

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
COUNTY COUNCIL CHAMBERS
SEPTEMBER 8, 2009**

PRESENT

Pete Nykolyshyn	Reeve
Bonnie Bigam	Councilor
Brian Harcourt	Councilor
Jake Klassen	Councilor
William (Bill) Moedt	Councilor
Charlie Johnson	Councilor

REGRETS

ATTENDING

Allan Rowe	PWM
Audrey Bjorklund	CDM
Charlotte Parker	EA

CALL TO ORDER

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

AGENDA

C720(09/08/09)

RESOLUTION by Councilor Johnson that Council adopts the Agenda governing the Regular Council Meeting of September 8, 2009, with additions. CARRIED.

AGENDA

ADDITIONS

- 2. b Letter of Resignation
- 5. h Drainage Ditches

Resignation of Reeve

Allan Rowe, Acting CAO handed out a letter of resignation from Francis Davis, as Reeve and Councilor of Clear Hills County Council, effective September 4, 2009.

Appointment of

Reeve

C721(09/08/09)

RESOLUTION by Councilor Johnson that Council appoints Deputy Reeve Nykolyshyn as Reeve of Clear Hills County until the organizational meeting in October. CARRIED.

MINUTES

C722(09/08/09)

RESOLUTION by Councilor Klassen that Council adopts the minutes of the Regular Council Meeting of August 25, 2009, as presented. CARRIED.

- C723(09/08/09)** **RESOLUTION by Councilor Moedt that Council adopts the minutes of the Special Meeting on August 28, 2009, as presented. CARRIED.**
- COUNCIL
Senior Management
Activity Report
- The report from the Senior Management Activity Report was reviewed.
- C724(09/08/09)** **RESOLUTION by Councilor Klassen that Council accepts for information the Senior Management Team Activity Report, as presented. CARRIED.**
- Public Works/CAO
Report
- The Public Works/Acting CAO summarized the written report to Council.
- C725(09/08/09)** **RESOLUTION by Councilor Harcourt that Council receives the September 8, 2009 Public Works/CAO report for information, as presented. CARRIED.**
- ARMAA Meeting
- An ARMAA (Alberta Rural Municipalities Administrative Association) zone meeting is scheduled for October 2, 2009 in Woking, AB.
- C726(09/08/09)** **RESOLUTION by Councilor Bigam that Council accepts the information regarding the Alberta Rural Municipalities Administrative Association Meeting in Woking, AB. CARRIED.**
- C727(09/08/09)** **RESOLUTION by Councilor Moedt that Council go in camera to discuss a land issue at 10:06 a.m. CARRIED.**
- C728(09/08/09)** **RESOLUTION by Councilor Harcourt that Council comes out of the in camera session at 10:24 a.m. CARRIED.**
- C729(09/08/09)** **RESOLUTION by Councilor Harcourt that Council directs administration to obtain further information on the land development proposal and bring it back to the next Council meeting. CARRIED.**
- Organizational
Meeting Information
- Council will review the most recent Council Appointment Chart, in preparation for the upcoming Organization Meeting in October.
- C730(09/08/09)** **RESOLUTION by Councilor Klassen that Council directs Committee and Board member representatives to complete the questionnaire in regard to their appointed positions. These must**

be returned to Charlotte Parker, EA by September 23, 2009 for analysis and preparation of an updated/current Committee and Board Member list for the October 13, 2009 organizational meeting. **CARRIED.**

Credit Card Policy

Council reviewed the revised credit card policy.

C731(09/08/09)

RESOLUTION by Councilor Moedt that Council adopts the revised credit card policy, as presented, effective September 8, 2009. CARRIED.

Reeve Nykolyshyn called for a recess at 10:50 a.m.

Reeve Nykolyshyn re-convened the meeting at 10:57 a.m.

Personnel

Council will take this opportunity to present Wendy Schmaltz, Corporate Services Manager with a token of appreciation for her years of service to the County.

C732(09/08/09)

RESOLUTION by Councilor Moedt that Council present a plaque to Wendy Schmaltz, in appreciation for her years of service at a future meeting, as she was not in attendance. CARRIED.

DELEGATIONS

Basnett Oilfield
Services

There was a delegation present at 11:00 a.m. from Basnett Oilfield Services regarding the Chinchaga Road Maintenance Proposal.

C733(09/08/09)

RESOLUTION by Councilor Klassen that Council receives for information the delegation from Basnett Oilfield Services Ltd. regarding the Chinchaga Road Maintenance Proposal. CARRIED.

CORPORATE

Finance – Accounts
Payable

A list of expenditures for Clear Hills County for the period of August 26, 2009 to September 8, 2009 is provided for Council's review and ratification.

C734(09/08/09)

RESOLUTION by Councilor Harcourt that Council ratifies the expenditures for Clear Hills County for the period of August 26, 2009 to September 8, 2009 for a total of \$421,977.33. CARRIED.

COMMUNITY
DEVELOPMENT

CDM Report

The Community Development Manager reported on Community Development topics.

- C735(09/08/09)** **RESOLUTION by Councilor Moedt that Council receives the Community Development Manager's report for information.**
CARRIED.
- Plan 802KS Block 3 Landowners on Plan 802KS Block 3 have requested that the lot boundaries be marked, prior to them consenting to registration of the survey plan, based on lines of occupation.
- C736(09/08/09)** **RESOLUTION by Councilor Bigam that Council authorizes administration to have the lot boundaries on Plan 802KS Block 3 marked so the landowners can see the lot boundaries, based on the Lines of Occupation survey.**
CARRIED.
- Fire Notification The Clear Creek Fire Commission followed up on Council's request to look into having local contacts for each area to verify the need of the fire department when there is a fire call that comes in, and consider alternate methods of communication for weekends.
- C737(09/08/09)** **RESOLUTION by Councilor Bigam that Council table fire notification methods until administration has time to look further into the issue.**
CARRIED.
- Capital Grant The Worsley Volunteer Fire Department has submitted a request for a one year extension to complete their Fitness Equipment Capital Grant project.
- C738(09/08/09)** **RESOLUTION by Councilor Bigam that Council approves a one year extension for the completion of the Worsley Volunteer Fire Department's Fitness Equipment Capital Grant Project.**
CARRIED.
- Bylaw 125-09 A 10:00 a.m. public hearing was held for Bylaw No. 125-09, an amendment to Land Use Bylaw 107-08, to designate the All Saints Anglican Church located on SW 14-83-13-W6M as a Municipal Historic Resource in compliance with the requirements of the *Historical Resources Act*.
- C739(09/08/09)** **RESOLUTION by Councilor Bigam that Council open the public hearing of Bylaw 125-09, designation of the All Saints Anglican Church on SW 14-83-13-W6M as a Municipal Historic Resource, at 10:00 a.m.**
CARRIED.
- There was one member from the public present. There were no presentations to speak for or against Bylaw 125-09.

C740(09/08/09) **RESOLUTION by Councilor Johnson that Council close the public hearing at 10:05 a.m. for Bylaw 125-09, designation of the All Saints Anglican Church on SW 14-83-13-W6M as a Municipal Historic Resource. CARRIED.**

C741(09/08/09) **RESOLUTION by Councilor Moedt that Council gives second reading to Bylaw 125-09, a bylaw to amend the Land Use Bylaw 107-08 to designate the All Saints Anglican Church located on SW 14-83-13-W6M as a Municipal Historic Resource as per Section 26 of the *Historic Resources Act*. CARRIED.**

C742(09/08/09) **RESOLUTION by Councilor Johnson that Council gives third and final reading to Bylaw 125-09, a bylaw to amend the Land Use Bylaw 107-08 to designate the All Saints Anglican Church located on SW 14-83-13-W6M as a Municipal Historic Resource as per Section 26 of the *Historic Resources Act*. CARRIED.**

PUBLIC WORKS

Brushing Tender

Brushing Tenders were received and opened at the Regular Council Meeting on August 11, 2009.

C743(09/08/09) **RESOLUTION by Councilor Klassen that Council directs administration to award the road allowance brushing contract for SE 19-83-5 to NE 18-83-5 (+50 meters south), to Ben A. Basnett Construction Ltd., for the tender bid price of \$8,500 plus GST. Work to be completed by December 31, 2009. CARRIED.**

North Peace Landfill

Modified transfer stations are being considered for Clear Prairie and Bear Canyon landfill sites to deal with house hold garbage.

C744(09/08/09) **RESOLUTION by Councilor Klassen that Council directs administration to include bins for modified transfer stations at Clear Prairie and Bear Canyon landfill sites, for the purpose of transporting household garbage. CARRIED.**

Reeve Nykolyshyn recessed for lunch at 12:02 p.m.

The meeting re-convened at 12:42 p.m.

Resignation Letter

Resignation Letter From Reeve Davis. A letter was handed out to Council from Reeve Davis announcing her resignation.

C745(09/08/09) **RESOLUTION by Councilor Johnson that Council receives the letter from Reeve Davis concerning her resignation as Councilor and Reeve of Clear Hills County, for information. CARRIED.**

Drainage Ditch Agenda addition

C746(09/08/09) **RESOLUTION by Councilor Harcourt that Council receive for information the discussion regarding the installation of a culvert on drainage ditch located at SE 35 82 6 W6,. CARRIED.**

Battle River Oilfield Construction Ltd. There was a delegation present at 1:00 p.m. from Battle River Oilfield Construction Ltd. regarding the Chinchaga Road Maintenance Proposal.

C747(09/08/09) **RESOLUTION by Councilor Harcourt that Council receives for information the delegation from Battle River Oilfield Construction Ltd. and that Council directs administration to bring back an analysis and recommendation for the maintenance contract for the Chinchaga Road. CARRIED.**

INFORMATION &
CORRESPONDENCE

Correspondence

Council reviewed correspondence:

- a. Letter from Municipal Affairs
- b. Letter from AB. Health and Wellness
- c. Northern Sunrise County
- d. Northern Sunrise County
- e. STARS Foundation
- f. Family & Community Resource Centre
- g. Centre for Research & Innovation
- h. AB. Municipal Affairs
- i. Electoral Boundaries
- j. M.D. of Northern Lights Letter

C748(09/08/09) **RESOLUTION by Councilor Bigam that Council receives the correspondence for information, as presented. CARRIED.**

REVIEW OF
CALENDARS

Council and Administration reviewed the upcoming months' meetings.

C749(09/08/09) **RESOLUTION by Councilor Moedt that Council accepts for information the calendar update. CARRIED.**

Reeve Nykolyshyn called for a recess at 1:55 p.m.

The meeting re-convened at 2:00 p.m.

Catering Tender
Opening

Catering Tender opening was scheduled for 2:00 p.m.

C750(09/08/09)

RESOLUTION by Councilor Bigam that Council directs administration to open the catering tenders that were received. CARRIED.

C751(09/08/09)

RESOLUTION by Councilor Harcourt that Council receives for information and directs administration to do an analysis of catering tenders received, based on Terms of Reference as advertised, and bring a recommendation to the Council meeting on September 22, 2009 for Council approval. The catering contract will be for regularly scheduled Clear Hills County Council, Agricultural Service Board and Clear Creek Fire Commission Meetings, for the period of September 1, 2009 to December 31, 2010. CARRIED.

C752(09/08/09)

RESOLUTION by Councilor Johnson that Council goes in camera at 2:10 p.m. to discuss land, legal and labor issues. CARRIED.

CONFIDENTIAL

Land

Legal

Labor

C753(09/08/09)

RESOLUTION by Councilor Harcourt that Council comes out of camera at 3:30 p.m. CARRIED.

C754(09/08/09)

RESOLUTION by Councilor Moedt that council accepts the offer of sale on Plan 802KS Block 3 Lot 7 for \$56,200. CARRIED.

C755(09/08/09)

RESOLUTION by Councilor Klassen that Council directs administration to bring back an analysis and recommendation for the maintenance contract for the Chinchaga Road. CARRIED.

C756(09/08/09)

RESOLUTION by Councilor Johnson that Council accepts Wendy Schmaltz's resignation and authorizes three months severance based on her current annual rate, effective September 1, 2009. CARRIED.

C757(09/08/09)

RESOLUTION by Councilor Harcourt that Council enter into a contact with Wendy Schmaltz to provide accounting and finance

services at a rate of \$150.00 per hour based on 10 to 15 hours per week, ending December 31, 2009 to complete the following services:

- Completion of 2010 Operating and Capital Budget
 - Completion of Integrated Community Sustainability Plan,
 - Completion of Monthly Financial Reports,
 - Completion of Grant Reporting as required,
 - Training of new Corporate Services Manager, and
 - Other duties as County requests and Contractor accepts
- CARRIED.**

ADJOURNMENT

Reeve Nykolyshyn adjourned the Regular Council Meeting on September 8, 2009 at 3:32 p.m.

DATE REEVE

DATE CHIEF ADMINISTRATIVE OFFICER

DATE OFFICIAL ADMINISTRATOR,
Aleks Nelson or Sandra Dohei