

**MINUTES OF CLEAR HILLS COUNTY
REGULAR COUNCIL MEETING
CLEAR HILLS COUNTY COUNCIL CHAMBERS
TUESDAY, SEPTEMBER 9, 2025**

PRESENT	Amber Bean David Janzen Jason Ruecker Susan Hansen Abe Giesbrecht Danae Walmsley	Reeve Deputy Reeve Councillor Councillor Councillor Councillor
ATTENDING	Allan Rowe Bonnie Morgan Lori Jobson	Chief Administrative Officer (CAO) Executive Assistant (EA) Corporate Service's Manager (CSM)
ABSENT		
CALL TO ORDER	Reeve Bean called the meeting to order at 9:30 a.m.	
<u>ACCEPTANCE OF AGENDA</u> C458-25(09-09-25)	RESOLUTION by Deputy Reeve Janzen to adopt the agenda governing the September 9, 2025 Regular Council Meeting with the addition of 7. a.6. Cleardale Sewer Manhole & Forced main repair, removal 7.b.4. Recreation Boards Operating Grant, as amended. CARRIED.	
<u>APPROVAL OF MINUTES</u> Previous Council Meeting Minutes C459-25(09-09-25)	RESOLUTION by Councillor Hansen to adopt the minutes of the August 26, 2025, Regular Council Meeting, as presented. CARRIED.	
Management Team Activity Report C460-25(09-09-25)	Management activity report was reviewed. RESOLUTION by Councillor Giesbrecht that the management activity report for August 26, 2025, be accepted, as presented. CARRIED.	
<u>NEW BUISNESS: COUNCIL</u> Councillor Reports	Council submits the meetings attended in the previous month and a report, if applicable.	
C461-25(09-09-25) <u>DELEGATION:</u> Corny Giesbrecht	RESOLUTION by Councillor Ruecker to receive the Councillor Reports for information, as presented. CARRIED. Corny Giesbrecht was in attendance to discuss with Council land access. Reeve Bean recessed the meeting at 10:22 a.m. Reeve Bean reconvened the meeting at 10:24 a.m.	
C462-25(09-09-25) Bylaw 301-25 LUB Amendment –	RESOLUTION by Councillor Giesbrecht to receive the delegation from Corny Giesbrecht regarding the construction of an access road to allow access to his land for information, as presented. CARRIED.	

Page 2 of 5
REGULAR COUNCIL MEETING
TUESDAY, SEPTEMBER 9, 2025

Application to Rezone

Council is presented with Bylaw 301-25 for the purpose of amending the Land Use Bylaw and rezoning 23.49 acres (9.51 hectares) of SE-9-85-10-W6 from Agricultural District 1 (AG1) to Country Residential (CR) for a proposed subdivision.

C463-25(09-09-25)

RESOLUTION by Councillor Giesbrecht to give first reading to Bylaw No. 301-25, a bylaw to amend Land Use Bylaw 278-23, rezoning a 23.49-acre (9.51 hectare) portion of SE-9-85-10-W6 from Agricultural District 1 (AG1) to Country Residential (CR). CARRIED.

C464-25(09-09-25)

RESOLUTION by Councillor Ruecker to approve a public hearing date of September 23, 2025 at 10:00 a.m. during the regular Council Meeting for proposed Bylaw 301-25. CARRIED.

County Christmas Hours

Council is presented with the following request, that Council approves replacing a Christmas gift for staff with a more flexible and inclusive approach, approving the following paid days off for each staff member.

C465-25(09-09-25)

RESOLUTION by Reeve Bean that Council authorizes the following paid days off, December 29-31, 2025, and Friday, January 2, 2026, as a Christmas gift for each County employee. CARRIED.

C466-25(09-09-25)

RESOLUTION by Councillor Hansen that Council authorizes the Clear Hills County office be closed from Wednesday, December 24, 2025, through Friday, January 2, 2026, for Christmas holidays. CARRIED.

Secondary Highway 717

Council is presented with information from Derek Young, Regional Director, Alberta Transportation, Peace Region Transportation & Economic Corridors on Secondary 717.

C467-25(09-09-25)

RESOLUTION by Councillor Hansen that administration draft a reply to Derek Young, Regional Director, Alberta Transportation, regarding the condition of Secondary Highway 717, including photos of the culverts and copying the Minister of Transportation, to emphasize the urgent need for repairs due to safety and accessibility concerns, specifically at two locations: east of Range Road 124, which has required repair for over a decade, and at the intersection of Highway 717 and Range Road 132. CARRIED.

Cleardale Sewer Manhole

Council is presented with a quote from Mainline Construction (2014) Ltd. for the repairs to the Hamlet of Cleardale sewer system. Repairs include: drilling approximately 125 meters of new forced main line, removal and replacement of the deteriorated manhole, and installation of a flush point on the existing forced main line.

C468-25(09-09-25)

RESOLUTION by Deputy Reeve Janzen approve Mainline Construction (2014) Ltd. quote of \$196,928.28 for the repairs to the Hamlet of Cleardale sewer system. Repairs including drilling approximately 125 meters of new forced main line, removal and replacement of the deteriorated manhole, and installation of a flush point on the existing forced main line. Funds to be allocated from the Sewer Reserve. CARRIED.

Page 3 of 5
REGULAR COUNCIL MEETING
TUESDAY, SEPTEMBER 9, 2025

CORPORATE
SERVICES

Accounts Payable
August 27, 2025, to
September 9, 2025

A list of expenditures for Clear Hills County for the period of August 27, 2025 to September 9, 2025 is provided for Council's review.

C469-25(09-09-25)

RESOLUTION by Deputy Reeve Janzen that Council receives for information the Accounts Payable report for Clear Hills County for the period of August 27, 2025, to September 9, 2025 for a total of \$425,989.23. CARRIED.

RFP 2025-P17 Audit
Services Proposal

Administration has analyzed the Audit Services proposal that was received. The proposal was an estimate and came in approximately \$20,000.00 over budget.

C470-25(09-09-25)

RESOLUTION by Councillor Ruecker to reject the proposal received for RFP 2025-P17 Audit Services due to budgetary constraints and direct Administration to negotiate a five-year engagement with Wilde and Company. If negotiations are unsuccessful, Administration is to publish another Request for Proposals for Audit Services. CARRIED.

Finance Charge Write
Off

Alberta Transportation has accrued finance charges for the period of November 2024 to September 2025 on invoices for firefighting services.

C471-25(09-09-25)

RESOLUTION by Councillor Giesbrecht to direct Administration to write off penalties in the amount of \$646.02 from account 900180 and to make the account penalty exempt due to the account being held by a provincial government entity. CARRIED.

COMMUNITY
SERVICES

Alberta Emergency
Management Agency
(AEMA) Local Authority
Elected Officials Course

Council is presented with information regarding the Alberta Emergency Management Agency (AEMA) Local Authority Elected Officials Course.

C472-25(09-09-25)

RESOLUTION by Reeve Bean to schedule the Alberta Emergency Management Agency (AEMA) Local Authority Elected Officials Course for December 8, 2025 and invite the Tri-Council to attend. CARRIED.

Policy 6201 Annual
Community BBQ

Council is presented with Policy 6201 Annual Community BBQ for review.

C473-25(09-09-25)

RESOLUTION by Councillor Walmsley to accept the discussion regarding Policy 6201 Annual Community BBQ as presented. CARRIED.

Bylaw No. 285-24
Fire Ban

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

Page 4 of 5
REGULAR COUNCIL MEETING
TUESDAY, SEPTEMBER 9, 2025

C474-25(09-09-25)

RESOLUTION by Councillor Walmsley to issue a Clear Hills County Fire Ban for all areas in Clear Hills County effective at 12:01 a.m., on September 10, 2025, as per Bylaw No. 285-24, with the following conditions applied: Permit small, supervised Safe Wood campfires in designated camping grounds and designated day use area following Safe Wood Campfire parameters. Permit small, supervised Safe Wood campfires on privately owned land following Safe wood Campfire parameters. CARRIED.

Reeve Bean recessed the meeting at 11:49 a.m.
Reeve Bean reconvened the meeting at 12:21 p.m.

PUBLIC WORKS

No items

WRITTEN REPORTS

Chief Administrative
Officer's Report

Chief Administrative Officers Report

C475-25(09-09-25)

RESOLUTION by Deputy Reeve Janzen to receive the Chief Administrative Officers report for information, as presented. CARRIED.

Corporate Services
Manager's Report

Corporate Services Manager's Report.

C476-25(09-09-25)

RESOLUTION by Councillor Giesbrecht to receive the Corporate Services Manager's report for information, as presented. CARRIED.

Public Works
Manager's Report

Public Works Manager's Report

C477-25(09-09-25)

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

COUNCIL
INFORMATION

Information for Councils review.

C478-25(09-09-25)

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.

C479-25(09-09-25)

RESOLUTION by Deputy Reeve Janzen to accept for information September, October and November 2025 calendar updates of Councillor meetings for information, as presented.

Date	Meeting	Attendee
September 24	Clear Creek Fire Committee	Hansen/Ruecker
November 17	EOEP Muni 101 Course	ALL COUNCIL
September 15	HPEC- Planning	Hansen
September 8	MPTA-	Bean
September 25	HPEC	Hansen
September 11	GGAMAC	Walmsley
September 17	ASB	Janzen/Ruecker
		CARRIED.

Page 5 of 5
REGULAR COUNCIL MEETING
TUESDAY, SEPTEMBER 9, 2025

C480-25(09-09-25) **RESOLUTION by Councillor Hansen that Council closes the meeting to the public as per Section 197 of the MGA at 1:07p.m. CARRIED.**

C481-25(09-09-25) **RESOLUTION by Councillor Giesbrecht that Council opens the meeting to the public as per Section 197 of the MGA at 1:22 p.m.**

C482-25(09-09-25) **RESOLUTION by Deputy Reeve Janzen to amend the August 29, 2025, purchase agreement for the residential lot in Cleardale from Plan 0726595, Block 1, Lot 21 to Plan 0726595, Block 1, Lot 20 due to the location of the County walking path. CARRIED.**

C483-25(09-09-25) **RESOLUTION by Reeve Bean to approve attendance of all Council to attend one of the Peace River Nuclear Power Project - Community Engagement Sessions being offered. CARRIED.**

ADJOURNMENT

Reeve Bean adjourned the September 9, 2025 Regular Council Meeting at 1:35 p.m.

DATE

REEVE

DATE

CHIEF ADMINISTRATIVE OFFICER