

**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, NOVEMBER 28, 2023**

PRESENT	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Amber Bean</td> <td style="width: 50%;">Reeve</td> </tr> <tr> <td>Abe Giesbrecht</td> <td>Councillor</td> </tr> <tr> <td>Danae Walmsley</td> <td>Councillor</td> </tr> <tr> <td>David Janzen</td> <td>Deputy Reeve</td> </tr> <tr> <td>Jason Ruecker</td> <td>Councillor</td> </tr> <tr> <td>Susan Hansen</td> <td>Councillor</td> </tr> <tr> <td>Nathan Stevenson</td> <td>Councillor</td> </tr> </table>	Amber Bean	Reeve	Abe Giesbrecht	Councillor	Danae Walmsley	Councillor	David Janzen	Deputy Reeve	Jason Ruecker	Councillor	Susan Hansen	Councillor	Nathan Stevenson	Councillor
Amber Bean	Reeve														
Abe Giesbrecht	Councillor														
Danae Walmsley	Councillor														
David Janzen	Deputy Reeve														
Jason Ruecker	Councillor														
Susan Hansen	Councillor														
Nathan Stevenson	Councillor														
ATTENDING	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Allan Rowe</td> <td style="width: 50%;">Chief Administrative Officer (CAO)</td> </tr> <tr> <td>Lori Jobson</td> <td>Corporate Services Manager (CSM)</td> </tr> <tr> <td>Terry Shewchuk</td> <td>Public Works Manager (PWM)</td> </tr> <tr> <td>Bonnie Morgan</td> <td>Executive Assistant (EA)</td> </tr> </table>	Allan Rowe	Chief Administrative Officer (CAO)	Lori Jobson	Corporate Services Manager (CSM)	Terry Shewchuk	Public Works Manager (PWM)	Bonnie Morgan	Executive Assistant (EA)						
Allan Rowe	Chief Administrative Officer (CAO)														
Lori Jobson	Corporate Services Manager (CSM)														
Terry Shewchuk	Public Works Manager (PWM)														
Bonnie Morgan	Executive Assistant (EA)														
ABSENT															
CALL TO ORDER	Reeve Bean called the meeting to order at 9:32 a.m.														
<u>ACCEPTANCE OF AGENDA</u> C638-23(11-18-23)	<b>RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the November 28, 2023 Regular Council Meeting, as presented. CARRIED.</b>														
<u>TENDER OPENING</u>	Reeve Bean recessed the meeting for the public hearing at 9:59 a.m.														
<u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes															
C639-23(11-28-23)	<b>RESOLUTION by Councillor Giesbrecht to adopt the minutes of the November 14, 2023, Regular Council Meeting, as presented. CARRIED.</b>														
C640-23(11-28-23)	<b>RESOLUTION by Councillor Walmsley to adopt the minutes of the November 16, 2023, Policy &amp; Priority Meeting, as Presented. CARRIED.</b>														
<u>NEW BUSINESS: COUNCIL</u> Management Team Activity Report	Management activity report was reviewed.														
C641-23(11-28-23)	<b>RESOLUTION by Councillor Stevenson that the management activity reports for November 28, 2023, be accepted, as presented. CARRIED.</b>														

Page 2 of 6  
REGULAR COUNCIL MEETING  
TUESDAY, NOVEMBER 28, 2023

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

Reeve Bean recessed the meeting for the public hearing at 10:00 a.m

PUBLIC MEETING Bylaw 287-23 - Land Use – 10:00 a.m.  
Bylaw 281-23- Advertising - 10:05 a.m.

Reeve Bean reconvened the meeting at 10:11 a.m

**C642-23(11-28-23) RESOLUTION by Reeve Bean to amend the Land Use bylaw to include discretionary approvals within a quarter section including subdivisions, to notify all the adjacent landowners sharing the quarter section borders. CARRIED.**

**C643-23(11-28-23) RESOLUTION by Councillor Ruecker to approve the allocation of \$5,000.00 from the Rate Stabilization, for the reclamation of ground fires persisting on private land as a direct outcome of the 2023 Wildfire. The full amount to be billed back to the Department of Emergency Services. CARRIED.**

**C644-23(11-28-23) RESOLUTION by Councillor Giesbrecht to receive the Council verbal and written reports for information, as presented. CARRIED.**

**C645-23(11-28-23) RESOLUTION by Reeve Bean to draft a letter for the Peace Libraries within Clear Hills County requisition boundaries, regarding legislative requirements and funding opportunities. CARRIED.**

Reeve Bean recessed the meeting at 11:16 a.m.  
Reeve Bean reconvened the meeting at 11:23 a.m.

Municipal Affairs-  
Municipal  
Government Act –  
5:1 Ratio

Council is presented with a proposed 10-year plan for Clear Hills County to come into compliance with Municipal Governments mandated 5:1 ratio for property tax rates.

**C646-23(11-28-23) RESOLUTION by Reeve Bean to approve the 10-year plan for Clear Hills County to come into compliance with Municipal Governments mandated 5:1 ratio for property tax rates. CARRIED.**

Mackenzie Municipal  
Services Agency  
Mackenzie Municipal  
Services Agency  
(MMSA)

Council is presented with information regarding the Mackenzie Municipal Services Agency (MMSA) agreement that is up for renewal December 31, 2024.

**C647-23(11-28-23)**

**RESOLUTION by Councillor Giesbrecht to notify Mackenzie Municipal Services Agency (MMSA) in writing that Clear Hills County will be ending its contracted services with them as of December 31, 2024. CARRIED.**

Member Balder  
Ruecker – (ASB)  
Agricultural Service  
Board

Council is presented with correspondence from Member Ruecker (Clear Hills County Agricultural Service Board) representative.

Councillor Ruecker declared pecuniary interest and left the room at 11: 32 a.m.

**C648-23(11-28-23)**

**RESOLUTION by Councillor Stevenson to receive the correspondence from Member Ruecker (Clear Hills County Agricultural Service Board) representative for information, as presented. CARRIED.**

Councillor Ruecker entered the meeting at 11:40 a.m.

Peace River School  
Division Board  
Joint Meeting

Council is presented with an invitation to attend the annual meeting with the PRSD (Peace River School Division) Board of Trustees on February 7, 2024, at 7:00 p.m. location to be determined.

**C649-23(11-28-23)**

**RESOLUTION by Deputy Reeve Janzen to approve the attendance of all Council to attend the annual meeting with the Peace River School Division Board of Trustees on February 7, 2024, at 7:00 p.m. location to be determined. CARRIED.**

Policy 6317- Biggest  
Vegetable Contest

**C650-23(11-28-23)**

**RESOLUTION by Councillor Hansen to adopt Policy 6317- Biggest Vegetable Contest, as presented. CARRIED.**

CORPORATE  
SERVICES

Accounts Payable  
November 15, 2023,  
to November 28, 2023

A list of expenditures for Clear Hills County for the period of November 15, 2023 to November 28, 2023 is provided for Council's review.

**C651-23(11-28-23)**

**RESOLUTION by Deputy Reeve Janzen that Council receives for information the Accounts Payable report for Clear Hills County for the period of November 15, 2023 to November 28, 2023 for a total of \$600,844.11. CARRIED.**

Draft 2024 Interim

Page 4 of 6  
REGULAR COUNCIL MEETING  
TUESDAY, NOVEMBER 28, 2023

Operation Budget Council is provided with the draft 2024 Interim Operating Budget for consideration.

Reeve Bean recessed the meeting at 11:54 a.m.  
Reeve Bean reconvened the meeting at 12:39 p.m.

**C652-23(11-28-23)** **RESOLUTION by Deputy Reeve Janzen to adopt the 2024 Interim Operating Budget effective January 1, 2024, as presented.**  
**CARRIED.**

Multi Year Capital Plan Council is being provided with a copy of the Multi Year Capital Plan.

**C653-23(11-28-23)** **RESOLUTION by Councillor Hansen that Council approves the Multi Year Capital Plan, as presented.**  
**CARRIED.**

2024 Funding Request – Fairview & Area Seniors Check in line.

The Fairview & Area Senior Check-In Line Society is requesting a general grant of \$7,000.00 to assist with their 2024 operating expenses that do not qualify for Family and Community Support Services (FCSS) funding.

**C654-23(11-28-23)** **RESOLUTION by Reeve Bean to approve a general grant of \$7,000.00 to the Fairview & Area Senior Check-In Line Society and include the funds in the 2024 Operating Budget.** **CARRIED.**

COMMUNITY

Policy 6804 –  
Appreciation Banquet

Council is presented with the draft Clear Hills County Appreciation Banquet - Policy 6804 for review.

**C655-23(11-28-23)** **RESOLUTION by Councillor Hansen to Adopt Policy 6804 Clear Hills County Appreciation Banquet, as presented.** **CARRIED.**

Policy 6805 Parades Council is presented with draft policy 6205- Clear Hills County Parades, outlining Councils participation in local parades in the County.

**C656-23(11-28-23)** **RESOLUTION by Councillor Ruecker to Adopt Policy 6202 Clear Hills County Parades, as presented.** **CARRIED.**

Clear Creek Fire Committee Recommendations

Council is presented with recommendations from the Clear Creek Committee (CCFC) meeting November 21, 2023, for Consideration.

**C657-23(11-28-23)** **RESOLUTION by Deputy Reeve Janzen to include \$3,000.00 to the Clear Creek Fire Committee operating budget for emergency type promotional items and accept the November 21, 2023, meeting minutes for information.** **CARRIED.**

Page 5 of 6  
REGULAR COUNCIL MEETING  
TUESDAY, NOVEMBER 28, 2023

Mutual Aid  
Agreements

Council is presented with the Clear Hills County Mutual Aid and Northwest Alberta Emergency Response Agreements with the Town of Manning for review and discussion.

**C658-23(11-28-23)**

**RESOLUTION by Reeve Bean to invite The Town of Manning Mayor McLeod, Deputy Mayor Schamehorn and CAO to a joint meeting with Clear Hills County to discuss the current Mutual Aid agreement. CARRIED.**

PUBLIC WORKS

Log Haul Route  
Request – Mercer

Council is presented with the Clear Hills County Mutual Aid and Northwest Alberta Emergency Response Agreements with the Town of Manning for review and discussion.

**C659-23(11-28-23)**

**RESOLUTION by Reeve Bean to approve the request from Mercer Peace River Pulp (MPR) to use local roads as log haul routes within Clear Hills County for the 2023/2024 haul season following all related aspects of the Clear Hills County Road Use agreement policy. Additional maintenance fees for using Clear Hills County local roads during the log haul season may occur for winter road maintenance (i.e., sand, salt & snow removal) based on the route and usage of the users. CARRIED.**

Proceed to Tender-  
One New Pickup  
Truck

Council is presented with information regarding proceeding to tender for the purchase of one new pickup truck.

**C660-23(11-28-23)**

**RESOLUTION by Deputy Reeve Janzen to proceed to tender for the purchase of one new pickup truck. CARRIED.**

WRITTEN REPORTS

Chief Administrative  
Officer's Report

Chief Administrative Officer's report.

Reeve Bean recessed the meeting at 1:59 p.m.  
Reeve Bean reconvened the meeting at 2:05 p.m.

**C661-23(11-28-23)**

**RESOLUTION by Deputy Reeve Janzen to receive the Chief Administrative Officers report for information, as presented. CARRIED.**

Corporate Services  
Manager's Report

Corporate Services Report.  
No report.

Public Works  
Manager's Report

Public Works Manager's Report

C662-23(11-28-23)

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

COUNCIL  
INFORMATION

Council is presented with correspondence, for information.  
Nothing to report.

C663-23(11-28-23)

**RESOLUTION by Councillor Walmsley to receive the correspondence, for information. CARRIED.**

CALENDARS

Council and administration shall review the upcoming months' calendars for Councillor Committee meetings to attend or that were attended, to assist Administration with record keeping and Council with reminders of upcoming meetings.

C664-23(11-28-23)

**RESOLUTION by Councillor Hansen to accept for information the November, December 2023 and January 2024 calendar updates of Councillor Committee meetings and important dates, for information, as presented.**

Date	Meeting	Attendee
Dec 5	BR-Rec	Walmsley
Dec 13	HPEC/Med	Hansen
Jan 12	NTAB	Bean
Jan 22	MPTA Board	Bean
Jan 27	PLS Exec	Bean
Jan 22-24	ASB Conference	Janzen, Ruecker
		<b>CARRIED.</b>

ADJOURNMENT

Reeve Bean adjourned the, November 28, 2023 Regular Council Meeting 2:31 p.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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