

**MINUTES OF CLEAR HILLS COUNTY  
REGULAR COUNCIL MEETING  
CLEAR HILLS COUNTY COUNCIL CHAMBERS  
TUESDAY, JUNE 24, 2025**

**PRESENT**

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

**ATTENDING**

Allan Rowe	Chief Administrative Officer (CAO)
Bonnie Morgan	Executive Assistant (EA)
Lori Jobson	Corporate Services Manager (CSM)

**ABSENT**

Abe Giesbrecht	Councillor
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**CALL TO ORDER**

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

**ACCEPTANCE OF  
AGENDA**

**C345-25(6-24-25)**

**RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the June 24, 2025 Regular Council Meeting, as presented. CARRIED.**

**APPROVAL OF  
MINUTES**

Previous Council  
Meeting Minutes

**C346-25(6-24-25)**

**RESOLUTION by Councillor Hansen to adopt the minutes of the June 17, 2025, Policy & Priority Meeting, as presented. CARRIED.**

**C347-25(6-24-25)**

**RESOLUTION by Councillor Walmsley to adopt the minutes of the June 10, 2025, Regular Council Meeting, as presented. CARRIED.**

**NEW BUISNESS:  
COUNCIL**

Management Team  
Activity Report

Management activity report was reviewed.

**C348-25(6-24-25)**

**RESOLUTION by Deputy Reeve Janzen that the management activity report for June 17, 2025, be accepted, as presented. CARRIED.**

**TENDER OPENING**

Tender No.  
CA0048031.3419 –  
Range Road 75

WSP Canda Inc. will be in attendance to open Tenders for Range Road 75 Tender No. CA0048031.3419.

**C349-25(6-24-25)**

**RESOLUTION by Councillor Hansen to open tenders at 9:35 a.m. for Range Road 75 Tender No. CA0048031.3419. WSP Canda Inc. will analyze the results and bring back a recommendation to a future council meeting. CARRIED.**

Company	Amount
Mainline Construction 2014 Ltd.	\$653,542.19
MDP Oilfield Services Ltd.	\$715,087.20
Newgen Projects Ltd.	\$506,380.00
1666321 Alberta Ltd.	\$470,678.37

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Tender 2025-11  
4 New Roof Top  
Air Conditioner Units

Council is presented with tenders to open for Tender 2025-11 Supply and Install 4 New Roof Top AC Units.

**C350-25(6-24-25)**

**RESOLUTION by Councillor Ruecker to open tenders for Tender 2025-11 Supply and Install 4 New AC units, analyze the results and bring a recommendation to a future Regular Council Meeting. CARRIED.**

Company	Amount
Zee Jay Mechanical	Opened
Pro West	Opened
AGS Ltd.	Opened
Renyolds Plumbing & Heating	Opened

Tender 2025-12  
Metal Cladding –  
Shop Wall

Council is presented with tenders to open for Tender 2025-12 Supply and Install Metal Cladding Over South Shop Wall.

**C351-25(6-24-25)**

**RESOLUTION by Deputy Reeve Janzen to open tenders for Tender 2025-12 Supply and Install Metal Cladding Over South Shop Wall, analyze the results and bring a recommendation to a future Regular Council Meeting. CARRIED.**

No tenders received

Councillor Reports

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

**C352-25(6-24-25)**

**RESOLUTION by Reeve Bean to table the Councillor Reports until later in the meeting. CARRIED.**

Reeve Bean recessed the meeting at 10:04 a.m.  
Reeve Bean reconvened the meeting at 10:10 a.m.

DELEGATIONS:  
Town of Fairview

Representatives from the Town of Fairview Council were in attendance to discuss funding for the Fairview Aquatic Centre.

**C353-25(6-24-25)**

**RESOLUTION by Reeve Bean to receive the delegation from the Town of Fairview Council and approve a General Grant in the amount of \$30,000.00 to the Town of Fairview to assist in the HVAC 2025 project at the Fairview Regional Aquatic Centre, funds to be allocated from the Recreation Reserve. CARRIED.**

Alberta Counsel

Alberta Counsel representatives were in attendance to present to Council.

Reeve Bean recessed the meeting at 11:27 a.m.  
Reeve Bean reconvened the meeting at 11:32 a.m.

**C354-25(6-24-25)**

**RESOLUTION by Reeve Bean to receive the delegation from Alberta Counsel for information, as presented. CARRIED.**

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<b>C355-25(6-24-25)</b>	<b>RESOLUTION by Councillor Hansen to raise the Councillor reports off the table.</b> <b>CARRIED.</b>
<b>C356-25(6-24-25)</b>	<b>RESOLUTION by Deputy Reeve Janzen to receive the Councillor reports for information, as presented.</b> <b>CARRIED.</b>
<b>C357-25(6-24-25)</b>	<b>RESOLUTION by Councillor Hansen to approve 2 days honorarium and mileage for Reeve Bean for coordinating the 2025 Seniors Tribute Video.</b> <b>CARRIED.</b>  Reeve Bean recessed the meeting at 12:03 p.m. Reeve Bean reconvened the meeting at 12:29 p.m.
Highway 64 Alignment (Clear River Valley)	Council reviewed the update regarding the Highway 64 Alignment (Clear River Valley).
<b>C358-25(6-24-25)</b>	<b>RESOLUTION by Deputy Reeve Janzen to approve the proposed plan from Alberta Transportation and Economic Corridors on the Highway 64 Alignment of the Clear River Valley.</b> <b>CARRIED.</b>
<u>CORPORATE SERVICES</u> Accounts Payable June 11, 2025 to June 24, 2025	A list of expenditures for Clear Hills County for the period of June 11, 2025 to June 24, 2025 is provided for Council's review.
<b>C359-25(6-24-25)</b>	<b>RESOLUTION by Councillor Ruecker that Council receives for information the Accounts Payable report for Clear Hills County for the period of June 11, 2025 to June 24, 2025, for a total of \$425,677.40, with funds to be transferred from Long Term Investments.</b> <b>CARRIED.</b>
Bylaw 300-25 Lending of Funds to The Worsley Clear Hills Ski Club	Council is presented with draft Bylaw 300-25 – Lending of Funds to the Worsley Clear Hills Ski Club for second and third reading.
<b>C360-25(6-24-25)</b>	<b>RESOLUTION by Deputy Reeve Janzen that second reading be given to Bylaw No. 300-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the lending of funds to the Worsley Clear Hills Ski Club.</b> <b>CARRIED.</b>
<b>C361-25(6-24-25)</b>	<b>RESOLUTION by Councillor Ruecker that third reading be given to Bylaw No. 300-25, a Bylaw of Clear Hills County, in the Province of Alberta, for the purpose of authorizing the lending of funds to the Worsley Clear Hills Ski Club.</b> <b>CARRIED.</b>
Policy 7011 Community Support Services Grant Program	Council is provided with a draft Policy 7011 – Community Support Services Grant for review.

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**C362-25(6-24-25)**

**RESOLUTION by Councillor Hansen that Council adopt Policy 7011 – Community Support Services Grant, as presented. CARRIED.**

Funding Request  
Village of Hines Creek

The Village of Hines Creek has sent a letter requesting additional funding for “25% tax incentives for the village ratepayers for 2025.”

**C363-25(6-24-25)**

**RESOLUTION by Reeve Bean to approve a Conditional Grant to the Village of Hines Creek, to be used toward a 25% tax rebate incentive applicable to the Commercial Assessment Codes for the Municipal portion of the Village of Hines Creek property taxes in 2025, in the amount of \$71,734.34, with funds to be allocated from the Rate Stabilization Reserve. CARRIED.**

**C364-25(6-24-25)**

**RESOLUTION by Councillor Hansen to approve a 2-year funding commitment of \$300,000.00 for 2026, and 2027, to the Village of Hines Creek to assist with operating expenses. CARRIED.**

COMMUNITY  
SERVICES

Municipal Emergency  
Management Plan  
Risk Assessment

Annually, Council reviews the Municipal Emergency Management Plan Risk Assessment to consider if the probability of occurrence or degree of severity has changed for potential disasters that could affect the County.

**C365-25(6-24-25)**

**RESOLUTION by Reeve Bean to table and bring back the Municipal Emergency Management Plan Risk Assessment to a future Policy & Priority Meeting. CARRIED.**

Bylaw No. 285-24  
Fire Ban

Council is presented with Bylaw No. 285-24 Fire Ban.

**C366-25(6-24-25)**

**RESOLUTION by Deputy Reeve Janzen to remove the Clear Hills County Fire Ban as per Bylaw 285-24, effective June 25, 2025, at 12:01 a.m. CARRIED.**

PUBLIC WORKS

Proceed to Proposal-  
2025 Bridge  
Inspections &  
Engineering of  
Maintenance

Council is presented with a request to proceed to Proposal for the 2025 Bridge Inspections and Engineering of Maintenance.

**C367-25(6-24-25)**

**RESOLUTION by Councillor Hansen to proceed to proposal for the 2025 Bridge Inspections and Engineering of Maintenance. CARRIED.**

WRITTEN REPORTS

Chief Administrative  
Officer's Report

Chief Administrative Officers Report

**C368-25(6-24-25)**

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

Corporate Services  
Manager's Report

nothing to report.

Public Works  
Manager's Report

Public Works Manager's Report

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**C369-25(6-24-25)**

COUNCIL  
INFORMATION

**RESOLUTION by Deputy Reeve Janzen to receive the Public Works Manager's report for information, as presented. CARRIED.**

Information for Councils review.

Nothing to report

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.

**C370-25(6-24-25)**

**RESOLUTION by Councillor Walmsley to accept for information June, July and August 2025 calendar updates of Councillor meetings for information, as presented. CARRIED.**

Date	Meeting	Attendee
June 30	HPEC	Hansen
June 28	Hines Creek Graduation	Walmsley
August 8	Zone 4	All
July 15/16	Wetlands workshop	Walmsley
July 14	NWSAR	Bean, Walmsley
		<b>CARRIED.</b>

**C371-25(6-24-25)**

**RESOLUTION by Reeve Bean to approve the attendance of Deputy Reeve Janzen to attend the Alberta Forest Products Association AGM and Conference, September 24-26, 2025, in Jasper, Alberta. CARRIED.**

**C372-25(6-24-25)**

**RESOLUTION by Councillor Hansen to approve the attendance of Councillor Walmsley to attend the Wetlands in Alberta's Peace Region workshop July 15-16, 2025, in Grimshaw, Alberta. CARRIED.**

Deputy Reeve Janzen left the meeting at 1:12 p.m.

CLOSED:

**C373-25(6-24-25)**

**RESOLUTION by Reeve Bean that Council closes the meeting to the public as per Section 27, of FOIP at 1:12p.m. CARRIED.**

**C374-25(6-24-25)**

**RESOLUTION by Councillor Walmsley that Council opens the meeting to the public as per Section 27, of FOIP at 1:20 p.m. CARRIED.**

ADJOURNMENT

Reeve Bean adjourned the June 24, 2025 Regular Council Meeting at 1:20 p.m.

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DATE

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REEVE

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DATE

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CHIEF ADMINISTRATIVE OFFICER