



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
APRIL 25, 2019

Present:

- Reeve: Gerald Manzulenko
Deputy Reeve: Terry Carbone
Councillor: Albert Poetker
Councillor: Deanne Wendland
Councillor: Paul Reum
Councillor: Mel Duvall
Councillor: Denise Joudrey
CAO: Hermann Minderlein
Legislative Officer: Shawna Schwerdt

CALL TO ORDER

Reeve Manzulenko called the meeting to order at 9:00 a.m.

Lucy Stevenson
Development Clerk
entered the meeting at
9:00 a.m.

ADOPTION OF AGENDA

RC19-137 Moved by Councillor Joudrey that Council adopt the agenda of the April 25, 2019 Regular Council Meeting with the following addition: 8.c Bylaw 2019-05 Small Business Sub-Class Assessment Bylaw.

CARRIED

ADOPTION OF MINUTES

Regular Council Meeting
April 4, 2019

RC19-138 Moved by Councillor Wendland that Council approve the minutes of the April 4, 2019 Regular Council Meeting with the following deletion remove "Deputy" from "Initial Deputy Reeve" so that it reads: "Initial Reeve".

CARRIED

PUBLIC HEARING

Bylaw 2019-03 Road
Closure Bylaw - 9:15 a.m.

Birch Hills County (BHC) is required to hold a Public Hearing regarding BHC Bylaw 2019-03 Road Closure Bylaw. BHC draft Bylaw 2019-03 will be presented for first reading later on as part of this Regular Council Meeting agenda.

RC19-139 Moved by Councillor Duvall that Council go into Public Hearing related to Bylaw No. 2019-03 Road Closure Bylaw.

CARRIED

INITIALS: Reeve: _____

CAO: _____



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Reeve Manzulenko introduced the members of Council and staff, and outlined the purpose of the Public Hearing, that being the Bylaw 2019-03 Road Closure Bylaw.

Lucy Stevenson presented a verbal summary about an application for a Road Allowance Lease that Administration had received. Hermann Minderlein provided a verbal summary and provided clarification to Council on questions related to the road closure.

RC19-140 Moved by Councillor Reum that Council adjourn the Public Hearing related to Bylaw 2019-03 Road Closure Bylaw.

CARRIED

Stevenson exited the meeting at 9:10 a.m.

DELEGATIONS

None.

COUNCILLOR REPORTS

Reeve Manzulenko

No Report.

Deputy Reeve Carbone

No Report.

Councillor Poetker

No Report.

Councillor Wendland

Councillor Wendland provided a verbal update to the written report presented to Council on the Peace Region Economic Development Alliance (PREDA) Meeting she attended in Grande Prairie on April 18, 2019.

Councillor Reum

No Report.

Councillor Duvall

Councillor Duvall provided a verbal update to the Central Peace Professional Attraction and Retention meeting he attended in Spirit River on April 10, 2019.

Councillor Joudrey

Councillor Joudrey provided a verbal update to the written report presented to Council on the Alberta Seniors Communities & Housing Association (ASCHA) Conference she attended in Edmonton from April 15 to 17, 2019.

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CAO: _____



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RC19-141 Moved by Deputy Reeve Carbone that Council accept the Councillor Reports for information.

CARRIED

RC19-142 Moved by Councillor Poetker that Council authorize Councillor Joudrey to attend the RhPAP “Mobilizing the Village” Rural Workshop Opportunity on May 7, 2019 in Beaverlodge with honourarium and expenses to be paid as appropriate.

CARRIED

CHIEF ADMINISTRATIVE OFFICER’S REPORTS

CAO Report

CAO Minderlein provided Council with a verbal update to the written report that had been distributed.

RC19-143 Moved by Councillor Wendland 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 22, 2019 provided in the Agenda Package.

RC19-144 Moved by Deputy Reeve Carbone that Council receive the CAO Action Log for information.

CARRIED

BYLAWS

2019-03, Road Closure Bylaw

Council was presented with Bylaw 2019-03, a bylaw for a road closure for disposal of land that is described in the Bylaw as follows:
Plan 2001MC Block 2
All of Lane lying west and south of Lot 1.

RC19-145 Moved by Councillor Poetker that Council provide first reading to Bylaw 2019-03, a Road Closure Bylaw to close for disposal to public travel all that portion of road allowance described as such:
Plan 2001MC Block 2
All of Lane lying west and south of Lot 1;
and direct Administration to forward the bylaw to the Minister of Transportation for approval prior to bringing it back to Council for second reading.

CARRIED

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CAO: _____



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RC19-146 Moved by Councillor Duvall that Council table the Bylaw 2019-04, Tax Rate Bylaw until later in the meeting.

CARRIED

2019-05, Small Business Sub-Class Assessment Bylaw.

Council was presented with Bylaw 2019-05 Small Business Sub-Class Assessment Bylaw.

RC19-147 Moved by Deputy Reeve Carbone that Council provide first reading to Birch Hills County Bylaw 2019-05 Small Business Sub-Class Assessment Bylaw.

CARRIED

RC19-148 Moved by Councillor Reum that Council provide second reading to Birch Hills County Bylaw 2019-05 Small Business Sub-Class Assessment Bylaw.

CARRIED

RC19-149 Moved by Councillor Duvall that Council provide unanimous approval to a resolution to present Birch Hills County Bylaw 2019-05 Small Business Sub-Class Assessment Bylaw at this meeting.

CARRIED UNANIMOUSLY

RC19-150 Moved by Councillor Poetker that Council provide third reading to Birch Hills County Bylaw 2019-05 Small Business Sub-Class Assessment Bylaw.

CARRIED

Dion Hynes Director of Public Works entered meeting at 10:05 a.m.

UNFINISHED BUSINESS

Updated Vehicle Analysis

Council was presented with information regarding vehicle cost analysis.

Reeve Manzulenکو exited meeting at 10:18 a.m.

Deputy Reeve Carbone assumed the chair.

Reeve Manzulenکو entered meeting at 10:20 a.m.

RC19-151 Moved by Councillor Duvall that Council direct Administration to contact Enterprises Fleet

INITIALS: Reeve: _____

CAO: _____



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Management and to make arrangements to sign up for this program and to self-fund the original purchase of the 2019 ½ ton truck in the capital budget through Enterprise Fleet Management with a GPS pro package.

CARRIED

Reeve Manzulenko re-assumed Chair for the meeting at 10:25 a.m.

RC19-152 Moved by Deputy Reeve Carbone that Council direct Administration to research information regarding the potential installation of the GPS Pro monitoring package on all Birch Hills County fleet vehicles and bring it to a future Regular Council Meeting.

CARRIED

RC19-153 Moved by Councillor Duvall that Council remove from the table the matter related to Pickup Truck Tender.

CARRIED

Tabled Item – Pickup Truck Tender

Council was provided with information related to the bids received for the Pickup Truck Tender.

RC19-154 Moved by Councillor Poetker that Council direct Administration to reject all tender bids based on a new fleet management program with RMA.

CARRIED

RC19-155 Moved by Councillor Reum that Council remove from the table the matter related to Dust Control.

CARRIED

Dust Control

Council was provided with information regarding County Policies related to the application of dust control including responsibility for the quality of the work and subsequent damage due to road maintenance undertaken by the contractor responsible for the provincial highways as requested.

RC19-156 Moved by Councillor Reum that Council accept the presentation regarding Dust Control for information and direct Administration to provide Mr. Boychuk with the information provided to Council.

CARRIED

Hynes exited meeting
10:40 a.m.
Meeting was recessed at

INITIALS: Reeve: _____

CAO: _____



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10:40 a.m.
Meeting was resumed at
10:45 a.m.

NEW BUSINESS

Upcoming Council Meetings Council was provided with an upcoming Calendar as it relates to Council Meetings and Statutory Holidays.

RC19-157 Moved by Councillor Wendland that Council cancel the 2019 Regular Council Meetings scheduled for May 9, June 27, July 25, August 8, August 22, September 12, and October 10 and schedule the following: a Council workshop meeting for Monday June 24, a Regular Council meeting on August 15; and reschedule the Agricultural Service Board meetings from May 9 to June 13 and August 8 to August 15, and direct Administration to provide notice of these changes in accordance with the requirements of Bylaw 2014-06, the Procedures Bylaw.

CARRIED

2019 Operating Budget Council was presented with the 2019 Operating and Maintenance Budget for approval.

RC19-158 Moved by Councillor Joudrey that Council adopts the 2019 Operating Budget with: **Total Revenues** of \$8,215,857.45 comprised of: Operating Revenues (sales, grants, etc.) of \$1,858,454.35 Revenue Drawn from Operating Reserves of \$568,307.15; and Municipal Property Tax Revenue of \$5,789,095.95; and **Total Expenses** of \$10,825,437.45 comprised of: Operating Expenses of \$8,215,857.45; plus Amortization Expense of \$2,609,580.00 That results in a balanced budget before the amortization expense of \$2,609,580.00.

CARRIED

RC19-159 Moved by Councillor Reum that Council remove from the table the matter related to Bylaw 2019-04, Tax Rate Bylaw.

CARRIED

2019-04, Tax Rate Bylaw Council was presented with Bylaw 2019-04, the 2019 Tax Rate Bylaw.

INITIALS: Reeve: _____

CAO: _____



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RC19-160 Moved by Councillor Wendland that Council provide first reading to Birch Hills County Bylaw 2019-04 Tax Rate Bylaw.

CARRIED

RC19-161 Moved by Councillor Joudrey that Council provide second reading to Birch Hills County Bylaw 2019-04 Tax Rate Bylaw.

CARRIED

RC19-162 Moved by Deputy Reeve Carbone that Council provide unanimous approval to a resolution to present Birch Hills County Bylaw 2019-04 Tax Rate Bylaw at this meeting.

CARRIED UNANIMOUSLY

RC19-163 Moved by Councillor Poetker that Council provide third reading to Birch Hills County Bylaw 2019-04 Tax Rate Bylaw.

CARRIED

Culvert Purchase

Council was provided with information regarding quotes received for the purchase of culverts.

RC19-164 Moved by Councillor Duvall that Council direct Administration to accept the quote received from Frontier Construction Products in the amount of \$56,756.00 plus GST for the supply of culverts.

CARRIED

Disposition DLO 860724 re Dreamers Lake Drainage

Council was provided with information regarding the disposition of Department License of Occupation (DLO) 860724 Water Control Intake at Dreamers Lake.

Hynes entered meeting at 11:13 a.m.

RC19-165 Moved by Councillor Wendland that Council direct Administration to continue working with Alberta Environment and Parks on the removal of disposition DLO 860724 from Dreamers Lake and to update Council on the progress of this project at a future meeting.

CARRIED

Hynes exited meeting at 11:15 a.m.

Appointment of Weed and Pest Inspectors

Council was provided with a request to appoint weed and pest inspectors for the period of April 25, 2019 to

INITIALS: Reeve: _____

CAO: _____



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October, 2019 in accordance with the *Agriculture Pests Act and the Weed Control Act.*

RC19-166 Moved by Deputy Reeve Carbone that Council appoint the following Birch Hills County Agricultural Service Staff as weed and pest inspectors under the *Agricultural Pests Act* and the *Weed Control Act* for the period of April 25, 2019 to October, 2019:

- Kennedy Langlois;
- J.D. Archer;
- Darcy Vandelight;
- Tate O'Greysik;
- Megan Dennis;
- Jaylin Ouellet;
- Nabeel Abdul Basith.

CARRIED

Hynes entered meeting at 11:20 a.m.

Tractors Tender

Council was presented with information regarding quotes received in response to the Tractor Tender.

RC19-167 Moved by Councillor Poetker that Council direct Administration to accept the bid from Kubota of \$273,000.00 for two 2018 Kubota M6-141DTCC-F tractors with Loaders and directs Administration to dispose the two New Holland tractors by auction.

CARRIED

Hynes exited meeting at 11:30 a.m.

FOR INFORMATION

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

1. Bank Reconciliation – March 31, 2019
2. Website Stats – January to March 31, 2019.

RC19-168 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 re Village of Rycroft dated March 25, 2019;

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CAO: _____



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- b. Letter to Dobko & Wheaton re Development Permit 16-18-19 dated April 8, 2019;
- c. Letter to Wanham Grazing Association re General Grant Application - Gravel dated April 9, 2019;
- d. Letter to Denise Doran re Watino Community Enhancement Grant dated April 9, 2019;
- e. Letter to Amanda LeBlanc re Services to BHC Library Board April 9, 2019;
- f. Letter to Shelia Kaus, Big Lakes County re Peace Region (CN) Rail Line Initiative dated April 17, 2019;
- g. Letter to C.O.C.O. re Partnering Municipal Body on Grant Application dated April 17, 2019.

RC19-169 Moved by Councillor Duvall that Council accept the correspondence provided for information.

CARRIED

ADJOURNMENT

Being that there was no further business, Reeve Manzulenکو adjourned the meeting at 11:40 a.m.

Original to be signed _____

**GERALD MANZULENKO
REEVE**

Original to be signed _____

**HERMANN MINDERLEIN
CAO**

INITIALS: Reeve: _____

 CAO: _____