

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
COUNTY COUNCIL CHAMBERS
April 14, 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)
Audrey Bjorklund	Community Development Manager (CDM)
Bonnie Morgan	Executive Assistant (EA)

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA
C171-15(04/14/15)**

RESOLUTION by Deputy Reeve Klassen to adopt the agenda governing the April 14, 2015 Regular Council Meeting, as presented. CARRIED.

**APPROVAL OF
MINUTES
Previous Regular
Meeting Minutes**

C172-15(04/14/15)

RESOLUTION by Councillor Fletcher to adopt the minutes of the March 24, 2015 Regular Council Meeting, as presented. CARRIED.

PUBLIC HEARING

There were no public hearings.

**NEW BUSINESS:
COUNCIL
Management
Team Activity Report**

C173-15(04/14/15)

Council reviewed the most recent Management Team Activity Report.

RESOLUTION by Councillor Croy to accept the March 24, 2015 Management Team Activity Report, as presented. CARRIED.

**Capital and
Operational Grant
Funding**

C174-15(04/14/15)

Reeve Johnson requested the Multi Year Capital Plan and grant funding be added to today's agenda for discussion.

RESOLUTION by Councillor Frixel to receive the discussion regarding the Multi Year Capital plan and grant funding for information. CARRIED.

TENDER OPENING

Tender Opening
2015-08

Tender 2015-08 closed on Friday, April 10, 2015 at 4:00 p.m. Council will open 2015-08, and have it analyzed and brought back to a future meeting.

C175-15(04/14/15)

RESOLUTION by Deputy Reeve Klassen to open Tender 2015-08 Transportation of Water from Cleardale to Bear Canyon water Distribution Point at 9:45 a.m. and have it analyzed and brought back to a future meeting. CARRIED.

Company	Amount
Worsley Water Service	Single axel \$250.00 Tandem Axel \$400.00

Brushing of
Intersections

Councillor Fletcher is requesting a discussion regarding brushing of intersections outside of right of ways.

C176-15(04/14/15)

RESOLUTION by Councillor Fletcher to visit some of the areas of concern on the intersection brushing during the road tour scheduled for April 20, 2015. CARRIED.

Reeve Johnson recessed the meeting at 9:57 a.m.
Reeve Johnson reconvened the meeting at 10:00 a.m.

DELEGATIONS

Wilde and
Company
Teleconference Call

Council is being presented at 10:00 a.m. today with copies of the draft 2014 Audited Financial Statement.

C177-15(04/14/15)

RESOLUTION by Deputy Reeve Klassen to accept the 2014 Audited Financial Statement, as presented by Wilde and Company Inc. CARRIED.

Ratepayer Meetings

Councillor Svederus requested a discussion regarding adding a question box to the April 15th & 16th ratepayer meetings with pre-made questions for ratepayers to answer.

C178-15(04/14/15)

RESOLUTION by Councillor Fletcher to receive the discussion regarding adding a question box to the April 15th & 16th ratepayer meetings for information. CARRIED.

Draft Question for
Eligible Electors
Within Clear Hills
County

Council requested the draft question for eligible electors within Clear Hills County be brought back to today's meeting for discussion.

C179-15(04/14/15)

RESOLUTION by Councillor Fletcher to table the discussion regarding the draft question for eligible electors within Clear Hills County to later in the meeting. CARRIED.

DELEGATIONS

Worsley Agricultural Society

Worsley Agricultural Society members will be in attendance at 10:45 a.m. to discuss funding for repairs on various items.

Reeve Johnson recessed the meeting at 11:00 a.m.
Reeve Johnson reconvened the meeting at 11:12 a.m.

C180-15(04/14/15)

RESOLUTION by Councillor Svederus to approve a General Grant in the amount of \$100,000.00 (one hundred thousand dollars) to the Worsley Agricultural Society for the Worsley Arena upgrades and repairs, with funds to be allocated from the Recreation Reserve. CARRIED.

C181-15(04/14/15)

RESOLUTION by Councillor Fletcher to raise the discussion regarding the draft question for eligible electors off the table. CARRIED.

C182-15(04/14/15)

RESOLUTION by Councillor Croy to table the draft question for eligible electors until after the Small Communities Grant recipients are announced. CARRIED.

Proposal 2015-P01-
Gravel Supply

Proposals were opened on February 10, 2015 for the Gravel Supply and Stockpile-east end- (120,000 metric tonnes). After analyzing the proposals they did not meet the requirements of the County.

C183-15(04/14/15)

RESOLUTION by Councillor Frixel to not award Proposal 2015-P01- Gravel Supply and Stockpile-east end- (120,000 metric tonnes) as none of the proposals met the requirements of the County. CARRIED.

Inter-Provincial Meeting

Council is presented with information regarding the Inter-provincial and Inter-municipal Annual Meeting that will take place on Wednesday April 22, 2015 at the Savanna Agricultural Society Recreation Complex in Silver Valley, Alberta.

C184-15(04/14/15)

RESOLUTION by Councillor Fletcher to approve the attendance of all Council and to receive for information the Inter-provincial and Inter-municipal Annual Meeting that will take place on Wednesday, April 22, 2015 at the Savanna Agricultural Society Recreation Complex in Silver Valley, Alberta, with the following additions to be added to the agenda: signage regarding time change between provinces, road bans and Clayhurst crossing upgrades. CARRIED.

Medical Clinic

- Budget
Councillor Svederus attended the Medical Clinic Meeting on Wednesday, March 25, 2015. Council is presented with the 2015 Municipal requisitions and draft Physical Recruitment agreement.
- C185-15(04/14/15)** **RESOLUTION by Councillor Svederus to approve the 2015 Medical Clinic Budget and proposed \$13,978.00 (thirteen thousand nine hundred and seventy eight dollars) requisition for Clear Hills County. CARRIED.**
- Sponsorship
Request- Fairview
Chamber of
Commerce
Council is presented with a sponsorship request from the Fairview and District Chamber of Commerce.
- C186-15(04/14/15)** **RESOLUTION by Councillor Croy to approve the sponsorship request from the Fairview and District Chamber of Commerce for advertising of their annual Employee Showcase and Job Fair for the amount of \$200.00 (two hundred dollars), funds to be allocated from the Economic Development operating budget. CARRIED.**
- Road Ban RB 15-01
On Thursday April 2, 2015 at 7:00 a.m. a 75% legal axle weight road ban was placed on all Clear Hills County gravel roads until further notice.
- C187-15(04/14/15)** **RESOLUTION by Councillor Croy to remove the current Road Ban RB 15-01, effective immediately. CARRIED.**
- Road Use
Agreement
Council requested information on implementing bonds for all road use agreements.
- C188-15(04/14/15)** **RESOLUTION by Councillor Croy to not proceed with the implementation of bonds for road use agreements, as this is not an acceptable practice without the enforcement of a bylaw enforcement officer on staff. CARRIED.**
- CORPORATE
SERVICES
Accounts Payable
(March 25, 2015 to
April 14, 2015)
A list of expenditures for Clear Hills County for the period of March 25, 2015 to April 14, 2015 is provided for Council's review.
- C189-15(04/14/15)** **RESOLUTION by Deputy Reeve Klassen that Council receives for information the Accounts Payable report for Clear Hills County for the period of March 25, 2015 to April 14, 2015 for a total of \$854,899.31 (eight hundred and fifty four thousand eight hundred and ninety nine dollars and thirty one cents). CARRIED.**

Doubtful Accounts

There is \$221,516.96 in outstanding accounts receivable and property taxes that require Council's consideration and approval for write-off.

C190-15(04/14/15)

RESOLUTION by Councillor Fletcher that Council authorizes the write-off of the following accounts, from the allowance set up for doubtful accounts, along with any finance charges that may have been levied against these accounts since March 31, 2015.

- **900632 \$4,062.98**
- **900640 \$234.54**
- **900687 \$3.77**
- **900694 \$426.43**
- **900698 \$153.58**
- **900702 \$323.70**
- **900760 \$215.19**

CARRIED.

Sick Leave Policy

Council is presented with the draft Policy HRP 4:04 – Sick Leave which provides guidelines for the accrual, use and payout of sick leave.

C191-15(04/14/15)

RESOLUTION by Councillor Fletcher that Council adopt the draft Policy HRP 4:04 Sick leave, as presented. CARRIED.

Revenue Policy
1202

Council is presented with the draft Policy 1202 Revenue which provides guidelines for revenue collection and recording.

C192-15(04/14/15)

RESOLUTION by Councillor Croy that Council adopt the draft Policy 1202 Revenue with the following change to Section 7.4: increase \$25.00 to \$100.00. CARRIED.

Reeve Johnson recessed the meeting at 11:58 a.m.
Reeve Johnson reconvened the meeting at 12:33 p.m.

Worsley Career and
Technical Studies
Class

The Worsley Central School Career and Technical Studies class was in attendance to make a presentation to Council at 11:50 a.m.

C193-15(04/14/15)

RESOLUTION by Councillor Ruecker to accept the Worsley Central School Career and Technical Studies class presentation for information. CARRIED.

COMMUNITY
SERVICES

Recreation Boards
Operational Grant

Council is presented with the 2015 Recreation Boards Operating Grant disbursement information for consideration.

C194-15(04/14/15)

RESOLUTION by Councillor Fletcher to table Policy 7001 Operational Grant for Recreation Boards and the 2015 grant disbursement to the next Council Meeting. CARRIED.

Shop Maintenance Council is presented with a revised cost estimate to replace the shop lights with energy efficient bulbs and install heat tape in the eaves trough.

C195-15(04/14/15) **RESOLUTION by Council Croy to authorize building repairs and maintenance costs in excess of the 2015 Operating Budget be covered by the Administration and Shop Building Reserve. CARRIED.**

Tradeshaw Review The 21st Annual Clear Hills County Agricultural Tradeshaw was held on Saturday, April 11, 2015 and Council is requested to provide feedback to assist with planning for the 2016 Tradeshaw.

C196-15(04/14/15) **RESOLUTION by Councillor Fletcher to receive the information on the 21st Annual Clear Hills County Agricultural Tradeshaw that was held on Saturday, April 11, 2015 for information. CARRIED.**

PUBLIC WORKS

Proceed to Tender
SE 34-87-10-W6M

Council to proceed with tender to straighten and reconstruct Range Road 102 north of the Clear Prairie Road for 1.25 miles, servicing SE 34-87-10-W6M.

C197-15(04/14/15) **RESOLUTION by Councillor Ruecker to proceed with tender to straighten and reconstruct Range Road 102 north of the Clear Prairie Road for 1.25 miles, servicing SE 34-87-10-W6M. CARRIED.**

Proceed to Tender
SW 1-85-2-W6M

Council to proceed with a tender to construct access east of Range Road 23 for 1¾ miles on Township Road 850 and 100 meters north of Township Road 850 on Range Road 21, servicing SW 1-85-2-W6M.

C198-15(04/14/15) **RESOLUTION by Councillor Croy to proceed with a tender to construct access east of Range Road 23 for 1.75 miles on Township Road 850 and 100 meters north of Township Road 850 on Range Road 21, servicing SW 1-85-2-W6M. CARRIED.**

Proceed to Tender
NE 25-85-6-W6M

Council to proceed with tender to construct 500 meters on Range Road 60, 1¾ miles north of Township Road 854, servicing NE 25-85-6-W6M.

C199-15(04/14/15) **RESOLUTION by Councillor Svederus to proceed with a tender a to construct 500 meters on Range Road 60, 1.75 miles north of Township Road 854, servicing NE 25-85-6-W6M. CARRIED.**

Township Road
842 Widening

Council to proceed with another section of widening on Township Road 842, starting at Range Road 51 and going east crossing Highway 64.

C200-15(04/14/15) **RESOLUTION by Reeve Johnson to proceed to tender for the section of widening on Township Road 842, starting at Range Road 33 and going west to Range Road 42. CARRIED.**

Range Road 32 Council discussed the reconstruction of Range Road 32 north of Highway 685 for 1 mile.

C201-15(04/14/15) **RESOLUTION by Councillor Croy to proceed with tender for the reconstruction of Range Road 32 north of Highway 685 for 1 mile. CARRIED.**

Road Tour Map Council is presented with the road tour map and locations for their review.

C202-15(04/14/15) **RESOLUTION by Councillor Ruecker to receive the discussion regarding the road tour for information. CARRIED.**

WRITTEN REPORTS

COUNCIL,
COMMITTEE &
MANAGERS

Council Reports

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

C203-15(04/14/15) **RESOLUTION by Councillor Croy to receive the previous months meetings that Council attended for information. CARRIED.**

Chief Administrative Officer's Report

The Chief Administrative Officer report was reviewed.

C204-15(04/14/15) **RESOLUTION by Councillor Svederus to accept the Chief Administrative Officer report for the April 14, 2015 Regular Council Meeting, as presented. CARRIED.**

Community Development Manager's Report

The Community Development Manager report was reviewed.

C205-15(04/14/15) **RESOLUTION by Councillor Frixel to accept for information the Community Development Manager's report for the April 14, 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 gave an oral report.

C206-15(04/14/15) **RESOLUTION by Councillor Croy to amend the grader beat contract moldboard requirements changing from a 16 foot moldboard to a 14 foot moldboard. CARRIED.**

C207-15(04/14/15)

RESOLUTION by Councillor Fletcher to accept for information the verbal Public Works Manager's report for April 14, 2015 Regular Council Meeting, as presented. CARRIED.

COUNCIL INFORMATION

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

- Alberta Fire Chiefs Association
- Municipal Affairs-MSI
- Municipal Affairs-MSI
- North Peace Housing-Autumn Lodge
- Alberta Seniors-Budget 2015
- Peace Library System-Survey

C208-15(04/14/15)

RESOLUTION by Councillor Ruecker to receive for information the correspondence presented at the April 14, 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.

C209-15(04/14/15)

RESOLUTION by Deputy Reeve Klassen to receive for information the April, May and June 2015 calendars, as presented.

Meeting	Date	Councillor
Interprovincial	April 22	All
NPHF Retreat	April 24	Fletcher
Worsley Health Board	April 20	Svederus
Fairview Medical	April 22	Svederus
		CARRIED.

CONFIDENTIAL ITEM(S)

There were no legal items discussed.

ADJOURNMENT

Reeve Johnson adjourned the April 14, 2015 Regular Council Meeting at 2:08 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER