when the ability to collect is reasonably assured.

Government grant revenue is recognized when there is a reasonable assurance that the organization has complied with, and will continue to comply with, all the necessary conditions of the grant.

Rental and service revenue are recognized when the rental revenue is earned based on the existing rental arrangement or lease agreement and service revenue is recognized when services are provided to a customer.

Casino revenue is recognized in the year in which the related expenses are incurred.

Donations are recorded when received since pledges are not legally enforceable claims.

Fundraising revenue is recognized when received.

Book sales are recorded when products are delivered to customers.

Unrestricted contributions are recognized as revenue when they are received. Externally restricted contributions are recognized as revenue in the year in which the related expenses are incurred.

2. CASH

	2024	2023
Cash on deposit - General	\$ 81,989	\$ 91,337
Cash on deposit - Casino	2,974	31,079
Cash on deposit - Other	(10)	-
Deposits on hand - General	4,621	5,490
Cheques issued and outstanding - General	(338)	(3,412)
	-	-
	<u>\$ 89,236</u>	<u>\$ 124,494</u>

3. TERM DEPOSIT

Term deposits consist of a guaranteed investment certificate with a Canadian financial institution. The balance of \$32,658 (2023 - \$32,005) yields an interest rate of 2.00% and has a maturity date of October 19, 2024.



**CLEARDALE AGRICULTURAL SOCIETY**  
**Notes to Financial Statements**  
**Year Ended September 30, 2024**

**4. DEFERRED REVENUE**

Deferred revenue is made up of three months of garage rent received in advance from the Clear Hills County. The changes in the deferred revenue balance for the period are as follows:

**Clear Hills County - Garage Rent**

Opening balance	\$ 1,500	\$ 1,500
Transferred to revenue during the year	(1,500)	(1,500)
October - December garage rent received	1,500	1,500
	<u>\$ 1,500</u>	<u>\$ 1,500</u>

Funds received from the Alberta Gaming, Liquor & Cannibas Commission restricts use of funds for specific purposes and are therefore only recognized as revenue once the funds are spent.

**Casino Funds**

Opening balance	\$ 31,037	\$ -
Transferred to revenue during the year	(28,112)	-
Casino funds received during year	-	31,037
	<u>\$ 2,925</u>	<u>\$ 31,037</u>

**5. LONG TERM DEBT**

ATB CEBA loan bearing interest at 0% per annum until January 18, 2024 and 5% per annum interest starting on January 19, 2024. No principal payment is required before January 18, 2024. If the loan remains outstanding after January 18, 2024, interest only payments are required until full principal is due on December 31, 2026. If the outstanding principal, other than the amount of the potential debt forgiveness (\$10,000) is repaid by January 18, 2024, the remaining principal amount will be forgiven, provided that no default under the loan has occurred. The loan was repaid in full on January 3, 2024.

Amounts payable within one year

<u>2024</u>	<u>2023</u>
\$ -	\$ 30,000
-	30,000
-	(30,000)
<u>\$ -</u>	<u>\$ -</u>

(continues)



**CLEARDALE AGRICULTURAL SOCIETY**  
**Notes to Financial Statements**  
**Year Ended September 30, 2024**

**5. LONG TERM DEBT** *(continued)*

In 2020, the Cleardale Agricultural Society applied for and received the Canada Emergency Business Account (CEBA) loan. The CEBA loan of \$40,000 was available to qualifying applicants interest-free with no set terms of repayment. Repaying the balance of the loan on or before January 18, 2024 will result in loan forgiveness of up to 25% or \$10,000. The Cleardale Agricultural Society intends to repay the loan on or before January 18, 2024 and has used the forgivable portion of \$10,000 to assist with payroll expenses incurred in the previous year. Therefore, the entire \$10,000 forgivable amount has been recognized as revenue in 2020.

**6. EXTERNALLY RESTRICTED CASINO NET ASSETS**

	<b>2024</b>	<b>2023</b>
Opening balance	\$ 42	\$ 33
Interest income earned on Casino bank account	7	9
Casino funds received during the year	-	31,037
Casino revenue deferred	-	(31,037)
Recognition of Casino funds	28,113	-
Capital expenditures including GST paid	(28,113)	-
	<b>\$ 49</b>	<b>\$ 42</b>

**7. CAPITAL ASSETS**

The Society expenses capital assets purchased in the year acquired as per their accounting policy described in Note 1. Capital assets expensed during the year amounted to \$26,774 (2023 - \$nil). Capital assets purchased during the current year consisted of a pavillion constructed at the Cleardale campsite. The major categories of capital assets held by the Society include, land, building and equipment.

**8. GRANTS PAID OUT**

The following grants were paid out by the Cleardale Agricultural Society during the current and prior year:

	<b>2024</b>	<b>2023</b>
Clear River Riders - share of Recreational Board Grant	\$ 5,000	\$ 5,000
Menno Simons Community School Library - share of Recreational Board Grant	5,000	5,000
	<b>\$ 10,000</b>	<b>\$ 10,000</b>



**CLEARDALE AGRICULTURAL SOCIETY**  
**Notes to Financial Statements**  
**Year Ended September 30, 2024**

**9. RELATED PARTY TRANSACTIONS**

The following is a summary of the society's related party transactions:

	<u>2024</u>	<u>2023</u>
Abram Friesen (Board Member) Wages paid	\$ 36,489	\$ 38,954
All Peace Carpentry (Owned by a Director) Subcontract fees paid for construction of pavilion Various revenue forms received	\$ 26,774 500	\$ - -
Edith Giesbrecht (Spouse of a Director / Board member) Honorarium paid Various revenue forms received	\$ 12,000 613	\$ 12,000 -
Judy Zacharias (Board Member) Wages paid Various revenue forms received	\$ 1,684 125	\$ - -
RuCo Enterprises Ltd. (Company owned by a Board member) Subcontract fees paid for hauling	\$ 2,208	\$ 825
Skylite Farms (Company owned by a Board member) Donation Subcontract fees for gravel Various revenue forms received	\$ - 640 500	\$ 367 - -
WillJust Contracting (Company owned by relative of Director) Subcontract fees paid for general maintenance	\$ 1,795	\$ 989

These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties. Due to the large volume of revenue cash transactions, and the difficulty in tracking the source of these receipts, not all amounts received from related parties are disclosed in this note.

At September 30, 2024 there was \$100 (2023 - \$100) included in accounts receivable from related parties and \$1,644 (2023 - \$1,000) included in accounts payable due to related parties.

**10. ECONOMIC DEPENDENCE**

The Society's primary sources of revenue are from various provincial and municipal grant funds received. The grant funding may be cancelled if the Society does not observe established guidelines. If the provincial and/or municipal government cancels the grant funding, the Society's ability to continue viable operations might be impaired.



## CLEARDALE AGRICULTURAL SOCIETY

### Notes to Financial Statements

Year Ended September 30, 2024

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#### 11. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of September 30, 2024.

##### **(a) Credit risk**

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization's financial assets that are exposed to credit risk consist primarily of cash and cash equivalents, accounts receivable and term deposits.

Cash, cash equivalents and term deposits are all deposited with regulated, credit worthy financial institutions which minimizes risk.

The organization has a very small amount of credit risk related to accounts receivable. Credit is only extended to customers for rental and custom work and to a very concentrated geographical group of customers. The majority of these customers are reoccurring and have a good credit history with the Society.

There has been no significant change in risk from the prior year.

##### **(b) Liquidity risk**

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities, primarily accounts payable. The organization's exposure to liquidity risk is dependent on cash flows, mainly from grant providers, rental customers and donees.

There has been no significant change in risk from the prior period.

##### **(c) Interest rate risk**

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the organization manages exposure through its normal operating and financing activities. The organization is exposed to interest rate risk primarily through the available floating interest rate on expired term deposits.

There has been no significant change in risk from the prior period.

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant other price risks arising from these financial instruments.

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#### 12. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

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CLEARDALE AGRICULTURAL SOCIETY  
BOX 77  
CLEARDALE AB  
T0H 3Y0  
cleardaleag@live.com

CLEAR HILLS COUNTY  
BOX 240  
WORSLEY AB  
T0H 3W0

July 24 2025

Dear Clear Hills County,

The Cleardale Agricultural Society is in need of purchasing two new lawn mowers to help maintain our multiple campgrounds, golf course, hamlet, seniors home, and other green spaces. Keeping the grass mowed in the Cleardale community is one of our biggest jobs of the summer.

Currently, we own three mowers and all three are used heavily in the summer. Two of these mowers are in need of replacement as they are acting up and need frequent repairs, including many electrical issues. They are 2013 Kubota models; so they are 12 years old and they each have about 1100 hours on them. They have served us well, but it is time to upgrade as they are getting too old and need too much maintenance.

These mowers are operated by our caretaker and the summer students that we hire every season. We work hard to improve our community parks and facilities while also providing job opportunities for students in the summer. We also put on fun community events to help improve the quality of life in Cleardale while at the same time raising funds for operation, maintenance, and upgrades. Upgrading our mowers is a major investment that we are taking on, and this grant will be greatly appreciated as it will help stretch our dollars further to bring about community improvements.

Thank you for considering our funding request. Please see the attached application for a 50/50 capital grant.

Regards,

Cleardale Agricultural Society  
*Simon Zacharias, President*  
*Matt Zacharias, Vice-President*



(2)

**YAMAHA ELITE DEALER**  
**THE POWER & SERVICE TO SATISFY**  
307-10<sup>TH</sup> STREET BOX 548  
HINES CREEK, AB  
T0H 2A0  
CANADA  
TELEPHONE 780-494-3536  
FAX 780-494-3965  
WEB SITE: [www.scanaltapowersales.com](http://www.scanaltapowersales.com)  
E-MAIL: [scanalta@telusplanet.net](mailto:scanalta@telusplanet.net)

June 18, 2025

Cleardale Agricultural Society  
Box 77  
Cleardale, AB  
T0H 3Y0

Attn: Peter Giesbrecht

Thank you for the opportunity to quote you on the following mowers for golf course maintenance.

- (2) Husqvarna Z572XS Professional series zero turn mowers  
72" fabricated 7 gauge steel deck  
38.5 hp Kawasaki EFI gas engine  
Hydrogear ZT5400 transmissions  
Premium suspension seat  
(see attached spec sheet)  
5 year 1500 hour warranty

\$22,299.00 each plus gst

Total \$46,827.90 (includes GST)

There are five of these units currently being built for mid-July delivery, and can be confirmed once the order is placed.

Quote valid for 30 days. Payment due on delivery. Units delivered to Cleardale Golf Course.

Thank you,

James Bettenson





Quote Summary

Prepared For:  
Cleardale Ag Society  
AB  
Home: 780-835-1306

Prepared By:  
PrairieCoast Equipment Inc.  
Toni Gillett  
11520 - 101 Avenue

Fairview, AB T0H 1L0  
Phone: 780-835-4440

tgillett@pce.ca

Quote ID: 33013037  
Created On: 13 June 2025  
Last Modified On: 13 June 2025  
Expiration Date: 20 June 2025

Equipment Summary	Selling Price	Qty	Extended
2024 JOHN DEERE Z950M ZTrak - 1TC950MDPRR130715	\$ 18,850.00 X	1 =	\$ 18,850.00
Service Reminder Lawn & Garden Included, Value of \$ 0.00	\$ 0.00 X	1 =	\$ 0.00
Equipment Total			\$ 18,850.00

Quote Summary	
Equipment Total	\$ 18,850.00
FINANCE FEE	\$ 0.00
TIRE STEWARDSHIP LEVY	\$ 20.00
SubTotal	\$ 18,870.00
GST/HST	\$ 943.50
Est. Service Agreement Tax	\$ 0.00
Total	\$ 19,813.50
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 19,813.50

Sales Person: X \_\_\_\_\_

Accepted By: X \_\_\_\_\_



---

**Quote Summary**
**Prepared For:**

Cleardale Ag Society  
 AB  
 Home: 780-835-1306

**Prepared By:**

PrairieCoast Equipment Inc.  
 Toni Gillett  
 11520 - 101 Avenue

Fairview, AB T0H 1L0  
 Phone: 780-835-4440

tgillett@pce.ca

**Quote ID:** 33013037  
**Created On:** 13 June 2025  
**Last Modified On:** 13 June 2025  
**Expiration Date:** 20 June 2025

<b>Equipment Summary</b>	<b>Selling Price</b>	<b>Qty</b>	<b>Extended</b>
2025 JOHN DEERE Z950R ZTrak - 1TC950RDKSS140203	\$ 20,750.00 X	1 =	\$ 20,750.00
Service Reminder Lawn & Garden Included, Value of \$ 0.00	\$ 0.00 X	1 =	\$ 0.00
<b>Equipment Total</b>			<b>\$ 20,750.00</b>

---

**Quote Summary**

Equipment Total	\$ 20,750.00
FINANCE FEE	\$ 0.00
TIRE STEWARDSHIP LEVY	\$ 20.00
SubTotal	\$ 20,770.00
GST/HST	\$ 1,038.50
Est. Service Agreement Tax	\$ 0.00
<b>Total</b>	<b>\$ 21,808.50</b>
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 21,808.50</b>

Sales Person: X \_\_\_\_\_

Accepted By: X \_\_\_\_\_



Grant History					
2004 to Present					
Cleardale Agricultural Society				\$	178,580.00
Cleardale Agricultural Society	OHV Park	Capital	2005	\$	50,000.00
Cleardale Agricultural Society	Community Facilities Upgrades	Capital	2008	\$	22,500.00
Cleardale Agricultural Society	Move and set up replacement Salt & Pepper Club	Capital	2010	\$	10,000.00
Cleardale Agricultural Society	2 Zero Turn lawn mowers	General	2013	\$	31,920.00
Cleardale Agricultural Society	Power & water at OHV park	General	2016	\$	40,160.00
Cleardale Agricultural Society	Outdoor Skating Rink Upgrades	Capital	2016	\$	12,000.00
Cleardale Agricultural Society	Cemetery Sign Project	General	2018	\$	2,000.00
Cleardale Agricultural Society	Cleardale OHV Park Bandstand Project	Capital	2020	\$	10,000.00





# Clear Hills County

Effective Date: October 22, 2024

Policy Number: **7002**

## Title: **CAPITAL GRANT PROGRAM**

### 1. **Policy Statement**

1.1. Clear Hills County shall provide grants to community organizations and establish a system for evaluating applications for and distributing capital funds.

1.2.

### 2. **General**

2.1. Council may annually during budget deliberations, establish a budget for capital grants.

2.2. Council may maintain a capital reserve to assist community organizations in maintaining or enhancing facilities. Emphasis will be placed on maintenance of existing facilities.

2.3. Capital Grants will be awarded at the sole discretion of Council and may be done so in whole or in part.

### 3. **DEFINITIONS:**

3.1. Capital projects and asset purchases are considered to be the following:

Major Asset Class	Minor Asset Class	Capitalization Threshold	Useful Life
<b>Land</b>		No minimum value	N/A
<b>Land Improvements</b>		\$5,000	25 years
<b>Buildings</b>		\$25,000	25 years
<b>Engineered Structures</b>	Roadways	\$50,000	25 years
	Water Systems	\$50,000	Distribution – 75 years Plant – 30 years
	Wastewater Systems	\$50,000	Distribution – 75 years Plant – 30 years
<b>Machinery &amp; Equipment</b>		\$5,000	15 years
<b>Vehicles</b>		\$5,000	10 years

Table extracted from Clear Hills County Capitalization Policy 1207 Section 4.



3.2 Maintenance is considered to be projects and asset purchases that are below the capitalization threshold and/or useful life in 2.1, above.

#### **4. Funding Eligibility**

4.1. Eligible applicants include:

- Community not-for-profit groups (must provide Certificate of Incorporation under the Societies Act)

4.2. Eligible projects must be capital in nature and no funds can be allocated to the operation of a facility.

4.3. Clear Hills County's capital grant funds are intended to support projects in the areas of:

- Recreation, sport and community facilities
- Arts and culture
- Parks and playgrounds

#### **5. Applications**

5.1. Applications must be submitted using the application form in appendix "A".

5.2. The following criteria will be used to determine eligibility of funding:

- Fund Raising Efforts.
- Facility Usage – The facility must be open to the general public to rent. There are no restrictions placed on the rental of the facility.
- Other Potential Funding Sources.
- Urgency.
- Previous Capital Grants Received \_ Applicant has met all criteria and had an unsuccessful capital grant application in the past.

Community involvement & enhancement

#### **6. Method of Funding**

6.1. A maximum of 50% of total project funding (excluding GST) may be derived from Clear Hills County.

6.1.1. Donated labour / services and material / equipment may be estimated and included in the estimate of total project costs.

#### **7. Conditions**

7.1. Clear Hills County will be advised when any approved project starts. Funds will not be disbursed until the project has been started.

7.2. The Grant recipient will install and maintain signage to acknowledge Clear Hills County for their support and contribution. Cost of signage is an eligible expense.

7.3. If a project does not start within two years of approval a new approval will be



required for that project.

- 7.4. If any project is not completed within two years of approval the organization that received the grant may request an extension in writing explaining why the extension is requested, including a current financial accounting statement, the estimated percentage of work completed and the estimated date of completion.
- 7.5. Any unexpended funds must be returned to the County with the financial accounting statement of expenditures.
- 7.6. Good and Services Tax (GST) is an ineligible expense and is to be excluded when calculating the total cost of a project.
- 7.7. Donated material and equipment may be included at a rate that can be substantiated with independent quotes.
- 7.8. Donated labour may be included at a rate of \$20.00 (twenty dollars) per hour.
  - A log of donated labour must be maintained.

## **8. Dissolution Agreement**

- 8.1. Any organization who receives a capital grant must have a dissolution agreement in place with the county, indicating that ownership of capital assets of the organization will revert to a non-profit organization within the County with similar purposes or the area recreation board, with prior approval of the County if the organization should become defunct.
- 8.2. The dissolution agreement will include the condition that the organization will display signage, provided by the county, acknowledging the support and contribution by the County.
- 8.3. The County will provide the following types of signage:
  - Adhesive stickers for equipment
  - Exterior sign for outdoor facilities
  - Interior sign for buildings

## **9. End of Policy**

### **ADOPTED**

Resolution #C193-02

Date: March 25, 2003

### **AMENDED**

Resolution #C241-04

Date: March 23, 2004

### **AMENDED**

Resolution #C478-04

Date: May 25, 2004

Resolution #C872

Date: October 27, 2009

### **AMENDED**

Resolution #C171(02/02/11)

Date: February 22, 2011

### **AMENDED**

Resolution #C188-14(03/25/14)

Date: March 25, 2014



AMENDED

Resolution #C38-15(01/13/15)

Date: January 13, 2015

AMENDED

Resolution #C409-16(07/19/16)

Date: July 19, 2016

AMENDED

Resolution #C188-19(04/09/19)

Date: April 9, 2019

AMENDED

Resolution #C342-20 (08/04/20)

Date: August 4, 2020

AMENDED

Resolution #C543-24 (10/22/24)

Date: October 22, 2024



**Clear Hills County**  
Box 240, Worsley, AB, T0H 3W0  
Phone: (780) 685-3925 Fax: (780) 685-3960

**CAPITAL GRANT  
APPLICATION FORM**

**ORGANIZATION**

Legal Name: \_\_\_\_\_

Incorporation/Act Registered Under: \_\_\_\_\_

Registration No: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone No: (day) \_\_\_\_\_

(evening) \_\_\_\_\_

(fax) \_\_\_\_\_

Attach Certificate of Incorporation under the Societies Act \_\_\_\_\_

List of Executive: (On a separate piece of paper, provide a list of your current executive and/or board of directors, complete with names, positions/titles, addresses and phone numbers) \_\_\_\_\_

Financial Information: (Please attached previous year financial statements and current years proposed budget. Financial statements must include detailed list of funds currently held by organization.) \_\_\_\_\_

**PROJECT**

Project Description/Details on a separate piece of paper provide a detailed description of project, including the need for the project, who will use it, how the project will enhance the County and why you believe it should be funded. The information you provide is very important and helps Council determine the eligibility of the project. \_\_\_\_\_

Total Project Cost \$ \_\_\_\_\_ (Attach a detailed breakdown of cost estimated for your project, do not include GST) \_\_\_\_\_

**FUNDING**

Capital Grant Requested \_\_\_\_\_

\$ \_\_\_\_\_  
(excluding GST)

(Maximum request is the lesser of 50% of total project)

Donated Labour / Services \_\_\_\_\_

(Attach a detailed break down)

Donated Material / Equipment \_\_\_\_\_

(Attach a detailed break down)

Other funding: \_\_\_\_\_

(Attach a detailed break down)

Total Project Funding (excluding GST) \_\_\_\_\_

\$ \_\_\_\_\_

(This figure should be the sum of above figures and equal to the total Project cost)

Have you received other grants from the County in the past 3 years? ☐ Yes ☐ No

If yes: Year \_\_\_\_\_ Amount \_\_\_\_\_ Project \_\_\_\_\_

Year \_\_\_\_\_ Amount \_\_\_\_\_ Project \_\_\_\_\_

(attach additional piece of paper if needed) \_\_\_\_\_

**DECLARATION**

I declare that:

- I am a duly authorized representative having legal and/or financial signing authority for the above organization.
- The information contained in the application and supporting documents is true and accurate and endorsed by the above organization.
- A financial accounting statement of expenditures will be submitted to Clear Hills County the earlier of 90 days after completion of the project and a year after receiving the funds.
- Clear Hills County will be advised when the project starts should funding be approved.
- As a condition of accepting financial assistance, the organization agrees to signing a dissolution agreement with the County.

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_

PHONE NO. (work) \_\_\_\_\_

(home) \_\_\_\_\_

DATE \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 26, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>Funding Request – Gage Holy Trinity Cemetery Society</b>
File:	62-02-02

### DESCRIPTION:

The Gage Holy Trinity Cemetery Society (GHTCS) is requesting general grant funding in the amount of \$15,556.07.

### BACKGROUND:

The Gage Holy Trinity Cemetery Society is requesting funding to assist with the purchase of various items including gates, zero turn mower, push mower, trimmer, generator, stock trailer, plaques, insurance etc.

### ATTACHMENTS:

- GHTCS General Grant Application Package
- Policy 7003 – General Grant Program

### RECOMMENDATION:

1. **RESOLUTION** by... to approve a general grant to the Gage Holy Trinity Cemetery Society in the amount of \$15,556.07 to assist with the purchase of various maintenance items with funds to be allocated from the Rate Stabilization Reserve.

OR

2. **RESOLUTION** by... to approve a general grant to the Gage Holy Trinity Cemetery Society in the amount of \$\_\_\_\_\_ to assist with the purchase of various maintenance items with funds to be allocated from the Rate Stabilization Reserve.

OR

3. **RESOLUTION** by... to deny Gage Holy Trinity Cemetery Society's funding request.

Initials show support - Reviewed by:

Manager:



CAO:







**CLEAR HILLS COUNTY**  
**GENERAL GRANT APPLICATION FORM**

<b>Applicant Name:</b>	GAGE HOLY TRINITY CEMETERY SOCIETY
<b>Contact Person:</b>	DON AND/OR SUE KOYMAN
<b>Address:</b>	Box 1834 FAIRVIEW AB TON 110
<b>Phone Number:</b>	780-772-1434 - DON 780-772-4644 - SUE
<b>Email Address:</b>	dkoyman@gmail.com      snookieksp@gmail.com

**List of Executives:**

PLEASE SEE ATTACHED LIST
--------------------------

**Project Cost excluding G.S.T.:**

\$ 15,556.07
--------------

**Project Budget Breakdown:**

PLEASE SEE ATTACHED LIST
--------------------------

**Provide a detailed description of the project:**

PLEASE SEE ATTACHED
---------------------

**Describe how this project would enhance the County and benefit its residents:**

PLEASE SEE ATTACHED
---------------------

**Has your organization completed any fundraising or received funding from other sources for this project? Please explain:**

PLEASE SEE ATTACHED
---------------------

**Has your organization received funding from the County in the past five years? Please list.**

No
----

**Has your organization been denied funding by the County in the past? Please explain:**

No
----





**CLEAR HILLS COUNTY  
GENERAL GRANT APPLICATION FORM**

Dan Koyman  
Print Name

DK  
Signature

AUGUST 11, 2025  
Date

**Checklist:**

- ☒ I have provided our prior year financial statement.
- ☒ I have provided a financial report from the current period.
- ☒ I have provided project quotes.
- ☐ I have included pictures (if applicable).
- ☒ I have provided a copy of our Certificate of Incorporation under the Societies Act.
- ☒ I have completed the application and answered all the questions.
- ☒ The application has been signed by an authorized signatory for our organization.

**Application forms that are incomplete or missing the required information and attachments will be returned.**



## GAGE HOLY TRINITY CEMETERY SOCIETY

### BOARD OF DIRECTORS

PRESIDENT	Koyman, Don Box 1834 Fairview AB T0H 1L0
SECRETARY/TREASURER	Koyman, Sue Box 1834 Fairview AB T0H 1L0
VICE-PRESIDENT	Kosheiff, Ron Box 1838 Fairview AB T0H 1L0
DIRECTOR	Kosheiff, Diana Box 1838 Fairview AB T0H 1L0
DIRECTOR	Koyman, Derek Box 1893 Fairview AB T0H 1L0
DIRECTOR	Kosheiff, Harvey Box 1040 Fairview AB T0H 1L0



## GAGE HOLY TRINITY CEMETERY SOCIETY

### **PROJECT DETAILED DESCRIPTION**

The cemetery has been operated by volunteers using donated machinery and tools for 96 years. It is a historical site for our area, that was settled mainly by Russian immigrants and have had 3 more generations continue to reside and farm the land in this area.

We recently became a legal society and would like the opportunity to purchase machinery for the cemetery's use exclusively. We wish to develop the cemetery ensuring a positive environment to loved ones to rest.

In the past couple of years there has been vandalism/theft to older headstones, we would appreciate the funding to replace the plaques that were stolen.

With a legal board governing the society, we would like to protect the board members by purchasing "Board Members Liability Insurance".

We want to secure the premises against future threats of crime.



## GAGE HOLY TRINITY CEMETERY SOCIETY

### PROJECT BUDGET BREAKDOWN

<u>Cal R Contracting 2001 Ltd</u>		\$4562.40
Strip topsoil – haul 1” crushed gravel		
<u>UFA Fairview Farm Supply</u>		\$259.99
14’ Gate – Second Approach for mourners		
<u>Scanalta Power Sales</u>		\$4699.00
Husqvarna Z242F Zero Turn Mower		
<u>B&amp;E Home Hardware</u>		\$1185.00
Mower, Lawn Gas	\$249.99	
Trimmer, Lawn Gas	169.99	
Rake	24.99	
Rake	19.99	
Shovel	39.99	
Garbage Can	19.99	
Generator	599.99	
<u>Koyman, Shane O/A SHAKOY Cattle Company</u>		\$1800.00
16ft 5 <sup>th</sup> Wheel Stock Trailer – storage of maintenance items		
<u>Uncle Weiner’s Wholesale</u>		\$1359.75
Primary driveway gate and freight		
<u>Peace Valley Funeral Home</u>		\$700.00
Replacement plaques		
<u>Western Financial</u>		\$750.00
Board member liability	\$665.00	
Machinery & Tool Liability	85.00	
<b>TOTAL GENERAL GRANT APPLICATION AMOUNT</b>		<b>\$15,556.07</b>



Cal - R Contracting 2001 LTD.  
 Box 2630 Fairview AB.  
 T0H 1L0  
 Randy Cell: 780-835-0286  
 Office: 780-835-3588  
 Fax: 780-835-3589

Date: JUNE 21/2025

Estimate Requested By: GAGE HOLY TRINITY CEMETERY SOCIETY

Description Of Job:			
TRAVEL SITE - STRIP TOP SOIL			
LEVEL			
Haul 1" CRUSH GRAVEL			
SPREAD + LEVEL			
			Estimate:
Materials:			
			Estimate:
Equipment:			
Truck + TRI-LOWBOY	2 hrs		420 <sup>00</sup>
650 CAT	8 hrs		900 <sup>00</sup>
R/T BACKHOE	8 hrs		960 <sup>00</sup>
Truck w/ Pup			900 <sup>00</sup>
1" CRUSH	102.4 TONNAGE		1382 <sup>40</sup>
			Estimate:

Subtotal: 4562.40  
 GST: 228.12  
 Total: 4790.52





**Suspended Transaction**  
FAIRVIEW FARM SUPPLY

11804 101 Ave  
Fairview, AB  
T0H 1L0  
Canada  
3014-3014POS02-174871

5/31/2025 12:45  
Arnela

Product #	Qty	Price	Ext Price
1148004	1EA	259.99	259.99
GATE PRAIRIE 14'			

Subtotal	259.99
GST	13.00
Total	272.99

Get It.

Done.



