

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
COUNTY COUNCIL CHAMBERS
TUESDAY, SEPTEMBER 13, 2016**

PRESENT

Jason Ruecker	Reeve
Charlie Johnson	Deputy Reeve
Miron Croy	Councillor
Dan Fletcher	Councillor
Lee Svederus	Councillor
Peter Frixel	Councillor
David Janzen	Councillor

ABSENT

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Audrey Bjorklund	Community Development Manager (CDM)
Bonnie Morgan	Executive Assistant (EA)
Ron Jensen	Public Works Manager (PWM)

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

C474-16(09/13/16)

RESOLUTION by Councillor Svederus to adopt the agenda governing September 13, 2016, Regular Council Meeting, with the following changes Deletion of 7.c.6. At the request of Burnt Lee Park Project, and the addition of 11. b. Labour, as presented. CARRIED.

**APPROVAL OF
MINUTES**

Previous
Meeting Minutes
C475-16(09/13/16)

RESOLUTION by Councillor Fletcher to adopt the minutes of August 17, 2016, Regular Council Meeting, as presented. CARRIED.

C476-16(09/13/16)

RESOLUTION by Councillor Croy to adopt the minutes of August 17, 2016, Organizational Meeting, as presented. CARRIED.

**NEW BUSINESS:
COUNCIL**

Management
Team Activity Report

Council reviewed the most recent Management Team Activity Report.

C477-16(09/13/16)

RESOLUTION by Councillor Frixel to accept the August 17, 2016, Management Team Activity Report, as presented. CARRIED.

TENDER OPENINGS

Tender 2016-16
NW 3-83-4-W6M

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Access Road

Council is presented with Tender 2016-16, NW 3-83-4-W6M Access Road.

C478-16(09/13/16)

RESOLUTION by Councillor Croy to open Tender 2016-16, NW-3-83-4-W6M Access Road, analyze and bring back a recommendation later in today's meeting. CARRIED.

Company	Amount
Cal-R Contracting 2001 Ltd.	\$64,740.00
Glen Armstrong Contracting Ltd.	\$142,115.00
Tyran Transport Ltd.	\$29,500.00
MDP Oilfield Services Ltd.	\$105,961.90
Bjornson Entererprises	\$87,000.00
1226581 Alberta Ltd.	\$112,000.00
D. Harms Contracting	\$192,475.00
Circle Y Construction Ltd.	\$68,890.00

Biomass Feasibility Study

Council is presented with results from the Biomass Feasibility study performed by Harry Welling of H&W Biogenics Ltd.

C479-16(09/13/16)

RESOLUTION by Councillor Fletcher to receive the cost and revenue calculation models for the Biomass Feasibility study performed by Harry Welling of H&W Biogenics Ltd. for information and table for more discussion later in today's meeting. CARRIED.

Reeve Ruecker recessed the meeting at 10:42 a.m.
Reeve Ruecker reconvened the meeting at 10:51 a.m.

DELEGATION:

Cherry Canyon
Agricultural Society

Representatives of the Cherry Canyon Agricultural Society will be in attendance at 11:00 a.m. to present two projects they are seeking Capital Grant funding for.

C480-16(09/13/16)

RESOLUTION by Deputy Reeve Johnson to accept for information the delegation from the Cherry Canyon Agricultural Society presenting the two projects they are seeking Capital Grant Funding for, Get Fit – Fitness Equipment and Renovations to the Cherry Canyon hall and playground. CARRIED.

North Peace Housing Foundation

Council tabled discussion about staffing cutbacks at the Homesteader Lodge at the August 17, 2016, meeting until after September 7, 2016, North Peace Housing Foundation when Councillor Fletcher would have the opportunity to get more information on the matter.

C481-16(09/13/16)

RESOLUTION by Councillor Fletcher to table the discussion regarding the Homesteader Lodge until the October 11, 2016, Regular Council Meeting. CARRIED.

The Village of Hines
Creek

Council requested a follow-up discussion after attending a joint meeting with the Village of Hines Creek on Monday, August 29, 2016. With discussions regarding the Villages budget.

C482-16(09/13/16)

RESOLUTION by Councillor Svederus to proceed with the drilling of a new water well for the Village of Hines Creek with funding to be allocated from Hines Creek Truck Fill project. CARRIED.

C483-16(09/13/16)

RESOLUTION by Deputy Reeve Johnson to include in the 2017 Operating budget a grant for the Village of Hines Creek in the amount of \$200,000.00 (two hundred thousand dollars). CARRIED.

Reeve Ruecker recessed the meeting at 11:39 a.m.
Reeve Ruecker reconvened the meeting at 12:11 p.m.

Secondary Highway
717

Council is presented with a reply to the May 11, 2016, letter that was sent to the Honorable Minister of Transportation, Brian Mason regarding the next portion of paving on Secondary Highway 717 from the Bear Canyon hall intersection to the BC Border.

C484-16(09/13/16)

RESOLUTION by Deputy Reeve Johnson accepts the letter from Honorable Minister of Transportation, Brian Mason regarding the next portion of paving on Secondary Highway 717 from the Bear Canyon hall intersection to the BC Border for information. Moreover, bring back for more discussion after a meeting with Brian Mason at the AAMDC Convention in November. CARRIED.

Access Approach

Council is presented with correspondence from Mr. Max Kurz, with regards to having an access approach off of Highway 732 to SW-22-83-3-W6M constructed by Alberta Transportation.

C485-16(09/13/16)

RESOLUTION by Councillor Croy to receive for information the correspondence from Mr. Max Kurz, and proceed with the construction of an access approach off of Highway 732 to SW-22-83-3-W6M with funds to be allocated from the Road Construction reserve. CARRIED.

Continuing Education
Scholarship

Council is provided with a revised Policy 6801-Continuing Education Scholarships for consideration

C486-16(09/13/16)

RESOLUTION by Councillor Fletcher to adopt Continuing Education Scholarships Policy 6801- with the following amended:

- **Section 2.1: increase the annual budget amount from \$20,000.00 to \$40,000.00 as presented.**
- **Section 3.2 A: Level 1**
 - **Increase Level 1 to \$15,000.00 from \$5,000.00 and increase the annually amount released from \$2,500.00**

to \$3,000.00 for a maximum of five years, instead of two, pending active enrollment in the approved program. CARRIED.

C487-16(09/13/16)

RESOLUTION by Councillor Croy to raise the discussion regarding the Biomass Feasibility study off the table.

CARRIED.

Biomass Feasibility Study

Council was presented earlier in the meeting with results from the Biomass Feasibility study performed by Harry Welling of H&W Biogenics Ltd.

C488-16(09/13/16)

RESOLUTION by Deputy Reeve Johnson to accept for information the discussion on the Biomass Feasibility study and table until Harry Welling of H&W Biogenics Ltd has a meeting with senior Provincial officials regarding funding opportunities for a biomass project of this nature. CARRIED.

C489-16(09/13/16)

RESOLUTION by Councillor Svederus to invite Chris Warkentin to a future Council meeting to discuss pertinent items such as the Biomass Feasibility Study being done in Clear Hills County.

CARRIED.

CORPORATE SERVICES

Accounts Payable
(August 17, 2016, to September 13, 2016)

A list of expenditures for Clear Hills County for the period of August 17, 2016, to September 13, 2016, is provided for Council's review.

C490-16(09/13/16)

RESOLUTION by Councillor Croy that Council receives for information the Accounts Payable report for Clear Hills County for the period of August 17, 2016, to September 13, 2016, for a total of \$2,451,503.56 (two million four hundred and fifty-one thousand five hundred and three dollars and fifty-six cents).

CARRIED.

COMMUNITY SERVICES

Off Highway, Vehicles

Council is presented with a draft Off-Highway Vehicle bylaw to allow off-highway vehicles to drive on Clear Hills County local roads and right of ways, including in hamlets as directed.

C491-16(09/13/16)

RESOLUTION by Councillor Svederus to give first reading to Bylaw 212-16, a bylaw for the purpose of regulating the operation of Off-Highway Vehicles. CARRIED.

C492-16(09/13/16)

RESOLUTION by Councillor Croy to give second reading to Bylaw 212-16, a bylaw for the purpose of regulating the operation of Off-Highway Vehicles. CARRIED.

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C493-16(09/13/16) **RESOLUTION by Deputy Reeve Johnson to proceed to third and final reading of Bylaw 212-16, a bylaw for the purpose of regulating the operation of Off-Highway Vehicles. CARRIED UNANIMOUSLY.**

C494-16(09/13/16) **RESOLUTION by Councillor Fletcher to give third reading to Bylaw 212-16, a bylaw for the purpose of regulating the operation of Off-Highway Vehicles. CARRIED.**

Cherry Point Cemetery

The Cherry Canyon Agricultural Society has been looking after the Cherry Point Cemetery for many years and is now trying to purchase the site from the Diocese. When filing for the title transfer they were informed that as they were not a religious group, the municipality would have to decline taking over the cemetery for the transfer to occur.

C495-16(09/13/16) **RESOLUTION by Deputy Reeve Johnson to send a letter to the Cherry Canyon Agricultural Society, declining taking over ownership of the Cherry Point Cemetery. With a recommendation that the Cherry Canyon Agricultural Society be allowed to purchase the site, as they have been faithfully and diligently maintaining the cemetery on behalf of the community and the Anglican Diocese of Peace River for at least 50 years. CARRIED.**

Agricultural Fieldmen

Agricultural Fieldmen are required to be appointed by Council as per Section 8 of the Agricultural Service Board Act. By appointment, an Agricultural Fieldman is a municipal inspector under the Weed Control Act and Agricultural Pest Act and a soil conservation officer under the Soil Conservation Act. Council is requested to appoint Audrey Bjorklund as an Agricultural Fieldman for Clear Hills County.

C496-16(09/13/16) **RESOLUTION by Councillor Fletcher to appoint Community Development Manager Audrey Bjorklund as an Agricultural Fieldman for Clear Hills County as per Section 8 of the Agricultural Service Board Act. CARRIED.**

Fees and Charges
Bylaw No 209-16

Council is presented with Fees & Charges Bylaw 209-16 for third and final reading.

C497-16(09/13/16) **RESOLUTION by Councillor Croy that Council gives third and final reading of Bylaw 209-16 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw 205-16. CARRIED.**

Capital Grant
Application- GET FIT

The Cherry Canyon Agricultural Society has submitted a Capital Grant Application for \$12,469.50 for purchasing fitness equipment.

C498-16(09/13/16) **RESOLUTION by Deputy Reeve Johnson to approve a Capital Grant of \$12,479.50 to the Cherry Canyon Agricultural Society for**

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the purchase of fitness equipment with the funds to be allocated from the Rate Stabilization Reserve. CARRIED

Capital Grant
Application- Cherry
Canyon Ag Society
Renovate

The Cherry Canyon Agricultural Society has submitted a Capital Grant Application for \$25,000 to do a number of renovations and upgrades to the Cherry Canyon hall, sidewalk, and playground.

C499-16(09/13/16)

RESOLUTION by Councillor Svederus to approve a Capital Grant of \$25,000.00 to the Cherry Canyon Agricultural Society for renovations and upgrades to the Cherry Canyon hall, sidewalk, and playground with funds to be included in the 2017 Operating Budget. CARRIED.

Reeve Ruecker recessed the meeting at 1:21 p.m.
Reeve Ruecker reconvened the meeting at 1:29 p.m.

PUBLIC WORKS

Road Closure
Request 2018EU

Administration received a request for closure of Road Plan 2018EU from Glen and Hope Hoover. The road is located on the east side of NW and SW 9-85-5 W6M and west on the south side of SW 9-85-5 W6M. This road plan has never been developed.

C500-16(09/13/16)

RESOLUTION by Councillor Croy to proceed with the requirements of the Road Closure located on the east side of NW and SW 9-85-5 W6M and west on the south side of SW 9-85-5 W6M, as shown on road plan 2018EU. CARRIED.

Road Closure
Request 1170EU

Administration is requesting closure of Road Plan 1170EU on S1/2 16-85-5-W6M.

C501-16(09/13/16)

RESOLUTION by Councillor Svederus to proceed with the requirements of the Road Closure located on S1/2 16-85-5-W6M as this road allowance is no longer in use and is not maintained, as shown on road plan 1170EU. CARRIED.

Tender 2016-16
NW 3-83-4-W6M
Access Road

Council is presented with analyzed results from Tender 2016-16, NW 3-83-4-W6M Access Road.

C502-16(09/13/16)

RESOLUTION by Reeve Ruecker to award Tender 2016-16, NW-3-83-4-W6M Access Road, to Tyran Transport Ltd. for the amount of \$29,500.00 (twenty-nine thousand five hundred dollars). Funds to be allocated from the Road Construction reserve. CARRIED.

WRITTEN REPORTS

COUNCIL,
COMMITTEE &

MANAGERS

Council Reports

Council submits the meetings attended in the previous month and a report, if applicable.

Chief Administrative Officer's Report

Chief Administrative Officer gave a verbal report.

C503-16(09/13/16)

RESOLUTION by Councillor Croy to receive the information provided in the Chief Administrative Officer verbal report on September 13, 2016, for information, as presented. CARRIED.

Community Development Manager's Report

The Community Development Managers report was reviewed.

C504-16(09/13/16)

RESOLUTION by Deputy Reeve Johnson to receive the information provided in the Community Development Managers report on September 13, 2016, for information, as presented. CARRIED.

Corporate Service Manager's Report

There was nothing to report.

Public Works Manager's Report

The Public Works Managers report was reviewed.

C505-16(09/13/16)

RESOLUTION by Councillor Janzen to receive the information provided in the Public Works Managers report on September 13, 2016, for information, as presented. CARRIED.

COUNCIL INFORMATION

Council was presented with the correspondence of pertinent information that has been received.

C506-16(09/13/16)

RESOLUTION by Councillor Svederus to receive for information the correspondence presented at the September 13, 2016, Regular Council Meeting. CARRIED.

CALENDARS

Council and Administration reviewed the upcoming months' calendars for Councillor Boards and Committee scheduled meetings, to assist Administration with record keeping and Council with a reminder.

C507-16(09/13/16)

RESOLUTION by Councillor Croy to receive for information the September, October and November 2016, calendars, as presented.

Meeting	Date	Member
FRAGG	Sept 14	JR
NPHF	Sept 29	DF
NPRL	Sept 29	DF
		CARRIED.

Confidential

Legal and Labour

One legal and one labor items were discussed in camera.

C508-16(09/13/16)

**RESOLUTION by Councillor Janzen to go in camera at 1:53 a.m.
CARRIED.**

C509-16(09/13/16)

**RESOLUTION by Councillor Croy to come out of camera at 2:17
p.m. CARRIED.**

C510-16(09/13/16)

**RESOLUTION by Deputy Reeve Johnson to absorb the weed
enforcement costs of \$20,685.83 with the funds to be allocated
from the 2016 weed control operating budget. CARRIED.**

C511-16(09/13/16)

**RESOLUTION by Councillor Svederus to accept for information
the discussion around grader performance. CARRIED.**

ADJOURNMENT

Reeve Ruecker adjourned the September 13, 2016, Regular Council Meeting at 2:21 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER