

**MINUTES OF CLEAR HILLS COUNTY  
ORGANIZATIONAL MEETING  
COUNTY COUNCIL CHAMBERS  
TUESDAY, OCTOBER 24, 2023**

PRESENT	Amber Bean Abe Giesbrecht Danae Walmsley David Janzen Jason Ruecker Nathan Stevenson Susan Hansen	Councillor Councillor Councillor Councillor Councillor Councillor Councillor		
ABSENT				
ATTENDING	Allan Rowe Bonnie Morgan Natasha Gillett	Chief Administrative Officer (CAO) Executive Assistant (EA) Community Development Clerk (CDC)		
CALL TO ORDER	Chief Administrator Officer Allan Rowe called the meeting to order at 9:30 a.m.			
<u>ACCEPTANCE OF AGENDA</u>	Council will review the agenda governing the October 24, 2023, Organizational Meeting for Clear Hills County.			
O565-23(10-24-23)	<b>RESOLUTION by Councillor Bean that Council adopts the agenda governing the October 24, 2023, Organizational Meeting for Clear Hills County, as per Section 192 of the Municipal Government Act, as presented.</b> <b>CARRIED.</b>			
Voting Procedures	By resolution, Council shall determine if they wish to vote by secret ballot or show of hands, at the organizational meeting.			
O566-23(10-24-23)	<b>RESOLUTION by Councillor Janzen that Council determines that voting for the Reeve and Deputy Reeve is to be by secret ballot and the ballots count will be conducted by Natasha Gillett and Bonnie Morgan, with the remainder of the positions voted on by a show of hands.</b> <b>CARRIED.</b>			
Election of Reeve Procedures	Council will appoint a Reeve for Clear Hills County for 2023/2024 by a majority vote from amongst the Councillors.			
	Ruecker	Nominates	Janzen	Does not accept
	Giesbrecht	Nominates	Bean	Accepts
	Stevenson	Nominates	Ruecker	Accepts
O567-23(10-24-23)	<b>RESOLUTION by Councillor Bean that Council ends the nomination period for the election of a Reeve.</b> <b>CARRIED.</b>			
O568-23(10-24-23)	<b>RESOLUTION by Councillor Stevenson that Council, following the election process, declares Councillor Bean as Reeve for Clear Hills County.</b> <b>CARRIED</b>			

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Election of  
Deputy Reeve  
Procedures

Council will appoint a member for Clear Hills County for 2023/2024 by a majority vote from amongst the Councillors.

Hansen	Nominates	Janzen	Accepts
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**O569-23(10-24-23)**

**RESOLUTION by Councillor Giesbrecht that Council ends the nomination period for the election of a Deputy Reeve. CARRIED**

**O570-23(10-24-23)**

**RESOLUTION by Councillor Walmsley that Council, following the election process, declares by acclamation Councillor Janzen as Deputy Reeve for Clear Hills County. CARRIED.**

**O571-23(10-24-23)**

**RESOLUTION by Councillor Hansen that Council authorizes the destruction of the ballots for the election of Reeve immediately following the count. CARRIED.**

Appointment of  
Councillors to  
Committees and  
Boards

Clear Hills County Council will appoint members to serve on various in-house and external committees for 2023-2024. Council may determine, by resolution to remove or add a board or committee.

**O572-23(10-24-23)**

**RESOLUTION by Reeve Bean to appoint Deputy Reeve Janzen and Councillor Ruecker as the Clear Hills County representative and Councillor Giesbrecht as the alternate to the Agricultural Service Board on the Council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting. CARRIED.**

**O573-23(10-24-23)**

**RESOLUTION by Deputy Reeve Janzen to appoint Councillor Ruecker as the Clear Hills County Representative Deputy Reeve Janzen and Councillor Stevenson as the alternates to the Alberta Surface Rights on the Council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting. CARRIED.**

**O574-23(10-24-23)**

**RESOLUTION by Councillor Hansen to appoint Deputy Reeve Janzen as the Clear Hills County representative and Reeve Bean as the alternate to Mercer Peace River Pulp Ltd. Public Advisory Committee on the Council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting. CARRIED.**

**O575-23(10-24-23)**

**RESOLUTION by Reeve Bean to appoint Councillor Walmsley as the Clear Hills County representative and Deputy Reeve Janzen as the alternate to Grimshaw Gravel Aquifer Management Advisory Committee on the Council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting. CARRIED.**

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- O576-23(10-24-23) RESOLUTION by Councillor Giesbrecht to appoint Councillor Ruecker, Councillor Walmsley, Councillor Hansen, Councillor Giesbrecht and Deputy Reeve Janzen as the Clear Hills County representatives to Municipal Planning Commission on the Council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting. CARRIED.
- O577-22(11-01-22) RESOLUTION by Deputy Reeve Janzen to appoint Councillor Walmsley as the Clear Hills County representative and Reeve Bean as the alternate to North Peace Housing Foundation & Coalition on the Council appointed boards and committees list as of November 1, 2022, and up to the 2023 Organizational Council Meeting. CARRIED.
- O578-22(11-01-22) RESOLUTION by Councillor Ruecker to appoint Reeve Bean as the Clear Hills County representative and Councillor Ruecker and Councillor Walmsley as the alternates to Northern Transportation Advisory Bureau on the Council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting. CARRIED.
- O579-23(10-24-23) RESOLUTION by Councillor Hansen to appoint Reeve Bean as the Clear Hills County representative and Councillor Ruecker and Councillor Walmsley as the alternates to the Peace Regional Economic Development Alliance on the Council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting. CARRIED.
- O580-23(10-24-23) RESOLUTION by Reeve Bean to appoint Councillor Giesbrecht as the Clear Hills County representative and Deputy Reeve Janzen as the alternate to Cleardale Recreation Board on the Council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting. CARRIED.
- O581-23(10-24-23) RESOLUTION by Councillor Giesbrecht to appoint Reeve Bean as the Clear Hills County representative to the Mackenzie inter-Municipal Subdivision and Development Appeal Board (SDAB) on the council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting. CARRIED.
- O582-23(10-24-23) RESOLUTION by Councillor Ruecker to appoint Reeve Bean and Councillor Stevenson as the Clear Hills County representative to the Clear Hills County Development Appeal Board on the council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting. CARRIED.
- O583-23(10-24-23) RESOLUTION by Deputy Reeve Janzen to appoint Reeve Bean as the Clear Hills County representative to the Village of Hines Creek Subdivision and Development Appeal Board (SDAB) on

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the council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting.  
**CARRIED.**

**O584-23(10-24-23)**

**RESOLUTION** by Councillor Giesbrecht to appoint Reeve Bean and Deputy Reeve Janzen as the Clear Hills County representatives to the Northern Alberta Elected Leaders on the council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting.  
**CARRIED.**

**O585-23(10-24-23)**

**RESOLUTION** by Reeve Bean to appoint Councillor Walmsley as the Clear Hills County representative and Deputy Reeve Janzen as the alternate to the Water North Coalition (WNC) on the council appointed boards and committees list as of November 1, 2023, and up to the 2024 Organizational Council Meeting.  
**CARRIED.**

Signing Authority

Council must authorize persons to sign all agreements, cheques, and other negotiable instruments for 2023-2024.

**O586-23(10-24-23)**

**RESOLUTION** by Councillor Hansen that Council appoints Reeve Bean, Deputy Reeve Janzen, Councillor Ruecker and the Chief Administrative Officer, Allan Rowe, and the Corporate Services Manager, Lori Jobson as signing authorities on agreements, cheques, and other negotiable instruments.  
**CARRIED.**

Date, Place & Time  
of Council &  
Committee  
Meetings

As per Procedural Bylaw 233-18 the date of Council meetings is scheduled for the 2nd and 4th Tuesdays in each month. The time of the meetings of Council shall commence as determined by resolution of Council at the annual Organizational meeting.

Section 193 of the Municipal Government Act requires Council to advertise the place of Council or Committee meetings. The meetings shall be advertised in the Monthly newsletter, which is distributed to the County residents' mailboxes.

193(1) A council may decide at a council meeting at which all the councillors are present to hold regularly scheduled council meetings on specified dates, times, and places.

**O587-23(10-24-23)**

**RESOLUTION** by Reeve Bean that Council schedules regular Council meetings to be held on the 2nd and 4th Tuesdays in each month beginning at 9:30 a.m. in the Worsley Council Chambers, with the exception of December 12, 2023, during December there shall be only one meeting.  
**CARRIED.**

Appointment of

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Professional Services    The following professional services are provided to Clear Hills County:  
Auditor  
Assessors  
Lawyers  
Planning Agency

**O588-23(10-24-23)**    **RESOLUTION by Deputy Reeve Janzen that Council appoints Wilde and Company as the Clear Hills County auditor for the period of January 1, 2024, to December 31, 2024. CARRIED.**

**O589-23(10-24-23)**    **RESOLUTION by Councillor Hansen that Council appoints Randy Affolder, Reliance Assessment Consultants Ltd. as the Clear Hills County Assessor for the period of January 1, 2024, to December 31, 2024.CARRIED.**

**O590-23(10-24-23)**    **RESOLUTION by Reeve Bean that Council appoints Brownlee LLP as the Clear Hills County lawyer for the period of January 1, 2024, to December 31, 2024. CARRIED.**

**O591-23(10-24-23)**    **RESOLUTION by Deputy Reeve Janzen that Council appoints Mackenzie Municipal Services Agency as the Clear Hills County planning agency for the period of January 1, 2024, to December 31, 2024.CARRIED.**

ADJOURNMENT    Reeve Bean adjourned the October 24, 2023, at 10:53 a.m.  
Organizational Meeting

\_\_\_\_\_  
DATE

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
DATE

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