

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE VILLAGE OF HINES CREEK, held in Council Chambers October 14, 2025 at 7:00 p.m.

**PRESENT**

Hazel Reintjes Mayor  
Alison Bjornson Deputy Mayor  
Len Rimmer Councillor

**ATTENDING**

Wendy Wildman Chief Administrative Officer (Virtual)  
Kim Kuntz Administrative Assistant  
Eleanor Smith Executive Assistant

1 Member of the Public was in attendance in person.

**CALL TO ORDER**

Mayor Reintjes called the meeting to order at 7:00 p.m.

**APPROVAL OF AGENDA**

**C-408-25**  
October 14, 2025

**RESOLUTION by Deputy Mayor Bjornson to approve the Agenda for October 14 2025 Regular Meeting with the following additions:**

- 5. Reports**
  - c) Museum Report**
- 9. New Business**
  - h) Bin Rentals**
  - i) Park Maintenance**
  - j) Kitchen Lease Agreement**

**CARRIED**

**MINUTES**

**C-409-25**  
Regular Meeting of Council September 23, 2025

**RESOLUTION by Councillor Rimmer to approve the Minutes of the Regular Meeting of Council on September 23, 2025 as presented.**

**CARRIED**

**REPORTS**

**C-410-25**  
CAO Report to Council

**RESOLUTION by Councillor Rimmer to receive the Chief Administrative Officer's written and verbal report, to Council as information.**

**CARRIED**

**C-411-25**  
Hines Creek & District Recreation Board Recommendations

**RESOLUTION by Deputy Mayor Bjornson that the following recreational funding be approved as recommended by the Hines Creek and District Recreation Board at their October 8<sup>th</sup>, 2025 meeting:**

- \$16,000.00 to the Carter Camp Recreation Society**
- \$3,000.00 for the Hines Creek Community Volleyball Club rental of the gym for the 2025/2026 volleyball season, with the Village entering into an agreement with the Peace River School Division to have these funds sent directly to the School Division.**

**CARRIED**

**C-412-25**  
End of Steel Museum Report

**RESOLUTION by Councillor Rimmer to receive the End of Steel Museum verbal report as information.**

**CARRIED**

**FINANCIAL**

**C-413-25**  
Bank Reconciliation September, 2025

**RESOLUTION by Deputy Mayor Bjornson to receive the Bank Reconciliation month ending September, 2025 report as information.**

**CARRIED**

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**ACCOUNTS PAYABLE**

**C-414-25**

Accounts Payable  
October 14, 2025

**RESOLUTION by Councillor Rimmer to receive for information the Accounts Payable Cheque Listing including Cheque # 20250507 to Cheque # 20250539 totaling \$89,220.00 (Eighty-nine thousand, two hundred and twenty dollars and zero cents.)**

**CARRIED**

**NEW BUSINESS**

**C-415-25**

Canada Post

**RESOLUTION by Deputy Mayor Bjornson that administration prepare and forward a letter in support of Canada Post Corporation's services, emphasizing the importance of maintaining current postal service levels in rural communities.**

**CARRIED**

**C-416-25**

Development Officer  
Services

**RESOLUTION by Councillor Rimmer that Leanne Walmsley be appointed Development Officer for the Village of Hines Creek from now until the end of December 2025.**

**CARRIED**

**CLOSED SESSION**

**C417-25**

Christmas Hours

**RESOLUTION by Councillor Rimmer that pursuant to section 197(2) of the Municipal Government Act Council go into a closed meeting session at 7:24 p.m. to discuss Christmas Office Hours as per section 20(1) of the Access to Information Act - disclosure harmful to personal privacy.**

**CARRIED**

The meeting recessed from 7:24 p.m. to 7:26 p.m. to allow Administrative Assistant Kim Kuntz, Executive Assistant Eleanor Smith and 1 member of the public to leave the meeting.

Those present for the closed session: Mayor Hazel Reintjes, Deputy Mayor Alison Bjornson, Councillor Len Rimmer, CAO Wendy Wildman.

**OUT OF CLOSED SESSION**

**C-418-25**

**RESOLUTION by Deputy Mayor Bjornson to open the meeting to the public at 7:39 p.m.**

**CARRIED**

The meeting recessed from 7:39 p.m. to 7:42 p.m. to allow Administrative Assistant Kim Kuntz, Executive Assistant Eleanor Smith and 1 member of the public to return to the meeting.

**C-419-25**

Christmas Season  
Hours

**RESOLUTION by Councillor Rimmer that the Village of Hines Creek be closed commencing Wednesday December 24, 2025 to and including Friday January 2, 2026, with staff returning to work Monday, January 5, 2026. Staff will return to work during this time when/if required (WTP requirements, when the arena is open, for snow removal, water/sewer break, or other urgent matters), this closure will be advertised on Facebook and in the monthly newsletter.**

**CARRIED**

**C-420-25**

Christmas Dinner  
Event

**RESOLUTION by Deputy Mayor Bjornson that the Village participate in the Hines Creek and District Agricultural Society's December 6, 2026 Christmas Dine and Dance as its Council and staff Christmas Dinner, with the Village covering the cost of 2 tickets per person for Council (pre and post-election council) and all Staff members.**

**CARRIED**

**C-421-25**

Penalty Policy

**RESOLUTION by Councillor Rimmer that administration draft a policy with respect to the interpretation and application of tax and utility penalties, to be brought to council for review at a future Council meeting.**

**CARRIED**

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Chambers October 14, 2025 at 7:00 p.m.

