

**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COMMUNITY ROOM  
TUESDAY, MARCH 26, 2024**

**PRESENT**

|                |              |
|----------------|--------------|
| Amber Bean     | Reeve        |
| David Janzen   | Deputy Reeve |
| Abe Giesbrecht | Councillor   |
| Danae Walmsley | Councillor   |
| Susan Hansen   | Councillor   |
| Jason Ruecker  | Councillor   |

**ATTENDING**

|               |                                    |
|---------------|------------------------------------|
| Allan Rowe    | Chief Administrative Officer (CAO) |
| Bonnie Morgan | Executive Assistant (EA)           |

**ABSENT**

|                  |            |
|------------------|------------|
| Nathan Stevenson | Councillor |
|------------------|------------|

**CALL TO ORDER**

Councillor Bean called the meeting to order at 9:30 a.m.

ACCEPTANCE OF  
AGENDA

**C159-24(3-26-24)**

**RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the March 26, 2024 Regular Council Meeting with the additions of 7.a.6, Town of Fairview, 7.a.7. Saddle Hills County Nurse Practitioner, as presented. CARRIED.**

APPROVAL OF  
MINUTES

Previous Council Meeting Minutes

**C160-24(3-26-24)**

**RESOLUTION by Councillor Giesbrecht to adopt the minutes of the march 12, 2024, Regular Council Meeting, as amended. CARRIED.**

Management Team Activity Report

Management activity report was reviewed.

**C161-24(3-26-24)**

**RESOLUTION by Councillor Walmsley that the management activity report for March 12, 2024, be accepted, as presented. CARRIED.**

**TENDER OPENING**

Council is presented with tenders to open for Tender 2024-05 Pavement Crack Sealing.

**C162-24(3-26-24)**

**RESOLUTION by Councillor Hansen to open tenders at 9:35 a.m. for Tender 2024-05 Pavement Crack Sealing, analyze results and bring back a recommendation. CARRIED.**

| Company                  | Amount                      |
|--------------------------|-----------------------------|
| Marshall Line Painting   | \$1,250.00/per km<br>1.95/m |
| Federal Sealing Services | \$1,800.00/km<br>\$1.40/m   |

NEW BUSINESS:

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COUNCIL

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

**C163-24(3-26-24) RESOLUTION by Councillor Ruecker to accept the Councillor Reports for information, as presented. CARRIED.**

Reeve been recessed the meeting at 10:55 a.m.  
Reeve Bean reconvened the meeting at 11:02 a.m.

Council Tradeshow booth Council will be hosting the Clear Hills Council booth at the upcoming 27th Annual Agricultural Tradeshow, set to take place on April 13, 2024.

**C164-24(3-26-24) RESOLUTION by Councillor Giesbrecht that Council approves the Clear Hills County Council booth schedule for the 27th Annual Agricultural Tradeshow. CARRIED.**

Drought Conditions Council discussed drought conditions in Clear Hills County.

**C165-24(3-26-24) RESOLUTION by Reeve Bean to send a letter to residents notifying of the drought conditions and potential water restrictions. CARRIED.**

Cherry Canyon Agricultural Society Cherry Canyon Agricultural Society sent in a request for funding for a water trailer.

**C166-24(3-26-24) RESOLUTION by Councillor Ruecker to table the discussion from Cherry Canyon Agricultural Society until a future meeting. CARRIED.**

Town of Fairview Council is presented with the following letter from the Town of Fairview with regards to the Fairview Aquatic Centre.

**C167-24(3-26-24) RESOLUTION by Reeve Bean to draft a letter in response to the Town of Fairview letter regarding the Aquatic Centre. CARRIED.**

Reeve been recessed the meeting at 11:51 a.m.  
Reeve Bean reconvened the meeting at 12:21 p.m.

Nurse Practitioner Council is presented with information regarding the Saddle Hills Nurse Practitioner

**C168-24(3-26-24) RESOLUTION by Deputy Reeve Janzen to receive the information regarding the Saddle Hills Nurse for information, as presented. CARRIED.**

CORPORATE SERVICES

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Accounts Payable  
March 13, 2024,  
to March 26, 2024

A list of expenditures for Clear Hills County for the period of March 13, 2024 to March 26, 2024 is provided for Council's review.

