



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY
HELD IN THE COUNCIL CHAMBERS
April 13, 2017**

Present:	Reeve Deputy Reeve Councillor Councillor Councillor Councillor	Marvin Doran Gerald Manzulenko Jack Macauley Cheryl Bogdanek Kathrin Langlois Terry Carbone
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Absent:	Councillor Chief Administrative Officer Legislative Administrator	Paul Reum Hermann Minderlein Denise Joudrey
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CALL TO ORDER: **Reeve Doran** called the meeting to order at 9:00 a.m.

**ADOPTION OF
THE AGENDA**
Additions

- 9. NEW BUSINESS**
 - a. 2017 Salary and Pay Increases
- 11. CORRESPONDENCE**
 - b. Minister of Service Alberta re SuperNet
 - c. Invitation on GPRC Convocation
 - d. Spring Scurry
- 12. IN-CAMERA**
 - a. Legal – Bylaw Enforcement

RC17-141 Moved by Councillor Carbone that Council adopt the agenda as amended.

CARRIED

ADOPTION OF THE MINUTES
Regular Council Meeting
March 30, 2017

RC17- 142 Moved by Deputy Reeve Manzulenko that Council approve the minutes of the March 30, 2017 Regular Council Meeting as presented.

CARRIED

Governance Committee
Meeting March 30, 2017

RC17- 143 Moved by Councillor Bogdanek that Council approve the minutes of the March 30, 2017 Governance Committee Meeting as presented.

CARRIED

Sergeant, Mark MacDonald entered the meeting at 9:02 a.m.

INITIALS: D. Reeve: _____

CAO: _____



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DELEGATIONS

**Sgt Mark MacDonald
RCMP Detachment
Commander – McLennan**

Council was presented with a Policing Statistic Report for January 2017 – March 2017 and priority issues for the new Fiscal year, April 1, 2017 through March 31, 2018.

RC17- 144 Moved by Deputy Reeve Manzulenکو that Council accept the RCMP presentation as information.

CARRIED

Sergeant, Mark MacDonald
exited the meeting at 9:50 a.m.

COUNCILLOR REPORTS

Reeve Doran

Reeve Doran reported on a Seniors Housing Study Meeting he attended on April 5, 2017 in Eaglesham and on a Meeting with MLA Margaret McCuaig-Boyd on April 7, 2017 regarding the CARE Program. Reeve Doran also reported on a Central Peace Medical Services Corporation Meeting on April 11, 2017 and a G5 Medical Committee Meeting on April 12, 2017 he attended in Spirit River.

**Deputy Reeve
Manzulenکو**

Deputy Reeve Manzulenکو reported on a Seniors Housing Study Meeting he attended on April 5, 2017 in Eaglesham, a Waste Commission Meeting on March 30, 2017 and a G5 Meeting also on March 30, 2017 both in Spirit River.

Councillor Macauley

No Report

Councillor Reum

Absent - No report

Councillor Bogdanek

Councillor Bogdanek reported on a CPAC Meeting she attended on April 12, 2017 in Spirit River.

Councillor Langlois

Councillor Langlois reported on a Peace Valley Conservation & Recreation Meeting she attended on April 4, 2017 and a Birch Hills County Library Board Meeting she attended on April 10, 2017 Eaglesham.

Councillor Carbone

No Report

RC17-145 Moved by Councillor Langlois that Council accept Councillor Reports for Information.

CARRIED

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CAO: _____



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Recess 11:05 am – 11:18 am

**CHIEF ADMINISTRATIVE
OFFICER'S REPORTS**

CAO Report

CAO Minderlein provided a written report for Council and verbal updates as and where required.

Peace Regional Water Study

RC17-146 Moved by Deputy Reeve Manzulenکو that Council for Birch Hills County support the recommendation of the G5 Chief Administrators to award the Central Peace Region – Peace Regional Water Study to Associated Engineering, and direct Administration to advise Saddle Hills County Administration of this decision.

CARRIED

Spirit River Health Centre Opening Event

RC17-147 Moved by Councillor Bogdanek that Council directs Administration to advise the G5 group that Birch Hills County will commit to funding not more than \$1,000.00 for an Opening event for the new Health Centre in Spirit River, with funding to come from the account set up for Council's contribution to community events and organizations.

CARRIED

RC17-148 Moved by Councillor Carbone that Council receive the CAO's written report with verbal updates for information.

CARRIED

CAO Action Log

Council reviewed the CAO Action Log that had been provided with updates to April 11, 2017.

RC17-149 Moved by Deputy Reeve Manzulenکو that Council receive the CAO Action Log for information.

CARRIED

Lunch Recess called at 12:03 p.m.
Reeve Doran exited the meeting at 12:30 p.m.
Meeting reconvened at 12:39 p.m.
Deputy Reeve Manzulenکو took the Chair

UNFINISHED BUSINESS

SCADA

Council was presented with information regarding Supervisory Control and Data Acquisition (SCADA) services utilized in the

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CAO: _____



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operation of the County's potable water system, and seeking direction on how to proceed.

RC17-154 Moved by Councillor Bogdanek that Council direct Administration to accept the quote from Blackrock Automation Ltd for Supervisory Control and Data Acquisition (SCADA) services with total costs of \$24,435.00 over three years, with the charges to be expensed to each appropriate fiscal period.

CARRIED

2016 Financial Statement

Council was presented with the finalized copies of the 2016 Financial Statements that were provided by Sylvain & Company following their presentation to Council on March 30, 2017.

RC17-155 Moved by Councillor Langlois that Council accepts the 2016 Financial Statements for the year ended December 31, 2016.

CARRIED

**NEW BUSINESS
2017 Salary and Pay Increases**

Council was presented with a request to provide Administration with direction regarding 2017 salary and pay increases.

RC17-156 Moved by Councillor Carbone that Council Rescind Resolution RC 16-451 relating to the 2017 employee salaries and wages freeze.

CARRIED

RC17-157 Moved by Councillor Bogdanek that Council authorize Administration to provide 2017 salary and pay increases to permanent full and part time employees effective January 1, 2017 based on one half of one percent for cost of living allowance (COLA) plus step increases or adjustments, where warranted, as per the appropriate salary grids.

CARRIED

2017 Operating Budget

Council was presented with the 2017 Operating and Maintenance Budget for approval

RC17-158 Moved by Councillor Langlois that Council adopt the 2017 Operating Budget with:

Total Revenues of \$7,586,236.40
comprised of:

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CAO: _____



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Operating Revenues (sales, grants, etc.) of \$1,608,133.77;
Revenue Drawn from Operating Reserves of \$293,196.45; and
Municipal Property Tax Revenue of \$5,684,906.18; and
Total Expenses of \$10,205,036.40
comprised of:
Operating Expenses of **\$7,586,236.40**; plus
Amortization Expense of \$2,618,800.00
Which results in a balanced budget before the amortization
expense of \$2,618,800.00.”

CARRIED

**BYLAWS
2017 Tax Rate
Bylaw No 2017-03**

Council was presented with Bylaw No 2017-003, the 2017 Tax Rate Bylaw.

RC17-159 Moved by Councillor Carbone that Council provide first reading of Birch Hills County Bylaw 2017-03, the 2017 Tax Rate Bylaw.

CARRIED

RC17-160 Moved by Councillor Bogdanek that Council provide second reading of Birch Hills County Bylaw 2017-03, the 2017 Tax Rate Bylaw.

CARRIED

RC17-161 Moved by Councillor Langlois that Council provide unanimous approval to a resolution to present Birch Hills County Bylaw 2017-03, the 2017 Tax Rate Bylaw at this meeting.

CARRIED UNANIMOUSLY

RC17-162 Moved by Councillor Macauley that Council provide third and final reading to Birch Hills County Bylaw 2017-03, the 2017 Tax Rate Bylaw.

CARRIED

FCM

Council was provided with a request for payment received by the County from FCM in the amount of \$50.00 as a contribution to the “Legal Defense Fund”.

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CAO: _____



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RC17-163 Moved by Councillor Langlois that Council approve the payment of FCM Invoice ORD-04881-D8Q5Q4 for a \$50.00 voluntary contribution to the FCM "Legal Defense Fund"

CARRIED

Dion Hynes entered the Meeting at 12:50 p.m.

**Policy No. 37-01-16
Drainage Works and
Culverts**

Council was provided with the Drainage Works and Culverts Policy number 37-01-16 for approval.

RC17-164 Moved by Councillor Bogdanek that Council approve revised Policy No. 37-01-16 Drainage Works and Culverts Policy as presented.

CARRIED

**Eaglesham Water Plant
Generator Tender**

Council was presented with the Request for Proposal results for the provision and installation of a Natural Gas Generator at the Eaglesham Water Plant. The Generator is part of the Capital budget approved for 2017.

RC17-165 Moved by Councillor Bogdanek that Council direct Administration to accept the quote from W-3 Electrical Ltd. for the provision and installation of a Natural Gas Generator at the Eaglesham Water Plant for \$106,830.00 plus GST with expenses to be coded to the 2017 Capital Budget account 4-41-10-45-630. Revenue to come from either MSI Capital or from capital reserves if ineligible.

CARRIED

**2017 Wobbly Packer Price
Results**

Council was presented with information relating to the responses received for the request for pricing issued for the Wobbly Packer to be purchased from the Capital Budget.

RC17-166 Moved by Councillor Langlois that Council direct Administration to accept the bid from TomCat Sales and Rentals of \$85,811.00 for the three Wobbly Packers including installation, and to investigate the feasibility of having the packers installed by staff in order to save all, or a portion of, the \$5,000.00 installation cost, provided that staff would be

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CAO: _____



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qualified to do so, and if doing so would not affect any warranty.

CARRIED

Dion Hynes exited the Meeting at 1:16 p.m.

Application for Community Enhancement Grant Funds

Council was provided with a request for \$378.00 in funding under the Community Enhancement Program that was submitted by Mrs. Denise Doran on behalf of the residents of Watino.

RC17-167 Moved by Councillor Bogdanek that Council approve the reimbursement, or the payment of invoices, of an amount not exceeding \$378.00 based on the request submitted by Mrs. Denise Doran on behalf of the residents of Watino as a Community Enhancement Grant to purchase bedding plants to be used in planters previously procured under the Community Enhancement Program.

CARRIED

FOR INFORMATION

Council was provided with the following documents:

- a. 2017 03 25 PLS Board Meeting Highlights
- b. 2017 03 29 Central Peace Health Centre Coordinator Report
- c. Website Quarterly Statistics – January 1 to March 31, 2017.

RC17-168 Moved by Councillor Bogdanek that Council accept the documents provided for information.

CARRIED

CORRESPONDENCE

Council was provided with a copy of the following correspondence that had been received or sent by the County:

- 1. MSI Capital Approval Thank You Letter
- 2. Minister of Service Alberta re SuperNet
- 3. Invitation on GPRC Convocation
- 4. Spring Scurry

RC17-169 Moved by Councillor Langlois that Council direct Administration to bring a RFD for The Spring Scurry to the April 27, 2017 with more information.

CARRIED

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CAO: _____



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RC17-170 Moved by Councillor Langlois that Council accepts the correspondence provided for information.

CARRIED

IN-CAMERA

RC17-171 Moved by Councillor Bogdanek that Council move in-camera at 1:23 p.m.

CARRIED

RC17-172 Moved by Councillor Bogdanek that Council reconvene the regular meeting at 2:02 p.m.

CARRIED

ADJOURNMENT

Being that there were no other items for discussion, Deputy Reeve Manzulenکو adjourned the meeting at 2:02 p.m.

Original Signed

**DEPUTY REEVE
GERALD MANZULENKO**

Original Signed

**CAO
HERMANN MINDERLEIN**

INITIALS: D. Reeve: _____

CAO: _____