**C-422-25**  
**Tax and Utility**  
**Penalty**  
**Cancellation**  
**Request**

**RESOLUTION by Councillor Rimmer that the penalty cancellation request, for the tax penalty in the amount of \$201.00 and the utility penalty in the amount of \$4.06, on tax and utility account #208000 be approved.**

**CARRIED**

**C-423-25**  
**Checklist for Water**  
**Sampling**

**RESOLUTION by Councillor Rimmer that administration develop a checklist for sampling and testing at the Water Treatment Plant, to be brought back to Council for review at a future Council meeting.**

**CARRIED**

**C-424-25**  
**Alberta**  
**Environment and**  
**Protected Areas**  
**Administrative**  
**Penalty**

**RESOLUTION by Deputy Mayor Bjornson that the Village of Hines Creek pay the administrative penalty levied by Alberta Environment and Protected Areas No. AP-EPEA-DCOM-1314, in the amount of \$6,000.00, and that these costs be covered using reserve funds.**

**CARRIED**

**C-425-25**  
**Line Locating**  
**Invoice**

**RESOLUTION by Councillor Rimmer that the Village of Hines Creek cover the costs of the Febu Outdoors Ltd. invoice in the amount of \$563.00 (plus GST) for line locating work completed at the new frisbee park and BMX park.**

**CARRIED**

**C-426-25**  
**Fee**  
**Waiver/Reduction**  
**Policy**

**RESOLUTION by Councillor Rimmer that administration amend the Fee Waiver/Reduction Policy as discussed at meeting time, and that this revised draft policy be brought back to a future meeting for Council consideration.**

**CARRIED**

**C-427-25**  
**Bin Rentals**

**RESOLUTION by Deputy Mayor Bjornson to receive the bin rentals conversation as information.**

**CARRIED**

**C-428-25**  
**Park Maintenance**

**RESOLUTION by Deputy Mayor Bjornson to receive the park maintenance conversation as information.**

**CARRIED**

**C-429-25**  
**Hazard Assmt**  
**Adventure Park**

**RESOLUTION by Deputy Mayor Bjornson that administration contact Quantum Recreation and inquire about having them complete an external hazard assessment at the Hines Creek Adventure Park, and that in the interim Councillor Rimmer contact Dallas Bjornson to assist with the completion of an internal hazard assessment at the park.**

**CARRIED**

**C-430-25**  
**Kitchen Lease**  
**Agreement**

**RESOLUTION by Councillor Rimmer that the Village of Hines Creek enter into a lease agreement with Amos and Maria Driedger, Texas North Barbecue, for the kitchen area at the Dave Shaw Memorial Complex for the 2025/2026 winter season, as discussed at meeting time.**

**CARRIED**

**C-431-25**  
**ITEMS FOR**  
**INFORMATION**

**RESOLUTION by Councillor Rimmer that the following items be accepted for information:**

- a) October 2<sup>nd</sup>, 2025 email update from Canada Post
- b) Track my AED
- c) Alberta Hospital & Surgical Health Services – undated letter from Minister Matt Jones
- d) Mandate Letter from Honourable Danielle Smith to the Minister of Municipal Affairs

**CARRIED**

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Chambers October 14, 2025 at 7:00 p.m.

**C-432-25**  
**CLOSED SESSION**  
**Land**

**RESOLUTION by Deputy Mayor Bjornson that pursuant to section 197(2) of the Municipal Government Act Council go into a closed meeting session at 8:25 p.m. to discuss a land issue as per section 19 and 20 of the Access to Information Act – disclosure harmful to business interests of a third party and disclosure harmful to personal privacy.**

**CARRIED**

The meeting was recessed from 8:25 p.m. to 8:27 p.m. to allow 1 member of the public to leave the meeting.

Those present for the closed session: Mayor Hazel Reintjes, Deputy Mayor Allison Bjornson, Councillor Len Rimmer, CAO Wendy Wildman, Administrative Assistant Kim Kuntz, Executive Assistant Eleanor Smith.

**C-433-25**  
**OUT OF CLOSED**  
**SESSION**

**RESOLUTION by Deputy Mayor Bjornson to open the meeting to the public at 8:39 p.m.**

**CARRIED**

The meeting was recessed from 8:27 p.m. to 8:29 p.m. to allow the public to return.

Mayor Reintjes adjourned the meeting at 8:40 p.m.

**ADJOURNMENT**

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Hazel Reintjes, Mayor

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Wendy Wildman, Chief Administrative Officer