**C169-24(3-26-24)**

**RESOLUTION by Councillor Hansen that Council receives for information the Accounts Payable report for Clear Hills County for the period of March 13, 2024 to March 26, 2024 for a total of \$781,048.54, with funds to be transferred from Long Term Investments. CARRIED.**

**C170-24(3-26-24)**

**RESOLUTION by Councillor Ruecker that Council approves the transfer of \$743,108.44 from Long Term Investments for the first quarter Alberta School Foundation Fund Requisition payment. CARRIED.**

COMMUNITY

Municipal Emergency  
Management Plan

Council has requested Administration compile a Municipal Emergency Management Plan for Clear Hills County.

**C171-24(3-26-24)**

**RESOLUTION by Councillor Hansen to receive the discussion regarding the Municipal Emergency Management Plan for information and bring back to a future meeting. CARRIED.**

PUBLIC WORKS

Transfer Station  
Tender

Council is presented with information to proceed to (RFP) Request for proposal for the operation and maintenance of the 9 Transfer Stations. The proposal will include the transportation of electronics and oversized materials to the North Peace Regional Landfill as well as the garbage removal within the Hamlet of Worsley.

**C172-24(3-26-24)**

**RESOLUTION by Deputy Reeve Janzen to proceed to proposal for the operation and maintenance of the Transfer Stations. CARRIED.**

Policy 3201 Road  
Construction

Council requested a discussion regarding Policy 3201 Road Construction.

**C173-24(3-26-24)**

**RESOLUTION by Councillor Giesbrecht to bring back Policy 3201 Road Construction back to a future meeting. CARRIED.**

Tender Award  
2024-05 Pavement

Council is presented with the analyzed results for Tender 2024-05 Pavement Crack Sealing.

Councillor Ruecker left the meeting at 1:24 p.m.

**C174-24(3-26-24)**

**RESOLUTION by Councillor Walmsley to award Tender 2024-05 Pavement Crack Sealing to Marshall Lines for the amount of \$1,250.00/per km and 1.95/m funds to be allocated from the 2024 Operating Budget. CARRIED.**

WRITTEN REPORTS

Chief Administrative  
Officer's Report

Chief Administrative Officer's report.

**C175-24(3-26-24)**

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

Public Works  
Manager's Report

Public Works Manager's Report

**C176-24(3-26-24)**

**RESOLUTION by Deputy Reeve Janzen to receive the Public Works Manager's report for information, as presented. CARRIED.**

COUNCIL  
INFORMATION

Council is presented with correspondence, for information.

**C177-24(3-26-24)**

**RESOLUTION by Councillor Hansen to receive the Council correspondence for information, as presented. CARRIED.**

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.

Councillor Ruecker entered the meeting at 2:06 p.m.

**C178-24(3-26-24)**

**RESOLUTION by Councillor Ruecker to accept for information March, April and May 2024 calendar updates of Councillor meetings for information, as presented.**

| Date     | Meeting                | Attendee        |
|----------|------------------------|-----------------|
| April 11 | HC Rec                 | Hansen          |
| March 27 | FV Chamber of Commerce | Bean            |
| May 2    | HPEC                   | Hansen          |
| May 15   | NWSAR                  | Bean            |
| May 25   | PLS                    | Bean            |
| April 11 | Mercer                 | Janzen          |
| March 27 | NPHF                   | Walmsley        |
| March 29 | NPRL                   | Ruecker         |
|          |                        | <b>CARRIED.</b> |

**C179-24(3-26-24)**

**RESOLUTION by Councillor Giesbrecht to approve the attendance of Reeve Bean to the Trappers Rendezvous on July 12-14, 2024. CARRIED.**

ADJOURNMENT

Reeve Bean adjourned the March 26, 2024 Regular Council Meeting at 2:19 p.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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