

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, OCTOBER 10, 2023**

| | |
|--|---|
| PRESENT | <div>Abe Giesbrecht Councillor</div> <div>David Janzen Deputy Reeve</div> <div>Danae Walmsley Councillor</div> <div>Jason Ruecker Councillor</div> <div>Susan Hansen Councillor</div> |
| ATTENDING | <div>Allan Rowe Chief Administrative Officer (CAO)</div> <div>Terry Shewchuk Public Works Manager (PWM)</div> <div>Natasha Gillett Community Services Clerk (CSC)</div> |
| ABSENT | <div>Amber Bean Reeve</div> <div>Nathan Stevenson Councillor</div> |
| CALL TO ORDER | Deputy Reeve Janzen called the meeting to order at 9:30 a.m. |
| <u>ACCEPTANCE OF AGENDA</u> C530-23(10-10-23) | RESOLUTION by Councillor Giesbrecht to adopt the agenda governing the October 10, 2023 Regular Council Meeting, as presented. <div style="text-align: right;">CARRIED.</div> |
| <u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes C531-23(10-10-23) | RESOLUTION by Councillor Hansen to adopt the minutes of the September 26, 2023, Regular Council Meeting, as presented. <div style="text-align: right;">CARRIED.</div> |
| <u>NEW BUSINESS: COUNCIL</u> Management Team Activity Report | Management activity report was reviewed. Councillor Ruecker entered the meeting at 9:37 a.m. |
| C532-23(10-10-23) | RESOLUTION by Councillor Walmsley that the management activity reports for September 26, 2023, be accepted, as presented. <div style="text-align: right;">CARRIED.</div> |
| Councillor Reports | Council submits the meetings attended in the previous month and a report, if applicable. |
| C533-23(10-10-23) | RESOLUTION by Councillor Giesbrecht to receive the Council verbal and written reports for information, as presented. <div style="text-align: right;">CARRIED.</div> |
| C534-23(10-10-23) | RESOLUTION by Deputy Reeve Janzen that Council close the meeting to the public as per Section 27, of FOIP at 10:03 a.m. <div style="text-align: right;">CARRIED.</div> |

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C535-23(10-10-23)

**RESOLUTION by Councillor Ruecker that Council opens the meeting to the public as per Section 27, of FOIP at 10:17 a.m.
CARRIED.**

Continuing Education
Scholarship Report

Council is presented the Scholarship Funds Distribution report for the October 1st deadline of Continuing Education Scholarships.

C536-23(10-10-23)

RESOLUTION by Deputy Reeve Janzen to accept for information the dispersal of a \$3,000.00 scholarship for each of the 9 (nine) October 1, 2023 Continuing Education Scholarship applications that met the program criteria, listed below:

| | |
|-------------------|----------------------------|
| Ashton Hoffman | Heavy Equipment Technician |
| Declan Crossey | Bachelor of Science |
| Kade Lewis | Bachelor of Science |
| Amie Hoffman | Business Administration |
| Shaye Godberson | Geography Program |
| Anysa Hansen | Public Relations |
| Bailee Richardson | Bachelor of Agriculture |
| Tanner Dei | Civil Engineering |
| Tessa Chalmers | Bachelor of Biology |
| | CARRIED. |

CORPORATE
SERVICES

Accounts Payable
September 27, 2023,
to October 10, 2023

A list of expenditures for Clear Hills County for the period of September 27, 2023 to October 10, 2023 is provided for Council's review.

C537-23(10-10-23)

**RESOLUTION by Councillor Hansen that Council receives for information the Accounts Payable report for Clear Hills County for the period of September 27, 2023 to October 10, 2023 for a total of \$245,358.64.
CARRIED.**

Deputy Reeve Janzen recessed the meeting at 10:22 a.m.
Deputy Reeve Janzen reconvened the meeting at 10:28 a.m.

Policy 1127 –
Travel & Expense

At the September 26, 2023 Regular Council Meeting, Council discussed travel & expense claims.

C538-23(10-10-23)

**RESOLUTION by Councillor Giesbrecht that Council adopt Policy 1127 – Travel & Expense as presented.
CARRIED.**

COMMUNITY

2023 Wildfire Costs

Council is presented with an updated list of costs associated with the 2023 Wildfires.

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C539-23(10-10-23)

RESOLUTION by Councillor Walmsley to accept 2023 Clear Hills County wildfire costs to date for information, as presented.
CARRIED.

Tender 2023-13
Cleardale-Clear Hills
Fire Hall

Tender 2023-13 Cleardale-Clear Hills Fire Hall was opened on Tuesday, September 26, 2023 at 9:35 a.m. Council is presented with an analysis of the results.

C540-23(10-10-23)

RESOLUTION by Councillor Giesbrecht reject all Tenders for 2023-13 Cleardale- Clear Hills Fire Hall due to incompleteness and budgetary concerns.
CARRIED.

C541-23(10-10-23)

RESOLUTION by Deputy Reeve Janzen to bring information regarding the Clear Hills County Cleardale Fire Hall to the October 16, 2023 Policy and Priority meeting.
CARRIED.

PUBLIC WORKS

Zavisha Sawmills Ltd
- Log Haul Route

Council is presented with correspondence from Zavisha Sawmills Ltd. requesting approval to use Range Road 80 as a log haul route to transport the salvaged timber from Wildfire GWF018.

C542-23(10-10-23)

RESOLUTION by Councillor Walmsley to approve the request from Zavisha Sawmills Ltd. to use Range Road 80 as a log haul route to transport the salvaged timber from Wildfire GWF018, following all related aspects of the Clear Hills County Road Use Agreement.
CARRIED.

Proposal 2023-P09
Worsley Walking Path
Snow Removal

Council is presented with a request for decision regarding the Worsley Hamlet Walking Path Snow Removal. Tender 2023-P09 Worsley Hamlet Walking Path Snow Removal was opened on Tuesday, September 12, 2023 at 9:35 a.m. and awarded to Prestige Industry Corp. Tuesday, September 26, 2023. Prestige Industry Corp. has declined the contract.

Councillor Ruecker declared pecuniary Interest and left the meeting at 10:46 a.m.

C543-23(10-10-23)

RESOLUTION by Deputy Reeve Janzen to award Tender 2023-P09 Worsley Hamlet Walking Path Snow Removal to 1359773 AB Ltd. for year one: Walking Trail- Per Time \$160.00 Salt Application- \$50.00 Sidewalk- \$95.00 Salt Application- \$30.00, year two: Walking Trail- Per Time \$165.00 Salt Application- \$55.00 Sidewalk- \$100.00 Salt Application- \$30.00, year three: Walking Trail- Per Time \$170.00 Salt Application- \$60.00 Sidewalk- \$105.00 Salt Application- \$35.00, and year four: Walking Trail- Per Time \$175.00 Salt Application- \$65.00 Sidewalk- \$110.00 Salt Application- \$40.00. Funds to be allocated from the Worsley Hamlet Snow Removal Budget.
CARRIED.

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Tender 2023-10
Worsley Hamlet
Snow Removal

Council is presented with a request for decision regarding the Worsley Hamlet Snow Removal. Tender 2023-10 Worsley Hamlet Snow Removal was opened on Tuesday, September 12, 2023 at 9:35 a.m., and awarded to Prestige Industry Corp. Tuesday, September 26, 2023. Prestige Industry Corp. has declined the contract.

C544-23(10-10-23)

RESOLUTION by Councillor Hansen to award Tender 2023-10 Worsley Hamlet Snow Removal to Roaming Transport for \$159.00 per hour for year one, two, three, and four. Funds to be allocated from the Worsley Hamlet Snow Removal Budget. CARRIED.

Councillor Ruecker entered the meeting at 10:51 a.m.

Chinchaga Road
Management Ltd. –
Two Year Extension

Council is presented with a recommendation to approve a two-year extension to Chinchaga Road Management Ltd. as per section 4.3.3 in the contract for the provision of management and maintenance of the Chinchaga Road on behalf of Clear Hills County.

C545-23(10-10-23)

RESOLUTION by Councillor Ruecker to approve a two-year extension to Chinchaga Road Management Ltd., as per section 4.3.3 of the contract, for the provision of management and maintenance of the Chinchaga Road on behalf of Clear Hills County. CARRIED.

Deputy Reeve Janzen recessed the meeting at 10:58 a.m.
Deputy Reeve Janzen reconvened the meeting at 11:02 a.m.

Road Construction
Request –
Range Road 15

Council is presented with a road construction request to have an engineering firm perform a creek crossing cost and assessment for the construction of approximately 800m of new local road on Range Road 15 South of Secondary Highway 685.

C546-23(10-10-23)

RESOLUTION by Councillor Hansen to reject the road construction request for Range Road 15 South of Secondary Highway 685 due to budgetary concerns. CARRIED.

Councillor Walmsley declared pecuniary Interest and left the meeting at 11:25 a.m.

Road Construction
Request –
Range Road 64

Council is presented with a road construction request to have an engineering firm design and tender the construction of approximately 900 meters of a new local road on Range Road 64 North of Township Road 872.

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C547-23(10-10-23)

RESOLUTION by Councillor Giesbrecht to approve the use of an Engineering firm to design and tender the construction of approximately 900 meters of a new local road on Range Road 64 North of Township 872 and having the tendered project include a 50% material, 50% performance bond. CARRIED.

Councillor Walmsley entered the meeting at 11:36 a.m.

WRITTEN REPORTS

Chief Administrative
Officer's Report

Chief Administrative Officer's report.

C548-23(10-10-23)

RESOLUTION by Councillor Ruecker to request a discussion regarding the purchasing policy at a future Policy and Priority meeting. CARRIED.

C549-23(10-10-23)

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

Deputy Reeve Janzen recessed the meeting at 11:54 a.m.
Deputy Reeve Janzen reconvened the meeting at 12:17 p.m.

Corporate Services
Manager's Report

Corporate Services Report.

No report.

Public Works
Manager's Report

Public Works Manager's Report

C550-23(10-10-23)

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

COUNCIL
INFORMATION

Council is presented with correspondence, for information.

C551-23(10-10-23)

RESOLUTION by Deputy Reeve Janzen that Council receives for information the Council information, as presented. 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.

Councillor Giesbrecht left the meeting at 12:29 p.m.

C552-23(10/10/23)

RESOLUTION by Deputy Reeve Janzen to approve the attendance of Reeve Bean to the Northern Transportation Advocacy Bureau, Site C Dam tour on October 14th, 2023, in Fort St. John. CARRIED.

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C553-23(10-10-23)

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

| Date | Meeting | Attendee |
|-------------------|-----------------------|-----------------|
| October 12, 2023 | MPTA | Bean |
| November 20, 2023 | Medical Clinic & HPEC | Hansen |
| | | CARRIED. |

ADJOURNMENT

Deputy Reeve Janzen adjourned the, October 10, 2023 Regular Council Meeting 12:34 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER