

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, AUGUST 15, 2023**

PRESENT

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

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Natasha Gillett	Community Services Clerk

ABSENT

Nathan Stevenson	Councillor
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CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

C410-23(08-15-23)

RESOLUTION by Reeve Bean to adopt the agenda governing the August 15, 2023 Regular Council Meeting, with the removal of 7.a.3 Land use bylaw review and 7.a.11 Award Tender 2023-08 Janitorial Services, as presented. CARRIED.

**APPROVAL OF
MINUTES**

Previous
Council
Meeting Minutes

C411-23(08-15-23)

RESOLUTION by Reeve Bean to adopt the minutes of the July 11, 2023, Regular Council Meeting, as presented. CARRIED.

C412-23(08-15-23)

RESOLUTION by Councillor Walmsley to adopt the minutes of the July 17, 2023, Policy and Priority Meeting, as presented. CARRIED.

C413-23(08-15-23)

RESOLUTION by Councillor Hansen to adopt the minutes of the July 24, 2023, Special Council Meeting, as presented. CARRIED.

TENDER OPENING

Janitorial Services

Council is presented with tenders to open for Tender 2023-08 Janitorial Services.

C414-23(08-15-23)

RESOLUTION by Councillor Giesbrecht to open tenders at 9:35 a.m. for Tender 2023-08 Janitorial Services, analyze the results and bring back a recommendation to a future council meeting. CARRIED.

Company	Amount
JDL Cleaning	\$2520.00 + GST/month \$35.00/hour extra
Vanessa Basnett	\$3500.00/month \$45.00/hour extra
Ann & Clayton Skerrett	\$1950.00/month

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	\$23.50/hour extra
Rose Building Maintenance Ltd.	\$3950.00 + GST/month \$25.50/hour extra

Hamlet of Cleardale
Pavement Overlay

Council is presented with tenders for Hamlet of Cleardale pavement overlay.

C415-23(08-15-23)

RESOLUTION by Deputy Reeve Janzen to open tenders at 9:35 a.m. for Hamlet of Cleardale pavement overlay Contract, WSP Canada Inc. will analyze results and bring back a recommendation. CARRIED.

Company	Amount
Wapiti Gravel Suppliers	\$409,624.04
Knelsen Sand & Gravel	\$317,746.32

NEW BUSINESS:
COUNCIL
Management Team
Activity Report

Management activity report was reviewed.

C416-23(08-15-23)

RESOLUTION by Councillor Ruecker that the management activity reports for August 15, 2023, be accepted, as presented. CARRIED.

Councillor Reports

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

C417-23(08-15-23)

RESOLUTION by Reeve Bean to receive the Council verbal and written reports for information, as presented. CARRIED.

DELEGATION
Source Inspired

Michelle Stam with Source Inspired (Brand Strategist and Design) will be in attendance as per Councils request.

Deputy Reeve Janzen recessed the meeting at 10:38 a.m.
Deputy Reeve Janzen reconvened the meeting at 10:46 a.m.

C418-23(08-15-23)

RESOLUTION by Councillor Giesbrecht to receive the delegation from Michelle Stam with Source Inspired (Brand Strategist and Design) for information and request a proposal to move forward with the rebranding strategy. CARRIED.

NEW BUSINESS:
COUNCIL
Application to Amend
Land Use Bylaw
Section 8.21

Council is presented with an application to amend Land Use Bylaw section 8.21 – The Keeping of Animals, requesting to enable and regulate institutional farms within the County.

C419-23(08-15-23)

RESOLUTION by Councillor Ruecker to table the discussion regarding the application from the Worsley Central School for the amendment of Land Use Bylaw section 8.21- Keeping of farm animals. Councillor Ruecker requested a recorded vote.

For	Against
Deputy Reeve Janzen	Councillor Walmsley
Councillor Ruecker	Reeve Bean
	Councillor Hansen
	Councillor Giesbrecht
	DEFEATED.

C420-23(08-15-23)

RESOLUTION by Reeve Bean to receive the application from the Worsley Central School from for the amendment of Land Use Bylaw section 8.21- Keeping of farm animals for information and deny the request, as presented. Reeve Bean requested a vote by secret ballot. CARRIED.

Policy 6803- New Event Grant Program

Council is presented with the amendments to Policy 6803 New Event Grant.

C421-23(08-15-23)

RESOLUTION by Councillor Hansen to approve the amendments and name change for Policy 6803- New Event Grant, as amended. CARRIED.

Northwest Species at Risk Committee

Council is presented with a request from Councillor Hansen to have herself removed as the representative for the Northwest Species at Risk Committee, as the meetings do not align with her current schedule.

C422-23(08-15-23)

RESOLUTION by Deputy Reeve Janzen to appoint Councillor Walmsley as a representative for Clear Hills County to the Northwest Species at Risk Committee on the council appointed boards and committees list as of August 15, 2023, and up to the 2023 Organizational Council Meeting. CARRIED.

Transfer Station- Sorting of Waste

Councillor Ruecker has been requested by the North Peace Regional Landfill Board to bring forward information regarding the sorting of waste at the local Transfer Stations.

C423-23(08-15-23)

RESOLUTION by Councillor Ruecker to request a sorting review for the Transfer Station attendants with the manager of the North Peace Regional Landfill. CARRIED.

CORPORATE SERVICES

Accounts Payable
 July 12, 2023, to
 August 8, 2023

A list of expenditures for Clear Hills County for the period of July 12, 2023, to August 8, 2023, is provided for Council's review.

C424-23(08-15-23)

RESOLUTION by Reeve Bean that Council receives for information the Accounts Payable report for Clear Hills County for the period of July 12, 2023, to August 8, 2023, for a total of \$680,500.86. CARRIED.

Deputy Reeve Janzen recessed the meeting at 11:54 a.m.
Deputy Reeve Janzen reconvened the meeting at 12:15 p.m.
Councillor Giesbrecht left the meeting at 12:15 p.m.

PUBLIC WORKS

Secondary Road
Maintenance

Council is presented with information regarding the estimated costs to maintain the gravel portion of Secondary Roads 735, 729, and 717, as requested.

C425-23(08-15-23)

RESOLUTION by Councillor Ruecker to proceed to negotiations with Alberta Transportation regarding taking over the road maintenance for the gravel portion of Secondary Roads 735, 729, and 717, with the cost being billed back to Alberta Transportation. CARRIED.

Policy 3201-
Road Construction

Council is presented with Road Construction Policy 3201 for review and approval.

C426-23(08-15-23)

RESOLUTION by Reeve Bean to approve draft Policy 3201- Road Construction, as presented. CARRIED.

Tender Awarding-
2023 Engineering of
Bridge Inspections &
Maintenance

Council is presented with the results of Tender 2023-07 2023 Engineering of Bridge Inspections and Maintenance. WSP Canada Inc. has met all the tenders' requirements.

C427-23(08-15-23)

RESOLUTION by Deputy Reeve Janzen to award WSP Canada Inc. Tender 2023-07 2023 Engineering of Bridge Inspections and Maintenance, for \$8,750.00, as presented with funds to be allocated from the Bridge Reserve. CARRIED.

Tender Awarding-
Hamlet of Cleardale
Pavement Overlay

WSP Canada Inc. has submitted the results of the tender analysis for the Hamlet of Cleardale pavement overlay.

C428-23(08-15-23)

RESOLUTION by Councillor Hansen to award the Hamlet of Cleardale pavement overlay to Knelsen Sand and Gravel Ltd. for the amount of \$317,746.32, funds to be allocated from the Road Construction Reserve. CARRIED.

WRITTEN REPORTS

Public Works
Manager's Report

Public Works Manager's Report

C429-23(08-15-23) **RESOLUTION by Councillor Walmsley to bring the Dust Control Policy to a future council meeting, for discussion. CARRIED.**

C430-23(08-15-23) **RESOLUTION by Councillor Hansen to receive the Public Works Manager's report for information, as presented. CARRIED.**

Deputy Reeve Janzen recessed the meeting at 1:27 p.m.
Deputy Reeve Janzen reconvened the meeting at 1:30 p.m.

CORPORATE
SERVICES

June Financial Report Council is presented with the Operating & Capital Budget Performance Reports for Clear Hills County for the period ending June 30, 2023.

C431-23(08-15-23) **RESOLUTION by Deputy Reeve Janzen that Council accepts for information the financial report for the period ending June 30, 2023, as presented. CARRIED.**

Transfer to
Investments

The County has two investment accounts. One is long-term which consists of several GIC's and one high interest savings account. The other is our cash management account which we draw funds from throughout the year to replenish our regular bank account to finance the day to day operations of the County.

C432-23(08-15-23) **RESOLUTION by Councillor Walmsley that Council authorizes the transfer and deposit of \$7,000,000.00 from our cash management account into our long-term investment account. CARRIED.**

FCSS Grant Funds The County has Family and Community Support Services (FCSS) funding that must be expended by December 31, 2023.

C433-23(08-15-23) **RESOLUTION by Councillor Hansen that Council drafts a letter to the (minister of Red Tape Reduction, Dale Nally,) regarding making the application and reporting process for Family and Community Support Services (FCSS) more attainable. CARRIED.**

C434-23(08-15-23) **RESOLUTION by Deputy Reeve Janzen that the remaining Family and Community Support Services (FCSS) grant funds be used to fund the Driveway Snowplowing Program for seniors and the disabled. CARRIED.**

Policy 4301- Regional
Landfill Waste
Disposal Access

Council is presented with a draft Regional Landfill Waste Disposal Access Policy.

C435-23(08-15-23) **RESOLUTION by Councillor Ruecker that Council adopts Policy 4301- Regional Landfill Waste Disposal Access, as presented. CARRIED.**

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Expencc Claim
Discussion

Council has requested to have a discussion regarding travel and expense claims.

C436-23(08-15-23)

RESOLUTION by Deputy Reeve Janzen that Council table the discussion regarding travel and expense claims until a future Council Meeting. CARRIED.

COMMUNITY
Wildfire Invoices

Council is presented with invoices for personal/company expenses accrued while assisting with Wildfire GW10018 in Clear Hills County.

C437-23(08-15-23)

RESOLUTION by Councillor Ruecker that Council table the discussion regarding the invoices for the personal/company expenses accrued while assisting with Wildfire GW10018, until a future Council meeting. CARRIED.

Deputy Reeve Janzen recessed the meeting at 2:22 p.m.
Deputy Reeve Janzen reconvened the meeting at 2:25 p.m.
Councillor Ruecker left the meeting at 2:25

Clear Hills County
BBQ Analysis

Council is presented with an analysis of the 18th Annual Clear Hills County BBQ and administration is requesting Councils feedback of the County BBQ.

C438-23(08-15-23)

RESOLUTION by Deputy Reeve Janzen to accept the analysis of the 18th Annual Clear Hills County BBQ for information, as presented. CARRIED.

Mutual Aid Agreement
Re: Town of Manning

Clear Hills County and the Town of Manning Fire Fighting Service Mutual Aid Agreement is up for review as per the current agreement. The Town of Manning is requesting that the current annual sum of \$2,500.00 be increased to \$10,000.00 annually, to cover Maintenance costs that their tanker truck and pumper truck obtain while traveling on the Chinchaga Forestry Road for call outs.

C439-23(08-15-23)

RESOLUTION by Reeve Bean that Council offers the Town of Manning an annual sum of \$5,000.00 for the Fire Fighting Mutual Aid Agreement. CARRIED.

WRITTEN REPORTS
Chief Administrative
Officer's Report

Chief Administrative Officer's report.

C440-23(08-15-23)

RESOLUTION by Deputy Reeve Janzen to receive the Chief Administrative Officer's report for information, as presented. CARRIED.

Corporate Services

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Manager's Report

Corporate Services Report.

C441-23(08-15-23)

RESOLUTION by Councillor Hansen to receive the Corporate Services Manager's report for information, as presented.
CARRIED.

COUNCIL INFORMATION

Council is presented with correspondence, for information.

C442-23(08-15-23)

RESOLUTION by Councillor Walmsley that Council receives for information the Council information presented at the August 15, 2023, Regular Council Meeting.
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.

C443-23(08-15-23)

RESOLUTION by Reeve Bean to approve the attendance of all Councillors to attend the Community Rural Crime Watch Meeting Tuesday August 15, 2023 at Friedenstal Hall, AB at 6:00 p.m.
CARRIED.

C444-23(08-15-23)

RESOLUTION by Deputy Reeve Janzen to accept for information August, September and October 2023 calendar updates of Councillor Committee meetings, that assist Administration with record keeping and Council with reminders of upcoming meetings.
CARRIED.

Date	Meeting	Attendee
August 9	MPT EXC	Bean
August 15	Community Rural Crime Watch	All
August 15	HC Rec Board	Hansen
August 22	CRAA	Bean
August 23	NWSAR	Bean, Walmsley
August 24	MMSA	Bean
August 25	Special Council Meeting Meeting	All
September 1	PRED A	Bean
September 15	NTAB	Bean
September 16	PLS Board	Bean

ADJOURNMENT

Deputy Reeve Janzen adjourned the, Augsut 15, 2023 Regular Council Meeting at 3:02 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER