



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
APRIL 23, 2020**

Present:	Reeve	Gerald Manzulenko
	Councillor	Albert Poetker
	Councillor	Paul Reum
	Councillor	Mel Duvall

Attended online via “Go to Meeting” “ “	Deputy Reeve	Terry Carbone
	Councillor	Deanne Wendland
	Councillor	Denise Joudrey

Present:	CAO	Hermann Minderlein
	Director Corporate Services	Shelley Braun
	<small>Interim CAO (April 23, 2020)</small> Legislative Officer	Shawna Schwerdt

CALL TO ORDER

Reeve Manzulenko called the meeting to order at 9:01 a.m.

ADOPTION OF AGENDA

RC20-176 Moved by Councillor Poetker that Council adopt the agenda of the April 23, 2020 Regular Council meeting with the additions:
5.d Councillor Wendland Report;
5.g Councillor Joudrey Report;
7.b.L1 re Road Use Agreement (RUA) Policy email from Webb;
7.b.L2 re RUA Policy email from Emerson;
7.b.L3 re RUA Policy email from Mitchell;
9.a.ii re Proposed Resolution Unpaid Taxes; and
11.b re Sorgen Fire Invoice 11074.

CARRIED

ADOPTION OF MINUTES

Regular Council Meeting
April 9, 2020

RC20-177 Moved by Councillor Wendland that Council approve the minutes of the April 9, 2020 Regular Council meeting as presented.

CARRIED

Special Council Meeting
April 16, 2020

RC20-178 Moved by Councillor Joudrey that Council approve the minutes of the April 16, 2020 Special Council meeting as presented.

CARRIED

Deputy Reeve Carbone joined meeting via “Go to Meeting” at 9:04 a.m.

INITIALS: Reeve: _____

Interim CAO: _____



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
APRIL 23, 2020**

DELEGATIONS
COUNCILLOR REPORTS
Reeve Manzulenko

None.

Reeve Manzulenko provided a verbal update to Council on the COVID-19.

Deputy Reeve Carbone

No Report.

Councillor Poetker

No Report.

Councillor Wendland

Councillor Wendland provided a verbal update to Council on the written report she supplied regarding the Peace Region Economic Development Alliance (PREDA) meeting she attended on April 23, 2020.

Councillor Reum

No Report.

Councillor Duvall

No Report.

Councillor Joudrey

Councillor Joudrey provided a verbal update to Council on the written report she supplied regarding the Birch Hills County Library Board meeting she attended via “Zoom” on April 23, 2020.

RC20-179 Moved by Councillor Reum that Council accept the Councillors’ Reports for information.

CARRIED

CHIEF ADMINISTRATIVE OFFICER’S REPORTS

CAO Minderlein provided Council with a verbal update on events since the April 9, 2020 Regular Council meeting.

RC20-180 Moved by Councillor Poetker that Council receive the CAO’s written report and verbal updates for information.

CARRIED

CAO Action Log

Council reviewed the CAO Action Log updated to April 21, 2020.

RC20-181 Moved by Councillor Duvall that Council receive the CAO Action Log for information.

CARRIED

UNFINISHED BUSINESS

2020 Operating and Maintenance Budget

Council was presented with the 2020 Operating and

INITIALS: Reeve: _____

Interim CAO: _____



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
APRIL 23, 2020

Maintenance (O&M) Budget for approval.

RC20-182 Moved by Councillor Duvall that Council rescind Resolution RC20-168.

CARRIED

RC20-183 Moved by Deputy Reeve Carbone that Council adopt the 2020 Operating Budget with:
Total Revenues of \$8,106,577.44 comprised of:
Operating Revenues (sales, grants, etc.) of \$1,736,226.35
Revenue Drawn from Operating Reserves of \$425,408.42; and
Municipal Property Tax Revenue of \$5,944,942.67; and
Total Expenses of \$10,639,666.15 comprised of:
Operating Expenses of \$8,106,577.44; plus
Amortization Expense of \$2,533,088.71.

CARRIED

Dion Hynes Director of Public Works entered meeting at 9:33 a.m.

Road Use Agreement Policy 32-02-20

Council was provided with information regarding an update to the County's Road Use Agreement Policy.

RC20-184 Moved by Councillor Poetker that Council accept the draft Road Use Agreement Policy 32-02-20 as information and bring back to a future Council Meeting.

CARRIED

RC20-185 Moved by Councillor Duvall that Council direct Administration to advise the public of Council decision regarding the draft Road Use Agreement Policy 32-02-20.

CARRIED

Saddle (Burnt) River Crossing

Council was provided with information regarding the Saddle (Burnt) River crossing.

RC20-186 Moved by Councillor Joudrey that Council direct Administration to proceed with the drawing presented as the area required for the Saddle (Burnt) River crossing.

CARRIED

INITIALS: Reeve: _____

Interim CAO: _____



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
APRIL 23, 2020

Council Attendance at
Conferences Policy

Council was presented with Administrations request for
direction related to Resolution RC19-122.

RC20-187 Moved by Councillor Wendland that
Council direct Administration to bring back a revised
Policy "Council's Attendance at Conferences" and that
it include the Provincial ASB Conference in this Policy.

CARRIED

Meeting recessed at
10:20 a.m.

Meeting resumed at
10:30 a.m.

CAO REPORT
CONTINUED

Dion Hynes Director of Public Works gave a verbal
update to Council on the Spring 2020 flooding damages
which included the current road wash outs and road
closures.

RC20-188 Moved by Deputy Reeve Carbone that
Council accept Dion Hynes Director of Public Works
verbal update to Council on the Spring 2020 flooding
which included road washouts and road closures.

CARRIED

Dion Hynes DPW exited
meeting 10:56 a.m.

BYLAWS
Property Tax Rate Bylaw
2020-04

Council was presented with Bylaw 2020-04, the 2020
Tax Rate Bylaw.

RC20-189 Moved by Councillor Reum that Council
provide first reading to Birch Hills County Bylaw 2020-
04 Tax Rate Bylaw.

CARRIED

RC20-190 Moved by Councillor Wendland that
Council provide second reading to Birch Hills County
Bylaw 2020-04 Tax Rate Bylaw.

CARRIED

RC20-191 Moved by Councillor Joudrey that Council
provide unanimous approval to a resolution to present

INITIALS: Reeve: _____

Interim CAO: _____



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
APRIL 23, 2020

Birch Hills County Bylaw 2020-04 Tax Rate Bylaw at this meeting.

CARRIED UNANIMOUSLY

RC20-192 Moved by Councillor Poetker that Council provide third reading to Birch Hills County Bylaw 2020-04 Tax Rate Bylaw.

CARRIED

RC20-193 Moved by Deputy Reeve Carbone that Council direct Administration to advertise Bylaw 2020-04 as per the Procedural Bylaw 2019-15.

CARRIED

Bylaw 2020-05 Amend
Tax Penalty 2012-03

Council was presented with Bylaw 2020-05, a Bylaw to amend Bylaw 2012-03 for 2020.

RC20-194 Moved by Councillor Wendland that Council provide first reading to Birch Hills County Bylaw 2020-05 Penalties on Unpaid Property Taxes Amendment Bylaw.

CARRIED

RC20-195 Moved by Councillor Duvall that Council provide second reading Birch Hills County Bylaw 2020-05 Penalties on Unpaid Property Taxes Amendment Bylaw.

CARRIED

RC20-196 Moved by Councillor Reum that Council provide unanimous approval to a resolution to present Birch Hills County Bylaw 2020-05 Penalties on Unpaid Property Taxes Amendment Bylaw at this meeting.

CARRIED UNANIMOUSLY

RC20-197 Moved by Deputy Reeve Carbone that Council provide third reading to Birch Hills County Bylaw 2020-05 Penalties on Unpaid Property Taxes Amendment Bylaw.

CARRIED

RC20-198 Moved by Councillor Poetker that Council direct Administration to advertise Bylaw 2020-05 as per the Procedural Bylaw 2019-15.

CARRIED

NEW BUSINESS
Upcoming Council Meetings

Council was requested to review the upcoming Calendar as it relates to Council Meetings, Statutory Holidays, and provide Administration with direction as to what, if any action should be taken to reschedule

INITIALS: Reeve: _____

Interim CAO: _____



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
APRIL 23, 2020**

meetings.

RC20-199 Moved by Councillor Joudrey that Council cancel the Regular Council Meeting scheduled for May 14, 2020, and direct Administration to provide notice of this change in accordance with the requirements of Bylaw 2019-15, the Procedures Bylaw and bring this item back to the May 28, 2020 Regular council Meeting in order that it may be discussed with the new CAO.

CARRIED

2020 Spring RMA Virtual Resolution

Council was provided with information regarding the 2020 Spring Rural Municipalities of Alberta (RMA) Virtual Resolution Session and requesting confirmation on attendance.

RC20-200 Moved by Councillor Duvall that Council authorize the attendance, with remuneration and reimbursement of expenses as appropriate, of Councillor Wendland, Councillor Joudrey and Councillor Reum to the Spring 2020 RMA Virtual Resolution Session on Friday April 24, 2020.

CARRIED

Unpaid Taxes

Council discussed a possible proposal of a resolution in regards to unpaid taxes and to bring it forward to a future zone meeting.

RC20-201 Moved by Councillor Poetker that Council direct Administration to look into a proposal for a resolution in regards to unpaid taxes and bring it to a future Council meeting.

CARRIED

Wanham Campground

Council was provided with a request from Administration regarding the operation of the Wanham Camp Ground during COVID-19.

Fom June 25, 2020 Regular Council meeting:

RC20-259 Moved by Deputy Reeve Carbone that Council direct Administration to advertise that effective July 10, 2020 public access to the Birch Hills County Administrative Building will be restored; and Direct Administration to advertise that effective July 10, 2020, the County will resume booking and rentals of

INITIALS: Reeve: _____

Interim CAO: _____



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
APRIL 23, 2020

County-managed facilities and camp grounds and Rescind RC20-202.

“that Council direct Administration not to open the Wanham Campground until further notice is provided by Council and to advertise that the campground in Wanham will be closed until further notice due to COVID 19.”; and Direct Administration to advertise that Playground(s) will remain closed. Availability of playground (s) will be revisited after the Government of Alberta has announced Stage 3 of its relaunch strategy.”

~~RC20-202 Moved by Councillor Wendland that Council direct Administration not to open the Wanham Campground until further notice is provided by Council and to advertise that the campground in Wanham will be closed until further notice due to COVID 19.~~

CARRIED

FOR INFORMATION

Council was provided with a copy of the following documents that had been received by Administration:

- 1. Approved Birch Hills County Library Board Meeting Minutes from February 26, 2020.

RC20-203 Moved by Councillor Duvall that Council accept the items presented for information.

CARRIED

CORRESPONDENCE

Council was provided with copies of the following documents:

- a. Letter to Redel re Fire Invoice 10332 dated April 20, 2020;
- b. Letter to Sorgen re Fire Invoice 11074 dated April 22, 2020.

RC20-204 Moved by Councillor Poetker that Council accept the correspondence provided for information.

CARRIED

CAO Minderlein and Shawna Schwerdt exited meeting at 11:25 a.m.

CLOSED SESSION

RC20-205 Moved by Councillor Reum that Council move to closed session to discuss the CAO

INITIALS: Reeve: _____

Interim CAO: _____



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
APRIL 23, 2020

Performance Evaluation per section 17(1) Freedom of Information and Protection of Privacy Act (FOIP) at 12:10 p.m.

CARRIED

RC20-206 Moved by Councillor Duvall that Council move out of closed session at 11:45 a.m.

CARRIED

Meeting was recessed at 11:45 a.m.

Meeting was resumed at 11:50 a.m. with no public present.

CAO Minderlein and Shawna Schwerdt entered meeting at 11:50 a.m.

RC20-207 Moved by Councillor Joudrey that Council authorize an annual performance recognition payment of three percent (3%) of the current rate of pay for Chief Administrative Officer Hermann Minderlein prorated from April 12 to June 9, 2020, which is Hermann's final day of employment with Birch Hills County, in the amount of \$746.03.

CARRIED

ADJOURNMENT

Being that there was no further business, Reeve Manzulenکو adjourned the meeting at 11:56 a.m.

Original to be signed
GERALD MANZULENKO
REEVE

Original to be signed
SHELLEY BRAUN
INTERIM CAO

INITIALS: Reeve: _____

Interim CAO: _____