

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
COUNTY COUNCIL CHAMBERS
FEBRUARY 10, 2015**

PRESENT

Charlie Johnson	Reeve
Jake Klassen	Deputy Reeve
Miron Croy	Councillor
Peter Frixel	Councillor
Dan Fletcher	Councillor
Jason Ruecker	Councillor
Lee Svederus	Councillor

ABSENT

ATTENDING

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

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

C67-15(02/10/15)

RESOLUTION by Councillor Croy to adopt the agenda governing the February 10, 2015 Regular Council Meeting with the following addition: 7 a. 8. February 24, 2015 Regular Council Meeting.
CARRIED.

**APPROVAL OF
MINUTES**

Previous Regular Meeting Minutes

C68-15(02/10/15)

RESOLUTION by Councillor Svederus to adopt the minutes of the January 13, 2015 Regular Council Meeting, as presented.
CARRIED.

PUBLIC HEARING:

There were no public hearings.

**NEW BUSINESS:
COUNCIL**

Management Team Activity Report

Council reviewed the most recent Management Team Activity Report.

C69-15(02/10/15)

RESOLUTION by Councillor Croy to accept the January 13, 2015 Management Team Activity Report, as presented.
CARRIED.

Zone 4 Meeting

The Zone 4 Meeting will be held on February 13th, 2015 at the Brownvale Community Centre.

C70-15(02/10/15)

RESOLUTION by Deputy Reeve Klassen to receive for information the discussion regarding the Zone 4 Meeting February 13, 2015.
CARRIED.

Hines Creek
Composite School

Council received a letter from the Hines Creek Composite School inviting them to attend the Opening Ceremonies at the 2015 1A Boys' Provincials at Hines Creek Composite School at 10:00 a.m., Thursday March 19, 2015. They also would like to invite all of Council to attend and have the Reeve speak at the Provincial Tournament banquet on Thursday, March 19, 2015 at 7:00 p.m. at the Dave Shaw Community Hall. Council also received a request looking for volunteers to help with the pancake breakfast the morning of March 19, 2015 for all players and parents at Dave Shaw Memorial Complex.

C71-15(02/10/15)

RESOLUTION by Councillor Fletcher to approve the attendance of all Council to attend the 2015 1A Boys' Provincials in Hines Creek Alberta on March 19, 2015 and have Councillor Frixel speak at the Provincial Tournament banquet on Thursday March 19, 2015 at 7:00 p.m. at the Dave Shaw Community Hall.

CARRIED.

TENDER

OPENINGS:

Proposal 2015-P01
Gravel Supply &
Stockpile –East
End

Proposal 2015-P01 closed on Friday, February 6, 2015 @ 4:00 p.m. Council will open 2015-P01, have Administration analyze and bring back to a future meeting.

C72-15(02/10/15)

RESOLUTION by Deputy Reeve Klassen to open Proposal 2015-P01 at 9:45 a.m., and have Administration analyze and bring back to a future meeting.

CARRIED.

CONTRACTOR	PROPOSAL ON 60% FRACTURE
Tyran Transport	\$27.32/Tonne
Lueks Welding	\$7.75/Tonne
Glen Bjorklund	\$13.00/Tonne-75% Fracture
Tri-S Concrete	\$12.00/Tonne

Tender 2015-04-
Tractor

Tender 2015-04 closed on Friday, February 6, 2015 at 4:00 p.m. Council will open tender, have an analysis done and bring back a recommendation to a future meeting.

C73-15(02/10/15)

RESOLUTION by Councillor Ruecker to open Tender 2015-04 at 9:45 a.m., and have an analysis done and bring back a recommendation to a future meeting.

CARRIED.

CONTRACTOR	AMOUNT
Prairie Coast Equipment	\$147,798.00 + GST
Douglas Lake Equipment	\$157,477.45 + GST
Rocky Mountain Equipment	\$155,500.00 + GST

Tender 2015-02-

Mower

Tender 2015-02 closed on Friday, February 6, 2015 at 4:00 p.m. Council will open tender, have an analysis done and bring back a recommendation to a future meeting.

C74-15(02/10/15)

RESOLUTION by Councillor Fletcher to open tender 2015-02 at 9:45 a.m., and have an analysis done and bring back a recommendation to a future meeting. CARRIED.

Company Name	Cash Price	Trade In Price
Rocky Mountain	\$28,950.00+GST	\$20,500.00 +GST
Prairie Coast Equipment	\$18,000.00+GST	\$18,000.00 +GST
Douglas Lake Equipment	\$26,799.31+GST	\$21,299.31 +GST

Tender 2015-06-
Service Truck

Tender 2015-06 closed on Friday, February 6, 2015 at 4:00 p.m. Council will open tender, have an analysis done and bring back a recommendation to a future meeting.

C75-15(02/10/15)

RESOLUTION by Councillor Croy to open Tender 2015-06 at 9:45 a.m., and have an analysis done and bring back a recommendation to a future meeting. CARRIED.

CONTRACTOR	AMOUNT
Campbell Chrysler	\$40,492.00 + GST

Tender 2015-05-
Front End Loader &
Attachments

Tender 2015-05 closed on Friday, February 6, 2015 at 4:00 p.m. Council will open tender, have an analysis done and bring back a recommendation to a future meeting.

C76-15(02/10/15)

RESOLUTION by Councillor Ruecker to open Tender 2015-05 at 9:45 a.m., and have an analysis done and bring back a recommendation to a future meeting. CARRIED.

Company Name	Front end Loader	Attachment	Total
Douglas Lake Equipment	\$16,197.88 +GST	\$4,725.00+GST	\$20,922.88 + GST
Rocky Mountain Equipment	\$17,500.00+GST	\$3,075.00 + GST	\$20,575.00+GST

Tender 2015-03
Sidearm/Swing arm
Hitch

Tender 2015-03 closed on Friday, February 6, 2015 at 4:00 p.m. Council will open tender, have an analysis done and bring back a recommendation to a future meeting.

C77-15(02/10/15)

RESOLUTION by Councillor Svederus to open Tender 2015-03 at 9:45 a.m., and have an analysis done and bring back a recommendation to a future meeting. CARRIED.

CONTRACTOR	AMOUNT
Rocky Mountain Equipment	\$18,475.00 + GST
Prairie Coast Equipment	\$23,189.00 + GST
Douglas Lake Equipment	\$19,113.52 + GST

Tender 2015-01-
Janitorial Services

Tender 2015-01 closed on Friday, February 6, 2015 at 4:00 p.m. Council will open tender, have an analysis done and bring back a recommendation to a future meeting.

C78-15(02/10/15)

RESOLUTION by Councillor Croy to open tenders at 9:45 a.m. for Tender 2015-01 Janitorial Services, analyze results and bring back a recommendation to the February 24, 2015 Regular Council Meeting. CARRIED.

CONTRACTOR	AMOUNT
Aletha Peters	\$5,775.00/per month
Floyd Cox Janitorial Services	\$1,725.00/per month

Work of Art

As per Policy 1123 – Promotional Items, when the inventory of local works of art is reduced to a point that merits replenishment, and as per budget allocations, the CAO will advertise for local works of art to be submitted for selection. The process followed is for Council to select the works of art to be purchased with the artist's names being undisclosed. Administration will ensure that Council does not exceed the selections from any individual artist over the limit of \$1,000.00.

C79-15(02/10/15)

RESOLUTION by Councillor Fletcher that Council authorizes the purchase of works of art, in order to replenish Clear Hills County's supply of promotional items, for a total of \$3,390.00 (three thousand three hundred and ninety dollars). CARRIED.

DELEGATIONS

Grimshaw Seed
Cleaning Co-op

Grimshaw Co-op Seed Cleaning Plant will be in attendance at 10:30 a.m. to speak with Council regarding financial assistance for upgrades and equipment repairs on their plant.

Reeve Johnson recessed the meeting at 10:36 a.m.
Reeve Johnson reconvened the meeting at 10:45 a.m.

C80-15(02/10/15)

RESOLUTION by Deputy Reeve Klassen to deny the funding request from Grimshaw Co-op Seed Cleaning Plant. CARRIED.

One Eyed Garbage
Disposal

Johan Braun, with One Eyed Garbage Disposal will be in attendance at 10:45 a.m. to have a discussion regarding cardboard recycling and hours of operation for the Clear Hills County Transfer Stations.

C81-15(02/10/15)

RESOLUTION by Councillor Ruecker to have One Eyed Garbage Disposal bring back a schedule of the proposed statutory holidays he has requested to have the transfer stations closed and rescheduled for the remaining term of his contract to a future Council meeting. CARRIED.

AAMDC Meeting with
K Division RCMP
Management Staff

Council received correspondence from Sergeant Blize in regards to the AAMDC Convention inquiring if Council would like to meet with the K Division RCMP Management staff while at the Conference to discuss any specific issues.

No action taken.

Reeve Johnson recessed the meeting at 11:43 a.m.
Reeve Johnson reconvened the meeting at 12:09 p.m.

Minister Meeting
Outlines

Council is presented with draft outlines for the requested Minister Meetings.

C82-15(02/10/15)

RESOLUTION by Councillor Ruecker to receive the discussion regarding Minister Meeting outlines for information. CARRIED.

Biomass Feasibility
Study Proposal
2014-P02 Request for
Proposal Award

The Biomass Feasibility Study Committee consisting of Clear Hills County Reeve Charlie Johnson, Councillor Peter Frixel, CAO Allan Rowe, Corporate Service Manager Lori Jobson and Village of Hines Creek Councillor Albert Mierzewski reviewed all submissions for the Request for Proposal 2014-P02 on Monday, January 19, 2015. The Committee's recommendation to Council was based on the outline and structure that the Committee felt met the needs of the study the best.

Reeve Johnson recessed the meeting at 12:35 p.m.
Reeve Johnson recessed the meeting at 12:39 p.m.

C83-15(02/10/15)

RESOLUTION by Councillor Frixel to reject all proposals for Biomass Feasibility Study Request for Proposal 2014-P02 due to budget constraints and proposals submitted not meeting the Committee's expectations. CARRIED.

C84-15(02/10/15)

RESOLUTION by Councillor Croy table the discussion regarding the Biomass Feasibility Study Request for Proposal 2014-P02 until a future Regular Council Meeting. CARRIED.

February 24, 2015

Regular Council Meeting

Wilde and Company will be at the County Office on February 23 through February 25, 2015 to perform the annual audit. Council is asked to reschedule the February 24, 2015 Regular Council Meeting until February 26, 2015 to accommodate the auditors, as they utilize the Council Chambers to complete the audit.

C85-15(02/10/15)

RESOLUTION by Councillor Fletcher to cancel the February 24, 2015 Regular Council Meeting. CARRIED.

CORPORATE SERVICES

Accounts Payable
(January 14, 2015 to February 10, 2015)

A list of expenditures for Clear Hills County for the period of January 14, 2015 to February 10, 2015 is provided for Council's review.

C86-15(02/10/15)

RESOLUTION by Deputy Reeve Klassen that Council receives for information the Accounts Payable report for Clear Hills County for the period of January 14, 2015 to February 10, 2015 for a total of \$1,147,618.37 (one million one hundred and forty seven thousand six hundred and eighteen dollars and thirty seven cents). CARRIED.

COMMUNITY SERVICES

Manning Municipal Airport

County of Northern Lights has provided Council with an update on the Manning Municipal Airport upgrades that the County has provided funding support for.

C87-15(02/10/15)

RESOLUTION by Councillor Fletcher to accept for information the report on the operations of the Manning Municipal Airport including details on airport movement for 2012, 2013 and 2014. CARRIED.

Destruction of Records

Council authorization is requested to destroy temporary records and documents of Clear Hills County as per the Retention and Destruction of Records and Documents Bylaw No. 25.

C88-15(02/10/15)

RESOLUTION by Deputy Reeve Klassen that this Council Authorizes the destruction of 2012 monthly reconciliation reports, 2007 temporary files and the confidential personnel files for those individuals that left the employment of the municipality prior to January 1, 2008. CARRIED.

Server and Backup Replacements

Council is presented with a quote for the replacement of the server and backup system.

C89-15(02/10/15)

RESOLUTION by Councillor Croy to approve replacement of the CHDC1 Server and Image Backup system, and related work by Trinus Technologies Inc., to a maximum of \$29,420.00 (twenty nine thousand four hundred and twenty dollars) plus GST.

CARRIED.

Funding Request-
Women of the North
Conference

Community Futures Peace Country is hosting the 8th Annual Women in the North Conference on April 1, 2015 in Peace River, Alberta and requesting continued sponsorship funding from Clear Hills County.

C90-15(02/10/15)

RESOLUTION by Councillor Croy to approve \$300.00 (three hundred dollars) for the 2015 Women in the North Conference being held Wednesday, April 1, 2015 in Peace River, with funds to be allocated from the Economic Development Budget.

CARRIED.

Tradeshaw Policy
No. 6313

Council is presented with a Tradeshaw Door Prizes Policy 6313 that includes Council direction to date for consideration.