How did we do today?  
Go to [UFA.com/RateUs](http://UFA.com/RateUs) for a chance to win a \$250 Reward



*YAMAHA ELITE DEALER*

*THE POWER & SERVICE TO SATISFY*

*307-10<sup>TH</sup> STREET BOX 548*

*HINES CREEK, AB*

*T0H 2A0*

*CANADA*

*TELEPHONE 780-494-3536*

*FAX 780-494-3965*

*WEB SITE: [www.scanaltapowersales.com](http://www.scanaltapowersales.com)*

*E-MAIL: [scanalta@telusplanet.net](mailto:scanalta@telusplanet.net)*

*June 2, 2025*

*Gage Holy Trinity Cemetery Society*

*Box 1834*

*Fairview, AB*

*T0H 1L0*

*I am pleased to quote you on the following mower and chainsaw for your cemetery operations.*

*Husqvarna Z242F zero turn mower*

*21.5 HP Kawasaki engine*

*42" Heavy duty fabricated deck*

*15" high back seat*

*Hydrostatic drive*

*Automatic park brake*

*Cast iron mower spindles*

*\$4699.00 plus gst*

*3 year warranty*

*Husqvarna 120 chainsaw*

*14" bar and chain*

*38cc gas engine*

*2 year warranty*

*\$300.00 plus gst*

*Total*

*\$4999.00 plus gst*

*Both units are in stock with tariff free pricing. Quote valid for 30 days and subject to unit availability.*

*Regards,*

*James Bettenson*

*Scanalta Power Sales*





# Quote

**B&E Home Hardware**

113 - 10th Street  
Box 600  
Hines Creek AB T0H2A0  
P: 780-494-3920 F: 780-494-3561

**Quote ID:** Q000487  
**Quote created:** 12-06-25  
**Quote expires:** 12-07-25

**Quote Description / Job ID:**  
CEMMETARY

**To:** GAGE HOLY TRINITY CEMETERY  
SOCIETY  
BOX 1834  
FAIRVIEW, AB  
T0H 1L0

Quote Qty	UOM	Item No.	Description	Quote Price	Extended Price
1	EA	5124047	MOWER, LAWN GAS 173CC 22" 3IN1	\$249.99	\$249.99
1			Environmental Handling Fee		\$0.09
1	EA	5074007	TRIMMER, LAWN GAS 31CC 16.5"	\$169.99	\$169.99
1	EA	5062362	RAKE, FAN 30" 30TINE POLY	\$24.99	\$24.99
2	EA	5060293	RAKE, BOW 14TINE 48" ECONO	\$19.99	\$39.98
2	EA	5069249	SHOVEL, ROUND PT FBRGLS L-HNDL 58"	\$39.99	\$79.98
1	EA	4438587	CAN, GARBAGE BLK 80L	\$19.99	\$19.99
1	EA	5210202	GENRTR, PRT GS 2500W INV 65DB	\$599.99	\$599.99

PAGE 1 / 1

GST: 100453018

User ID: LORRAINEB

**SUBTOTAL**

**\$1,185.00**

**GST**

**\$59.25**

**Disclaimer:**

**TOTAL**

**\$1,244.25**



July 1, 2025

Gage Holy Trinity Cemetery Society  
Box 1834  
Fairview, AB T0H 1L0

I, Shane Koyman, O/A SHAKOY Cattle Company, am pleased to quote you a selling price of \$1800.00 for one sixteen-foot fifth wheel stock trailer.

Regards,

Shane Koyman  
O/A SHAKOY Cattle Company



**Uncle Wiener's Wholesale**  
 13113 100 Street  
 Grande Prairie AB T8V 4S5  
 gp@unclewiener.com  
 www.unclewiener.com  
 GST/HST Registration No.:  
 746519123RT0001



## Estimate

### ADDRESS

gage holy trinity cemetery  
 gage holy trinity cemetery  
 780 835 4644

### SHIP TO

gage holy trinity cemetery  
 gage holy trinity cemetery  
 780 835 4644

ESTIMATE # 5097

DATE 06/02/2025

SERVICE	DESCRIPTION	TAX	QTY	RATE	AMOUNT
<b>DG14FT</b>	NEW DRIVEWAY DEER GATE 14 FT	GST	1	1,295.00	1,295.00
<b>GP FREIGHT</b>	Grande Prairie Freight Surcharge	GST	1,295	0.05	64.75
<b>Refund Policy</b>	No cash refunds will be given. Return for IN STORE CREDIT only. If item is broken/damaged upon opening, please email claims@unclewiener.com and follow their advice. 3 month manufacturer defect warranty unless otherwise stated	Exempt	1	0.00	0.00
<b>Disclaimer</b>	While every effort will be taken to load the vehicle in a safe and conscientious manner, Uncle Wiener's accepts no liability or responsibility for any damage or injury incurred to the customer's vehicle or personnel during this process. Uncle Wiener's reserves the right to refuse to load any vehicle that it determines is unsafe, not road-worthy, or where the load exceeds the capacity or capability of the vehicle.	Exempt	1	0.00	0.00

SUBTOTAL 1,359.75  
 GST @ 5% 67.99  
**TOTAL \$1,427.74**

### TAX SUMMARY

RATE	TAX	NET
GST @ 5%	67.99	1,359.75



## Why Choose Our Iron Gates?

- ✓ Enhanced Security – Deter unwanted guests and keep your property safe.
- ✓ Increased Curb Appeal – Add elegance and sophistication to your home or business.
- ✓ Durability -- Built to withstand time and the elements.
- ✓ Variety – Choose from different sizes and styles to find the perfect fit.

### Built to Last:

- Heavy-duty steel construction for maximum strength and durability.
- Galvanized and painted finish for long-lasting protection against rust and the elements.





From: ron kosheiff kosheron1@gmail.com  
Subject: Fwd: Replacement plaques  
Date: Jun 27, 2025 at 5:41:37 PM  
To: Sue Koyman snookiek10@gmail.com

---

Sent from my iPhone 17

Begin forwarded message:

**From:** Peace Valley Funeral Home <[info@peacevalleyfuneral.ca](mailto:info@peacevalleyfuneral.ca)>  
**Date:** June 16, 2025 at 4:59:36 PM MDT  
**To:** ron kosheiff <[kosheron1@gmail.com](mailto:kosheron1@gmail.com)>  
**Subject:** Re: Replacement plaques

Sorry I ment to send those prices along too! Andruff 12 x8 granite tile plaque would start at \$360 (includes name, dates, simple design), and Luknosky 11.5 x 7.25 granite tile plaque would start at \$340 (includes name, dates, simple design). Additional cost for custom designs and photos.

-Kristi

[Get Outlook for Android](#)

---

**From:** ron kosheiff <[kosheron1@gmail.com](mailto:kosheron1@gmail.com)>  
**Sent:** Monday, June 16, 2025 4:29:49 PM  
**To:** Peace Valley Funeral Home <[info@peacevalleyfuneral.ca](mailto:info@peacevalleyfuneral.ca)>  
**Subject:** Re: Replacement plaques

Thanks Kristi.

I thought we were just looking at granite as they were a cheaper marker. I don't think we want bronze back as they will just take them again. Something not to thick could be not granite but an engraved piece.  
Thank you

Sent from my iPhone 17



Premier Canada Assurance Managers Ltd.

Date: Jun 19, 2025	From: Premier Canada
To: Western Financial Group (FAI)	Phone: 604.669.5211 RtnFax: 604.669.2667
Attention: Eric George	Email: newbizprofessional@premiergroup.ca
Phone: (780) 835-5900 Fax: (780) 835-5255	

**QUOTATION - Directors & Officers Liability Insurance Extra Smart**

**Applicant: Gage Holy Trinity Cemetery Society**  
PO Box 1834, Fairview AB, T0H1L0

**Description of Operations:**  
Maintenance of the Gage cemetery.

Based on your submission, we are pleased to provide our terms as follows:

<b>Premium</b>	Please refer to attached premium coverage summary.
<b>Policy Fee</b>	<b>\$80</b>
<b>Minimum Retained:</b>	Please note 25% minimum and retained premium in the event of cancellation. Deductible does not reduce the Limits of Liability

**Broker Terms**  
15%

**Limits and Premium Breakdown**  
See attached Coverage Summary Sheet

**Security:**  
Sovereign General Insurance Company - 100%

**Conditions of Quote (All requirements must be completed within 72 hours of binding):**

- Subject to fully completed and signed application form prior to Premier binding the risk - We need our application to validate this quote. Refer to our website for the appropriate application form. The application can only be signed by the President or Chairman of the Board or the Executive Director.

**Other Terms:**

If you wish to bind based on the limits and premiums quoted, you must fax or email us immediately with your instructions, and confirm no changes since the initial proposal form.

**\*\* PREMIUM FINANCING MAY BE AVAILABLE FOR THIS RISK\*\***

Contact Westco Premium Credit Corp. at 604-563-1161 or email [financing@westcocredit.com](mailto:financing@westcocredit.com) to set up your account today!

A multi-year D&O policy may be available for this account! Please contact your Premier underwriter for details.

**THIS IS A QUOTATION ONLY AND IS VALID FOR 30 DAYS.**  
**TO PROCEED WITH BINDING, CLICK ON "ISSUE POLICY" FOUND ON THE QUOTE SUMMARY TAB.**

NOTE: The terms we have offered are not necessarily identical to those requested in your application for insurance/ submission form, nor is Premier obligated to offer such terms. Please review the terms and conditions of this quote carefully. Relevant policy forms may be obtained from the undersigned underwriter or refer to our website to locate the applicable forms (please note revision dates for the appropriate form).

INSURANCE LICENSE NOTICE: Premier has provided this quotation on the basis that you are duly licensed to sell insurance in the jurisdiction pertaining to this insurance risk. By virtue of the fact that you have requested this quotation, you are representing to Premier that you are a duly licensed insurance broker in the relevant jurisdiction. Premier may request a copy of such license at any time.

**Quote ID: Q000000065**



## GAGE HOLY TRINITY CEMETERY SOCIETY

### **PROJECT BENEFITS TO ENHANCING THE COUNTY AND BENEFIT TO RESIDENTS**

Cemeteries are visited by residents of the community and visitors from outside of the county, a well maintained cemetery provided by the County's funding speaks highly of the County's willingness to fund through grants, a respectful, peaceful environment for their citizens final resting place.

We would place a plaque showing our gratitude to the Clear Hills County and Administration for the grant allowing us to improve our cemetery.

### **FUNDRAISING**

We become a registered legal society only recently and we will look into any other fundraising or grant opportunities available. We will also be applying for a casino as a non-profit organization/society.

### **FINANCIAL REPORT**

We are in the final stages of setting up a bank account at Servus Credit Union, located in Fairview, Alberta.

At present time we have no funds, all expenses have been made personally by our board members.

Noted on our Financial Statement is the amount of \$80,000 for the donated land that the cemetery occupies.



# FINANCIAL STATEMENT

	FY-2024	FY-2025
ASSET TYPE	PRIOR YEAR	CURRENT YEAR
Current assets	0	0
Fixed assets	80,000	80,000
Other assets	0	0
Current liabilities	0	0
Long-term liabilities	0	0
Owner equity	0	0
<b>TOTAL ASSETS</b>	<b>80,000</b>	<b>80,000</b>
<b>TOTAL LIABILITIES &amp; STOCKHOLDER EQUITY</b>	<b>0</b>	<b>0</b>
<b>BALANCE</b>	<b>80,000</b>	<b>80,000</b>

WE ARE IN THE FINAL STAGES OF SETTING UP A  
BANK ACCOUNT AT SERVUS CREDIT UNION, FAIRVIEW ALBERTA

AT PRESENT TIME WE HAVE NO FUNDS, ALL EXPENSES  
HAVE BEEN PAID PERSONALLY BY OUR BOARD MEMBERS.



SUE L. KOYMAN



## Lori Jobson

---

**From:** Sue Koyman <snookiek10@gmail.com>  
**Sent:** August 14, 2025 10:30 AM  
**To:** Lori Jobson  
**Subject:** Re: Gage Holy Trinity Cemetery Society Registration Application

Hi Lori,

Thank you for letting me know you received this.

An update to our conversation Monday, I checked with our bank and our bank account is now in place.

Respectfully,  
Sue Koyman  
Treasurer/Secretary  
Gage Holy Trinity Cemetery Society

Sent from my iPhone

On Aug 12, 2025, at 3:36 PM, Lori Jobson <Lori@clearhillscounty.ab.ca> wrote:

Received. Thank you Sue.

**Lori Jobson**  
Corporate Services Manager  
Clear Hills County  
Box 240  
Worsley, AB T0H 3W0  
Telephone 780-685-3925 Ext. 105  
Fax 780-685-3960



**From:** Sue Koyman <snookiek10@gmail.com>  
**Sent:** August 12, 2025 3:25 PM  
**To:** Lori Jobson <Lori@clearhillscounty.ab.ca>  
**Subject:** Gage Holy Trinity Cemetery Society Registration Application

Good afternoon, Lori:

Please see the attached registration form and back up

Respectfully,  
Sue Koyman



Treasurer/Secretary  
Gage Holy Trinity Cemetery Society

Sent from my iPhone





**Corporate Registry**  
Service Alberta  
Box 1007 Stn Main  
Edmonton, Alberta T5J 4W6  
Canada  
Telephone: 780-427-7013  
[www.alberta.ca](http://www.alberta.ca)

May 26, 2023

To Whom It May Concern:

**Subject:** Business Number Issued

Thank you for completing your business/organization registration with the Alberta Corporate Registry. All newly registered Alberta business/organizations are automatically issued a Business Number (BN) by the Canada Revenue Agency (CRA).

Legal Name: GAGE HOLY TRINITY CEMETERY SOCIETY

Alberta Corporate Access Number: 5025199893

Business Number: 711980540

If your business/organization is a corporation a CRA corporation income tax program account has also been created. The corporate income tax program account number is your BN with the suffix RC0001. For example: 123456789 RC0001.

For more information about Corporation Income Tax and other CRA federal program accounts (for example, GST/HST, payroll deductions, and import/export) please visit the following CRA website (<https://www.canada.ca/en/revenue-agency.html>).

The BN will simplify interactions with government, providing one easy method of identification. Federal and Provincial government programs may ask for your BN as part of service delivery. Using this common business identifier can save you time resolving identity issues and help you receive faster service. It can also minimize occurrences of mistaken identity.

You may use either the Corporate Access Number, Registration Number, or BN when submitting updates to the Alberta Corporate Registry.

Alberta Corporate Registry  
Government of Alberta





# Clear Hills County

Effective Date: **October 22, 2024**

Policy Number: **7003**

Title: **GENERAL GRANT PROGRAM**

## 1. Policy Statement

- 1.1. Clear Hills County may provide grants to community organizations and individuals and establish a system for evaluating applications and requests.

## 2. General

- 2.1. Council may annually during budget deliberations, establish a budget for general grants.
- 2.2. Council may maintain a reserve to assist community organizations and individuals.
- 2.3. General grants will be awarded at the sole discretion of Council and may be done so in whole or in part.
- 2.4. The maximum grant will be \$25,000 per project.

## 3. Applications

- 3.1. Applications and requests for general grants will be accepted throughout the year.
- 3.2. Applications and requests will be evaluated as received.
- 3.3. Applications and requests shall include the following information or documentation:
  - A clear statement of the purpose of the proposed grant
  - Current estimates of total costs (excluding GST)
  - Project budget indicating all anticipated sources of revenue
  - Identify target group(s) for project
  - A clear statement of the benefit to project participants
  - A clear statement of how the project contributes to the County and/or area



residents quality of life.

3.4. The following criteria will be used to determine eligibility of funding:

- Fund Raising Efforts
- Facility Usage – The facility must open to the general public to rent. There are no restrictions placed on the rental of the facility.
- Other Potential Funding Sources
- Urgency
- Previous General Grants Received. Applicant has met all criteria and had an unsuccessful general grant request in the past. Community involvement & enhancement.

3.5 Capital Projects: Funding for construction of, or improvements to facilities and land will require:

3.5.1 Proof of the right to be there: proof of ownership or lease or use agreement with facility/site owner.

3.5.2 A dissolution agreement with the County, unless there is an existing dissolution agreement for the facility or site with another publicly funded entity, such as a school division or another municipality.

3.6 Ineligible activities: Services provided under this grant program must not provide primarily for the recreational needs or leisure time pursuits of individuals, offer direct assistance (including money, food, clothing or shelter) to sustain an individual or family, or duplicate services that are ordinarily provided by a government or government agency.

#### **4. Reporting**

4.1. General Grant recipients will provide a written report on how the grant funds were used within 90 days of the completion of the project or program the grant was received for.

4.2. General Grant recipients that fail to provide a report on how grant funds were used will not be eligible to receive future Grant from Clear Hills County.

#### **5. End of Policy**

ADOPTED

Resolution #C193-02

Date: March 23, 2004



**AMENDED**

Resolution# C625(09/23/08)	Date: September 23, 2008
Resolution# C433(05/25/10)	Date: May 25, 2010
Resolution# C410-16(07/19/16)	Date: July 19, 2016
Resolution# C187-19(04/09/19)	Date: April 9, 2019
Resolution# C490-20(10/13/20)	Date: October 13, 2020
Resolution# C544-24(10/22/24)	Date: October 22, 2024



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 26, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>20<sup>th</sup> Annual Community BBQ Analysis</b>
File:	62-30-20

**DESCRIPTION:**

Council is presented with an analysis of the 20<sup>th</sup> Annual Community BBQ.

Items	Cost
BBQ	
Beef (including cut & wrap)	\$8,367.30
Groceries	\$2,781.77
Campground Facility Donation	\$500.00
Children Activities	\$1,000.00
Equipment Rental	\$778.96
General Supplies	\$644.25
Total:	\$14,072.28
Staff Wages	\$9,533.33
<b>BBQ Total:</b>	<b>\$23,605.61</b>
Seniors Tribute Video	
Video Production	\$5,000.00
Screen Rental	\$1,100.88
Video Total:	\$6,100.88

**BUDGET:**

\$23,000.00

**RECOMMENDATION:**

**RESOLUTION** by... to accept the 20<sup>th</sup> Annual Community BBQ analysis for information, as presented.

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**





# Clear Hills County

## Request For Decision (RFD)

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	August 26, 2025
<b>Originated By:</b>	Allan Rowe, Chief Administrative Officer
<b>Title:</b>	<b>Policy 6201 Annual Community BBQ</b>
<b>File:</b>	62-30-20

### DESCRIPTION:

Council is presented with draft Policy 6201 Annual Community BBQ for review and discussion.

### BACKGROUND:

The week of the BBQ is the week that the Peace River School Division's gym floor contractor is generally in the area. This could potentially cause a conflict and result in the scheduled backup location not being available.

### ATTACHMENT:

Draft Policy 6201 Annual Community BBQ

### RECOMMENDATION:

**RESOLUTION** by... to approve draft Policy 6201 Annual Community BBQ as presented, with the amendments to the backup locations.

Initials show support - Reviewed by:

Manager:

CAO:







# Clear Hills County

Effective Date: <b>DRAFT</b>	Policy Number <b>6201</b>
Title: <b>Annual Community BBQ Barbecue</b>	

## 1. POLICY STATEMENT

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

## 2. GENERAL

- 2.1 Annually, Council will allocate funds in the Operating Budget to cover the costs of hosting the Annual Community **BBQ 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 **BBQ Barbecue** will be held on the first Thursday following the July 15<sup>th</sup> tax deadline.
- 2.4 The Annual Community **BBQ Barbecue** location will rotate among the following locations as they have the capacity to accommodate the anticipated number of attendees:
  - ~~Cleardale~~ **Clear River** 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 ~~the its~~ facilities. (The selected location will ~~still~~ receive the \$500.00 donation **even in the event that the Annual Community BBQ is moved a backup location if a backup location is used**)
- 2.6 ~~The County will purchase~~ Groceries for the Annual Community **BBQ Barbecue** **will be purchased** 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 **BBQ**



~~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~~ Clear River Rodeo Grounds: ~~Menno-Simons-Community-School~~ Cherry Canyon Hall
- Many Islands Campground: ~~Worsley-Central-School~~ Eureka River Hall
- George Lake Campground: Dave Shaw Memorial Complex 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~~ of the 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



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Regular Council Meeting
Meeting Date:	August 26, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Policy 6804 Clear Hills County Appreciation Banquet</b>
File:	62-30-10

### DESCRIPTION:

Council is presented with draft Policy 6804 Clear Hills County Appreciation Banquet for review. As well as a discussion regarding the upcoming 2026 Annual Appreciation Banquet that is scheduled to be held on February 7, 2026 at the Cherry Canyon Recreational Hall.

### ATTACHMENT:

Draft Policy 6804 Clear Hills County Appreciation Banquet

### RECOMMENDATION:

**RESOLUTION by...** to approve draft Policy 6804 Clear Hills County Appreciation Banquet as presented.

Initials show support - Reviewed by:

Manager:

CAO:







# Clear Hills County

Effective Date: <b>DRAFT</b>	Policy Number <b>6804</b>
Title: <b>Clear Hills County Appreciation Banquet</b>	

## 1. POLICY STATEMENT

- 1.1. Clear Hills County Council is dedicated to hosting an annual Appreciation Banquet to recognize and honour outstanding contributions and achievements within the community.

## 2. GENERAL

- 2.1. Annually, Council will allocate ~~\$20,000.00~~ \$27,000.00 in the Operating Budget to cover the expenses associated with the Appreciation Banquet. This includes catering, venue, door prizes, ~~and~~ entertainment, as well as the award winner's donations and recognition items.
- 2.2. The Appreciation Banquet will be scheduled annually on the first Saturday of February, unless ~~changed by a~~ otherwise stated by Council motion.
- 2.3. The event will be hosted on a rotational basis at the following locations, unless ~~changed by a~~ otherwise stated by Council motion:
  - Ward 5 & 6: Menno Simmons Community School
  - Ward 2: Dave Shaw Memorial Complex
  - Ward 7: ~~Bear~~ Cherry Canyon Recreational Hall
  - Ward 3: Eureka River Hall
  - Ward 4: Worsley Central School
  - Ward 1: David Thompson Hall
- 2.4. Councillors representing the hosting ward ~~awards for that year must~~ are to provide administration with the necessary direction no later than November 25th of the preceding year.
- 2.5. Following Council's direction, administration will be responsible for organizing all event details. ~~according to the Council's recommendations.~~
- 2.6. The Appreciation Banquet will include the presentation of the following awards:
  - Farm Family Award
  - Business of the Year Awards:
    - Innovation
    - Investment
    - Community Involvement
  - Recreation Facility of the Year:
  - Volunteer of the Year
  - Youth of the Year

## 3. END OF POLICY

ADOPTED

Resolution # C655-23(11-28-23)

Date: November 28, 2023



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Bylaw No. 285-24 Fire Ban</b>
File:	23-02-02

### DESCRIPTION:

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

### BACKGROUND:

**C366-25(06-24-25)** RESOLUTION by Deputy Reeve Janzen to remove the Clear Hills County Fire Ban as per Bylaw 285-24, effective June 25, 2025, at 12:01 a.m. **CARRIED.**

**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.**

### ATTACHMENTS:

Bylaw No. 285-24 Fire Ban

### OPTIONS:

1. No action taken.
2. To issue a Clear Hills County Fire Ban for all areas in Clear Hills County effective at 12:01 a.m., on August 27, 2025, as per Bylaw No. 285-24.
3. To issue a Clear Hills County Fire Ban for all areas in Clear Hills County effective at 12:01 a.m., on August 27, 2025, as per Bylaw No. 285-24, with the addition 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.
  - c. Permit small, supervised safe wood campfires on privately owned land following safe wood campfire parameters.

### RECOMMENDED ACTION:

**RESOLUTION by...**

**Initials show support - Reviewed by:**

**Manager:**

**CAO:**





## BYLAW NO. 285-24

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

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

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

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

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

### SECTION 1: DEFINITIONS

1.1 The following definitions will apply to this Bylaw:

- a. **COUNCIL** shall mean the Council of Clear Hills County.
- b. **CHIEF ADMINISTRATIVE OFFICER** shall mean the Chief Administrative Officer of Clear Hills County, in the Province of Alberta.
- c. **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.
- i. **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.
- 5.4 Nothing in this Bylaw shall be construed as curtailing or abridging the right of the County to obtain compensation or to maintain an action for loss of or damage to property from or against the person or persons responsible.

## SECTION 6: VIOLATION LETTER

- 6.1 The Chief Administrative Officer or a 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

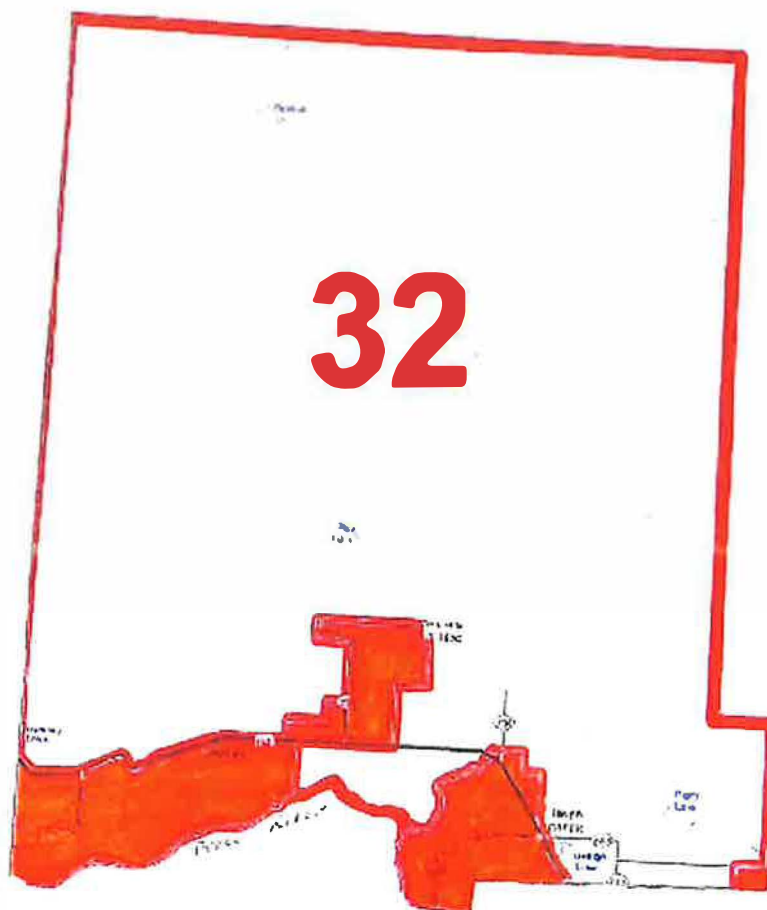
READ a third time this 14 day of May 2024

  
Amber Sean Reeve

  
Allan Rowe, Chief Administrative Officer



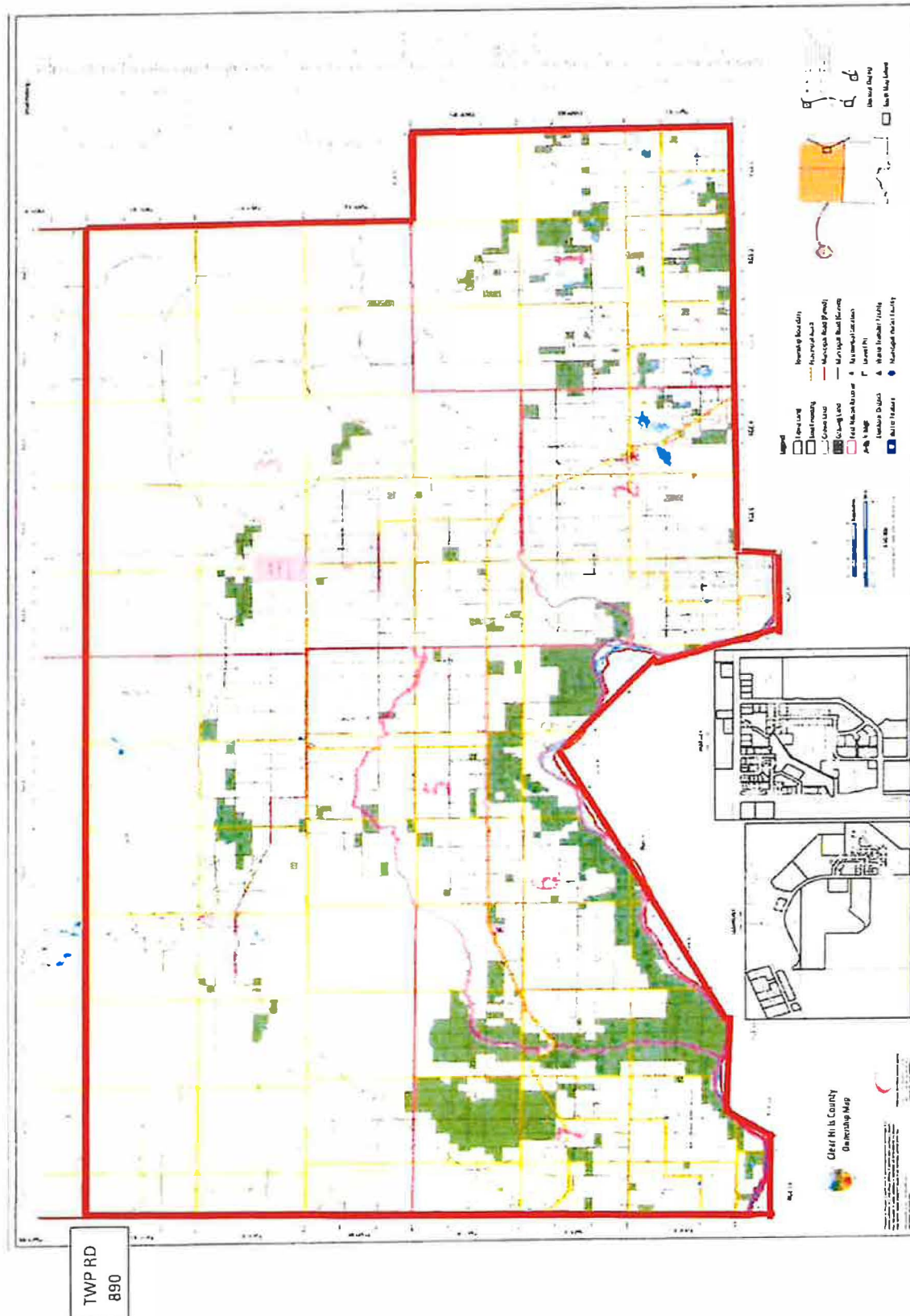
Bylaw 285-24 Schedule A Fire  
Control Zone Map Clear Hills  
County



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.



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Hard Surface Snow and Ice Removal Proposal</b>
File:	32-15-02

### DESCRIPTION:

Council is presented with a proposal from LaPrairie Works for the 2025/2026 Hard Surface Snow and Ice Removal.

Service	Rates
Plow Truck	\$251.00 per hour
Sand	\$69.00 per tonne
Salt	\$245.00 per tonne

### BACKGROUND:

RFT 2025-13 Hard Surface Snow and Ice Removal closed on July 4, 2025 at 4:00 p.m. and was opened on July 8, 2025 with no tenders received.

**C377-25(7-08-25) RESOLUTION by Councillor Giesbrecht to open tenders at 9:35 a.m. for RFT 2025-13 Hard Surface Snow and Ice Removal, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.**

**C282-25(5-13-25) RESOLUTION by Councillor Hansen to proceed to tender proceed to Tender for the Hard Surface Snow & Ice Removal. CARRIED.**

### ATTACHMENT:

LaPrairie Works Proposal

### BUDGET:

\$120,000- 2025 Operating Budget for hard surface snow removal  
 \$170,500- 2025 Operating Budget for hard surface sand and salt  
 Total: \$290,500.00

### RECOMMENDED ACTION:

**RESOLUTION by...** approve LaPrairie Work's proposal for the 2025/2026 Hard Surface Snow and Ice Removal with the rates of: plow truck- \$251.00 per hour, sand- \$69.00 per tonne, salt- \$245.00 per tonne.

Initials show support - Reviewed by:	Manager:	CAO:	
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## Natasha Gillett

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**From:** Terry Shewchuk  
**Sent:** August 19, 2025 9:39 AM  
**To:** Natasha Gillett  
**Cc:** Allan Rowe  
**Subject:** FW: Winter Pavement Maintenance 2025/26

**From:** Colby Rombough <Colby.Rombough@laprairiegroup.com>  
**Sent:** August 15, 2025 4:33 PM  
**To:** Terry Shewchuk <Terry@clearhillscounty.ab.ca>  
**Subject:** Winter Pavement Maintenance 2025/26

 You don't often get email from [colby.rombough@laprairiegroup.com](mailto:colby.rombough@laprairiegroup.com). [Learn why this is important](#)

Hi Terry,

Per our discussions regarding the winter maintenance of your paved roadways, LaPrairie Works Inc. would be interested in extending our agreement with Clear Hills County to provide this service. Last season, we were at the following rates for the third year of our agreement:

Plow Truck - \$240 per hour  
Mixed Sand - \$66 per tonne  
Salt - \$234 per tonne

Acknowledging the inflationary increases we have seen recently, and the effect it has had on our material supply and delivery costs, LaPrairie Works Inc. would propose the following rates for the upcoming 2025/26 Season:

Plow Truck - \$251 per hour  
Mixed Sand - \$69 per tonne  
Salt - \$245 per tonne

If you would like to discuss further, don't hesitate to give me a call.

Thank you,

Colby Rombough, C.E.T.  
Senior Superintendent

**LAPRAIRIE  
WORKS**

Cell: 780-625-9788



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Log Haul Route Request – Zavisha Sawmills Ltd.</b>
File:	32-02-08 & 32-02-09

### DESCRIPTION:

Council is presented with correspondence from Zavisha Sawmills Ltd. requesting approval to use local roads as log haul routes within Clear Hills County.

Additional maintenance fees for using Clear Hills County local roads during the log haul season may occur for winter road maintenance (i.e., sand, salt & snow removal) based on the route and usage of the users.

### BACKGROUND:

Logging Companies are required to identify log haul routes within our County, annually, for approval, so they can proceed to submit a request to Alberta Government for provincial approval.

**C496-24(9-24-24) RESOLUTION by Councillor Ruecker to approve the request from Zavisha Sawmills Ltd. to use local roads as log haul routes within Clear Hills County for the 2024/2025 haul season following all related aspects of the Clear Hills County Master Road Use Agreement and request Zavisha Sawmills Ltd. use their own roads whenever possible. Additional maintenance fees for using Clear Hills County local roads during the log haul season may occur for winter road maintenance (i.e., sand, salt & snow removal) based on the route and usage of the users. CARRIED.**

### ATTACHMENTS:

1. Correspondence
2. Maps

### OPTIONS:

1. to approve the request from Zavisha Sawmills Ltd. to use local roads (Silver Creek Road, Range Road 34, and Range Road 72) as log haul routes within Clear Hills County for the 2025/2026 haul season following all related aspects of the Clear Hills County Master Road Use Agreement and request Zavisha Sawmills Ltd. use their own roads whenever possible. Additional maintenance fees for using Clear Hills County local roads during the log haul season may occur for winter road maintenance (i.e., sand, salt & snow removal) based on the route and usage of the users.
2. To not accept Zavisha Sawmills Ltd. log haul route as presented.

### RECOMMENDED ACTION:

**RESOLUTION by.....**

<b>Initials show support - Reviewed by:</b>	<b>Manager:</b>	<b>CAO:</b>	
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P.O. Box 60, 324 Zavisha Street, Hines Creek, AB T0H 2A0  
780-494-3333



August 11, 2025

Clear Hills County  
Box 240  
Worsley, AB T0H 3W0

**RE: Road Use Request**

- Silver Creek Road
- Clear Prairie Highway
- RR 34

To whom it may concern,

Zavisha Sawmills LTD. is requesting consent to use the road(s) listed above for their upcoming logging operations. Logging occurs during frozen conditions and has a tentative start date of October 1, 2025 and will end no later than March 31, 2026.

Please review attached request maps for locations. Zavisha will be submitting plans to Alberta Forestry and Parks to create a short temporary road detour and ice bridge to bypass the enclosed bridge on the Silver Creek Road.

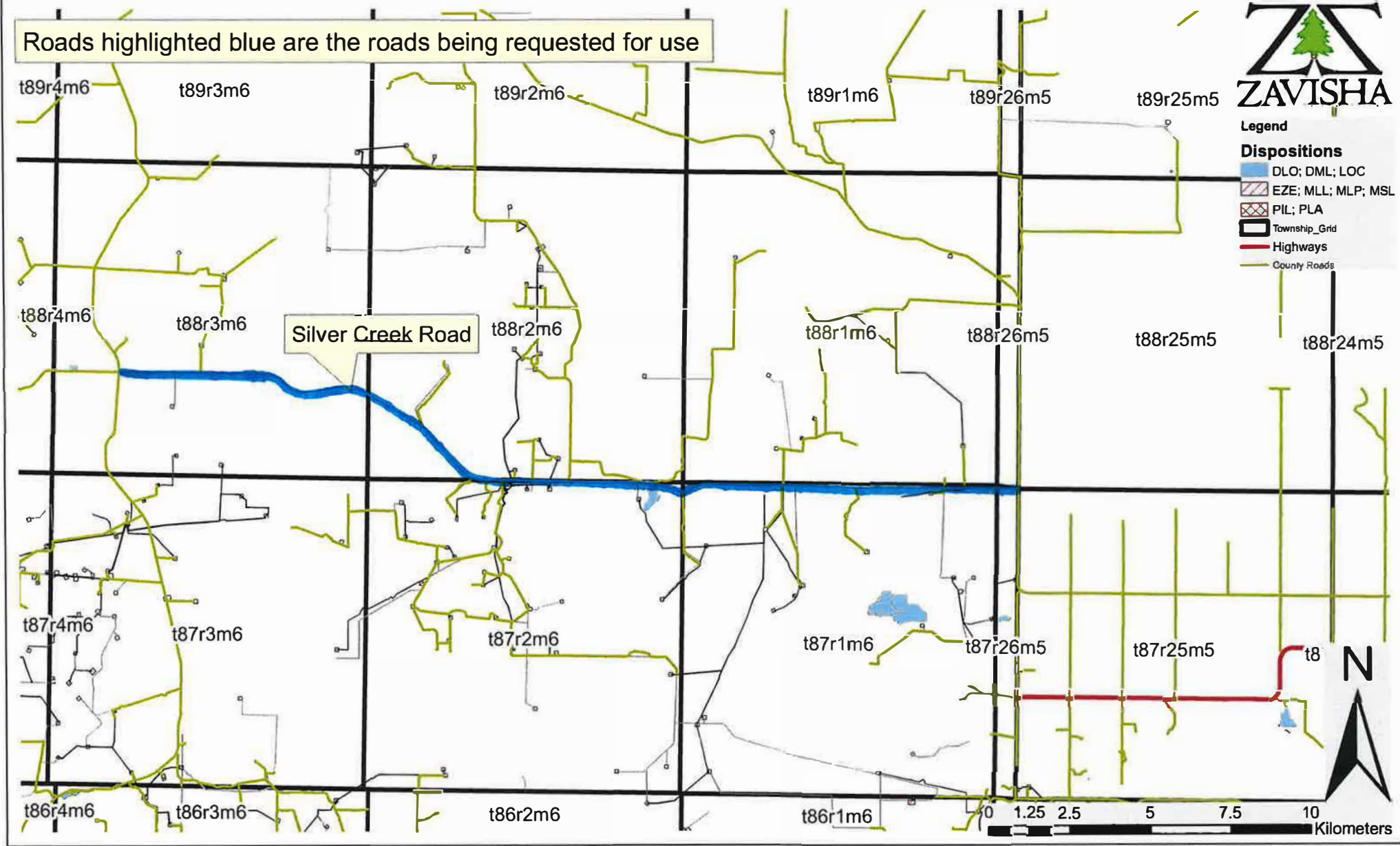
Please grant your approval for this request and outline all rules and guidelines associated with the approval.

If you have any questions or require any more information, please feel free to contact Emery Wilson by the contact info below.

Sincerely,

Emery Wilson, RPFT,  
Woodlands Supervisor  
780-814-4333  
emery@iftech.ca  
Incremental Forest Technologies  
(for) Zavisha Sawmills Ltd.







Roads highlighted blue are the roads being requested for use



- Legend**
- Running\_Lake\_Route
  - Dispositions**
    - DLO; DML; LOC
    - EZE; MLL; MLP; MSL
    - PIL; PLA
  - Township\_Grid
  - Highways
  - County Roads



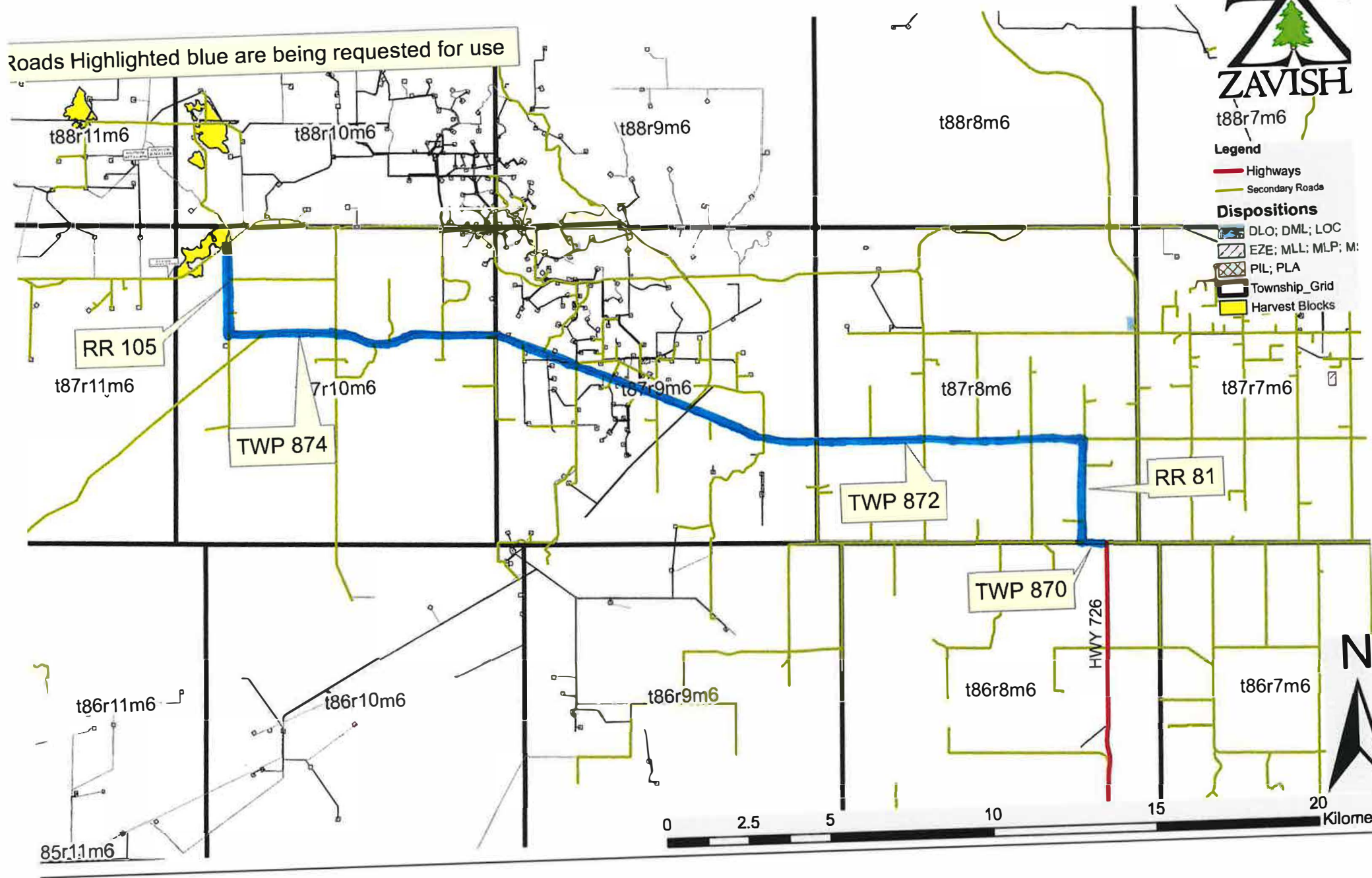


Roads Highlighted blue are being requested for use



Legend

- Highways
- Secondary Roads
- Dispositions**
  - DLO; DML; LOC
  - EZE; MLL; MLP; M:
  - PIL; PLA
  - Township\_Grid
  - Harvest Blocks







August 13, 2025

Clear Hills County  
Box 240  
Worsley, AB T0H 3W0

**RE: Road Use Request**

- RR72

To whom it may concern,

Zavisha Sawmills LTD. Initially requested the use of the Clear Prairie Highway back on August 11, 2025 for their upcoming winter log haul program. It is understood that Clear Hills County council may not approve of that route. If that is the case, Zavisha's alternate route choice would be to go straight south on Range Road 72 from the CanFor road all the way down to highway 64. Clear Prairie Highway is still Zavisha's preferred route.

Logging occurs during frozen conditions and has a tentative start date of October 6, 2025 and will end no later than March 31, 2026.

Please review attached request maps for locations.

Please grant your approval for this request and outline all rules and guidelines associated with the approval.

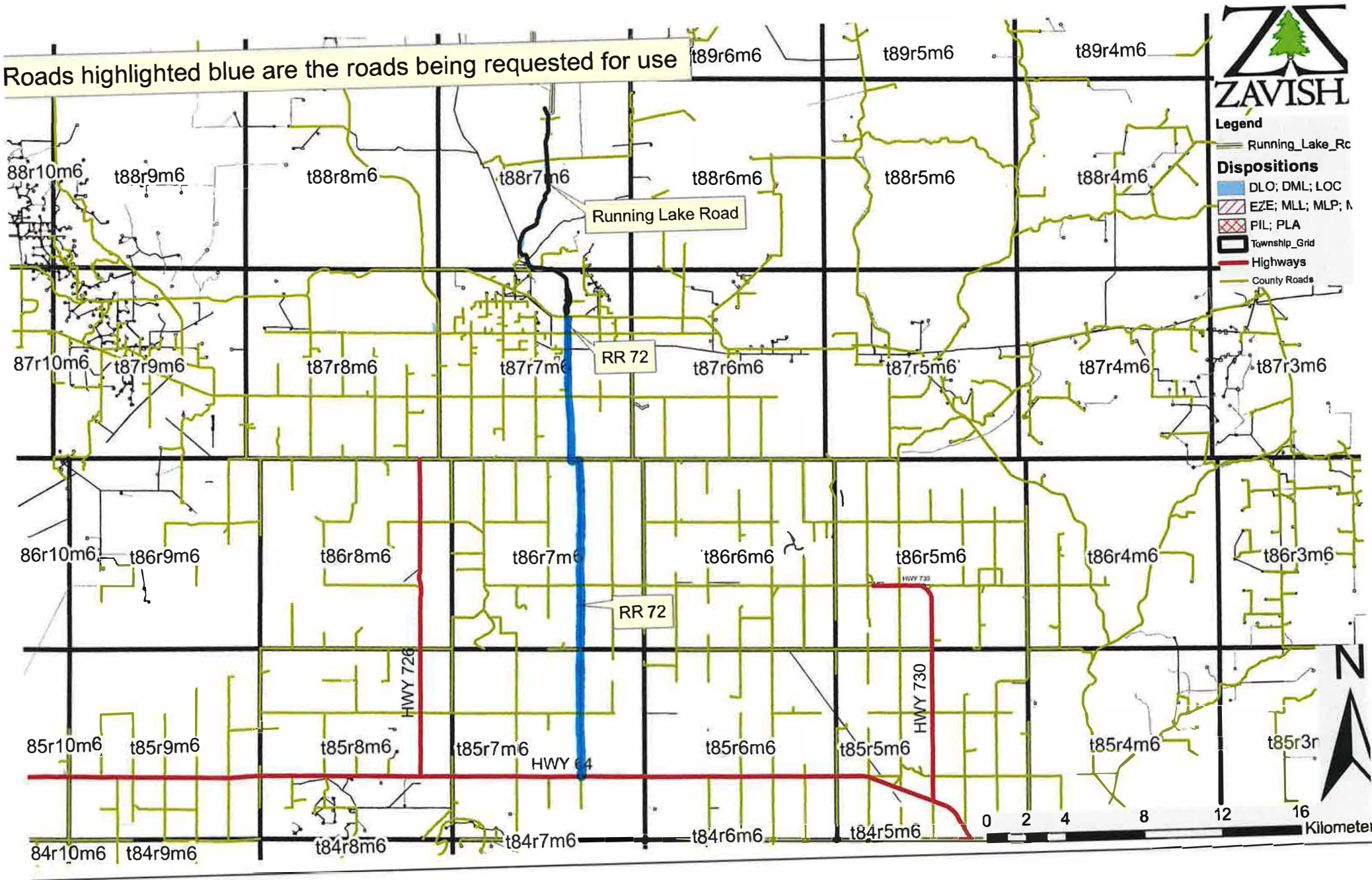
If you have any questions or require any more information, please feel free to contact Emery Wilson by the contact info below.

Sincerely,

Emery Wilson, RPFT,  
Woodlands Supervisor  
780-814-4333  
emery@iftech.ca  
Incremental Forest Technologies  
(for) Zavisha Sawmills Ltd.



Roads highlighted blue are the roads being requested for use





# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Proposal Awarding- RFP 2025-P16 2025 Bridge Inspections and Engineering of Maintenance</b>
File:	32-07-02

### DESCRIPTION:

Council is presented with the analysis for RFP 2025-P16 2025 Bridge Inspections and Engineering of Maintenance.

The Proposal closed on Friday, August 8, 2025 at 4:00 p.m.

The Proposal was opened on Tuesday, August 12, 2025 at 9:35 a.m.

### BACKGROUND:

**C420-25(8-12-25)**

**RESOLUTION by Deputy Reeve Janzen to open proposals at 9:35 a.m. for RFP 2025-P16 2025 Bridge Inspections and Engineering of Maintenance, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.**

Company	Amount
WSP Canada Inc.	\$20,000.00
AKRON Engineering Ltd.	\$139,580.00

**C367-25(6-24-25)**

**RESOLUTION by Councillor Hansen to proceed to proposal for the 2025 Bridge Inspections and Engineering of Maintenance. CARRIED.**

### RECOMMENDED ACTION:

**RESOLUTION by...** to award RFP 2025-P16 2025 Bridge Inspections and Engineering of Maintenance to WSP Canada Inc. for the amount of \$20,000.00, funds to be allocated from the 2025/2026 operating budget.

Initials show support - Reviewed by: Manager:  CAO: 



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>REGULAR COUNCIL MEETING</b>
Meeting Date:	August 26, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Chief Administrative Officer Report</b>
File Code:	11-02-02

1. August 20, 2025 – Interprovincial Meeting
2. Agricultural Service Board member at large resignation **Attachment #1**
3. Cleardale Project Update
4. Agricultural Fieldman Report **Attachment #2**
5. Extension Services Report **Attachment #3**

### RECOMMENDED ACTION:

**RESOLUTION** by ..... to accept the Chief Administrative Officer's report for August 26, 2025, as presented.

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

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**From:** Beverley Candy <gbcandy@outlook.com>  
**Sent:** August 14, 2025 7:25 PM  
**To:** Greg Coon  
**Subject:** Re: Resignation from the Ag Service Board

Hi Greg. I have sold our farm in the county and moved so I will no longer be able to serve on the Ag Service Board. I have enjoyed many years of working with all that have been involved. Garry Candy

Sent from [Outlook](#)



## CLEAR HILLS COUNTY

## AGRICULTURAL FIELDMAN REPORT

AUGUST 26, 2025

## PEST CONTROL

## • Wolves Claimed 2025 YTD:

Total #	Total \$
6	\$1200.00

## • Coyotes Claimed 2025 YTD:

Total #	Total \$
167	\$5010.00

## OTHER TOPICS

1. Right of way spraying has been ongoing, concentrating on sow thistle on the shoulders and prominent patches of Canada Thistle.
2. Weed inspectors have completed the Bertha Armyworm survey as well as the grasshopper survey. Bertha numbers were well below economic thresholds but grasshoppers were at or above economic thresholds in most areas of the county other than Bear Canyon, which had little to no grasshoppers this year.
3. Wheat head surveys will begin soon. We will be surveying and collecting samples for Alberta Agriculture and Irrigation in four wheat fields this year.
4. Clubroot surveys will be doubled this year from 25 fields to 50 fields this year due to the discovery last year.
5. The mowers have completed a full cut in Bear Canyon, Cleardale, Royce, and Hines Creek, Blackduck and are in the Whitelaw area. We have done a shoulder cut from Worsley east to the eureka mailboxes.
6. We are planning a right of way seeding trial east of Worsley to see if we can get a mix of creeping red fescue and timothy to outcompete the foxtail on the shoulders of that highway.



Clear Hills County  
Extension Services Report  
Craig Donnelly

August 20, 2025

### Events

- **August 6<sup>th</sup> - Bio-Agtive Presentation and Field Walk:** Gary Lewis with Bio-Agtive Emissions Farming did a follow up presentation to showcase the results from two of our local producers currently using the BioAgtive system.
- **September 11<sup>th</sup> - Local Farm Diversification Tour:** Derrick Rottier's carrot operation, Todd Sadlier's Fora Seed operation, and Chris Kamphuis' bee / honey operation.
- **September 29<sup>th</sup> - Riparian areas presentation by Cow's and Fish.**
- **Date TBD- Dr. Kris Nichols full day event on Regenerating soil:** Definitions and Principles, Creating a Farm Plan to regenerate soil, Weeds and Weed Management.
- **October 22<sup>nd</sup> - FireSmart and AgKnow presentation.**
- **Spring of 2026- Low Stress Livestock Handling presentation by Dylin Biggs:** Talking with Susie from Saddle Hills County to do cost sharing.

### Other Topics

1. 2 local producers have spoken with me about their Environmental Farm Plan (EFP). One of which has completed their EFP workbook, and it has been approved. Training for me to become a certified EFP Tech has been completed.
2. A google form for event feedback has been created, that will from now on be emailed out to all the attendees of our events. The first use of this was at the August 6<sup>th</sup> Bio-Agtive event. It auto populates all the data into a spreadsheet and compiles it all into an analytics sheet as well for easy viewing. Of the 15 people who were sent the feedback form, 6 have responded.



# Clear Hills County

## Request for Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Lori Jobson, Corporate Services Manager
Title:	<b>CSM Report</b>
File:	12-02-02

### DESCRIPTION:

At this time, the Corporate Services Manager will have an opportunity to report on Corporate Services topics.

### BACKGROUND:

### ATTACHMENTS:

- 2025 Reserve Balances Forecast
- Rate Stabilization Reserve Activity Report
- 2025 Grants Activity Report
- Grant History Summary

### RECOMMENDATION:

**RESOLUTION** by...that Council accepts the Corporate Services Manager's report to August 26, 2025 as presented.

Initials show support - Reviewed by:

Manager:



CAO:





Clear Hills County								
2025 Reserve Balances Forecast								
Based on the Multi Year Capital Plan & includes the additional expenditures approved by Council motion.								
	2025 Opening Balance	2024 Surplus Reallocation	2025 Budgeted Contributions	2025 Actual Interest Contributions	2025 Budgeted Withdrawals for Capital	2025 Budgeted Withdrawals for Operating	Additional Expenditures Approved by Council Motion	2025 Ending Balance
<b>Reserves</b>								
<b>Rate Stabilization Reserve</b>	3,946,734	\$ 53,266	-	-	-	-	483,734	3,516,266
	\$ 3,946,734	\$ 53,266	\$ -	\$ -	\$ -	\$ -	\$ 483,734	\$ 3,516,266
<b>Administration Reserve</b>	385,989			(3,419)	91,000			291,570
<b>Fire Reserve</b>	1,875,033	2,000,000	12,500	10,497	942,396		65,000	2,890,634
<b>Office &amp; Shop Building Reserve</b>	457,208			(4,050)	110,000		2,995	340,163
<b>EMS Housing Reserve</b>	364,422			(3,228)				361,194
<b>Worsley Fire/Community Hall Building Reserve</b>	192,160			(1,702)	50,000			140,458
<b>Road Construction &amp; Upgrades Reserve</b>	23,963,568	1,000,000	3,750,000	(198,874)	3,357,703			25,156,991
<b>Gravel Pits Reserve</b>	3,402,720			(30,139)				3,372,581
<b>Bridges Reserve</b>	3,824,211	1,000,000		(20,430)	828,846			3,974,935
<b>Common Services Vehicles &amp; Equipment Reserve</b>	2,088,137			(20,265)	250,000			1,817,871
<b>Water Reserve</b>	4,460,261		100,000	(40,046)	177,014			4,343,201
<b>Drainage and Water Management Reserve</b>	866,429		172,364	(7,674)				1,031,119
<b>Sewer Reserve</b>	3,423,772		25,000	(31,306)	1,891,933			1,525,533
<b>Community Support Services Grant</b>	18,219			(161)				18,058
<b>Cemetery Reserve</b>	29,120			(258)				28,862
<b>Development Reserve</b>	1,202,026			(10,647)				1,191,379
<b>Seniors Reserve</b>	6,697		10,000	(59)				16,637
<b>Economic Development Reserve</b>	4,323,025			(38,291)		1,340,000	353,500	2,591,234
<b>Ag Services Reserve</b>	185,926		30,000	(1,647)	10,000			204,279
<b>Rec Board Reserve</b>	34,732	258,459	25,000	3,208			37,459	283,940
	\$51,103,655	\$4,258,459	\$4,124,864	\$ (398,492)	\$7,708,892	\$1,340,000	\$458,954	\$49,580,641
	<b>\$55,050,389</b>	<b>\$4,311,725</b>	<b>\$4,124,864</b>	<b>\$ (398,492)</b>	<b>\$7,708,892</b>	<b>\$1,340,000</b>	<b>\$942,688</b>	<b>\$53,096,906</b>



Rate Stabilization Activity Report				
2025				
Spent To Date	Approved by Council	Description	Organization	Motion
	to be determined	Corporate legal fee overages	Brownlee LLP	C92-17(02/14/17)
5,000.00	\$5,000.00	grant for the replacement of arena furnace	Worsley Agricultural Society	C15-24(01-09-24)
	\$50,000.00	grant for new kitchen/dining facility	David Thompson Bible Camp	C69-24(02-13-24)
	\$10,000.00	grant for construction of tobogganing hill & outdoor skating pond	Worsley Agricultural Society	C361-24(06-25-24)
1,000.00	\$1,000.00	grant for pouring 55' x 14' concrete pad	Whitelaw Agricultural Society	C418-24(07-23-24)
15,000.00	\$15,000.00	grant for replacement of main washrooms	Many Islands Recreation Development Society	C435-24(08-13-24)
50,000.00	\$50,000.00	grant for construction of a new medical centre	Maskwa Medical Centre	C437-24(08-23-24)
41,000.00	\$41,000.00	grant for four outhouses, horse bridge & wooden boardwalk	Cleardale Riders Club	C490-24(09-24-24)
65,000.00	\$65,000.00	grant for a new playground & campground completion	Carter's Camp Recreational Society	C655-24(12-10-24)
	\$25,000.00	Comfort Corner sponsorship	Ken Sargent House	C192-25(04-08-25)
150,000.00	\$150,000.00	grant for addition to chalet & rental shop	Worsley Clear Hills Ski Club	C277-25(05-13-25)
71,734.34	\$71,734.34	grant for 25% commercial tax incentives	Village of Hines Creek	C363-25(06-24-25)
398,734.34	\$483,734.34			



## 2025 Grants Activity Report

### Grants Approved By Clear Hills County

Paid Out	Approved by Council	Grant Type	Description	Organization	Fund From	Motion	Notes
5,000.00	5,000.00	General	replacement furnace for the Worsley arena	Worsley Agricultural Society	Rate Stabilization Reserve	C15-24(01-09-24)	Paid on February 25, 2025
-	50,000.00	General	construction of new kitchen/dining facility	David Thompson Bible Camp	Rate Stabilization Reserve	C69-24(02-13-24)	Organization hasn't requested the funds
-	3,500.00	Conditional	13 x 13 ft granary gazebo	Worsley Chamber of Commerce	Economic Development Reserve	C203-24(04-09-24)	Organization hasn't requested the funds
-	10,000.00	Conditional	Tobogganing hill & skating pond project	Worsley Agricultural Society	Rate Stabilization Reserve	C361-24(06-25-24)	Organization hasn't requested the funds
70,000.00	70,000.00	Conditional	Trades Training Program	Peace River School Division	2024 operating budget/Rate Stabilization Reserve	C408-24(07-23-24)	Paid on June 24, 2025
1,000.00	1,000.00	General	Pouring of 55' x 14" concrete pad	Whitelaw Agricultural Society	Rate Stabilization Reserve	C418-24(07-23-24)	Paid on July 22, 2025
15,000.00	15,000.00	General	Replacement of main washrooms	Many Islands Recreational Development Society	Rate Stabilization Reserve	C435-24(08-13-24)	Paid on May 27, 2025
50,000.00	50,000.00	Conditional	Construction of new medical centre	Maskwa Medical Centre	Rate Stabilization Reserve	C437-24(08-13-24)	Paid on June 24, 2025
41,000.00	41,000.00	General	Replacement of four outhouses & horse bridge, construction of wooden boardwalk	Cleardale Riders Club	Rate Stabilization Reserve	C490-24(09-24-24)	Paid on May 27, 2025
1,340,000.00	4,000,000.00	Conditional	Assist with the Clear Hills County/Hines Creek Community Infrastructure Fiber Optic Build-Out	Mighty Peace Wireless	Economic Development Reserve	S566-24(10-29-24)	Progress payments over a three year period, 2025 payment made August 26, 2025.
65,000.00	65,000.00	General	Purchase & installation of a new playground and campground completion	Carter's Camp Recreational Society	Rate Stabilization Reserve	C655-24(12-10-24)	Paid on January 14, 2025
2,000.00	2,000.00	General	Adventure Winter Park opening	Village of Hines Creek	Recreation Reserve	C85-25(02-11-25)	Paid on February 25, 2025
5,458.95	5,458.95	General	Zero-turn lawn mower	End of Steel Heritage Museum Society	Recreation Reserve	C186-25(04-08-25)	Paid on May 13, 2025
150,000.00	150,000.00	Capital	Addition to chalet & rental shop	Worsley Clear Hills Ski Club	Rate Stabilization Reserve	C277-25(05-13-25)	Paid on June 10, 2025
30,000.00	30,000.00	General	Replace HVAC at the Fairview Aquatic Centre	Town of Fairview	Recreation Reserve	C353-25(06/24/25)	Paid on August 12, 2025
71,734.34	71,734.34	Conditional	25% Commercial Tax Incentive	Village of Hines Creek	Rate Stabilization Reserve	C363-25(06/24/25)	Paid on August 12, 2025
1,846,193.29	4,569,693.29						



Grant History		
2004 to Present		
55+ Games	\$	100,000.00
Alberta Conservation Association	\$	30,000.00
Alberta Winter Games	\$	13,750.00
All Saints Anglican Church	\$	28,500.00
All Saints Ukranian Catholic Parish	\$	11,200.00
Burnt River Recreation Association	\$	31,800.00
Carter Camp Recreational Society	\$	169,690.00
Cherry Canyon Agricultural Society	\$	185,014.50
Cherry Point Promotion Association	\$	15,000.00
Clear Hills Agricultural Multi-Plex Society (CHAMPS)	\$	65,500.00
Clear Hills Watershed Initiative	\$	50,000.00
Cleardale Agricultural Society	\$	178,580.00
Cleardale Community Enhancement Society	\$	2,349,675.81
Cleardale Preschool	\$	23,000.00
Cleardale Riders	\$	41,000.00
Crossroads Resource Centre	\$	6,000.00
David Thompson Bible Camp	\$	71,000.00
David Thompson Hall Society	\$	46,500.00
End of Steel Heritage Museum Society	\$	322,497.53
Eureka River Agricultural Society	\$	75,000.00
Eureka River Local Trappers 105	\$	10,000.00
Fairview & Area Learning Store	\$	17,000.00
Fairview & Area Senior Check-In Line Society	\$	112,275.00
Fairview Community Restorative Justice	\$	5,000.00
Fairview Co-op Seed Cleaning Plant	\$	369,483.81
Fairview Curling Club	\$	2,500.00
Fairview Day Care & Playschool Society	\$	150,000.00
Fairview & District Victims Services	\$	59,772.00
Fairview Lions Club	\$	2,500.00
George Lake Aquatic Recreation Association	\$	130,272.00
Hines Creek & District Figure Skating Club	\$	2,750.00
Hines Creek Composite School Parent Assoc.	\$	45,558.72
Hines Creek Curling Club	\$	21,225.00
Hines Creek Golf & Country Association	\$	346,916.39
Hines Creek Homesteader Lodge	\$	42,896.24
Hines Creek Municipal Library	\$	6,000.00
Hines Creek Playschool Society	\$	26,000.00
Hinterland Cemetery Company	\$	15,000.00
Immaculate Heart of Mary Parish Cemetery	\$	3,150.00
Ken Sargent House	\$	25,000.00
Many Island Recreational Development Society	\$	188,900.00
Maskwa Medical Centre	\$	50,000.00
Menno Simons Community School	\$	4,000.00
Menno Simons Community School	\$	24,830.00
Mighty Peace Wireless	\$	4,000,000.00
Montagneuse Valley Cemetery Committee	\$	15,834.00
Municipal District of Fairview No. 136	\$	231,314.64
North Peace Forage Association	\$	5,000.00
Peace Country Pork Management Group	\$	100,000.00
Peace River School Division	\$	4,314,765.26
Peace Valley Snow Riders	\$	35,000.00



<b>Grant History</b>		
2004 to Present		
Philip J. Currie Dinosaur Museum	\$	5,000.00
SHARE Radio Broadcasting Association	\$	9,288.00
STARS	\$	1,235,000.00
Svittanok Ukrainian Dance Company	\$	20,000.00
Town of Fairview	\$	350,709.94
Village of Hines Creek	\$	50,920.00
Whitelaw Ag Society	\$	11,000.00
Worsley Agricultural Society	\$	275,000.00
Worsley Central School	\$	22,500.00
Worsley Central School Parent Council	\$	43,500.00
Worsley Central School Parent Society	\$	12,500.00
Worsley Chamber of Commerce	\$	13,500.00
Worsley Clear Hills Ski Club	\$	450,000.00
Worsley & District Health Promotion Society	\$	15,000.00
Worsley Early Childhood Education Foundation	\$	204,112.50
Worsley Historical & Cultural Association	\$	100,000.00
Worsley Mommy & Me	\$	50,290.00
Worsley Pioneer Club	\$	94,975.00
Worsley Reinland Mennonite Church	\$	9,525.67
Worsley Volunteer Fire Fighters' Society	\$	38,650.00
Youth Enhancement Society of Hines Creek	\$	762,050.00
<b>Total:</b>		<b>\$ 17,950,172.01</b>



# Clear Hills County

## Request For Decision (RFD)

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Terry Shewchuk, Public Works Manager
Title:	<b>Public Works Manager's Report</b>
File:	32-02-02

### Graders

- Graders are grading on an as needed basis in trouble areas.

### Roads, Culverts & Approaches

- Spot Graveling is ongoing on an as needed basis.
- Culvert and centerline replacement is ongoing.
- Construction of approaches is ongoing.
- Pavement line Painting is scheduled to begin mid-end August.
- The Tender for the Chinchaga Road Management was opened on July 8, 2025. Currently working on a plan for proceeding.
- WSP Canada Inc. is in the process of scheduling a startup meeting with NewGen Projects Ltd. for the construction of approximately 1,250 meters of new local road on Range Road 75, located near Worsley, AB.
- LaPrairie Works has completed asphalt repair patching to Township Road 862 (Eureka River Road) at various locations near Range Road 64.
- LaPrairie Works has completed asphalt repair patching to Township Road 874 (Clear Prairie Road) at Bridge File 73881 due to settlement from the construction completed two years ago.

### Other

- Sign replacement is ongoing.
- The new pickup truck has arrived.
- Mowing of the water reservoirs and sewer lagoons have been completed.
- The Hamlet of Worsley sewer line located by Springwood Drive and Highway 726 has been flushed due to a blockage.

### Hamlet of Cleardale Projects

- Mainline Construction (2014) Ltd. has paused construction as they are waiting on the lift station components. Tentatively resuming construction at the end of August.
- The inspection of the road work, sewer line installation, and RV site has been completed by WSP Canada Inc. and the County.
- The inspection of the sewer line that goes to the lift station South of Highway 64 has been completed and the line is reported to be in good condition.

### Bridge File 71273

- WSP Canada Inc. is proceeding with the established action plan and are planning for a construction start date in early September.

### ATTACHMENTS:

Public Works Action Worksheet

### RECOMMENDED ACTION:

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

**Initials show support - Reviewed by:**

**Manager:**  **CAO:** 



**2025 Public Works**  
**Approach, Culverts and Other Maintenance Projects**

Date	Div.	Project	Requested By	Location	Range Road	New	Replace	Completed	Notes
June 5/2025	4	C-pipe	County	Worsley	Rge 81			x	Beaver plugged culverts and washout road
June 18/25	4	C-pipe	County	Worsley	Twp 872		x	x	Old Pipe caved in.
June 18/25	3	A-pipe	Daniel Peters	Eureka River	Twp 872	x		x	New Field App
June 23/25	4	A-pipe	Martin Fehr	Worsley	Rge 70	x		x	New Field App
June 24/25	4	C-pipe	County	Worsley	Rge 74		x	x	Old cement pipe failed.
June 25/25	4	A-pipe	Dan Culmer	Worsley	Rge 72		x	x	Upgrade app
June 27/25	4	C-pipe	County	Worsley	93/863		x	x	Old pipes rusted out and failed x2
July 2/25	6	A-pipe	Willy Giesbrecht	Cleardale	Hamlet	x		x	New App in the hamlet
July 7/25	4		County	Worsley	Weter Well	x		x	Landscape around new water well
July 8/25	6		County	Cleardale	Twp 850			x	Landscape around water tie in for Philip Fehr
July 9/25	6	A-pipe	Willy Giesbrecht	Cleardale	Twp 850	x		x	New Field App
July 10/25	6	A-pipe	Peter Bueckert	Cleardale	Rge 94.5	x		x	New development approach
July 10/25	6	A-pipe	Peter Bueckert	Cleardale	Rge 94.5	x		x	New development approach
July 16 /25	3	A-pipe	Glenn Kaut	Mont Valley	Rge 51		x	x	Upgrade old cement pipe app
July 17/25	1	A-pipe	County	Black duck	Rge 40	x		x	Put in second app for cemetery
July 17/25	2	C-pipe	County	Hines Creek	Twp 844	x		x	Added another pipe to the existing one.
Aug 6/25	6	A-pipe	Willy Giesbrecht	Cleardale	Hamlet	x		x	New App in the hamlet
Aug 7/25	7	A-pipe	Bear Canyon Hutterites	Bear Canyon	Rge 125		x	x	Upgrade old app/old pipe failed
Aug 7/25	7	A-pipe	Bear Canyon Hutterites	Bear Canyon	Rge 125	x		x	New Field App
Aug 8/25	7	A-pipe	Tyler Carlstad	Bear Canyon	Rge 123			x	Upgraded dry app
Aug 8/25	7	A-pipe	Tyler Carlstad	Bear Canyon	Rge 122.5	x		x	New dry field app
Aug 8/25	7	A-pipe	Tyler Carlstad	Bear Canyon	Twp 832.5			x	Upgraded dry app
Aug 12/25	1	A-pipe	Robert Reeves/ Yvonne Rempel	Black duck	Twp 832		x	x	Old pipes failed x2
Aug 13/25	2	C-pipe	County	Royce	Twp 832		x	x	Old cement pipe failed.
Aug 14/25	2	C-pipe	County	Royce	Twp 832		x	x	Old cement pipe failed.
Aug 14/25	7	A-pipe		Bear Canyon	Rge 120		x		Old cement pipe failed.
Aug 14/25	7	A-pipe	Tyler Carlstad	Bear Canyon	Rge 124		x		Old pipe rusted out and failed
Aug 14/25	7	A-pipe	Tyler Carlstad	Bear Canyon	Twp 832.5		x		Upgraded field app
Aug 14/25	7	A-pipe	Tyler Carlstad	Bear Canyon	Twp 832.5		x		Upgraded field app
Aug 14/25	7	C-pipe	County	Bear Canyon	Twp 832.5/122		x		Old pipe failed



# Clear Hills County

## Request For Decision (RFD)

	<b>Regular Council Meeting</b>
Meeting Date:	August 26, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Council Information</b>
File:	11-02-02

### DESCRIPTION:

Council is presented with correspondence for information.

### ATTACHMENTS:

RCMP-April 1-June 30 Quarterly Community Policing Report  
Declaration of Agricultural Disaster – Clear Hills County

### RECOMMENDED ACTION:

**RESOLUTION** by.... that this Council receives for information the Council Information presented at the August 26, 2025, Regular Council Meeting.

Initials show support - Reviewed by:	Manager:	CAO:
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August 14, 2025

Allan Rowe  
CAO  
Clear Hills County, AB

Dear A. Rowe,

Please find attached the quarterly Community Policing Report covering the period from April 1<sup>st</sup> to June 30<sup>th</sup>, 2025. This report provides a snapshot of human resources, financial data, and crime statistics for the Fairview RCMP Detachment.

I would like to take this opportunity to introduce our new Commanding Officer, Deputy Commissioner Trevor Daroux. Many of you may be familiar with Deputy Commissioner Daroux as he was the Criminal Operations Officer in Alberta before taking on this new role. He believes all Alberta RCMP employees are empowered to lead, collaborate, and contribute at all levels, and knows that they are the strength of the service. Through collaboration and partnership with the communities we serve, Deputy Commissioner Daroux knows together we are supporting safer, stronger, and more connected communities across Alberta.

Deputy Commissioner Daroux has 37 years of policing experience and has also served with the Calgary Police Service. He has served as a Deputy Chief in Charge of the Bureau of Community Policing in Calgary, and as the Director General National Crime Prevention and Indigenous Policing Services for the RCMP, among many other operational and administrative roles. Deputy Commissioner Daroux is focused on continuing to build a modern, progressive police service – one that values innovation, embraces change, and reflects the diverse needs of Alberta.

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,

Cst. Vedran Popic  
Acting Corporal  
Fairview RCMP Detachment







## Alberta RCMP - Provincial Policing Report

### Detachment Information

**Detachment Name**

Fairview

**Detachment Commander**

Cpl. K. Fink

**Report Date**

August 14, 2025

**Fiscal Year**

2025-26

**Quarter**

Q1 (April - June)

### Community Priorities

**Priority #1: Property - Break and Enter****Updates and Comments:**

Members continue to conduct routine patrols in both urban and rural areas as well as concentrating on problem properties/locations. Fairview detachment continues to work with partner agencies like Crime Reduction Unit (CRU) and Safer Communities and Neighbourhoods (SCAN) to provide effective enforcement results. Fairview detachment has worked with the community this quarter and executed 5 Search Warrants resulting in over 100 firearms being seized, numerous stolen vehicles and property being recovered as well as multiple persons on outstanding warrants being arrested.

**Priority #2: Traffic - Speeding****Updates and Comments:**

Fairview RCMP continues to respond to driving complaints as well as conduct proactive patrols and check stops to show a presence on our roadways and remove impaired drivers. This quarter Fairview RCMP members served 4 Provincial Impaired by Alcohol and 1 Provincial Impaired by Drug Sanction. We continue to work with Alberta Sheriffs and RCMP Traffic units.

**Priority #3: Community Trust and Engagement****Updates and Comments:**





Members of the Fairview RCMP continue to engage with the community at all levels. Members enjoy attending events and being open and presentable for conversations. Members attended a booth at the Hines Creek Trade show which was well attended as well as having not only general duty members there but a Police Dog handler and a Drone Operator. The youth continue to be our priority and members frequently attend the schools and hold detachment tours. The error in the target number was not corrected prior to 2025-06-30, preventing the number from being corrected.







## Community Consultations

### Consultation #1

**Date**

April 10, 2025

**Meeting Type**

Community Connection

**Topics Discussed**

Youth

**Notes/Comments:**

Red Serge Duty

Corporal participated in the opening ceremonies of the Northwest Alberta Regional Skills competition held at NW Polytech in Fairview.

### Consultation #2

**Date**

April 12, 2025

**Meeting Type**

Community Connection

**Topics Discussed**

Education Session, Crime Reduction Initiative, Property Crime

**Notes/Comments:**

All Members and administration staff participated in operating the RCMP booth at the annual Clear Hills County Trade Show. Approximately 2000 attendees over 8 hours. Members demonstrated ATV and boating equipment, did photos. Focus on community connection, information sharing, and recruiting. Member consulted with recruiting branch in advance for literature and trade-show items.

### Consultation #3

**Date**

May 24, 2025

**Meeting Type**

Community Connection

**Topics Discussed**

Youth

**Notes/Comments:**

Two Members participated in the Fairview High School graduation parade through Fairview, leading the parade in two marked PCs.







## Consultation #4

<b>Date</b>	<b>Meeting Type</b>
June 3, 2025	Community Connection
<b>Topics Discussed</b>	
Regular reporting information sharing	
<b>Notes/Comments:</b>	
Detachment Member attended the Homesteader Lodge in Hines Creek to participate in the annual seniors BBQ, visiting and answering questions.	

## Consultation #5

<b>Date</b>	<b>Meeting Type</b>
June 4, 2025	Meeting with Elected Officials
<b>Topics Discussed</b>	
Regular reporting information sharing	
<b>Notes/Comments:</b>	
Members attended the Town of Fairview scheduled council meeting to provided operational updates and answer questions.	

## Consultation #6

<b>Date</b>	<b>Meeting Type</b>
June 4, 2025	Community Connection
<b>Topics Discussed</b>	
Regular reporting information sharing	
<b>Notes/Comments:</b>	
Members participated in the Municipal District of Fairview's annual seniors' appreciation BBQ at Friedenstahl Hall.	







## Consultation #7

<b>Date</b>	<b>Meeting Type</b>
June 17, 2025	Community Connection
<b>Topics Discussed</b>	
Youth, Education Session	
<b>Notes/Comments:</b>	
Member attended the Fairview High School to participate in a year-end celebration for students, including judging competitions and teaming with students.	

## Consultation #8

<b>Date</b>	<b>Meeting Type</b>
June 20, 2025	Community Connection
<b>Topics Discussed</b>	
Youth	
<b>Notes/Comments:</b>	
Member participated in the annua color-run with the Fairview High School students.	







## Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	7	7	0	0
Detachment Support	2	3	0	0

### Notes:

1. Data extracted on June 30, 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, seven officers are currently working with none on special leave. There is one position with two officers occupying it. There is no hard vacancy at this time.

Detachment Support: Of the two established positions, three resources are currently working with none on special leave. There is one Surplus to Establishment position. There is no hard vacancy at this time.





## Fairview Provincial Detachment Crime Statistics (Actual) Q1 (April - June): 2021 - 2025

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

July 8, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		1	0	0	1	0	-100%	-100%	-0.1
Robbery		0	0	0	2	0	N/A	-100%	0.2
Sexual Assaults		1	6	0	0	1	0%	N/A	-0.6
Other Sexual Offences		1	5	1	0	3	200%	N/A	-0.1
Assault		40	17	15	19	23	-43%	21%	-3.2
Kidnapping/Hostage/Abduction		1	0	0	1	0	-100%	-100%	-0.1
Extortion		0	2	0	0	1	N/A	N/A	0.0
Criminal Harassment		6	8	4	5	7	17%	40%	-0.1
Uttering Threats		14	14	8	9	6	-57%	-33%	-2.1
<b>TOTAL PERSONS</b>		<b>64</b>	<b>52</b>	<b>28</b>	<b>37</b>	<b>41</b>	<b>-36%</b>	<b>11%</b>	<b>-6.1</b>
Break & Enter		34	15	24	13	15	-56%	15%	-4.0
Theft of Motor Vehicle		11	6	11	8	8	-27%	0%	-0.4
Theft Over \$5,000		4	4	2	2	2	-50%	0%	-0.6
Theft Under \$5,000		29	21	20	18	21	-28%	17%	-1.9
Possn Stn Goods		2	3	4	4	10	400%	150%	1.7
Fraud		4	3	14	7	11	175%	57%	1.8
Arson		2	0	2	0	0	-100%	N/A	-0.4
Mischief - Damage To Property		18	12	7	16	22	22%	38%	1.2
Mischief - Other		38	20	16	28	11	-71%	-61%	-4.6
<b>TOTAL PROPERTY</b>		<b>142</b>	<b>84</b>	<b>100</b>	<b>96</b>	<b>100</b>	<b>-30%</b>	<b>4%</b>	<b>-7.2</b>
Offensive Weapons		5	5	3	2	5	0%	150%	-0.3
Disturbing the peace		9	8	8	8	8	-11%	0%	-0.2
Fail to Comply & Breaches		25	19	10	13	15	-40%	15%	-2.6
<b>OTHER CRIMINAL CODE</b>		<b>15</b>	<b>15</b>	<b>6</b>	<b>3</b>	<b>7</b>	<b>-53%</b>	<b>133%</b>	<b>-2.8</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>54</b>	<b>47</b>	<b>27</b>	<b>26</b>	<b>35</b>	<b>-35%</b>	<b>35%</b>	<b>-5.9</b>
<b>TOTAL CRIMINAL CODE</b>		<b>260</b>	<b>183</b>	<b>155</b>	<b>159</b>	<b>176</b>	<b>-32%</b>	<b>11%</b>	<b>-19.2</b>





## Fairview Provincial Detachment Crime Statistics (Actual) Q1 (April - June): 2021 - 2025

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

July 8, 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		2	4	0	1	2	0%	100%	-0.3
Drug Enforcement - Trafficking		0	2	2	4	1	N/A	-75%	0.4
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>2</b>	<b>6</b>	<b>2</b>	<b>5</b>	<b>3</b>	<b>50%</b>	<b>-40%</b>	<b>0.1</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	2	1	0	1	0%	N/A	-0.2
<b>TOTAL FEDERAL</b>		<b>3</b>	<b>8</b>	<b>3</b>	<b>5</b>	<b>4</b>	<b>33%</b>	<b>-20%</b>	<b>-0.1</b>
Liquor Act		5	1	0	1	1	-80%	0%	-0.8
Cannabis Act		1	0	0	0	0	-100%	N/A	-0.2
Mental Health Act		30	33	20	25	17	-43%	-32%	-3.4
Other Provincial Stats		29	16	44	44	22	-24%	-50%	1.4
<b>Total Provincial Stats</b>		<b>65</b>	<b>50</b>	<b>64</b>	<b>70</b>	<b>40</b>	<b>-38%</b>	<b>-43%</b>	<b>-3.0</b>
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		6	4	2	3	8	33%	167%	0.3
<b>Total Municipal</b>		<b>6</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>8</b>	<b>33%</b>	<b>167%</b>	<b>0.3</b>
Fatals		3	1	1	0	0	-100%	N/A	-0.7
Injury MVC		5	3	1	3	3	-40%	0%	-0.4
Property Damage MVC (Reportable)		24	29	30	22	30	25%	36%	0.5
Property Damage MVC (Non Reportable)		5	3	4	10	3	-40%	-70%	0.3
<b>TOTAL MVC</b>		<b>37</b>	<b>36</b>	<b>36</b>	<b>35</b>	<b>36</b>	<b>-3%</b>	<b>3%</b>	<b>-0.3</b>
Roadside Suspension - Alcohol (Prov)		2	1	3	4	2	0%	-50%	0.3
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>226</b>	<b>123</b>	<b>134</b>	<b>99</b>	<b>97</b>	<b>-57%</b>	<b>-2%</b>	<b>-28.2</b>
Other Traffic		0	1	1	2	0	N/A	-100%	0.1
<b>Criminal Code Traffic</b>		<b>7</b>	<b>3</b>	<b>16</b>	<b>18</b>	<b>21</b>	<b>200%</b>	<b>17%</b>	<b>4.3</b>
<b>Common Police Activities</b>									
False Alarms		8	13	12	10	11	38%	10%	0.3
False/Abandoned 911 Call and 911 Act		28	41	30	19	6	-79%	-68%	-6.6
Suspicious Person/Vehicle/Property		34	33	63	65	59	74%	-9%	8.2
Persons Reported Missing		8	1	1	2	1	-88%	-50%	-1.3
Search Warrants		0	1	0	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)		18	9	15	11	6	-67%	-45%	-2.2
Form 10 (MHA) (Reported)		1	1	1	1	2	100%	100%	0.2





## **CLEAR HILLS COUNTY**

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August 13, 2025

File: 11-02-02

RJ Sigurdson, Honourable  
Minister of Agriculture and Irrigation  
131 Legislature Building  
10800-97 Avenue  
Edmonton, Alberta  
T5K 2S6

### **RE: Declaration of Agricultural Disaster – Clear Hills County**

Clear Hills County Council declared an Agricultural Disaster on August 12, 2025, due to the prolonged lack of precipitation, and resulting drought conditions. According to the Alberta Climate Information Service, growing season precipitation accumulations are well below long-term averages across most of the County.

These conditions have severely impacted both crop and livestock producers. Crop yields are well below normal, with many fields ripening prematurely. Forage and hay yields are less than 50% of normal, pastures are depleted, and grasshopper infestations are further damaging crops and feed sources. The lack of available feed is forcing some cattle producers to reduce herd sizes, while others are considering the same.

This declaration is intended to bring awareness to the difficult circumstances our producers face and to request that the provincial and federal governments implement assistance programs similar to those offered in 2023, including:

- AgriRecovery for extraordinary expenses such as feed, water, and transportation for livestock.
- AgriStability, AgriInvest, and AgriInsurance for financial recovery and stability.
- Advance Payments Program to support producer cash flow during recovery.

Clear Hills County appreciates the continued advocacy for Alberta producers and urges swift action to ensure timely support during this crisis.

Sincerely,

Amber Bean  
Reeve

Cc: Nate Horner, Minister of Finance

Todd Loewen, Member of the Legislative Assembly for Central-Peace Notley

Kelly Smith-Fraser, Board Chair AFSC

Kara Westerlund, President, Rural Municipalities of Alberta

Laura Poile, Secretary (AAAF)

Linda Hunt, Executive Assistant, ASB Provincial Committee



# Clear Hills County

## Request For Decision (RFD)

<b>Regular Council Meeting</b>	
Meeting Date:	August 26, 2025
Originated By:	Allan Rowe, Chief Administrative Officer
Title:	<b>Calendars</b>
File:	11-02-02

### DESCRIPTION:

Council is presented with a calendar of upcoming meetings. This will aid administration in maintaining records and serve as a reminder for upcoming meetings for both the Council and administration.

### UPCOMING CONFERENCES:

Conference	Date	Location	Attendance
Alberta Forest Products Association AGM and Conference	September 24-26	Jasper, AB	Janzen
PLS - Stronger Together 2025	October 8-9	Edmonton	Bean
AB Munis Convention and Trade Show	November 12 - 14	Calgary	
RMA	November 17-20	Edmonton	

### ATTACHMENTS:

- Calendar of upcoming meetings and conferences

### RECOMMENDED ACTION:

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

Initials show support - Reviewed by:	Manager:	CAO:	
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# AUGUST 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	31	1	2
3	4 Heritage Day	5 P&P	6 Bio-Active Emissions Farming Session	7	8 Zone 4 - All	9 Worsley Pioneer Days Parade
10	11	12 Council	13 MPTA-Exec-AB	14	15	16
17	18 HPEC Planning Session- SH NWSAR-AB,DW	19	20 Interprovincial Meeting -ALL	21 ASB-DJ,JR	22	23
24	25 MPTA-AB	26 Council	27	28	29	30
31	1	2	3	4	5	6



# SEPTEMBER 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1 Labour Day	2 P&P	3	4	5 PREDA-AB	6 NTAB-AB
7	8 HPEC Planning Session- SH	9 Council	10	11	12 NWSAR-AB,DW	13
14	15	16	17	18	19	20 PLS-AB
21	22 Last day to submit Nomination Papers – 12:00 p.m.	23 Council	24	25	26	27 HPEC Skills Event-SH
28 HPEC Skills Event-SH	29	30 National Day for Truth and Reconciliation	1	2	3	4

Alberta Forest Products Association AGM and Conference-DJ



# OCTOBER 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	1	2	3	4 PLS-AB
5	6	7 P&P	8 PLS Conference -AB	9	10 NAEL-AB,DJ	11
12	13 Thanksgiving	14 Council	15	16	17	18
19	20 Municipal Election	21	22	23	24	25
26	27	28 Council	29	30	31	1



## Acronyms for Calendar

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