

**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, APRIL 22, 2025**

**PRESENT**

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

**ATTENDING**

Allan Rowe	Chief Administrative Officer (CAO)
Bonnie Morgan	Executive Assistant (EA)
Terry Shewchuk	Public Works Manager (PWM)
Lori Jobson	Corporate Services Manager (CSM)

**ABSENT**

**CALL TO ORDER**

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

**ACCEPTANCE OF  
AGENDA**

**C195-25(4-22-25)**

**RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the April 22, 2025 Regular Council Meeting, with the addition of 7.a. 6. Fire Bans, and table 4.a. Wilde & Company Delegation & Financial Statements, as amended. CARRIED.**

**C196-25(4-22-25)**

**RESOLUTION by Reeve Bean to schedule a Special Council Meeting on April 29, 2025 at 9:00 a.m. CARRIED.**

**APPROVAL OF  
MINUTES**

Previous Council  
Meeting Minutes

**C197-25(4-22-25)**

**RESOLUTION by Councillor Hansen to adopt the minutes of the April 8, 2025 Regular Council Meeting, as presented. CARRIED**

**TENDER OPENING:**  
Tender Opening- RFT  
2025-09 Pavement  
Crack Sealing

Council is presented with tenders to open for RFT 2025-09 Pavement Crack Sealing.

**C198-25(4-22-25)**

**RESOLUTION by Councillor Ruecker to open tenders at 9:35 a.m. for RFT 2025-09 Pavement Crack Sealing, administration will analyze the results and bring back a recommendation to later in the meeting. CARRIED.**

Company	Amount
Federal Sealing Services	\$1,595.00/km & \$1.90/m
1823625 Alberta Ltd. (Marshall Lines)	\$1,400/km & \$2.20/m

Tender Opening- RFT  
2025-10 Pavement  
Line Painting

Council is presented with tenders to open for RFT 2025-10 Pavement Line Painting.

Page 2 of 7  
REGULAR COUNCIL MEETING  
TUESDAY, APRIL 22, 2025

**C199-25(4-22-25)**

**RESOLUTION by Councillor Giesbrecht to open tenders at 9:35 a.m. for RFT 2025-10 Pavement Line Painting, administration will analyze the results and bring back a recommendation to later in the Meeting. CARRIED.**

Company	Amount
AAA Stripping and Sealing	\$777.75/km \$800/Crosswalk

Closed Meeting  
Legal

One labour item was discussed.

**C200-25(4-22-25)**

**RESOLUTION by Councillor Giesbrecht that Council closes the meeting to the public as per Section 27, of FOIP at 9:41 a.m. CARRIED.**

Councillor Stevenson entered the meeting at 9:45 a.m.  
Nathan Stevenson left the meeting at 10:25 a.m.

**C201-25(4-22-25)**

**RESOLUTION by Reeve Bean that Council opens the meeting to the public as per Section 27, of FOIP at 11:01 a.m. CARRIED.**

**C202-25(4-22-25)**

**RESOLUTION by Reeve Bean to accept Councillor Stevensons resignation for his position as Councillor for Ward 7 for Clear Hills County at 10:25 a.m. on April 22, 2025. CARRIED.**

NEW BUISNESS:  
COUNCIL  
Management Team  
Activity Report

Management activity report was reviewed.

**C203-25(4-22-25)**

**RESOLUTION by Councillor Hansen that the management activity report for April 8, 2025, be accepted, as presented. CARRIED.**

Councillor Reports

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

**C204-25(4-22-25)**

**RESOLUTION by Deputy Reeve Janzen to direct administration to look into options for securing water trucks/tanks to be ready Immediately when needed for fire callouts. CARRIED.**

**C205-25(4-22-25)**

**RESOLUTION by Councillor Walmsley to bring back Policy 1135 Advertising to a future Policy & Priority Meeting. CARRIED.**

**C206-25(4-22-25)**

**RESOLUTION by Councillor Giesbrecht to receive the Councillor Reports for information, as presented. CARRIED.**

PRSD Board Meeting

Council is presented with information regarding the upcoming May Board meeting with the Peace River School Division Board.

Page 3 of 7  
REGULAR COUNCIL MEETING  
TUESDAY, APRIL 22, 2025

**C207-25(4-22-25)**

**RESOLUTION by Deputy Reeve Janzen to approve the attendance of all Councillors to attend the Peace River School Division Board meeting on Monday, May 5, at 1:30 pm, at the Central Operations Building in Grimshaw. CARRIED.**

Reeve Bean recessed the meeting at 11:59 a.m.  
Reeve Bean reconvened the meeting at 12:21 p.m.

Request for Support –  
School Transportation  
Boundaries

Council is presented with a request for support regarding School Transportation Boundaries.

**C208-25(4-22-25)**

**RESOLUTION by Reeve Bean to table the discussion regarding the request for support regarding School Transportation Boundaries until a later meeting. CARRIED.**

Request for Support  
Sports Academy  
Program

Council is presented with a request for support regarding a Sports Academy Program for the Hines Creek School.

**C209-25(4-22-25)**

**RESOLUTION by Reeve Bean to table the request for support regarding a Sports Academy Program for the Hines Creek School until a later meeting. CARRIED.**

Fire Ban

Council requested a discussion regarding Fire Bans.

No action taken

CORPORATE  
SERVICES

Accounts Payable  
April 9, 2025 to  
April 22, 2025

A list of expenditures for Clear Hills County for the period of April 9, 2025 to April 22, 2025 is provided for Council's review.

**C210-25(4-22-25)**

**RESOLUTION by Councillor Giesbrecht that Council receives for information the Accounts Payable report for Clear Hills County for the period of April 9, 2025 to April 22, 2025 for a total of \$811,233.36, with funds to be transferred from Long Term Investments. CARRIED.**

2025 Operating  
Budget

Council is provided with the 2025 Operating Budget for consideration.

**C211-25(4-22-25)**

**RESOLUTION by Deputy Reeve Janzen to adopt the 2025 Operating Budget as presented with a decrease to the annual reserve contributions of \$558,636.00. CARRIED.**

Multi Year Capital  
Plan

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

Page 4 of 7  
REGULAR COUNCIL MEETING  
TUESDAY, APRIL 22, 2025

**C212-25(4-22-25)**

Bylaw No. 298-25  
Mill Rate

**RESOLUTION by Councillor Ruecker to adopt the Multi Year Capital Plan, as amended. CARRIED.**

Bylaw No. 298-25 authorizes the rates of taxation to be levied against assessable property within Clear Hills County for the 2025 taxation year.

**C213-25(4-22-25)**

**RESOLUTION by Councillor Ruecker that first reading be given to Bylaw No. 298-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2025 taxation year. CARRIED.**

**C214-25(4-22-25)**

**RESOLUTION by Councillor Giesbrecht that second reading be given to Bylaw No. 298-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2025 taxation year. CARRIED.**

**C215-25(4-22-25)**

**RESOLUTION by Councillor Walmsley to proceed to third and final reading of Bylaw No. 298-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2025 taxation year. CARRIED. UNANIMOUSLY.**

**C216-25(4-22-25)**

**RESOLUTION by Councillor Hansen that third reading be given to Bylaw No. 298-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the rates of taxation to be levied against assessable property within Clear Hills County for the 2025 taxation year. CARRIED.**

Bylaw No. 297-25 –  
Schedule of Fees &  
Charges

Council is presented with a revised Schedule of Fees & Charges for consideration.

**C217-25(4-22-25)**

**RESOLUTION by Deputy Reeve Janzen that first reading be given to Bylaw No. 297-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of establishing and revising fees and charges. CARRIED.**

**C218-25(4-22-25)**

**RESOLUTION by Reeve Bean that second reading be given to Bylaw No. 297-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of establishing and revising fees and charges. CARRIED.**

**C219-25(4-22-25)**

**RESOLUTION by Councillor Ruecker to proceed to third and final reading of Bylaw No. 297-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of establishing and revising fees and charges. CARRIED UNANIMOUSLY.**

Page 5 of 7  
REGULAR COUNCIL MEETING  
TUESDAY, APRIL 22, 2025

**C220-25(4-22-25)**

**RESOLUTION by Councillor Giesbrecht that third reading be given to Bylaw No. 297-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of establishing and revising fees and charges.**  
**CARRIED.**

COMMUNITY  
SERVICES

No items

PUBLIC WORKS  
RFT 2025-06 Bear  
Canyon Grader  
Beat 09.

Council is presented with the tender analysis for RFT 2025-06 Bear Canyon Grader Beat 09.

**C221-25(4-22-25)**

**RESOLUTION by Deputy Reeve Janzen to award RFT 2025-06 Bear Canyon Grader Beat 09, to Boschwick Contracting, for the hourly rate of: year 1- \$147.00, year 2- \$147.00, year 3- \$147.00, year 4- \$147.00, and year 5- \$147.00.**  
**CARRIED.**

Tender Awarding-  
Montagneuse Valley  
Grader Beat 03

Council is presented with the tender analysis for RFT 2025-07 Montagneuse Valley Grader Beat 03.

**C222-25(4-22-25)**

**RESOLUTION by Reeve Bean to award RFT 2025-07 Montagneuse Valley Grader Beat 03, to Stuber's Cat Services Ltd., for the hourly rate of: year 1- \$160.00, year 2- \$160.00, year 3- \$160.00, year 4- \$165.00, and year 5- \$165.00.**  
**CARRIED.**

Tender Awarding-  
Pavement Crack  
Sealing

Council is presented with the analysis of RFT 2025-09 Pavement Crack Sealing.

**C223-25(4-22-25)**

**RESOLUTION by Councillor Hansen to table the RFT 2025-09 Pavement Crack Sealing to a future Regular Council Meeting.**  
**CARRIED.**

Tender Awarding-  
Pavement Line  
Painting

Council is presented with the analysis of RFT 2025-10 Pavement Line Painting.

**C224-25(4-22-25)**

**RESOLUTION by Deputy Reeve Janzen to Table RFT 2025-10 Pavement Line Painting to a future Regular Council Meeting.**  
**CARRIED.**

Additional Roadside  
Right of Way  
Brushing

Council is presented with information regarding approving EM3 Services Inc. to complete the proposed additional roadside right of way brushing for the amount of \$26,400.00.

Page 6 of 7  
REGULAR COUNCIL MEETING  
TUESDAY, APRIL 22, 2025

**C225-25(4-22-25)** **RESOLUTION by Councillor Walmsley to approve EM3 Services Inc. to complete the proposed additional roadside right of way brushing for the amount of \$26,400.00, funds to be allocated from the 2025 operating budget. CARRIED.**

WRITTEN REPORTS

Chief Administrative  
Officer's Report

Chief Administrative Officers Report

**C226-25(4-22-25)** **RESOLUTION by Councillor Giesbrecht to receive the Chief Administrative Officers report for information, as presented. CARRIED.**

**C227-25(4-22-25)** **RESOLUTION by Councillor Walmsley to cancel the July 1, 2025 Policy & Priority Meeting. CARRIED.**

**C228-25(4-22-25)** **RESOLUTION by Councillor Hansen to reschedule the June 3, 2025 Policy & Priority Meeting to June 17, 2025. CARRIED.**

Corporate Services  
Manager's Report

Public Works  
Manager's Report

Public Works Manager's Report

**C229-25(4-22-25)** **RESOLUTION by Deputy Reeve Janzen to receive the Public Works Manager's report for information, as presented. CARRIED.**

COUNCIL  
INFORMATION

Information for Councils review –

**C230-25(4-22-25)** **RESOLUTION by Councillor Hansen to receive the Council information for information, as presented. CARRIED.**

CALENDARS

Council is presented with a calendar of upcoming meetings. This will aid administration in maintaining records and serve as a reminder for upcoming meetings for both the Council and administration.

**C231-25(4-22-25)** **RESOLUTION by Councillor Giesbrecht to accept for information April, May and June 2025 calendar updates of Councillor meetings for information, as presented. CARRIED.**

Date	Meeting	Attendee
June 17	P&P	All
July 1	P&P Cancelled	ALL
April 29	Special Council Meeting	ALL

**C232-25(4-22-25)** **RESOLUTION by Deputy Reeve Janzen that Council closes the meeting to the public as per Section 27, of FOIP at 2:08 p.m. CARRIED.**

Page 7 of 7  
REGULAR COUNCIL MEETING  
TUESDAY, APRIL 22, 2025

**C233-25(4-22-25)**      **RESOLUTION by Walmsley that Council opens the meeting to the public as per Section 27, of FOIP at 2:17 p.m. CARRIED.**

**C234-25(4-22-25)**      **RESOLUTION by Councillor Giesbrecht to table the Worsley Grader Beat awarding until the April 29, 2025, Special Council Meeting. CARRIED.**

ADJOURNMENT      Reeve Bean adjourned the April 22, 2025 Regular Council Meeting at 2:20 p.m.

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DATE

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REEVE

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DATE

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CHIEF ADMINISTRATIVE OFFICER