C91-15(02/10/15)

RESOLUTION by Councillor Svederus that Council adopts Policy No. 6313 Tradeshaw Door Prizes, as presented.

CARRIED.

Fees and Charges
Bylaw No. 197-14

Council is presented with an updated Schedules of Fees Bylaw that includes motions by Council since the last version of the Bylaw was adopted.

C92-15(02/10/15)

RESOLUTION by Councillor Ruecker that Council gives first reading to Bylaw 197-15 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw 193-14.

CARRIED.

C93-15(02/10/15)

RESOLUTION by Councillor Fletcher that Council gives second reading to Bylaw 197-15 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw 193-14.

CARRIED.

C94-15(02/10/15)

RESOLUTION by Councillor Svederus that Council proceeds with third reading of Bylaw 197-15.

CARRIED UNANIMOUSLY.

C95-15(02/10/15)

RESOLUTION by Councillor Croy that Council gives third and final reading of Bylaw 197-15 a bylaw for the purpose of establishing and revising fees and charges and repealing Bylaw 193-14.

CARRIED.

PUBLIC WORKS

Transfer Stations-
Mixed Loads

Council is presented with information regarding Motion C485-14. Attached is the correspondence from the George Neurohr, Regional Municipal Engineer for Approvals and Drinking Water Operations

Support with Environment and Sustainable Resource Development. The results show that Clear Hills County waste sites are classified as transfer stations and allow no stock piling or buried inert wastes.

- C96-15(02/10/15)** RESOLUTION by Reeve Johnson to receive the correspondence from George Neurohr, Regional Municipal Engineer for Approvals and Drinking Water Operations with Environment and Sustainable Resource Development on the results that show that Clear Hills County waste sites are classified as transfer stations and allow no stock piling or buried inert wastes, for information. CARRIED.
- C97-15(02/10/15)** RESOLUTION by Councillor Ruecker to add the awarding of Tender 2015-06, Service Truck to today's agenda. CARRIED.
- C98-15(02/10/15)** RESOLUTION by Councillor Fletcher that Council awards the Tender 2015-06, Service Truck to Campbell Chrysler in Fairview, Alberta for the amount of \$40,492.00 (forty thousand four hundred and ninety two dollars) excluding GST, with funds being allocated from the 2015 Capital budget. CARRIED.

WRITTEN REPORTS

COUNCIL,
COMMITTEE &
MANAGERS

Council Reports

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

- C99-15(02/10/15)** RESOLUTION by Councillor Fletcher to receive the January Councillor's reports for information. CARRIED.

Chief Administrative
Officer's Report

The Chief Administrative Officer report was reviewed.

- C100-15(02/10/15)** RESOLUTION by Councillor Croy to accept the Chief Administrative Officer (CAO) report for the February 10, 2015 Regular Council Meeting, as presented. CARRIED.

Community
Development
Manager's Report

The Community Development Manager report was reviewed.

- C101-15(02/10/15)** RESOLUTION by Councillor Ruecker to accept for information the Community Development Manager's report for the February 10, 2015 Regular Council Meeting, as presented. CARRIED.

Corporate Service
Manager's Report

There was nothing to report.

Public Works
Manager's Report

The Public Works Manager's gave a verbal report.

C102-15(02/10/15)

RESOLUTION by Councillor Fletcher to accept for information the Public Works Manager's report for February 10, 2015 Regular Council Meeting, as presented. CARRIED.

COUNCIL
INFORMATION

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

RCMP-Clear Hills County Statistics
Alberta Agriculture and Rural Development
MMSA Five Year Strategic Plan 2015-2019
Swan Hills Viability Study Report

C103-15(02/10/15)

RESOLUTION by Councillor Croy to receive for information the correspondence presented at the February 10, 2015 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.

C104-15(02/10/15)

RESOLUTION by Deputy Reeve Klassen to receive for information the February, March and April 2015 calendars, as presented. CARRIED.

Council Meeting Cancelled	February 24	All
NPRL	March 5	Fletcher
Worsley Rec Board	February 17	Ruecker

CONFIDENTIAL
ITEM(S)

There were two legal items discussed.

C105-15(02/10/15)

RESOLUTION by Councillor Croy to go in camera at 1:17 p.m. CARRIED.

C106-15(02/10/15)

RESOLUTION by Councillor Ruecker to come out of camera at 1:38 p.m. CARRIED.

ADJOURNMENT

Reeve Johnson adjourned the February 10, 2015 Regular Council Meeting at 1:39 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER