

**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, MARCH 11, 2025**

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**PRESENT**

Amber Bean	Reeve
Susan Hansen	Councillor
Jason Ruecker	Councillor
Abe Giesbrecht	Councillor
Danae Walmsley	Councillor

**ATTENDING**

Allan Rowe	Chief Administrative Officer (CAO)
Terry Shewchuk	Public Works Manager (PWM)
Lori Jobson	Corporate Services Manager (CSM)
Natasha Gillett	Community Clerk (CC)

**ABSENT**

David Janzen	Deputy Reeve
Nathan Stevenson	Councillor

**CALL TO ORDER**

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

**ACCEPTANCE OF  
AGENDA  
C113-25(3-11-25)**

**RESOLUTION by Councillor Ruecker to adopt the agenda governing the March 11, 2025 Regular Council Meeting, with the addition of 7.a.5 28<sup>th</sup> Annual Trade Show Dance, as amended.  
CARRIED.**

**APPROVAL OF  
MINUTES**

Previous Council Meeting Minutes

**C114-25(3-11-25)**

**RESOLUTION by Councillor Giesbrecht to adopt the minutes of the February 25, 2025, Regular Council Meeting, as presented.  
CARRIED.**

**NEW BUISNESS:  
COUNCIL**

Management Team Activity Report

Management activity report was reviewed.

**C115-25(3-11-25)**

**RESOLUTION by Councillor Walmsley that the management activity report for February 25, 2025, be accepted, as presented.  
CARRIED.**

**TENDER OPENING:**

RFP 2025-P02  
Running Lake  
Provincial Recreation  
Area Operation and  
Maintenance Services

Council is presented with tenders to open for RFP 2025-P02 Running Lake Provincial Recreation Area PML 200007 Operation and Maintenance Services.

**C116-25(3-11-25)**

**RESOLUTION by Councillor Hansen to open tenders at 9:35 a.m. for RFP 2025-P02 Running Lake Provincial Recreation Area PML 200007 Operation and Maintenance Services, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.**

Company	Amount Per Month: Summer	Amount Per Month: Winter
Fine Pine Tree Services Ltd.	1-\$18,900.00	1-\$6,300.00
	2-\$19,200.00	2-\$6,400.00
	3-\$19,600.00	3-\$6,500.00
Justin King Contracting Ltd.	\$4,000.00	\$1,000.00
Kolton Helgesen	\$6,400.00	\$3,200.00

RFP 2025-P03  
 Stoney Lake  
 Provincial Recreation  
 Area Operation and  
 Maintenance Services

Council is presented with tenders to open for RFP 2025-P02 Running Lake Provincial Recreation Area PML 200009 Operation and Maintenance Services.

**C117-25(3-11-25)**

**RESOLUTION by Councillor Giesbrecht to open tenders at 9:35 a.m. for RFP 2025-P03 Stoney Lake Provincial Recreation Area PML 200009 Operation and Maintenance Services, administration will analyze the results and bring back a recommendation to a future Regular Council Meeting. CARRIED.**

Company	Amount Per Month: Summer	Amount Per Month: Winter
Justin King Contracting Ltd.	\$5,000.00	\$1,500.00
Fine Pine Tree Services Ltd.	1-\$18,300.00	1-\$6,100.00
	2-\$18,650.00	2-\$6,200.00
	3-\$19,000.00	3-\$6,300.00
Brian & Wanda Russell	\$4,500.00	\$1,200.00
Dave Gillett & Nancy Cox	\$4,000.00	\$1,000.00
Kolton Helgesen	\$8,000.00	\$4,000.00

RFT 2025-05 Pickup  
 Truck.

Council is presented with tenders to open for RFT 2025-05 Pickup Truck.

**C118-25(3-11-25)**

**RESOLUTION by Councillor Hansen to open tenders at 9:35 a.m. for RFT 2025-05 Pickup Truck, administration will analyze the results and bring back a recommendation later in the meeting. CARRIED.**

Company	Amount
Metro Ford Sales Ltd.	\$52,960.00
Windsor Motors (1975) Ltd.	\$55,056.18 including GST

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NEW BUSINESS:  
COUNCIL

Councillor Reports

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

**C119-25(3-11-25)**

**RESOLUTION by Councillor Giesbrecht to table the Councillor Reports to later in the meeting. CARRIED.**

**C120-25(3-11-25)**

**RESOLUTION by Reeve Bean to cancel the Peace River School Division Board of Trustee delegation scheduled for Thursday, March 13, 2025, and request a meeting with the Board at a later date. CARRIED.**

**C121-25(3-11-25)**

**RESOLUTION by Councillor Walmsley to request a delegation from the Northwestern Polytechnic Dean to a future Council Meeting. CARRIED.**

Reeve Bean recessed the meeting at 10:33 a.m.  
Reeve Bean reconvened the meeting at 10:39 a.m.

DELEGATION:

Mighty Peace  
Wireless

Mighty Peace Wireless was in attendance to discuss the fibre optic build program for Clear Hills County.

Reeve Bean recessed the meeting at 12:08 p.m.  
Reeve Bean reconvened the meeting at 12:50 p.m.

Councillor Giesbrecht left the meeting at 12:50 p.m.

CORPORATE  
SERVICES

Accounts Payable  
February 26, 2025 to  
March 11, 2025

A list of expenditures for Clear Hills County for the period of February 26, 2025 to March 11, 2025 is provided for Council's review.

**C122-25(3-11-25)**

**RESOLUTION by Councillor Hansen that Council receives for information the Accounts Payable report for Clear Hills County for the period of February 26, 2025, to March 11, 2025, for a total of \$660,237.53. CARRIED.**

Policy 7006  
Library Funding

Policy 7006 – Library Funding provides guidelines for granting funds to the local libraries to assist with maintaining service levels and current technology.

**C123-25(3-11-25)**

**RESOLUTION by Reeve Bean that Council adopt Policy 7006 – Library Funding, as amended. CARRIED.**

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Policy 5601 Cemetery Grant

Policy 5601 – Cemetery Grant provides guidelines for granting funds to assist with the maintenance or upgrading of public cemeteries and burial sites within the County.

**C124-25(3-11-25)**

**RESOLUTION by Councillor Ruecker that Council adopt Policy 5601 – Cemetery Grant as presented. CARRIED.**

NEW BUSINESS:  
COUNCIL

**C125-25(3-11-25)**

**RESOLUTION by Councillor Ruecker for administration to gather information on alternative options apart from the North Peace Regional Landfill for the Clear Hills County Transfer Stations waste. CARRIED.**

**C126-25(3-11-25)**

**RESOLUTION by Reeve Bean to receive the Councillor Reports for information, as presented. CARRIED.**

Bylaw 296-25 LUB Amendment – Application to Rezone

Council is presented with Bylaw 296-25 for the purpose of amending the Land Use Bylaw and rezoning 5.47 hectares (13.5 acres) of SE-26-83-3-W6 from Agricultural District 1 (AG1) to Country Residential (CR) for a proposed subdivision.

**C127-25(3-11-25)**

**RESOLUTION by Reeve Bean to deny the request to amend Land Use Bylaw 278-23, for the rezoning of 5.47-hectare (13.5 acre) portion of SE-26-83-3-W6 from Agricultural District 1 (AG1) to Country Residential (CR). CARRIED.**

Rental Equipment – Draft Policy 6310

Council is presented with a draft of the Rental Equipment Policy. This draft reflects changes to fees and booking requirements for non-County residents.

**C128-25(3-11-25)**

**RESOLUTION by Councillor Hansen to approve Policy 6310 Rental Equipment, as presented. CARRIED.**

28<sup>th</sup> Annual Trade Show Dance

**C129-25(3-11-25)**

**RESOLUTION by Councillor Walmsley to accept for information that there will not be a dance to follow the 28<sup>th</sup> Annual Trade Show due to no community group interest in providing the service. CARRED.**

PUBLIC WORKS

Tender Award – Cleardale Utility Servicing/ Service Road Extension/ Lift Station

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Construction	Council is presented with the analysis for Tender No. CA0031293.3729 Hamlet of Cleardale Utility Servicing/ Service Road Extension/ Lift Station Construction.
<b>C130-25(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>
Dust Control Locations	Council is presented with information for dust control application at specific locations within Clear Hills County.
<b>C131-25(3-11-25)</b>	<b>RESOLUTION by Councillor Ruecker to approve the application of dust control at specific locations within Clear Hills County, as presented. CARRIED.</b>
Proceed to Tender-Line Painting	Council is presented with a request for decision to proceed to tender for pavement line painting.
<b>C132-25(3-11-25)</b>	<b>RESOLUTION by Councillor Hansen to proceed to tender for pavement line painting. CARRIED.</b>
Proceed to Tender-Pavement Crack Sealing	Council is presented with a request for decision to proceed to tender for pavement crack sealing.
<b>C133-25(3-11-25)</b>	<b>RESOLUTION by Councillor Ruecker to proceed to tender for pavement crack sealing. CARRIED.</b>
Disposal of Assets Units 53 & 54	Council is presented with information regarding disposing of the following vehicles in a future local Auction: Units 53 & 54.
<b>C134-25(3-11-25)</b>	<b>RESOLUTION by Councillor Hansen to proceed with the disposal of unit 53- 2017 Dodge 1500 crew cab and unit 54- 2018 Ford F150 crew cab at a future local auction, as presented. CARRIED.</b>
Tender Award – RFT 2025-05 Pickup Truck	Council is presented with the analysis for RFT 2025-05 Pickup Truck.
<b>C135-25(3-11-25)</b>	<b>RESOLUTION by Councillor Hansen to award RFT 2025-05 Pickup Truck to Windsor Motors (1975) Ltd. for the amount of \$52,434.46, funds allocated in the Multi Year Capital Plan. CARRIED.</b>

WRITTEN REPORTS

Chief Administrative  
 Officer's Report

Chief Administrative Officers Report

**C136-25(3-11-25)**

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

Corporate Services  
 Manager's Report

Corporate Services Manager's Report

**C137-25(3-11-25)**

**RESOLUTION by Councillor Ruecker to receive the Corporate Services Manager's Report for information, as presented. CARRIED.**

Reeve Bean recessed the meeting at 1:53 p.m.  
 Reeve Bean reconvened the meeting at 1:57 p.m.

Public Works  
 Manager's Report

Public Works Manager's Report

**C138-25(3-11-25)**

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

COUNCIL  
 INFORMATION

Information for Councils review

**C139-25(3-11-25)**

**RESOLUTION by Councillor Hansen to receive the Council Information 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.

**C140-25(3-11-25)**

**RESOLUTION by Councillor Hansen to accept for information March, April and May 2025 calendar updates of Councillor meetings for information, as presented. CARRIED.**

Date	Meeting	Attendee
March 26	Tri-Council	All
March 28	PREDA	Bean
March 26	NPH	Walmsley
April 14	NWSAR	Bean & Walmsley
March 13	GGAMAA	Walmsley
April 28	NPRL	Ruecker
May 5	MPTA AGM	Bean
May 12	NWSAR	Bean
May 24	Peace Library	Bean
March 13	PRSD Board Delegation	Bean & Janzen

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C141-25(3-11-25)

**RESOLUTION by Reeve Bean to receive the delegation from Mighty Peace Wireless for information and direct administration to proceed with preparing a draft contract with the discussed conditions. CARRIED.**

ADJOURNMENT

Reeve Bean adjourned the March 11, 2025 Regular Council Meeting at 3:10 p.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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CHIEF ADMINISTRATIVE OFFICER