

**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, JANUARY 11, 2022**

PRESENT	Amber Bean Abe Giesbrecht Danae Walmsley David Janzen Jason Ruecker Susan Hansen	Reeve Councillor Councillor Deputy Reeve Councillor Councillor
ABSENT	Nathan Stevenson	Councillor
ATTENDING	Allan Rowe Audrey Bjorklund Bonnie Morgan Lori Jobson Terry Shewchuk	Chief Administrative Officer (CAO) Community Development Manager (CDM) Executive Assistant (EA) Corporate Services Manager (CSM) Public Works Manager (PWM)
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> C001-22(01-11-22)	<b>RESOLUTION</b> by Deputy Reeve Janzen to adopt the agenda governing the January 11 , 2022 Regular Council Meeting with the following addition, 7.b.2 Designated Industrial Requisition Credit (DIRC) and Provincial Education Requisition Credit programs (PERC) applications. <b>CARRIED.</b>	
<u>APPROVAL OF MINUTES</u> Previous Regular Council Meeting Minutes		
C002-22(01-11-22)	<b>RESOLUTION</b> by Councillor Hansen to adopt the minutes of the December 7, 2021 Regular Council Meeting, as amended. <b>CARRIED.</b>	
Previous Policy & Priority Meeting Minutes		
C003-22(01-11-22)	<b>RESOLUTION</b> by Councillor Giesbrecht to adopt the minutes of the December 17, 2021 Policy & Priority Meeting, as presented. <b>CARRIED.</b>	
<u>Tender Opening</u> 2021-24 24' Deck Over Equipment Hauler Trailer	Council is presented with tenders to open for Tender 2021-24- 24' Deck Over Equipment Hauler Trailer.	

**C004-22(01-11-22)**

**RESOLUTION by Councillor Walmsley to open tenders at 9:35 a.m. for Tender 2021-24- 24' Deck Over Equipment Hauler Trailer, analyze results and bring back a recommendation to a future Regular Council Meeting. CARRIED.**

<b>Company</b>	<b>Amount</b>
North Country Customs	\$18,756.00 excluding tax
Tailers Direct	\$12,988.00 excluding tax

NEW BUSINESS:  
COUNCIL

Management Team  
Activity Report

Management activity report was reviewed.

**C005-22(01-11-22)**

**RESOLUTION by Deputy Reeve Janzen that the management activity report for December 7, 2021, be accepted, as presented. CARRIED.**

Councillor Reports

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

**C006-22(01-11-22)**

**RESOLUTION by Councillor Walmsley to receive the Councillor reports for information as presented. CARRIED.**

Peace River School  
Board Joint Meeting

Council is presented with a request to attend the annual joint meeting with the Peace River School Division Board of Trustees, on February 2, 2022, at 7:00 p.m. via Zoom

**C007-22(01-11-22)**

**RESOLUTION by Councillor Walmsley to approve the attendance of all Council the annual joint meeting with the Peace River School Division Board of Trustees and add to the agenda cost per student bus fee charged for in town pick-up locations and PRSD COVID Regulations, Mental Health Accessibility for students, on February 2, 2022, at 7:00 p.m. via Zoom. CARRIED.**

Peace River School  
Division Request for  
Support

Council is presented with correspondence from the Peace River School Division (PRSD) regarding the non-renewal of the Alberta Health Service funded psychiatrist that provides services to the children in need of them.

**C008-22(01-11-22)**

**RESOLUTION by Councillor Hansen to draft a letter of concern on the non-renewal for the Peace River School Division (PRSD) Alberta Health Service, funded psychiatrist Minister of Health, Associate Minister of Mental Health and Addictions and Minister of Education regarding. CARRIED.**

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REGULAR COUNCIL MEETING  
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Reeve Bean recessed the meeting at 10:37 a.m.  
Reeve Bean reconvened the meeting at 10:48 a.m.

COMMUNITY  
DEVELOPMENT:  
Agricultural Service  
Board  
Recommendations

Council is presented with recommendations from the Agricultural Service Board December 14, 2021, meeting for consideration.

Councillor Ruecker left the meeting at 10:50 a.m.

**C009-22(01-11-22)**

**RESOLUTION by Councillor Walmsley to approve as presented Agricultural Improvement Policy 6302 that has been amended by removing section 2.2. possible reimbursement of costs to attend events) due to the widespread availability of agricultural workshops and webinars that are being offered virtually in both recorded and live sessions, making these events more accessible for farmers and ranchers. CARRIED**

**C010-22(01-11-22)**

**RESOLUTION by Deputy Reeve Janzen to approve as presented Roadside Vegetation Control Policy 6304 that has been amended to reflect the mowing program has been moved to Agricultural Services from Public Works. CARRIED.**

**C011-22(01-11-22)**

**RESOLUTION by Reeve Bean to approve as presented Clubroot of Canola Policy 6306 that has been amended by removing section 3.1.2 as the landowner proximity notification process described in this section of the policy is not compliant with the Freedom of Information and Protection of Privacy Act (FOIP). CARRIED.**

**C012-22(01-11-22)**

**RESOLUTION by Councillor Giesbrecht to approve as presented Tradeshow Door Prizes Policy 6313 that has been updated with the 2023 to 2031 purchasing rotation between grocery and fuel providers in Cleardale, Hines Creek and Worsley. CARRIED.**

Clear Creek Fire  
Department  
Recommendations

Council is presented with recommendations from the Clear Creek Fire Committee December 8, 2021, meeting for consideration.

**C013-22(01-11-22)**

**RESOLUTION by Deputy Reeve Janzen to increase the 2022 Hines Creek Fire Department turnout gear Operating budget from \$15,000.00 to \$30,000.00 due to the number of suits that are in need of replacement. CARRIED.**

**C014-22(01-11-22)**

**RESOLUTION by Councillor Hansen to approve the following amendments on the Clear Creek Fire Committee Agreement to reflect current practices:  
2.2 change wording from 2 alternate to 1 alternate from each municipality,**

**2.2 b) change term from three years, to annually, coinciding with each Council's organizational meeting. CARRIED.**

**C015-22(01-11-22)**

**RESOLUTION by Deputy Reeve Janzen to accept for information that the Clear Creek Fire Committee recommends transferring any Fire Service budget surpluses to a Fire Services Capital/Equipment Replacement Reserve. CARRIED.**

GGAMAS Summer Student

Council is presented with a letter from Grimshaw Gravels Aquifer Management Advisory Association with regards to hosting a summer student.

Councillor Ruecker entered the meeting at 11:09 a.m.

**C016-22(01-11-22)**

**RESOLUTION by Councillor Walmsley to receive the letter from Grimshaw Gravels Aquifer Management Advisory Association with regards to hosting a summer student for information, as presented. CARRIED.**

Clear Hills County Tourism

At the December 17, 2021, Policy & Priorities meeting the committee recommended Council seek public input for tourism attractions and ideas.

**C017-22(01-11-22)**

**RESOLUTION by Reeve Bean to accept the discussion on tourism for information, as presented. CARRIED.**

Strategic Planning

Council is presented with information regarding Strategic Planning Facilitators.

**C018-22(01-11-22)**

**RESOLUTION by Councillor Hansen to hire Gordon McIntosh to facilitate a Strategic Planning session, as per his submitted proposal. CARRIED.**

Policy 3223 Driveway Snowplowing.

Councillor Walmsley requested a discussion regarding Policy 3223 Driveway Snowplowing.

**C019-22(01-11-22)**

**RESOLUTION by Deputy Reeve Janzen to receive the discussion regarding Policy 3223 Driveway Snowplowing for information, as presented. CARRIED.**

Road Use Agreements

Councillor Walmsley requested a discussion regarding Road Use Agreements.

**C020-22(01-11-22)**

**RESOLUTION by Councillor Walmsley to receive the discussion regarding Road Use Agreements for information, as presented. CARRIED.**

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

CORPORATE  
SERVICES

Accounts Payable  
November 24, 2021-  
January 11, 2022,

A list of expenditures for Clear Hills County for the period of November 24, 2021, to January 11, 2022, is provided for Council's review.

**C021-22(01-11-22)**

**RESOLUTION by Deputy Reeve Janzen that Council receives for information the Accounts Payable report for Clear Hills County for the period of November 24, 2021, to January 11, 2022, for a total of \$1,124,150.69. CARRIED.**

DIRC & PERC  
Applications

Alberta Municipal Affairs has amended the Designated Industrial Requisition Credit (DIRC) and Provincial Education Requisition Credit programs (PERC).

**C022-22(01-11-22)**

**RESOLUTION by Reeve Bean to direct Administration to proceed with the Designated Industrial Requisition Credit (DIRC) and Provincial Education Requisition Credit programs (PERC) submissions for the 2022 intake. CARRIED.**

COMMUNITY  
DEVELOPMENT  
CONTINUED:

Municipal  
Emergency  
Response Plan  
Risk Assessment

Annually Council reviews the Municipal Emergency Response Plan Risk Assessment to consider if the probability of occurrence or degree of severity has changed for potential disasters that could affect the County.

**C023-22(01-11-22)**

**RESOLUTION by Councillor Ruecker to adopt the Emergency Management Plan Risk Assessment as presented. CARRIED.**

Municipal  
Emergency  
Response Plan  
Exercise

The Local Authorities Emergency Management Regulation requires municipalities to complete an exercise annually. Administration is seeking direction from Council for planning the annual Emergency Management exercise.

**C024-22(01-11-22)**

**RESOLUTION by Reeve Bean to direct Administration to organize a Municipal Emergency Management tabletop exercise to be held**

during a future Policies & Priorities Committee Meeting.  
**CARRIED.**

Policy & Priority  
Meeting  
Recommendations

Council is presented with recommendations from the December 17, 2021, Policies & Priorities Committee meeting for consideration.

**C025-22(01-11-22)**

**RESOLUTION by Councillor Giesbrecht to establish a Parks Playground Committee comprised of Councillor Hansen, Councillor Ruecker and Councillor Walmsley and set a budgetary limit of maximum \$100,000.00 installed for each playground at the Running Lake, Stoney Lake and Sulphur Lake Parks.**  
**CARRIED.**

**C026-22(01-11-22)**

**RESOLUTION by Deputy Reeve Janzen to apply to Alberta Parks & Recreation for approval to remove understory and level sites to accommodate larger RV's at Running Lake, Stoney Lake and Sulphur Lake Parks.**  
**CARRIED.**

Peace Agronomy  
Update

Council is requested to provide approval for the Agricultural Service Board Members to attend the upcoming Peace Agronomy Update that is being held January 18, 2022, in Fairview.

**C027-22(01-11-22)**

**RESOLUTION by Deputy Reeve Janzen to approve all available Agricultural Service Board members to attend the Peace Agronomy Update that is being held January 18, 2022, at the Dunvegan Motor Inn in Fairview, AB.**  
**CARRIED.**

PUBLIC WORKS:

WRITTEN REPORTS  
MANAGERS

Chief Administrative  
Officer's Report

Chief Administrative Officer's report was reviewed.

**C028-22(01-11-22)**

**RESOLUTION by Councillor Hansen to receive the Chief Administrative Officer's report for information.**  
**CARRIED.**

Community  
Development  
Manager's Report

nothing to report

Corporate Services  
Manager's Report

Corporate Services Manager's report was reviewed.

**C029-22(01-11-22)**

**RESOLUTION by Reeve Bean to approve the draft Council Payroll Schedule for 2022, as presented.**  
**CARRIED.**

**C030-22(01-11-22)**

**RESOLUTION by Councillor Walmsley to receive the Corporate Services Manager's report for information. CARRIED.**

Public Works  
Manager's Report

Public Works Manager's report was reviewed.

Deputy Reeve Janzen left the meeting at 1:27 p.m.

**C031-22(01-11-22)**

**RESOLUTION by Councillor Ruecker to receive the Public Works Manager's report for information. CARRIED.**

COUNCIL  
INFORMATION

Council reviewed the information provided in Council Information

**C032-22(01-11-22)**

**RESOLUTION by Councillor Giesbrecht to receive the information provided in the Council Information, as presented. 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.

**C033-22(01-11-22)**

**RESOLUTION by Councillor Hansen to receive for information the January, February, and March 2022 calendars.**

Date	Meeting	Councillor
Feb 2	NPHF	Walmsley
Jan 17	MPTA Exec	Bean
Jan 14	MPTA Video Production	ALL
		<b>CARRIED.</b>

**C034-22(01-11-22)**

**RESOLUTION by Reeve Bean to approve the attendance of Council to attend the Mighty Peace Tourism Video production on Friday, January 14, 2022. CARRIED.**

CONFIDENTIAL  
ITEM(S)

Legal/Labour

legal items were discussed in a closed meeting.

**C035-22(01-11-22)**

**RESOLUTION by Reeve Bean that Council closes the meeting to the public as per Section 27, of FOIP at 2:07 p.m. CARRIED.**

**C036-22(01-11-22)**

**RESOLUTION by Councillor Hansen that Council reverts the meeting back to the public as per Section 27, of FOIP at 2:28 p.m. CARRIED.**

**C037-22(01-11-22)**

**RESOLUTION by Councillor Ruecker to receive the legal discussion for information, as presented. CARRIED.**

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ADJOURNMENT

Reeve Bean adjourned the January 11, 2022 Regular Council Meeting at 2:29 p.m.

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DATE

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REEVE

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DATE

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CHIEF ADMINISTRATIVE OFFICER