AGENDA
BIRCH HILLS COUNTY
REGULAR COUNCIL MEETING
TO BE HELD IN THE
WANHAM BIRCH HILLS COUNTY OFFICE
April 26, 2018

1. CALL THE MEETING TO ORDER

2. ADOPTION OF THE AGENDA

3. ADOPTION OF THE MINUTES
a. April 12, 2018 Regular Council Meeting Minutes (Page 3)

4. DELEGATIONS
9:05 AM a. Diane Chiasson, Director,
Rural Development and Entrepreneurship re NAHPI

5. COUNCILLOR REPORTS
a. Reeve Manzulenko (Ward 4)
b. Deputy Reeve Carbone (Ward 7)
c. Councillor Paradis (Ward 1)
d. Councillor Wendland (Ward 2)
e. Councillor Reum (Ward 3)
f. Councillor Bogdanek (Ward 5)
g. Councillor Joudrey (Ward 6) (attached to end of package)

6. CHIEF ADMINISTRATIVE OFFICER REPORT
a. CAO Report (To be provided at meeting)
b. CAO Action Log (Page 10)

7. BUSINESS ARISING OUT OF THE MINUTES (UNFINISHED BUSINESS)
a. None

8. NEW BUSINESS
a. 2018 Operating and Maintenance Budget (Page 16)
b. Capital Gravel Crushing 2018 (Page 30)
c. Central Peace Attraction & Retention Committee (CPARC) Appointment (Page 34)
d. Request for Letter of Support from CPS (Page 42)

9. BYLAWS
a. 2018 Mill Rate Bylaw (Page 44)

AGENDA
BIRCH HILLS COUNTY
REGULAR COUNCIL MEETING
TO BE HELD IN THE
WANHAM BIRCH HILLS COUNTY OFFICE
April 26, 2018 (continued)

10. FOR INFORMATION

a. None

11. CORRESPONDENCE

a. Letter and Poster re Friends of Grande Spirit Foundation (Page 51)
b. Nominations 2018 Heritage Awards (Page 53)
c. Nominations 2018 Minister's Seniors Service Awards (Page 59)
d. Big Lakes County Charity Golf (Page 74)
e. Letter from Ag Minister re GM Alfalfa (Page 77)
f. Letter from PVCRTS dated December 19, 2017 (Page 79)

12. IN-CAMERA

a. 2018 Gravel Supply
b. Matter related to Personnel

NEXT REGULAR COUNCIL MEETING DATE – May 10, 2018

Present:	**Reeve**	Gerald Manzulenko
	Deputy Reeve	Terry Carbone
	Councillor	Ginette Paradis
	Councillor	Deanne Wendland
	Councillor	Paul Reum
	Councillor	Cheryl Bogdanek
	Councillor	Denise Joudrey
	CAO	Hermann Minderlein
	Legislative Officer	Shawna Schwerdt

Absent: None

CALL TO ORDER: **Reeve Manzulenko** called the meeting to order at 9:00 a.m.

Glenda Farden STARS, Martine Piebiak and Andrea Farrell – Eaglesham Agricultural and District Society, Denise van Rootselaar from the Signal, and Chris Tschetter entered the meeting at 9:00 a.m.

ADOPTION OF AGENDA

RC18-121 Moved by Councillor Wendland that Council adopt the agenda of the April 12, 2018 Regular Council Meeting as presented.

CARRIED

ADOPTION OF MINUTES
Regular Council Meeting March 29, 2018

RC18-122 Moved by Deputy Reeve Carbone that Council approve the minutes of the March 29, 2018 Regular Council Meeting as presented.

CARRIED

DELEGATIONS
Glenda Farnden - STARS

Ms. Farnden presented the annual update from STARS to Council, requested a renewal of the annual contribution from the County of $32,000, and that it be added as separate recurring commitment in the County's Budget. CAO Minderlein advised her that $32,000 was included in a line of the 2018 Budget that is scheduled for approval at the next Council meeting.

Dmitri Boychuk and Dave Burake entered the meeting at 9:30 a.m.

Reeve Manzulenko thanked Ms. Farnden for her presentation.

RC18-123 Moved by Councillor Paradis that Council accept Glenda Farnden – STARS presentation for information.

CARRIED

Martine Piebiak – Eaglesham Agriculture & District Society

Ms. Piebiak and Ms. Farrell delivered a presentation focusing on past and present Eaglesham Agricultural Society activities.

Pat Callies and Colleen Irwin entered the meeting at 9:55 a.m.

Reeve Manzulenko thanked Ms. Piebiak and Ms. Farrell for their presentation.

RC18-124 Moved by Councillor Bogdanek that Council accept Martine Piebiak and Andrea Farrell – Eaglesham Agriculture and District Society presentation for information.

CARRIED

Meeting was recessed at 10:15 a.m.

Martine Piebiak, Andrea Farrell and Glenda Farnden exited the meeting at 10:15 a.m.

Meeting was resumed at 10:20 a.m.

Dmitri Boychuk

Dmitri Boychuk, Dave Burake, Pat Callies, Colleen Irwin and Chris Tschetter provided Council information referenced during a meeting that Mr. Boychuk and a group of residents had with MLA Marg McCuaig-Boyd on March 16, 2018 regarding the completion of paving Highway 677 and requested that Council pursue such a project with Alberta Transportation.

Dmitri Boychuk, Dave Burake, Pat Callies, Colleen Irwin and Chris Tschetter exited the meeting at 11:25 a.m.

RC18-125 Moved by Councillor Reum that Council accept the presentation from Dmitri Boychuk, Dave Burake, Pat Callies, Colleen Irwin and Chris Tschetter related to Alberta Secondary Highway 677 for information.

CARRIED

COUNCILLOR REPORTS

Reeve Manzulenko No Report.

Deputy Reeve Carbone No Report.

Councillor Paradis Councillor Paradis provided a verbal update to the Birch Hills Library Meeting she attended on April 10th, 2018.

Councillor Wendland Councillor Wendland provided a verbal update to the written report she provided Council regarding the Peace Valley Conservation Recreation and Tourism Society (PVCRTS) Meeting she attended on April 3rd, 2018 in Fairview.

Councillor Reum Councillor Reum provided a verbal update to the Central Peace Waste Commission Meeting he attended April 10th, 2018.

Councillor Bogdanek No Report.

Councillor Joudrey No Report.

RC18-126 Moved by Councillor Paradis that Council accept the Councillor Reports for information.

CARRIED

RC18-127 Moved by Deputy Reeve Carbone that council direct Administration to investigate the status of the Central Peace Waste Commission as it relates to Birch Hills County and bring back the information to a future Regular Council Meeting.

CARRIED

CHIEF ADMINISTRATIVE OFFICER'S REPORTS

CAO Report

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

RC18-128 Moved by Councillor Bogdanek that Council receive the CAO's written report and updates as information.

CARRIED

RC18-129 Moved by Councillor Bogdanek that Council authorize the closure of the County Office from 11:45 a.m. to 2:30 p.m. on April 24th, 2018 for a staff appreciation lunch and a presentation by a representative from Lane Quinn regarding the employees' benefits package.

CARRIED

RC18-130 Moved by Councillor Bogdanek that Council direct Administration to research information related to the recognition of individuals and organizations, both voluntary and others, and bring their findings to a future Regular Council Meeting.

CARRIED

CAO Action Log

Council reviewed the CAO Action Log updated to April 9, 2018 provided in the Agenda Package.

RC18-131 Moved by Councillor Paradis that Council receive the CAO Action Log for information.

CARRIED

Meeting was recessed for Lunch at 12:05 p.m.

Meeting reconvened at 1:00 p.m.

Development Clerk Lucy Stevenson entered the meeting at 1:00 p.m.

BYLAWS

None

UNFINISHED BUSINESS

Bylaw 2018-01 Road Closure Bylaw

Bylaw 2018-01, a bylaw for the purpose of closing and leasing the whole or a portion of a public roadway was

returned to Council as directed at the March 29, 2018 Regular Council Meeting.

RC18-132 Moved by Deputy Reeve Carbone that Council remove from the table Bylaw 2018-01, a Road Closure Bylaw.

CARRIED

RC18-133 Moved by Councillor Bogdanek that Council provide 1st reading to Bylaw 2018-01, a Road Closure Bylaw and direct Administration to forward the bylaw to the Minster of Transportation for approval prior to bringing it back to Council for second reading.

CARRIED

Lucy Stevenson exited the meeting at 1:29 p.m.

NEW BUSINESS

Application for Community Enhancement Grant Funds

Council was provided with a request for $403.52 in funding under the Community Enhancement Program that was submitted by Mrs. Denise Doran on behalf of the residents of Watino.

RC18-134 Moved by Councillor Paradis that Council approve the reimbursement, or the payment of invoices, of an amount not exceeding $403.52 based on the request submitted by Mrs. Denise Doran on behalf of the residents of Watino as a Community Enhancement Grant for the planting and care of brightly colored annual flowers along the streets of the hamlet of Watino.

CARRIED

Request to Reduce Utility Bill

Council was provided with a letter received from Peter and Cathy Leriger regarding a billing received by them for Water and Sewer account 802010.01 in which they request that the “invoice be lowered considerably.”

RC18-135 Moved by Councillor Bogdanek that Council direct Administration to send a letter to Peter and Cathy Leriger that:

a. informs them their request for a reduction in cost related to water consumption was not authorized for account 802010.01;
b. reminds them that it is their responsibility to regularly monitor their property, including the operation of appliances and equipment that could affect the consumption of utilities or the protection of their property; and
c. offer to allow them to extend the payment due date by ninety days, with no interest charges being applied provided that the account is paid in full by June 30, 2018.

CARRIED

Options re Grader Disposal

Council was provided with information regarding the option to dispose of the current spare grader and were requested to provide direction on how to proceed.

RC18-136 Moved by Councillor Wendland that Council accept the information provided and direct staff to exchange the grader attachments between units G30 and G32; and dispose of unit G30 at a public auction in place of unit G32.

CARRIED

FOR INFORMATION

Council was provided with a copy of the following information document that had been supplied by Administration:

1. Website Stats for January 1 to March 31, 2018

RC18-137 Moved by Councillor Joudrey that Council accept the items presented for information.

CARRIED

CORRESPONDENCE

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

1. Letter from Minister of Municipal Affairs re MSI advance
2. Letter from Minister of Municipal Affairs re Municipal Accountability Program
3. Letter to premier Notley re RC17-321
4. Invitation – Mackenzie Regional Charity Golf
5. Sponsorship Request – Sorrentino's Compassion House
6. Invitation to ACFA AGM

7. Call for Nominations – 2018 BMO Farm Family Awards
8. Letter from APWA re National Public Works Week

RC18-138 Moved by Councillor Paradis that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

None.

Denise van Rootselaar from the Signal exited the meeting at 2:06 p.m.

ADJOURNMENT

Being that there was no further business, Reeve Manzulenko adjourned the meeting at 2:06 p.m.

GERALD MANZULENKO
REEVE

HERMANN MINDERLEIN
CAO

Motion #	Motion	By	Action	Status
MEETING	**SEPTEMBER 14, 2017 REGULAR COUNCIL MEETING**			
RC17-333	that Council direct Administration to complete a review of the County's utilities, including costs, rates, and a cost benefit analysis related to provision of untreated water for non-residential purposes, and to bring the information back to the next Council for consideration as part of their strategic planning process.	DION SHELLEY	Analysis Ongoing	
MEETING	**NOVEMBER 23, 2017 REGULAR COUNCIL MEETING**			
RC17-404	that Council direct Administration to: 1. post a copy of Bylaw 2017-08, the Code of Conduct Bylaw on the County's website; 2. to include a copy of Bylaw 2017-08, the Code of Conduct Bylaw in future nomination/election packages; and 3. bring the Procedural Bylaw No. 2014-06 back to Council at a future Governance meeting regarding the review requirements for Bylaw 2017-08, the Code of Conduct Bylaw.	Bev/Lucy/ Shawna Shawna Hermann	Post Bylaw to website Updated the nomination /election packages. Add Bylaw to future Governance Meeting Agenda	COMPLETED COMPLETED Incomplete
MEETING	**DECEMBER 14, 2017 REGULAR COUNCIL MEETING**			
RC17-428	that Council bring the policy - Personal Handbook back to a future governance meeting.	Hermann		

Motion #	Motion	By	Action	Status
MEETING	**JANUARY 25, 2018 REGULAR COUNCIL MEETING**			
RC18-043	that Council direct Administration to: 1. Contact a qualified firm or individual to determine the Fair Market Value for the airport property; 2. Schedule and advertise an open house at the Eaglesham Hall in order to advise, and seek input from, County residents, ratepayers, and other potentially affected individuals of the potential sale of the Eaglesham Airstrip and property; 3. Contact our lawyers to determine if a sales agreement could be drawn up with the requirement for a purchaser to proceed with the installation and maintenance of an airport on the property; and 4. Bring the results of the market evaluation, open house, and legal advice back to a future Regular Council Meeting for additional direction regarding the sale of the land.	Hermann Lucy	All items completed with exception of completion of Fair Market Value determination. Company contracted and awaiting results.	Waiting for results of valuation to bring back to Council
MEETING	**FEBRUARY 15, 2018 REGULAR COUNCIL MEETING**			
RC18-062	that Council direct Administration not to proceed with the purchase of a County Vehicle and to conduct a review County's policies and bring back recommendations to Council at a future Governance Meeting as to changes that would encourage or require participants to conferences and meetings to travel together.	Shelley Hermann/ Shawna	Shelley updated 2018 Capital Budget	

Motion #	Motion	By	Action	Status
MEETING	**March 1, 2018 REGULAR COUNCIL MEETING**			
RC18-079	that Council direct staff to install appropriate signage to direct users to remove footwear and to utilize the storage space provided, and to purchase additional floor mats for events if deemed necessary.	Dion		Sign installation completed
RC18-081	that Council direct Administration to accept the bid from Windsor Ford and to purchase three Eco Boost equipped pickup trucks including options, for $40,041.85 each for a total of $120,125.55.	Dion		Ordered & awaiting delivery
RC18-082	that Council direct Administration to accept the bid from Brandt Tractor Ltd. for $154,988.00 for the 2018 John Deere 310 SL Backhoe and to also accept their bid of $8,873.00 for the supply of an NPK C4C Compactor, for a total of $163,861.00.	Dion		Ordered & awaiting delivery
RC18-083	that Council direct Administration to sell unit E50 2004 John Deere 310SJ Backhoe at a future auction.	Dion		
RC18-084	that Council direct Administration to sell the three 4WD pickup trucks with unit numbers 136, 138 & 139 at a future auction.	Dion		
RC18-085	that Council direct Administration to accept the bid from Finning for $495,600 for a 2018 Cat 140M3 AWD Grader and to dispose of the 2014 John Deere 772GP at auction at a time that would be convenient and estimated to	Dion		Ordered & awaiting delivery Disposal plan altered

Motion #	Motion	By	Action	Status
	provide the best return.			
MEETING	**March 29, 2018 REGULAR COUNCIL MEETING**			
RC18-110	that Council direct Administration to advertise Bylaw 2018-02.	Shawna/Bev	Ad in Signal for 2 weeks.	COMPLETED
RC18-111	that Council accept the tender bid from Delbert Sargeant for the roadside contract mowing and increase the budget for Account Number 2-63-70-22-249 to reflect the contract tender bid price of $71,100.00.	Dion		COMPLETED
RC18-118	that Council accept the new Councillor Remuneration Statement sheet, and direct Administration to make it available for use by Council.		Shawna added drop down choices as per Hermann's request, waiting for Hermann's review before emailing it to Council	COMPLETED
MEETING	**April 12, 2018 REGULAR COUNCIL MEETING**			
RC18-127	that council direct Administration to investigate the status of the Central Peace Waste Commission as it relates to Birch Hills County and bring back the information to a future Regular Council Meeting.	Dion		
RC18-129	that Council authorize the closure of the County Office from 11:45 a.m. to 2:30 p.m. on April 24th, 2018 for a staff appreciation lunch and a presentation by a	Shelley	Shelley sent staff email out and Beverly has	COMPLETED

Motion #	Motion	By	Action	Status
	representative from Lane Quinn regarding the employees' benefits package.		advertised and put up a sign on front office door.	
RC18-130	that Council direct Administration to research information related to the recognition of individuals and organizations, both voluntary and others, and bring their findings to a future Regular Council Meeting.	Hermann		
RC18-132	that Council provide 1st reading to Bylaw 2018-01, a Road Closure Bylaw and direct Administration to forward the bylaw to the Minister of Transportation for approval prior to bringing it back to Council for second reading.	Hermann	Draft Cover letter	Awaiting signed minutes from April 12.
RC18-133	that Council approve the reimbursement, or the payment of invoices, of an amount not exceeding $403.52 based on the request submitted by Mrs. Denise Doran on behalf of the residents of Watino as a Community Enhancement Grant for the planting and care of brightly colored annual flowers along the streets of the hamlet of Watino.	Shawna Shelley/Lisa	Letter Drafted and I gave it to Lisa April 16.	COMPLETED Awaiting issue of Cheque
RC18-135	that Council direct Administration to send a letter to Peter and Cathy Leriger that: a. informs them their request for a reduction in cost related to water consumption was not authorized for account 802010.01; b. reminds them that it is their responsibility to regularly monitor their property, including the operation of appliances and equipment that	Shawna	Letter Mailed April 16.	COMPLETED

Motion #	Motion	By	Action	Status
	could affect the consumption of utilities or the protection of their property; and c. offer to allow them to extend the payment due date by ninety days, with no interest charges being applied provided that the account is paid in full by June 30, 2018.			
RC18-136	that Council accept the information and direct staff to swap attachments between G30 & G32; upon completion take G30 to an upcoming auction.	Dion		

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	April 26, 2018	**CAO:**	
Originated By:	Hermann Minderlein, CAO	**Director:**	
Item Title:	2018 Operating Budget	**Presenter:**	

DESCRIPTION:

Council is being presented with the 2018 Operating and Maintenance Budget for approval.

BACKGROUND:

Council previously approved the 2017 Operating Budget as the 2018 interim Operating and Maintenance Budget at its November 23, 2017 Regular Council meeting by passing Resolution RC17-406 that read as follows:

"Moved by Deputy Reeve Carbone that Council adopt the 2017 Operating Budget as the 2018 Interim Operating Budget with:

Total Revenues of $7,586,236.40 comprised of:
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."

DISCUSSION / BENEFITS / DISDVANTAGES:

Council is being presented with the 2018 Operating and Maintenance Budget for consideration, discussion, and approval.

Overall net property taxes have decreased by $12,911.32. The 2018 Alberta School Requisition expense decreased by $38,634.14 (an increase of $14,244.65 under Farmland and Residential, and a decrease of $52,888.59 for Non Residential).

Included in the 2018 Operating Budget is a transfer from operating reserves of $204,837.99 to cover miscellaneous expenses that have been accounted for in previous year budgets and revenues collected through taxation and subsequently placed in reserves. With this transfer, BHC has a net operating budget of zero and a deficit including amortization of $2,676,330.00.

2018 Operating grant amounts include:

Local Fire Unconditional Grant carry forward	$ 3,440.00
MSI Operating (allocated to Eaglesham contract grader)	$ 87,706.00
MSI Capital (allocated to gravel haul & gravel transfer trucking)	$413,293.00
FCSS Operating (allocated to preventative social services)	$ 47,606.00

Ag Service Board (allocated to Ag services annual operating budget)	$115,946.35
Total Operating Grants	**$667,991.35**

2017 Operating grant carry forward:

MSI Capital (allocated to gravel haul & transfer trucking) carry forward	$ 60,747.45

COST / SOURCE OF FUNDING:

Revenues to cover the expenses in the budget are include sales of goods and services, grants, transfers from reserves and Municipal taxes. The 2018 mill rates for municipal taxes would increase for Residential and Small Business Non-Residential by 1.5% and 4% for Farmland, Non-Residential, and Machinery & Equipment from the 2017 (2015) rates.

RELEVANT LEGISLATION (Cite):

ATTACHMENT(s):

2018 O&M Budget Projection Summary
2018 Property Tax Budget Detail Sheet
Operating Grant Summary
Budget Variance Summary
Amortization Summary

OPTIONS:

Council may choose to:

1. adopt the 2018 Operating Budget as presented; or

2. direct Administration to make additional changes to the budget and bring it back to a future Meeting of Council.

RECOMMENDED ACTION:

It is Administration's recommendation that:

Council adopt the 2018 Operating Budget with:
- Total Revenues of **$7,570,233.80** comprised of:
  - Operating Revenues (sales, grants, etc.) of $1,693,400.95;
  - Revenue Drawn from Operating Reserves of $204,837.99; and
  - Municipal Property Tax Revenue of $5,671,994.86; and
- Total Expenses of $10,246,563.80 comprised of:
  - Operating Expenses of **$7,570,233.80**; plus
  - Amortization Expense of $2,676,330.00
- Which results in a balanced budget before the amortization expense of $2,676,330.00.

Birch Hills County
2018 Operating Budget Projection Summary

2018	Revenue	2017 Budget	2017/2018 Comparison
(1,693,400.95)	Operating & Maintenance Revenue (Sales etc)	(1,608,133.77)	79,685.17
(204,837.99)	Drawn from Operating Reserves	(293,196.45)	(82,776.45)
(5,671,994.86)	Property Tax Revenue (Including Requisitions)	(5,684,906.18)	(12,911.32)
(7,570,233.80)	Total O&M Revenue	(7,586,236.40)	(16,002.60)
	Expense		
7,570,233.80	Operating & Maintenance Expense	7,586,236.40	(16,002.60)
2,676,330.00	Amortization	2,618,800.00	57,530.00
10,246,563.80	Total O&M Expense	10,205,036.40	41,527.40
2,676,330.00	**Net Revenue & Expense (Inc amortization)**	**2,618,800.00**	57,530.00
0.00	**Net Revenue & Expense (before amortization)**	**0.00**	0.00

BIRCH HILLS COUNTY OPERATING BUDGET

Function: Administration **Service:** PropertyTaxes

Description

20% of BHC reviewed yearly (each parcel every five years). NSC contract 2013-2015, 2016-2019. 2017 is the 5th year of assessment review. Note: Assessment & property tax notices mailed May 2, 2014, May 15, 2015 & May 31, 2016, May 1, 2017

Revenue

Account Name	Description/Notes			
1-00-00-00	**2017**	**2018**	**2017**	**2018**
111 Residential	51,682,400 X 10.223	59,838,300 X 10.37(	(725,455.95)	(776,855.13)
112 Farmland	48,089,480 X 13.836	48,412,200 X 14.94:	(794,267.86)	(823,965.59)
113 Non Residential	83,238,710 X 17.483	65,622,560 X 18.88'	(1,363,800.49)	(1,264,897.23)
117 Residential GIL	761,240 X 10.223	21,550 X 10.3763		(223.61)
118 Farmland GIL	1,217,700 X 13.836	1,193,650 X 14.942'	(16,811.43)	(17,175.91)
119 Non Res-Fed GI	71,560 X 17.483	70,580 X 18.8816	(1,518.32)	(1,563.71)
120 Prov Property Market		82,510 X 18.8816	(1,469.80)	(1,500.22)
121 Small Business		3,100,080 X 17.7452		(67,389.67)
191 Linear	167,289,800 X 17.483	122,510,570 X 18.8(	(2,781,582.32)	(2,718,423.79)
		Subtotal	(5,684,906.18)	(5,671,994.86)
510 Taxes - Penalties & Costs			(35,000.00)	(35,000.00)
592 Well Drilling Equipment Tax			0.00	0.00
999 Miscellaneous Revenue		PERC credit on June ASFF invoice		(2,706.00)
		Total Revenue:	(5,719,906.18)	(5,709,700.86)

Expense

		2017	2018
Added to Operating Allowance (doubtful accts)	**2-12-10-00-763**		
Grande Spirit Seniors Housing Requisition	2-84-20-00-749	13,348.00	13,597.00
Alberta School Foundation Fund (ASFF) Requisition	2-85-10-00-747	872,648.02	834,013.88
Requisitions Adjustment - Prior Year	2-85-10-00-748	2,845.23	0.00
Designated Industrial (DI) Property Requisition	2-85-10-00-749		6,301.42
Supplementary School	2-85-20-00-747		
Health Centre Requisition			
	Total Expenditures:	**888,841.25**	**853,912.30**

Impact on Reserves

Account Name	Description/Notes	
	Net Impact on Reserves	**$0.00**

Net Cost of Service

2017 Net Cost	**($4,831,064.93)**	**2018 Net Cost:**	**($4,855,788.56)**

Property Tax & Assessment Information

Linear Assessment received end of Jan beginning of Feb

All other Assessment due February 28

(Northern Sunrise County - Mike & Rod)
Combined Tax/Assesment Notices usually mailed early May
Payment Deadlines August 15- 2%, September 15- 4%, November 15- 4%
GIPOT Federal (Wanham Post office) Provincial grazing leases & Codesa tower

2017/2018 Increase/Decrease		2018 No Minimum	2018 Inc Minimum	2017 Minimum Increase
(51,399.17)	Residential	620,900.31	623,567.40	(2,667.09)
(29,697.73)	Farmland	696,622.39	699,947.96	(3,325.57)
98,903.26	Non Residential	1,191,668.88	1,191,808.33	(139.45)
(223.61)	Seniors Self Contain Units			0.00
(364.48)	Farmland GIL Lieu			0.00
(45.40)	Non Res-Fed Grant In Lieu	55,011.54	55,073.38	(61.84)
(30.43)	Linear			0.00
(67,389.67)				(6,193.95)
63,158.53		**BHC Minimum Levy $50**		
		Note: School & Seniors levy on top of our minimum		
12,911.32				

Historical Assessment				
	2015	2016	2017	2018
Res	100,989,580	104,390,330	105,037,560	108,272,050
Non Res	188,326,210	170,537,700	149,551,210	143,077,650
M&E (Depreciated Value)	62,273,860	56,627,040	52,038,660	48,226,140
Provincial GIL	761,240		1,215,050	1,193,650
Total Assessment	**352,350,890**	**331,555,070**	**307,842,480**	**300,769,490**

Historical Millrates				
	2015	**2016**	**2017**	**2018**
Residential	10.223	10.223	10.223	10.3763
Farmland	13.836	13.836	13.836	14.3894
Small Business				17.7452
Non Residential & Linear	17.483	17.483	17.483	18.1823
Requisitions				
Seniors	0.041	0.0414	0.0439	0.0454
School - Res	2.366	2.4026	2.4797	2.5189
School - Non Res	3.747	3.9995	4.1139	3.9275

Birch Hills County 4/24/20183:57 PM

	Operating Grant Summary	2018 Available Funding	2017 Available Funding	2016 Available Funding	2015 Available Funding
	Carry Forward	**2017 c/f**	**2016 c/f**	**2015 c/f**	**2014 c/f**
1-23-10-00-850	Fire - Local Unconditional Grant	3,440.00	3,440.00	3,440.00	5,000.00
1-32-10-00-840	Basic Municipal Transportation Grant (BMTG)	60,747.45	187,943.17		
1-51-10-00-840	Family & Community Support Services	-	4,861.80	19,088.00	6,771.75
	Total Operating Grant Carry Forward	**64,187.45**	**196,244.97**	**22,528.00**	**11,771.75**
	New Funding Allocation	**2018**	**2017**	**2016**	**2015**
1-32-10-01-840	Municipal Sustainability Initiative (MSI) - Conditional Operating	87,706.00	87,706.00	89,309.00	92,733.00
1-32-40-00-840	Basic Municipal Transportation Grant (BMTG)	413,293.00	413,293.00	413,293.00	413,293.00
	Disaster Recover Program (DRP)				
1-43-10-00-840	Alberta Recycling Tire Marshalling Grant			28,200.00	
1-51-10-00-840	Family & Community Support Services (FCSS)	47,606.00	47,606.00	47,606.00	42,647.00
1-61-10-00-840	Peace Region Economic Development Alliance (PREDA)				
1-63-10-00-840	Ag Service Board (ASB) (may increase)	115,946.35	115,946.35	115,946.35	115,946.35
	Total Operating Grant	**664,551.35**	**664,551.35**	**694,354.35**	**664,619.35**

Birch Hills County
Budget Variance Summary Report by Function Printed 4/24/20184:04 PM

Description	2017 Actual	2018 Budget	2018 YTD	Variance	% of Budget
General Revenue	(5,746,508.13)	(5,709,700.86)	(10.00)	(5,709,690.86)	0%
Requistions	888,841.25	853,912.30	291,601.64	562,310.66	34%
Net General Revenue	**(4,857,666.88)**	**(4,855,788.56)**	**291,591.64**	**(5,147,380.20)**	
11 - Council					
Council Expense	**145,844.86**	**167,750.00**	**39,923.07**	**127,826.93**	**24%**
11 - Election					
Election Expense	**2,679.28**	**-**	**-**	**-**	
12 - General Administration					
General Admin Revenue	(558,588.71)	(495,960.00)	(162,621.24)	(333,338.76)	33%
General Admin Expense	1,026,130.64	899,180.00	236,935.71	662,244.29	26%
Net General Administration	**467,541.93**	**403,220.00**	**74,314.47**	**328,905.53**	
12 - Assessment					
Assessment Revenue	(50.00)	-	-	-	
Assessment Expense	129,248.34	133,626.00	40,969.81	92,656.19	31%
Net Assessment	**129,198.34**	**133,626.00**	**40,969.81**	**92,656.19**	
12 - Building Maintenance - All Functions					
Building Maintenance Revenue	(20,000.00)	-	-	-	
Building Maintenance Expense	43,900.00	-	-	-	
Net Building Maintenance	**23,900.00**	**-**	**-**	**-**	

Birch Hills County
Budget Variance Summary Report by Function Printed 4/24/20184:04 PM

Description	2017 Actual	2018 Budget	2018 YTD	Variance	% of Budget
23 - Fire Preventive Services					
Fire Services Revenue	(28,152.50)	(36,040.00)	(3,440.00)	(32,600.00)	10%
Fire Services Expense	195,503.39	235,770.00	59,624.72	176,145.28	25%
Net Fire Protection	**167,350.89**	**199,730.00**	**56,184.72**	**143,545.28**	
24 - Disaster Services					
Disaster Services Revenue	(10,000.00)	(2,000.00)	-		
Disaster Services Expense	24,492.18	19,611.77	3,411.77	16,200.00	17%
Net Disaster Services	**14,492.18**	**17,611.77**	**3,411.77**	**14,200.00**	
25 - Medical Services					
Medical Services Revenue	(4,000.00)	-	-	-	
Medical Services Expense	41,441.92	44,490.00	3,543.31	40,946.69	8%
Net Medical Services	**37,441.92**	**44,490.00**	**3,543.31**	**40,946.69**	
26 - Safety & By-Law Enforcement					
Safety Revenue	(50,000.00)	(84,761.95)	(21,341.95)	(63,420.00)	25%
Safety Expense	67,221.37	61,130.00	-	61,130.00	
Net Safety	**17,221.37**	**(23,631.95)**	**(21,341.95)**	**(2,290.00)**	
32 - Public Works					
PW - Grader Services Revenue	(116,706.00)	(96,706.00)	-	96,706.00	
PW - Grader Services Expense	1,007,019.49	1,066,630.00	355,890.83	(710,739.17)	33%
Net Grader Services	**890,313.49**	**969,924.00**	**355,890.83**	**(614,033.17)**	
PW - Administration Revenue	(221,061.18)	(31,130.00)	(14,693.29)	(16,436.71)	47%
PW - Administration Expense	479,504.45	511,037.00	141,451.96	369,585.04	28%
Net PW General Administration	**258,443.27**	**479,907.00**	**126,758.67**	**353,148.33**	

Birch Hills County
Budget Variance Summary Report by Function Printed 4/24/20184:04 PM

Description	2017 Actual	2018 Budget	2018 YTD	Variance	% of Budget
PW - Street Lights Expenses	**42,540.28**	**46,000.00**	**10,833.53**	**35,166.47**	**24%**
PW- Gen Maintenance Revenue	(71,170.64)	(27,750.00)	(6,021.00)	(21,729.00)	22%
PW- Gen Maintenance Expense	2,536,435.39	2,615,240.00	790,308.20	1,824,931.80	30%
Net PW General Maintenance	**2,465,264.75**	**2,587,490.00**	**784,287.20**	**1,803,202.80**	
PW - Gravel Services Revenue	(205,126.01)	(474,040.45)	-	474,040.45	
PW - Gravel Services Expense	1,123,285.41	1,097,320.00	2,280.32	1,095,039.68	0%
Net Gravel Services	**918,159.40**	**623,279.55**	**2,280.32**	**1,569,080.13**	
PW- Project Services Revenue	(50,090.25)	(7,500.00)	-	(7,500.00)	
PW- Project Services Expense	178,206.50	175,000.00	-	175,000.00	
Net PW Project Services	**128,116.25**	**167,500.00**	**-**	**167,500.00**	
PW- Contigency Expense	**-**	**-**	**-**	**-**	
PW - Dust Control Revenue	(57,376.00)	(35,000.00)	(4,320.00)	(30,680.00)	12%
PW - Dust Control Expense	56,592.35	55,000.00	-	55,000.00	
Net PW Dust Control	**(783.65)**	**20,000.00**	**(4,320.00)**	**24,320.00**	
PW - Bridge File Expense	**303,005.84**	**318,650.00**	**91,216.68**	**227,433.32**	29%
Net Public Works	**5,005,059.63**	**5,212,750.55**	**1,366,947.23**	**3,845,803.32**	**26%**
33 - Airport					
Airport Revenue	(3,040.00)	(3,650.00)	(3,040.00)	(610.00)	83%
Airport Expense	1,666.99	3,700.00	1,693.22	2,006.78	46%
Net Airport Services	**(1,373.01)**	**50.00**	**(1,346.78)**	**1,396.78**	

Birch Hills County
Budget Variance Summary Report by Function Printed 4/24/20184:04 PM

Description	2017 Actual	2018 Budget	2018 YTD	Variance	% of Budget
37 - Drainage Ditches					
Drainage Ditches Revenue	(10,000.00)	-	-	-	
Drainage Ditches Expense	-	5,000.00	-	5,000.00	
Net Drainage Ditches	**(10,000.00)**	**5,000.00**	**-**	**5,000.00**	
41 -Regional Water Services					
Regional Water Services Revenue	(424,120.61)	(211,660.00)	(27,581.18)	(184,078.82)	13%
Regional Water Services Expense	668,285.91	670,080.00	181,479.74	488,600.26	27%
Net Regional Water Services	**244,165.30**	**458,420.00**	**153,898.56**	**304,521.44**	
42 - Wastewater Services					
Wastewater Services Revenue	(50,060.08)	(56,559.00)	(14,443.53)	(42,115.47)	26%
Wastewater Services Expense	90,118.34	114,490.00	36,222.24	78,267.76	32%
Net Reg Wastewater Treatment	**40,058.26**	**57,931.00**	**21,778.71**	**36,152.29**	
43 - Solid Waste Services					
Solid Waste Services Revenue	(28,798.18)	(33,817.99)	(5,947.60)	(27,870.39)	18%
Solid Waste Services Expense	127,318.08	134,700.00	27,719.21	106,980.79	21%
Net Solid Waste Collection	**98,519.90**	**100,882.01**	**21,771.61**	**79,110.40**	
51 - Family & Community Support Services					
FCSS - Revenue	(52,467.80)	(47,606.00)	(25,786.00)	(21,820.00)	54%
FCSS- Expense	64,971.36	47,606.00	8,837.46	38,768.54	19%
Net FCSS	**12,503.56**	**-**	**(16,948.54)**	**16,948.54**	
53 - Medical Clinic					
Medical Clinic - Revenue	(5,400.00)	-	-	-	
Medical Clinic - Expense	10,460.47	7,050.00	2,350.00	4,700.00	33%
Net Medical Clinic	**5,060.47**	**7,050.00**	**2,350.00**	**4,700.00**	

Birch Hills County
Budget Variance Summary Report by Function Printed 4/24/20184:04 PM

Description	2017 Actual	2018 Budget	2018 YTD	Variance	% of Budget
56 - Cemeteries					
Cemetery Revenue	(40.00)	-	-	-	
Cemetery Expense	-	900.00	-	900.00	
Net Cemeteries	**(40.00)**	**900.00**	**-**	**900.00**	
61-10 MPC Planning, Zoning & Development					
Planning & Development Revenue	(38,768.49)	(37,000.00)	(3,437.40)	(33,562.60)	9%
Planning & Development Expense	68,608.37	35,900.00	2,085.48	33,814.52	6%
Net Planning & Development	**29,839.88**	**(1,100.00)**	**(1,351.92)**	**251.92**	
61-20 - Development Appeal Board					
Planning & Development Expense	**-**	**900.00**	**-**	**900.00**	
61-30 - Development Administration					
Planning & Development Expense	**43,105.38**	**47,052.00**	**11,469.05**	**35,582.95**	**24%**
62 - Community Services					
Community Services Expense	**-**	**-**	**-**	**-**	

Birch Hills County
Budget Variance Summary Report by Function Printed 4/24/20184:04 PM

Description	2017 Actual	2018 Budget	2018 YTD	Variance	% of Budget
63 - Agriculture Services					
ASB Administration Revenue	(282,668.05)	(157,846.35)	-	(157,846.35)	
ASB Administration Expense	37,466.02	54,770.00	14,660.20	40,109.80	27%
ASB Board Expense	32,725.77	37,900.00	28,421.40	9,478.60	75%
ASB Fieldman Expense	181,862.63	208,065.00	43,657.68	164,407.32	21%
ASB Extentions Expense	3,856.06	6,500.00	232.20	6,267.80	4%
ASB Weed Control Expense	198,568.33	244,003.00	327.64	243,675.36	0%
ASB Roadside Spraying Expense	-	-	-	-	
ASB Roadside Mowing Expense	73,552.95	98,600.00	252.02	98,347.98	0%
ASB Brushing Expense	25,685.00	25,000.00	15,880.00		
ASB Hamlet Maintenance Expense	14,020.49	10,050.00	96.17	9,953.83	1%
Net ASB Administration	**285,069.20**	**527,041.65**	**103,527.31**	**423,514.34**	20%
64 - Natural Resources Development					
Natural Resources Expense	**-**	**-**	**-**	**-**	
66 - Subdivision Land & Developments					
Sale of Lots Revenue	(500.00)	(5,100.20)	-	(5,100.20)	
Cost of Land Sold Expense	-	-	-	-	
Net Subdivision	**(500.00)**	**(5,100.20)**	**-**	**(5,100.20)**	
69 - Tourism					
Tourism Expense	**2,500.00**	**4,500.00**	**1,500.00**	**3,000.00**	**33%**
71- Recreation Board & Services					
Recreation Board Expense	**126,050.47**	**126,600.00**	**-**	**126,600.00**	

Birch Hills County
Budget Variance Summary Report by Function Printed 4/24/20184:04 PM

Description	2017 Actual	2018 Budget	2018 YTD	Variance	% of Budget
72 - Recreation/Parks Facilities & Programs					
Parks Revenue	(2,039.61)	(1,000.00)	-	(1,000.00)	
Parks Expense	1,286.84	1,500.00	257.73	1,242.27	17%
Net Recreation Board	**(752.77)**	**500.00**	**257.73**	**242.27**	
72- Community Beautification					
Beautification Expense	**940.00**	**5,000.00**	**384.30**	**4,615.70**	**8%**
74 - Library Board Services					
Library Revenue	(6,637.90)	(8,655.00)	(1,745.86)	(8,655.00)	20%
Library Expense	30,369.02	37,390.73	6,979.70	30,411.03	19%
Net Library Board	**23,731.12**	**28,735.73**	**5,233.84**	**23,501.89**	
74 - Cultural Facilities					
Cultural Facilities Revenue	(6,307.13)	(6,750.00)	(1,921.52)	(4,828.48)	28%
Cultural Facilities Expense	15,118.71	18,960.00	2,753.20	16,206.80	15%
Net Cultural Facilities	**8,811.58**	**12,210.00**	**831.68**	**11,378.32**	
97 - Contingencies					
Contigency Revenue	293,196.46	-	-	-	
Contingency Expense	(293,820.00)	-	-	-	
Net Contingencies	**(623.54)**	**-**	**-**	**-**	
Total Revenues	(7,756,480.81)	(7,570,233.80)	(296,350.57)		4%
Total Expenses	9,816,610.13	10,246,563.80	2,455,250.19		24%
Net Rev & Exp (Inc amortization)	**2,060,129.32**	**2,676,330.00**	**2,158,899.62**	**517,430.38**	**81%**

Birch Hills County Amortization Summary Printed 4/24/2018 4:01 PM

		2017 Budget	2017 Actual	2018 Budget
	Infrastructure Amortization			
2-32-30-00-611	Public Works General Maintenance	1,700,800.00	1,700,795.00	1,700,850.00
2-32-80-00-611	Bridge Files	273,700.00	273,629.00	273,650.00
2-41-10-45-611	Regional Water Services	81,200.00	84,050.49	86,100.00
2-42-10-45-611	Wastewater Services	47,500.00	47,416.00	47,450.00
2-53-00-00-611	Medical Clinic	500.00	-	-
	Total Infrastructure Amortization	**2,103,700.00**	**2,105,890.49**	**2,108,050.00**
	Building Amortization			
2-12-10-00-621	Administration	28,500.00	25,770.00	25,800.00
2-23-00-00-621	Fire Services	17,350.00	17,308.00	17,350.00
2-32-30-00-621	Public Works General Maintenance	1,600.00	1,598.00	1,650.00
2-41-10-45-621	Regional Water	81,100.00	81,100.00	81,100.00
2-42-10-45-621	Waste Water	500.00	326.00	350.00
2-53-00-00-621	Medical Clinic	-	7,009.74	7,050.00
2-74-10-45-621	Cultural Facilities	7,600.00	-	
	Total Building Amortization	**136,650.00**	**133,111.74**	**133,300.00**
	Machinery & Equipment Amortization			
2-12-10-00-631	Administration	8,000.00	4,151.00	7,900.00
2-23-00-00-631	Fire Services	4,400.00	4,382.00	4,400.00
2-32-00-01-631	Grader Services	153,500.00	158,905.30	172,000.00
2-32-30-00-631	Public Works General Maintenance	52,600.00	62,491.29	75,950.00
2-41-10-45-631	Regional Water Services	19,200.00	22,914.48	22,750.00
2-42-10-45-631	Wastewater Services	750.00	709.00	750.00
2-43-10-00-631	Solid Waste Services	2,000.00	1,968.00	2,000.00
2-63-10-00-631	Agriculture Services	10,000.00	19,788.05	20,350.00
	Total Vehicle Amortization	**250,450.00**	**275,309.12**	**306,100.00**
	Vehicle Amortization			
2-23-00-00-651	Fire Services	49,500.00	49,463.00	49,500.00
2-32-30-00-651	Public Works General Maintenance	64,500.00	53,690.00	65,600.00
2-41-10-45-651	Regional Water Services	10,000.00	9,961.00	10,000.00
2-63-10-00-651	Agriculture Services	4,000.00	-	3,780.00
	Total Vehicle Amortization	**128,000.00**	**113,114.00**	**128,880.00**
	Total Amortization	**2,618,800.00**	**2,627,425.35**	**2,676,330.00**

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	April 26, 2018	**CAO:**	
Originated By:	Dion Hynes/Dir. Public Works	**Manager:**	
Item Title:	Capital Gravel Crushing	**Presenter:**	Dion Hynes

DESCRIPTION:

Administration is providing Council with information regarding the tender results for the capital gravel crushing 2018.

BACKGROUND:

Attached documents are the results of the tender that closed on April 10, 2018 regarding the crushing of an estimated 92,500 cubic meters (150,962 tonne) of gravel.

The Watino Pit is located NW 27-77-24-W5M and SW 27-77-24-W5M.

The County's Procurement Policy high value threshold spending limit over $10,000.00 requires a competitive bidding and tender process. WSP was the consulting engineers that conducted the tendering process on behalf of the County. WSP will be conducting engineering services not limited to tender preparation, advertising, tender posting, quality control and site inspection.

DISCUSSION / BENEFITS / DISDVANTAGES:

WSP has provided the County with contact information of references from both the lower bidders. I have contacted all of the references from both lower bidders with both exhibiting great references.

The County is in need of a gravel source for 2018 to keep up with the demands from road maintenance.

The 2018 crush would be moved during our gravel haul to needed areas to cover the county more efficiently when needed. The crush would provide a gravel material for an estimated 3-4 years.

The County would use day labour rates to strip the existing site and stockpile the raw material ready for crushing. Due to the location and Alberta Environment requirements of removing all potential raw material dewatering is needed. Unfortunately crushing wet raw material is impossible so the material that is below the water table will have to be removed stockpiled in it's own place and let drain before it is crushed. Having the County conduct this stockpiling with day labour the plan is that we can get it stock piled and dried ahead of the crusher.

COST / SOURCE OF FUNDING:

Approved 2018 Capital Budget G/L 5-32-00-01-599 of $1,600,000.00. $731,854.18 from MSI Capital.

RELEVANT LEGISLATION (Cite):

Procurement Policy 12/01/16

ATTACHMENT(S):

Tender Results from April 10, 2018

Site Drawing of Pit

OPTIONS:

Council may choose to:

1. Accept the lowest bid from Surmont Sand & Gravel for the 2018 Crushing and Stockpiling for the bid amount of $942,900.00 with funding from the capital budget GL code 5-32-00-01-599.
2. Accept the bid from XXXXX company for the 2018 Crushing and Stockpiling for the bid amount of $_____ with funding from the capital budget GL code 5-32-00-01-599.
3. Reject all bids for the 2018 Crushing and Stockpiling and direct staff to explore other options of a gravel source.

RECOMMENDED ACTION:

It is Administration's recommendation

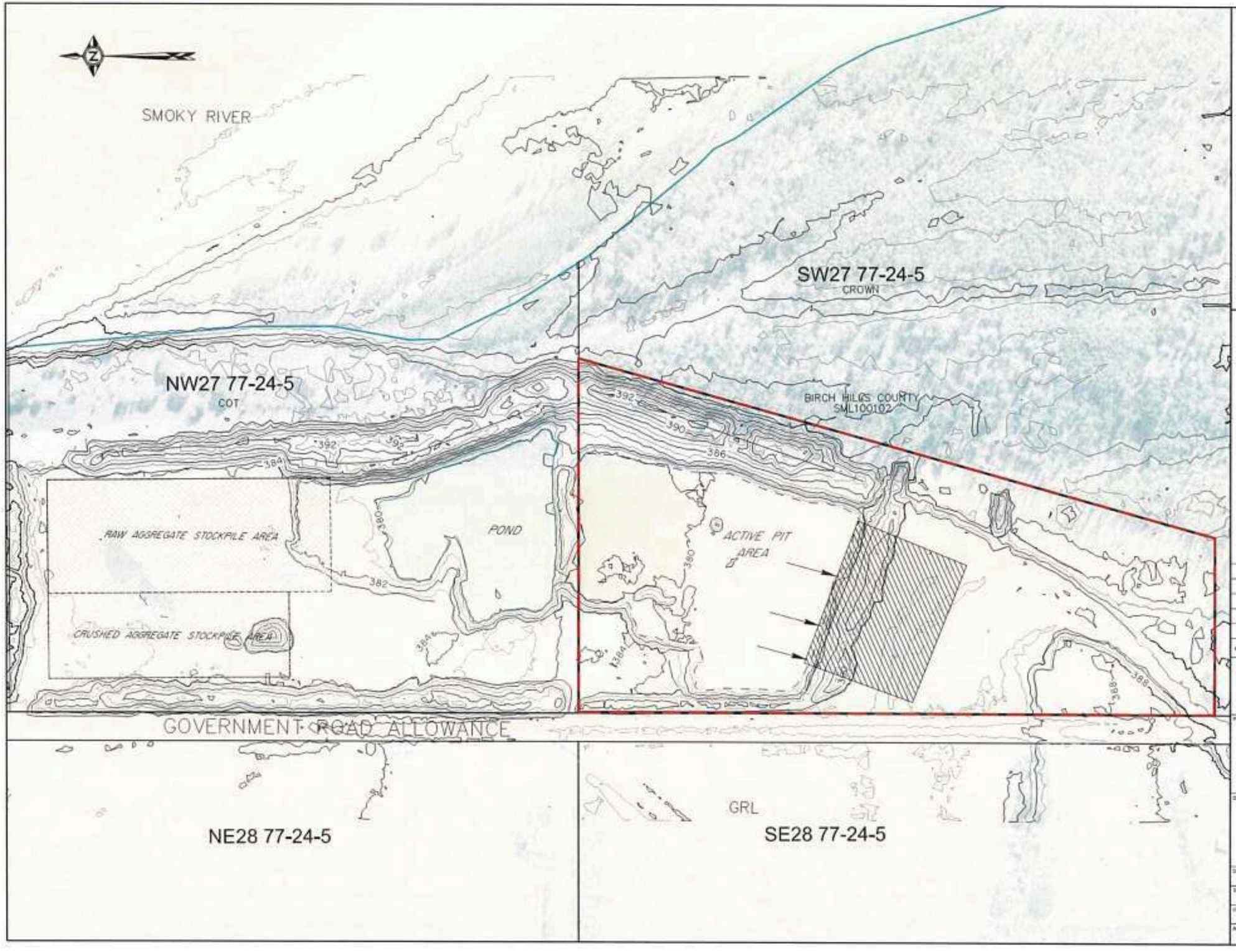
> "that Council accept the lowest bid from Surmont Sand & Gravel for the 2018 Crushing and Stockpiling for the bid amount of $942,900.00 to be charged to the capital budget account code 5-32-00-01-599."

WSP
Tender Summary

Closing Date: April 10, 2018

Contract No.: 171-17609-00
Watino Pit (NW SW 27-77-24-W5M)
Birch Hills County
Crushing and Stockpiling and Other Work

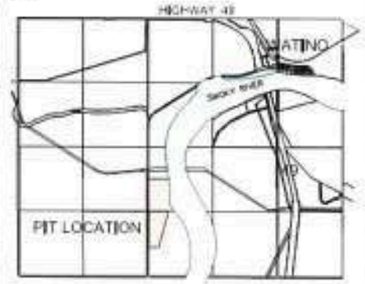
				Contractors:	Surmont Sand & Gravel Ltd.		Hopkins Construction (Lacombe) Ltd.		Inspek Crushing Ltd.		JMB Crushing Systems ULC	
Bid Item	**Description**	**Estimated Quantity**	Units		**Unit Price**	**Total Bid**	**Unit Price**	**Total Bid**	**Unit Price**	**Total Bid**	**Unit Price**	**Total Bid**
1	Crush and Stockpile Designation 4, Class 25 (Modified) (3.2.4) (Special Provisions)	80,000	m3		$ 10.58	$ 846,400.00	$ 10.50	$ 840,000.00	$ 13.35	$ 1,068,000.00	$ 14.68	$ 1,174,400.00
2	Crush and Stockpile Designation 4, Class 40 (Modified) (3.2.4) (Special Provisions)	12,500	m3		$ 7.72	$ 96,500.00	$ 10.50	$ 131,250.00	$ 13.35	$ 166,875.00	$ 14.68	$ 183,500.00
				Total		**$ 942,900.00**		**$ 971,250.00**		**$ 1,234,875.00**		**$ 1,357,900.00**



LEGEND

- SML BOUNDARY
- EXISTING TREELINE
- ACCESS ROADS
- TOP OF EXCAVATION
- BOTTOM OF EXCAVATION
- TOP OF BANK
- TOE OF BANK
- EXISTING STOCKPILES
- EXCAVATION
- WORK AREA
- CRUSHED AGGREGATE STOCKPILE AREA
- RAW AGGREGATE STOCKPILE AREA
- MAJOR CONTOURS (1m)
- MINOR CONTOURS (0.5m)
- LIDAR FLOWN: 2014-06-21

LOCATION PLAN



SKETCH REFERENCING BASE " C "

No.	DATE	REVISION	BY	APP

PREPARED BY: WSP

PREPARED FOR: Birch Hills

PROJECT: WATINO GRAVEL PIT
SML 100102
2018 AGGREGATE CRUSHING
S, SEC.27 TWP.77-RGE.24-W.5M.
Birch Hills County, Alberta

DRAWING: 2018 SITE DEVELOPMENT & CRUSHING

DRAWN: PLP	SCALE: 1 : 2500	DATE: 2018-03-20
SHEET: 1 of 1	PROJECT No.: 171-17609-00	
CHECKED: JRA	DRAWING No.: 17609-00	REVISION: 0
APPROVED: JRA		

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	April 26, 2018	**CAO:**	
Originated By:	CAO Minderlein	**Manager:**	
Item Title:	Appointment to Central Peace Attraction & Retention Committee (CPARC)	**Presenter:**	CAO Minderlein

DESCRIPTION:

Council is being provided with a request received from Councillor Paradis related to the appointments to the Central Peace Attraction & Retention Committee (CPARC).

BACKGROUND:

At Council's Organizational Meeting October 26th, 2017, Council passed Resolution RC17-353 that read as follows:

> Moved by Councillor Wendland that Council appoint Councillor(s) Paradis, and (alternate) Joudrey to sit on the Central Peace Attraction and Retention Committee.

Councillor Paradis has requested that she and Councillor Joudrey exchange their appointment and alternate positions to this Committee.

DISCUSSION / BENEFITS / DISDVANTAGES:

Councillor Paradis has provided information in the request.

A copy of the recap of current Council appointments as well as the 26 October 2017 RFD prepared for this appointment is included for Council's reference.

COST / SOURCE OF FUNDING:

There would be no effect to the budgeted cost for a change to this appointment.

RELEVANT LEGISLATION (Cite):

N/A

ATTACHMENT(S):

Request from Councillor Paradis requesting change

Recap of current Council appointments

Copy of 26 October 2017 RFD prepared for this position

OPTIONS:

Council may choose to:

1. That, subject to acceptance of these Councillors, that Council appoint Councillors Joudrey, and (alternate) Paradis to sit on the Central Peace Attraction and Retention Committee and direct Administration to mail a letter to the Central Peace Attraction and Retention Committee advising them of this change of appointments.
2. Appoint other Councillors to sit as the member and alternate on the Central Peace Attraction and Retention Committee

RECOMMENDED ACTION:

It is Administration's recommendation

> "that Council appoint Councillors Joudrey, and (alternate) Paradis to sit on the Central Peace Attraction and Retention Committee effective April 26, 2018 and direct Administration to mail a letter to the Central Peace Attraction and Retention Committee advising them of this change of appointments."

Hermann Minderlein

From: Ginette Paradis <ginettep@birchhillscounty.com>
Sent: Thursday, April 12, 2018 4:27 PM
To: Hermann Minderlein
Cc: Shawna Schwerdt; Gerald Manzulenko; Terry Carbone; Denise Joudrey
Subject: Request for appointment change
Attachments: Board Appointments.PNG

Good day;

As per our brief discussion today I would like to request changing my appointment with the Central Peace Professional Attraction & Retention Board to the alternate. Denise is my current alternate and she has expressed interest and accepting this change with a position swap.

I've attached a copy of the number of appointments I currently sit on and feel that it would be appropriate for me to take on an alternate position as requested.

The Wednesday evening CPPAR meetings are more often than not conflicting with my kids extra curricular commitments. I feel that more consistent attendance would be beneficial to the board as I currently feel that I am not providing the value I would like.

Thanks for your consideration and I look forward to reviewing this further at the next council meeting.

Kindly,
Ginette Paradis

Birch Hills County
Committees and Boards Appointments
2017-2018

Members of Council	*Ginette Paradis*	*Deanne Wendland*	*Paul Reum*	*Gerald Manzulenko*	*Cheryl Bogdanek*	*Denise Joudrey*	*Terry Carbone*	**Meetings/Notes**
Agricultural Service Board	X	X	X	X	X Vice Chair	X	X **Chair**	2nd Thursday 3 - 5 X per yr (Bylaw 2016-03 - Chair appointed at annual Organizational meeting and Vice Chair at 1st ASB meeting following Org
Central Peace Medical Corporation (CPMC)				A			X	Board of Directors Part 9 Company/SHC
Central Peace Health Council								as and when required
Central Peace Professional Attraction and Retention (CPPARC) (2016)	X					A		Every 2nd Wednesday of the Month
Central Peace Regional Emergency Management Committee (CPREMC) (2009)			X				A	Quarterly - Evening
Central Peace Senior Housing Committee (2016)				X		A		Reeve/Deputy Reeve
Central Peace Regional Waste Management Commission		A	X					Commission will disolve in 2018
Fire Guardians	X	X	X	X	X	X	X	N/A
Grande Spirit Foundation (1969)					A	X		Daytime
G5 Peace Regional Water Study Committee					A		X	
Municipal Library Board (1975) (BHC Library Board)	X					A		Mornings (3 to 4 per year)
Northern Transportation Advisory Council (2016) Northern Transporation Advocacy Bureau NTAB		X			A			Quarterly - Daytime
Peace Library System	X					A		Quarterly - Daytime
Peace Valley Conservation, Recreation & Tourism Association (PVCRTA)		X	X		A			Evenings - Quarterly in Fairview
Peace Region Economic Development Alliance (PREDA)		X			A			Daytime - Quarterly 1st Friday of Feb., May, Aug. and Nov.
Signing Authority			X	X	X			N/A
Water North Coalition **NADC** (2016)						A	X	Quarterly-Daytime
Veterinary Services Insurance (VSI) (1985)		A		X				AGM Daytime
Appointment	**5**	**5**	**6**	**5**	**3**	**3**	**5**	
Alternate	**0**	**2**	**0**	**1**	**5**	**5**	**1**	

Request for Decision (RFD)

Meeting:	Inaugeral	**Reviewed/ Approved For Submission**	
Meeting Date:	October 26, 2017	**CAO:**	
Originated By:	CAO Minderlein	**Manager:**	
Item Title:	Central Peace Attraction and Retention Committee	**Presenter:**	

DESCRIPTION:
Council is being requested to appoint a member and an alternate of Council to sit on the Central Peace Attraction and Retention Committee (CPARC).

BACKGROUND:
The CPARC was formed in 2016, to highlight the G5 area and to attract and retain Medical Professionals to the Town of Spirit River. The CPARC meet on the second Wednesday each month at 7 o'clock at the Town of Spirit River council chambers, and Councillor(s) Bogdanek, and (alternate) Langlois were the previous members that sat on the CPARC.

COST / SOURCE OF FUNDING:
All Council meetings, Board meetings and Committee meetings qualify for Councillor Honorarium as set out in the "Payment of Honorarium" policy adopted March 9, 2011. The Birch Hills County "Board and Committee Pay Differential" Policy adopted November 9, 2011 as well, each of the attached meetings qualify for mileage and/or meals as per Birch Hills County "Travel Expense remuneration" Policy adopted January 12, 2011.

RELEVANT LEGISLATION (Cite):
- Birch Hills County Procedural Bylaw #2014-06, S. 4.3 and 4.4
- Governance and Operational Policies adopted February 12, 2015
- Birch Hills County "*Travel Expense remuneration*" Policy adopted January 12, 2011
- Birch Hills County "*Appointment of the Public to Council Committees and Boards*" Policy adopted April 27, 1995

ATTACHMENT(S):
Administration requested Terms of Reference for the CPARC, and was provided the attached document.

OPTIONS:
Council may:
1. Appoint Councillor(s) Bogdanek, and an alternate to sit on the Central Peace Attraction and Retention Committee; or
2. Appoint Two (2) different members of Council to sit on the Central Peace Attraction and Retention Committee.

RECOMMENDED ACTION:
It is recommended that Council select two members of Council to sit on the Central Peace Attraction and Retention Committee.

Terms of Reference

Committee Name:
(Community name) Physician Attraction & Retention (A&R) Committee

Purpose:
The purpose of the Committee is to build a sustainable system for physician attraction, recruitment and retention in collaboration with local physicians that will ensure ongoing physician services to the community.

Objectives:
1. To coordinate attraction and recruitment of needed physicians amongst the existing physicians, AHS/ Covenant Health and the community.
2. To reduce the need for recruitment through retention efforts.
   Efforts should focus on three areas:
   - Integration into the medical practice
   - Family integration into the community
   - Family quality of life issues
3. To facilitate community involvement in the attraction, recruitment and retention process together with physicians and AHS/ Covenant Health.

Membership:
1. The Committee should consist of approximately nine members.
   Suggested membership:
   - Physician representatives (2-3 persons)
   - Alberta Health Services / Covenant Health representative (1-2 persons)
   - Clinic / hospital staff representative (1 person)
   - Community representatives (4-6 persons); including a cross-section of government, business and culture/leisure and volunteers

2. The Committee will appoint from within its members, through consensus, the following positions: Chair, Vice-Chair, and Secretary (unless provided by one of the participating partners), Treasurer (unless provided by one of the participating partners).

Term:
Members of the A&R Committee should commit to involvement for at least one year. Committees should look at staggered term commitments to allow for continuity and stability of the committee. For membership that represents an organization, it is suggested that the delegate replace designation to the committee.

Meetings:
1. Meetings should be held monthly or at the call of the Chair.
2. A simple majority of regular members of the Committee will constitute a quorum.
3. Minutes of each A&R Committee meeting should be shared by membership delegates back to their represented organization and the various stakeholders. Minutes should not be made public until approved by the Committee at a subsequent meeting.
4. The distribution of minutes can be determined by committee members – one suggestion could be to distribute new agenda and previous minutes in a timely fashion so that committee members have time to research / respond to action items.

Communication:
The Chair should act as the spokesperson for the Committee, unless there is an alternative designate.

Governance Structure

1. The A&R Committee should function on a collaborative/consensus committee process. This means that all parties should participate equally and that decision – making will aim to have full agreement on the course of action to be followed. Only as a last option should there be a need for formal voting.

2. The Committee may decide to appoint working sub-committees to work on specific functions, such as physician attraction, clinic issues, communication and marketing, organizing a site visit, housing, spousal employment, etc. Such working sub-committees would be chaired by one member of the A&R Committee and may include additional members outside the Committee. All working sub-committees should report back to the Committee on a regular basis.

One Step at a Time – How can RPAP Help?

Consultants from The Alberta Rural Physician Action Plan are available to assist during start-up of an A&R Committee, provide guidance as to how to run effective meetings and on-going support for committee cohesiveness.

Contact information:

The Alberta Rural Physician Action Plan 1-866-423-9911

www.rpap.ab.ca or consultants@rpap.ab.ca

www.AlbertaRuralHealth.ab.ca (Community Attraction & Retention website)

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	April 26, 2018	**CAO:**	
Originated By:	CAO Minderlein	**Manager:**	
Item Title:	Request for Letter of Support	**Presenter:** CAO Minderlein	

DESCRIPTION:

Council is being provided with a request received from Mike Burton on behalf of Crop Production Services (CPS) for a letter of support for the addition of Anhydrous storage at their Belloy and Peoria sites.

BACKGROUND:

The information related to this request is contained in the letter.

DISCUSSION / BENEFITS / DISDVANTAGES:

Any letter, if prepared, would reinforce the requirement for CPS to submit requests for Development Permits to the County as well as any permits required from the Province of Alberta or other regulatory bodies, and to follow the guidelines and standards set forth by these bodies.

COST / SOURCE OF FUNDING:

There would be no cost to the County for this appointment.

RELEVANT LEGISLATION (Cite):

NA

ATTACHMENT(S):

Request from Crop Production Services (CPS) for letter of support

OPTIONS:

Council may choose to:

1. Direct Administration to prepare a letter of support for Reeve Manzulenko's signature to Crop Production (CPS) that reinforces the requirements for CPS to submit requests for Development Permits to the County as well as any permits required from the Province of Alberta or other regulatory bodies, and to follow the guidelines and standards set forth by these bodies; or
2. Receive the request received from Mike Burton on behalf of Crop Production Services (CPS) for a letter of support for the addition of Anhydrous storage at their Belloy and Peoria sites for information.

RECOMMENDED ACTION:

It is recommended "that Council direct Administration to prepare a letter of support for Reeve Manzulenko's signature to Crop Production (CPS) that reinforces the requirements for CPS to submit requests for Development Permits to the County as well as any permits required from the Province of Alberta or other regulatory bodies, and to follow the guidelines and standards set forth by these bodies."

Crop Production Services

Box 127
Rycroft, Alberta
T0H-3A0

April 17, 2018

Birch Hills County
Box 157
Wanham, Alberta
T0H-3P0

To: Hermann Minderlein

I'm writing this letter to yourself and Birch Hills County, expressing interest in adding additional Anhydrous storage capacity at 2 of our sites located in Birch Hills County.

Site one Belloy, is located on SW 1 78 2 w6,
Site two Peoria, is located on SW 34 76 3 w6

Birch Hills County is a strong area for our agricultural customers that use Anhydrous in the spring and fall seasons. To better serve our Birch Hills county customers, we would like to increase or add additional storage at both above locations.

We are looking at increasing storage from current storage of 59 metric tons to 120 metric tons or 160 metric tons, pending the availability of tank sizes.

Crop Production Services as always will follow and obey all provincial guidelines and standards, required in upgrades or changes for storage facilities.

For us to request this additional storage, we need the support from the Birch Hills County in writing.

Any questions please feel free to give myself a call

Thanks

Mike Burton
Branch Manager
Rycroft, Alberta
T0H-3A0
Office 780-765-2865
Cell 780-500-4769

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	April 26, 2018	**CAO:**	
Originated By:	Hermann Minderlein	**Director:**	
Item Title:	2018 Tax Rate Bylaw No 2018-03	**Presenter: Hermann Minderlein**	

DESCRIPTION:

Council is being presented with Bylaw No 2018-03, the 2018 Tax Rate Bylaw.

BACKGROUND:

Bylaw No. 2018-03 has been prepared based on the 2018 Operating and Maintenance (O&M) budget previously presented for Council's consideration, and an assumption that the budget was adopted by Council as presented.

DISCUSSION / BENEFITS / DISDVANTAGES:

During the 2018 budget workshop, Council had been provided data related to assessments, Mill Rates, and Municipal Taxes from 2009 through to 2017. A copy of the worksheet used to review the information presented is attached to this RFD for Council's Reference.

Some of the information found in the review is as follows:

	Residential	Farmland	Non Residential	Machinery & Equipment
Assessment Value Increase since 2009	76.15%	1.05%	31.89%	44.22%
Tax Rate Increase since 2009	1.5%	10.53%	9.27%	9.27%
Increase in Taxes Charged out since 2009	96.42%	12.26%	25.64%	38.90%
Assessment Value Changes since 2017	5.34%	0.15%	-4.33%	-7.33%
Last Year Tax Rate was Increased	2015	2015	2015	2015

The largest increase in tax revenues during the review period was from Residential Assessment, while recent history has seen ever decreasing values occurring in the area of Non Residential and Machinery & Equipment assessments.

Considerable effort was put into reducing the operating and maintenance expense budgets in 2016, 2017, and 2018, and the taxes required to support those budgets. It is no longer possible to reduce cost estimates without reducing or eliminating services to the ratepayers.

Rates and Fees were reviewed, and a Rates and Fees Bylaw reflecting updated charges was adopted with an effective date of May 1, 2018.

Increases to Tax Rates were required to both stabilize revenues at previous year levels, and to provide some additional funding required to offset increases in expenses that result from both inflationary pressures and other increases such as the carbon tax.

Council provided direction for Administration to proceed with the following measures:

1. Create a new Tax Assessment class for Small Business Non-Residential;

2. To increase the Tax Rate for Residential and Small Business Non-Residential by 1.5% from the 2017 rates; and

3. To increase the Tax Rate for Farmland, Non-Residential, and Machinery & Equipment by 4% from the 2017 tax rates.

With the implementation of these measures,

COST / SOURCE OF FUNDING:

Revenues to cover the expenses in the budget are comprised of mainly the sales of goods and services, grants, and Municipal taxes. With adoption of Bylaw 2018-03, Municipal taxes raised by Bylaw have increased from $4,796,094.38 in 2017 to $4,818,104.06 in 2018, an increase of $22,009.68, or less than ½ of 1%.

RELEVANT LEGISLATION (Cite):

Municipal Government Act Revised Statutes of Alberta 2000 Chapter M-26 provides the following:

Section 247	No municipality may pass a property tax bylaw or business tax rate bylaw in respect of a year unless the operating and capital budget for that year have been adopted by council or established by the Minister under section 244.
Section 354(1)	The property tax bylaw must set and show separately all of the tax rates that must be imposed under this Division to raise the revenue required under section 353(2).
Section 354(2)	A tax rate must be set for each assessment class or sub-class referred to in section 297.
Section 354 (3)	The tax rate may be different for each assessment class or sub-class referred to in section 297.

OPTIONS:

Council may choose to:

1. provide 1st, 2nd, and 3rd reading to the bylaw provided that the unanimous consent of all Councillors present is provided prior to the 3rd reading;

2. provide 1st or 1st and 2nd reading to the bylaw at this meeting and direct Administration to bring back the bylaw for 2nd and 3rd, or 3rd reading at a future Meeting of Council;

3. provide 1st reading to the Bylaw, and make amendments to the bylaw before proceeding to 2nd reading; or

4. receive this item for information and direct Administration to bring the bylaw back at a future Council meeting if the budget is not adopted at this meeting.

RECOMMENDED ACTION:

It is Administrations recommendation that Council

1. provide first reading to Birch Hills County Bylaw 2018-03 Tax Rate Bylaw;

2. provide second reading Birch Hills County Bylaw 2018-03 Tax Rate Bylaw;

3. provide unanimous approval to a resolution to present Birch Hills County Bylaw 2018-03 Tax Rate Bylaw at this meeting; and

4. if unanimous approval has been provided, provide third reading to Birch Hills County Bylaw 2018-03 Tax Rate Bylaw.

Birch Hills County
Comparitive Data and Projections

ASSESSMENTS

	Residential				Farmland				Sub Total		Non Residential				Machinery & Equipment				Sub Total		TOTAL	
	Assessment	Change	Mill Rate	Change	Assessment	Change	Mill Rate	Change	Assessment	Change	Assessment	Change	Mill Rate	Change	Assessment	Change	Mill Rate	Change	Assessment	Change	Assessment	Change
2009	32,189,240		9.211		49,036,230		12.518		81,225,470		219,573,000		16.000		93,297,440		16.000		312,870,440		394,095,910	
2010	34,539,680	7.30%	9.211	0.00%	49,026,630	-0.02%	12.518	0.00%	83,566,310	2.88%	197,453,800	-10.07%	16.000	0.00%	77,754,850	-16.66%	16.000	0.00%	275,208,650	-12.04%	358,774,960	-8.96%
2011	35,808,310	3.67%	9.355	1.56%	49,049,400	0.05%	12.662	1.15%	84,857,710	1.55%	189,344,140	-4.11%	16.000	0.00%	73,559,510	-5.40%	16.000	0.00%	262,903,650	-4.47%	347,761,360	-3.07%
2012	36,327,290	1.45%	9.636	3.00%	49,057,490	0.02%	13.042	3.00%	85,384,780	0.62%	190,115,260	0.41%	16.480	3.00%	66,131,910	-10.10%	16.480	3.00%	256,247,170	-2.53%	341,631,950	-1.76%
2013	37,962,630	4.50%	9.636	0.00%	49,024,980	-0.07%	13.042	0.00%	86,987,610	1.88%	187,818,010	-1.21%	16.480	0.00%	61,478,530	-7.04%	16.480	0.00%	249,296,540	-2.71%	336,284,150	-1.57%
2014	45,615,960	20.16%	9.925	3.00%	49,202,540	0.36%	13.433	3.00%	94,818,500	9.00%	193,077,170	2.80%	16.974	3.00%	64,439,730	4.82%	16.974	3.00%	257,516,900	3.30%	352,335,400	4.77%
2015	52,443,640	14.97%	10.223	3.00%	49,307,180	0.21%	13.836	3.00%	101,750,820	7.31%	188,326,210	-2.46%	17.483	3.00%	62,273,860	-3.36%	17.483	3.00%	250,600,070	-2.69%	352,350,890	0.00%
2016	55,031,580	4.93%	10.223	0.00%	49,358,750	0.10%	13.836	0.00%	104,390,330	2.59%	170,537,700	-9.45%	17.483	0.00%	56,627,040	-9.07%	17.483	0.00%	227,164,740	-9.35%	331,555,070	-5.90%
2017	56,700,020	3.03%	10.223	0.00%	49,552,590	0.39%	13.836	0.00%	106,252,610	1.78%	149,551,210	-12.31%	17.483	0.00%	52,038,660	-8.10%	17.483	0.00%	201,589,870	-11.26%	307,842,480	-7.15%
Since 2009		**76.15%**		**10.99%**		**1.05%**		**10.53%**		**30.81%**		**-31.89%**		**9.27%**		**-44.22%**		**9.27%**		**-35.57%**		**-21.89%**
2018	59,728,610	5.34%	10.3763	1.50%	49,628,610	0.15%	14.3894	4.00%	109,357,220	2.92%	143,077,650	-4.33%	18.1823	4.00%	48,226,140	-7.33%	18.1823	4.00%	191,303,790	-5.10%	300,661,010	-2.33%
			1.50%				4.00%					4.00%	4.00%				4.00%					

	Residential			Farmland			Sub Total		Non Residential			Machinery & Equipment			Sub Total		TOTAL	
	Taxes	Change - $	%	Taxes	Change - $	%	Taxes	Change	Taxes	Change - $	%	Taxes	Change - $	%	Taxes	Change	Taxes	Change
2009	296,495.00			613,835.00			910,330.00		3,513,168.00			1,492,759.00			5,005,927.00		5,916,257.00	
2010	318,145.00	21,650.00	7.30%	613,715.00	(120.00)	-0.02%	931,860.00	2.37%	3,159,261.00	(353,907.00)	-10.07%	1,244,078.00	(248,681.00)	-16.66%	4,403,339.00	-12.04%	5,335,199.00	-9.82%
2011	334,986.00	16,841.00	5.29%	621,063.00	7,348.00	1.20%	956,049.00	2.60%	3,029,506.00	(129,755.00)	-4.11%	1,176,952.00	(67,126.00)	-5.40%	4,206,458.00	-4.47%	5,162,507.00	-3.24%
2012	350,050.00	15,064.00	4.50%	639,808.00	18,745.00	3.02%	989,858.00	3.54%	3,133,099.00	103,593.00	3.42%	1,089,854.00	(87,098.00)	-7.40%	4,222,953.00	0.39%	5,212,811.00	0.97%
2013	364,483.33	14,433.33	4.12%	639,383.79	(424.21)	-0.07%	1,003,867.12	1.42%	3,115,651.49	(17,447.51)	-0.56%	992,755.30	(97,098.70)	-8.91%	4,108,406.79	-2.71%	5,112,273.91	-1.93%
2014	456,253.32	91,769.99	25.18%	664,796.10	25,412.31	3.97%	1,121,049.42	11.67%	2,891,666.73	(223,984.76)	-7.19%	1,479,726.04	486,970.74	49.05%	4,371,392.77	6.40%	5,492,442.19	7.44%
2015	538,984.67	82,731.35	18.13%	685,798.53	21,002.43	3.16%	1,224,783.20	9.25%	3,292,760.89	401,094.16	13.87%	1,088,733.89	(390,992.15)	-26.42%	4,381,494.78	0.23%	5,606,277.98	2.07%
2016	561,162.63	22,177.96	4.11%	682,927.94	(2,870.59)	-0.42%	1,244,090.57	1.58%	2,981,510.22	(311,250.67)	-9.45%	990,010.54	(98,723.35)	-9.07%	3,971,520.76	-9.36%	5,215,611.33	-6.97%
2017	582,367.68	21,205.05	3.78%	689,094.76	6,166.82	0.90%	1,271,462.44	2.20%	2,612,555.55	(368,954.67)	-12.37%	912,076.39	(77,934.15)	-7.87%	3,524,631.94	-11.25%	4,796,094.38	-8.04%
Since 2009		**285,872.68**	**96.42%**		**75,259.76**	**12.26%**	**361,132.44**	**39.67%**		**(900,612.45)**	**-25.64%**		**(580,682.61)**	**-38.90%**	**(1,481,295.06)**	**-29.59%**	**(1,120,162.62)**	**-18.93%**
2018	619,761.98	37,394.30	6.42%	714,125.92	25,031.16	3.63%	1,333,887.90	4.91%	2,601,480.76	(11,074.79)	-0.42%	876,862.15	(35,214.24)	-3.86%	3,478,342.91	-1.31%	4,812,230.81	0.34%

BYLAW NO. 2018-03

A Bylaw of Birch Hills County, in the Province of Alberta, to authorize the rates of taxation to be levied against assessable property within Birch Hills County for the 2018 Taxation Year.

WHEREAS Birch Hills County has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the Council meeting held on April 26, 2018; and

WHEREAS The estimated municipal operating expenditures and transfers set out in the budget for Birch Hills County for 2018 total $7,570,233.80; (seven million five hundred and sixty-nine thousand seven hundred and eight three dollars and eighty cents); and

WHEREAS The estimated municipal capital expenditures and transfers set out in the budget for Birch Hills County for 2018 total $2,601,200 (two million, six hundred and one thousand and two hundred dollars); and

WHEREAS The estimated municipal operating revenues and transfers from all sources other than taxation is estimated at $1,903,820.95 (one million nine hundred and three thousand eight hundred and twenty dollars and 95 cents) and the estimated capital revenues and transfers from all sources other than taxation is estimated at $2,601,200 (two million, six hundred and one thousand and two hundred dollars) and the balance of $5,671,994.86 (five million six hundred and seventy one thousand nine hundred and ninety-four dollars and eighty-six cents) is to be raised by general municipal taxation; and

WHEREAS The Alberta School Foundation Fund (ASFF) Requisitions is:

Residential/Farmland	$272,394.51
Non-residential	$561,619.37; and

WHEREAS The Designated Industrial Property (DIP) Requisition is:

Designated Industrial Properties	$6,301.42; and

WHEREAS The Grande Spirit Foundation (GSF) Requisition is:

For all Property Types	$13,597.00; and

WHEREAS The Council of Birch Hills County is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures, transfers and the requisitions; and

WHEREAS The Council of Birch Hills County is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26; and

WHEREAS The assessed value of all property in Birch Hills County as shown on the assessment roll is:

	Assessment
Residential	$59,859,850
Farmland	49,605,850
Non-Residential	17,467,000
Small Business Non-Residential	3,100,080
Linear	122,510,570
Machinery & Equipment	48,226,140
Exempt Property	32,853,130
TOTAL	**$333,622,620**;

NOW THEREFORE Under the authority of the Municipal Government Act, the Council of Birch Hills County, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer shall be authorized and required to levy the rates of taxation as shown following against the assessed value of all lands, buildings, and improvements as shown upon the Municipal Assessment Roll.

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential	623,791.01	$59,859,850	10.3763
Farmland	717,123.87	49,605,850	14.3894
Non-Residential	317,729.71	17,467,000	18.1823
Small Business Non-Residential on Land and Buildings	55,073.38	3,100,080	17.7452
Linear	2,227,523.94	122,510,570	18.1823
Machinery & Equipment	876,862.15	48,226,140	18.1823
TOTAL Municipal	$4,818,104.06	$300,769,490	
ASFF Requisition			
Residential and Farmland	$272,390.72	$108,250,500	2.5163
Non-Residential, Small Business Non-Residential, and Linear	561,613.36	142,995,140	3.9275
TOTAL ASFF Requisition	$834,004.08	$251,245,640	
DIP Requisition			
All Assessment Classes	$6,290.79	$184,477,050	.0341
TOTAL DIP Requisition	$6,290.79	$184,477,050	
GSF Requisition			
All Assessment Classes	$13,595.93	$299,471,780	.0454
TOTAL GSF Requisition	$13,595.93	$299,471,780	

2. That the minimum amount payable per parcel as property tax for general municipal purposes shall be $50.00.

3. This Bylaw shall come into force and effect when it receives third reading and is duly signed.

READ a first time this 26th day of April, 2018.

READ a second time this 26th day of April, 2018.

READ a third time this 26th day of April, 2018.

Signed this 26th day of April, 2018.

Reeve Gerald Manzulenko	Chief Administrative Officer Hermann Minderlein

Grande Spirit Foundation

"Providing Affordable Housing to Seniors and Families"

16 March, 2018

The Friends of the Grande Spirit Foundation was established in 2001 in response to a donation made by the estate of a resident, and the change in operating assistance by the government from full coverage to costs for basic services.

The Friends of the Foundation saw an opportunity to enhance the lifestyle in the seniors' homes operated by Grande Spirit Foundation through donations, grants, fundraising, and volunteer work. The Friends of the Grande Spirit Foundation was established to oversee the administration of any funds donated or raised through fundraising activities.

This year once again, we are organizing a Golf Tournament at Morningview Park Golf Course on June 2nd- as one of our fundraising activities. You are welcome to join us. We would appreciate any donations that you could make towards helping us have a successful event. Receipts will be issued for cash donations over $20.00. 100% of the proceeds will go towards the continued enhancement of Grande Spirit Foundation seniors' facilities.

Thank you for your consideration.

Kathy Belyan & Arlene Charlesworth
780 532-2901 587-771-9432

Friends of

Grande Spirit Foundation

Best Ball Charity

5th Annual

Golf Tournament

June 2nd, 2018

WHERE: Morningview Park Golf Course

WHEN: Saturday June 2nd, 2018

Registration at 12:00 – 12:50pm Start Time at 1:00pm

COST: $100 per Person

(Includes green fees, power cart, hot dog lunch & Steak dinner to follow)

REGISTER: In teams, pairs, singles by calling

Morningview Park Golf Course 780-568-4357, or by calling

Arlene 587-771-9432 or Kathy 780-532-2901

REGISTRATION DEADLINE: May 25th, 2018

All funds raised will go towards projects that give our seniors a better quality of life!

Prizes and Silent Auction

Working with Albertans to preserve and interpret our heritage

BIRCH HILLS COUNTY
RECEIVED
APR 11 2018
WANHAM

March 15, 2018

Dear Sir/Madam:

Re: ALBERTA HISTORICAL RESOURCES FOUNDATION'S HERITAGE AWARDS 2018

The Alberta Historical Resources Foundation, the principal heritage support agency of the Government of Alberta, is now accepting nominations to the 2018 Heritage Awards. Help us honour and celebrate the contributions of Albertans to the promotion and preservation of Alberta's heritage.

Submitting a nomination is a great opportunity to recognize individuals and organizations who have demonstrated excellence and commitment in preserving and promoting appreciation of our province's rich heritage.

The Foundation is accepting nominations until July 15, 2018.

Awards will be presented in the **Heritage Conservation**, **Heritage Awareness** and **Outstanding Achievement** categories. In addition, the Foundation is introducing the **Indigenous Heritage** and **Youth Heritage Awards** this year. Awards will be presented during an awards ceremony on October 12.

Enclosed is a copy of the guidelines and nomination form. These are also available at www.alberta.ca/heritage-awards.aspx. If you have any questions, please contact the Program Coordinator, Carina Naranjilla, at 780-431-2305 (toll-free by first dialing at 310-0000) or carina.naranjilla@gov.ab.ca.

Thank you.

Sincerely,

Dr. J. Maki Motapanyane
Chair
Alberta Historical Resources Foundation

8820 – 112th Street, Edmonton, Alberta T6G 2P8 Tel: (780) 431-2305 Fax: (780) 427-5598

A beneficiary of Alberta Lottery Fund proceeds with technical and administrative assistance by Alberta Government

HERITAGE AWARDS 2018 *Alberta Historical Resources Foundation*

The Alberta Historical Resources Foundation is soliciting nominations for **Heritage Awards 2018**. These awards honor and celebrate the contributions of Albertans (individuals, organizations) to the protection, preservation and promotion of Alberta's heritage.

The **Heritage Conservation Award** recognizes projects that demonstrate excellence in:

- the conservation of Provincial or Municipal Historic Resources; or
- the identification, protection and management of historic places; or
- the protection and management of palaeontological and archaeological resources.

The **Heritage Awareness Award** recognizes research, publications or public engagement projects that have deepened our understanding and promoted greater awareness of Alberta's heritage.

The **Outstanding Achievement Award** recognizes an individual's exemplary long-term leadership and contribution to the preservation and presentation of Alberta's history.

The **Indigenous Heritage Award** recognizes projects that demonstrate excellence in identifying, protecting and promoting Alberta's rich Indigenous heritage through research, publication, and/or collaboration or public engagement with Indigenous individuals or communities.

The **Youth Heritage Award** recognizes the volunteer contributions of students to the preservation and presentation of Alberta's heritage, at any point in the course of their studies between elementary and high school.

Nominations will be accepted between
March 15 and July 15, 2018

Submit nominations to:

Heritage Awards
Alberta Historical Resources Foundation
8820-112 Street
Edmonton AB T6G 2P8

Guidelines and nomination forms are available at:
www.alberta.ca/heritage-awards.aspx.

For more information, contact Program Coordinator at **780-431-2305**.

ALBERTA HISTORICAL RESOURCES FOUNDATION

Alberta

Alberta Historical Resources Foundation
Heritage Awards 2018
GUIDELINES

Alberta Government

The Alberta Historical Resources Foundation's Heritage Awards Program recognizes and celebrates the contributions of Albertans to the protection, preservation and promotion of Alberta's heritage. **Nominations for 2018 must be received by July 15, 2018.**

AWARD CATEGORIES

The **Heritage Conservation Award** recognizes projects that demonstrate excellence in:

- the conservation of Provincial or Municipal Historic Resources; or
- the identification, protection and management of historic places; or
- the protection and management of palaeontological and archaeological resources.

Projects must have been completed within the last three years.

The **Heritage Awareness Award** recognizes research, publications or public engagement projects that have deepened our understanding and promoted greater awareness of Alberta's heritage. Projects must have been completed within the last three years.

The **Outstanding Achievement Award** recognizes an individual's exemplary long-term leadership and contribution to the preservation and presentation of Alberta's history. Nominees should have a minimum of 10 years involvement with heritage in the province and have made personal contributions to the field well beyond the responsibilities of any heritage related employment.

The **Indigenous Heritage Award** recognizes projects that demonstrate excellence in identifying, protecting and promoting Alberta's rich Indigenous heritage through research, publication, and/or collaboration or public engagement with Indigenous individuals or communities. Nominations must demonstrate Indigenous community support.

The **Youth Heritage Award** recognizes the volunteer contributions of students to the preservation and presentation of Alberta's heritage. Award will be presented to a student or group of students who have made outstanding contributions to the heritage field at any point in the course of their studies between elementary and high school. Their contributions must extend beyond the responsibilities of any paid employment. Projects must have been completed in the last two years.

ELIGIBILITY

Eligible Nominees

- individuals residing in Alberta
- Alberta-based organizations including: non-profit organizations, corporations, churches, schools, municipalities, First Nations and Métis Settlements and others deemed eligible by the Foundation's Board of Directors
- self-nominations

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Ineligible Nominees

- posthumous awards
- nominees who are unaware of or who disapprove of the nomination
- Alberta Historical Resources Foundation board members and their immediate families
- Alberta Culture and Tourism staff and its agencies
- nominees nominated in more than one category

Ineligible Nominators

- Alberta Historical Resources Foundation board members and their immediate families

SUBMITTING NOMINATIONS

The nomination package must include the following:

- completed nomination form
- letter of nomination signed by the nominator
- why this project, individual or organization is being nominated
- biography/profile of the individual(s) or organization involved
- press clippings, letters of support, or any other pertinent materials
- photographs illustrating project, where applicable

Nominations to the Indigenous Heritage Award must demonstrate Indigenous community support.

It is the responsibility of the nominator to provide sufficient and relevant materials to support the nomination. Incomplete submissions may be considered ineligible for consideration by the jury. Nomination submissions and supporting materials will be retained by the Foundation.

The personal information provided in the nomination submission about the nominator and the nominee is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provisions of that Act. The information will be used for the purpose of administering the Heritage Awards Program, which includes selecting and publicizing the achievements of the award recipients.

Submit nominations by mail, courier or in person at the Alberta Historical Resources Foundation's program office:
Alberta Historical Resources Foundation
Heritage Awards Program
Old St. Stephen's College Building
8820 112 Street
Edmonton AB T6G 2P8

SELECTION AND PRESENTATION OF AWARDS

The Heritage Awards Review Committee of the Alberta Historical Resources Foundation will review and evaluate the nominations.

The Foundation's Board of Directors will make the final decision. Up to two awards may be presented in each category. The Foundation reserves the right not to present any award in any of the categories.

Award recipients will be notified in September. Awards will be presented in mid-October.

Contact Information

For more information, contact the Program Coordinator at 780-431-2305 (toll-free by first dialing 310-0000) or carina.naranjilla@gov.ab.ca.

Alberta Historical Resources Foundation
Heritage Awards 2018
NOMINATION FORM

Alberta Government

Please read the Guidelines before completing this form. Submission deadline is July 15, 2018.

For office use only
File No: _____

NOMINEE

Check the award category and identify who/what you are nominating

☐ Heritage Conservation Award	Name of project
☐ Heritage Awareness Award	Name of project
☐ Outstanding Achievement Award	Name of individual
☐ Indigenous Heritage Award	Name of project
☐ Youth Heritage Award	Name of individual / individuals

Name Mr./Mrs./Ms. _____

Position/Title (if applicable) _____ Organization (if applicable) _____

Address _____
Street / P.O. Box No. City / Town Postal Code

Bus. Ph. ( ) _____ Res. Ph. ( ) _____ Fax: ( ) _____

E-mail: _____

NOMINATOR

Are you nominating as an individual or organization? Place a check mark. ☐ Nominating as an individual ☐ Nominating as an organization

Name Mr./Mrs./Ms. _____

Position/Title (if nominating as an organization) _____

Organization (if nominating as an organization) _____

Address (of individual / organization) _____
Street / P.O. Box No. City / Town Postal Code

Bus. Ph. ( ) _____ Res. Ph. ( ) _____ Fax: ( ) _____

E-mail: _____

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© Her Majesty the Queen in Right of Alberta, as represented by the Minister of Culture and Tourism, 2018

SUPPORTING DOCUMENTS

Submit the following with this nomination form. Please provide sufficient and relevant materials to support your nomination.

- ❑ covering letter signed by the nominator
- ❑ Why are you nominating this project/individual/organization? Explain how the nominee(s) demonstrates excellence in the protection, preservation and promotion of Alberta's heritage.
- ❑ biography/profile of the individual(s), team or organization involved
- ❑ press clippings, letters of support, or any other pertinent material
- ❑ Indigenous Heritage Award: must demonstrate Indigenous community support.
- ❑ photographs illustrating project, where applicable

DECLARATION STATEMENT OF NOMINEE

I am the nominee or authorized representative of the nominee(s). I have read the complete nomination submission and to the best of my knowledge and belief, the information herein is true and correct. I agree that it may be provided by the nominator to the Alberta Historical Resources Foundation so that I / my organization may be considered for the Heritage Awards. Should I / my organization be selected for the Award, I consent to the use and disclosure of my personal information (including photographs and videos) as necessary, without compensation for awards-related publicity.

If the nominee(s) is under the age of 18 at the time of nomination, a parent or legal guardian must sign this form.

Signature of nominee	Printed Name	Date

The personal information provided in the nomination submission about the nominator and the nominee is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provisions of that *Act*. The information will be used for the purpose of administering the Heritage Awards Program, which includes selecting and publicizing the achievements of the award recipients.

Submit nomination form and supporting materials to

Heritage Awards
Alberta Historical Resources Foundation
8820 - 112 St. Edmonton AB T6G 2P8

ALBERTA
SENIORS AND HOUSING
Office of the Minister
MLA, Edmonton-Riverview

BIRCH HILLS COUNTY
RECEIVED
APR 11 2018
WANHAM

AR 44927

April 6, 2018

Dear Stakeholder:

The Minister's Seniors Service Awards recognize the important volunteer work that individuals and organizations provide to assist seniors in Alberta each year. To date the awards program has honoured 136 recipients.

Attached is a poster and nomination booklet for the 2018 Minister's Seniors Service Awards. Please consider nominating volunteers in your community and help us promote the awards by displaying the poster and spreading the word. The deadline for nominations is April 23, 2018.

Nominees will be recognized at community celebrations taking place across Alberta this summer, and award recipients will be recognized at a ceremony in the fall. Additional information will be provided closer to the event date.

Please visit my ministry website http://www.seniors-housing.alberta.ca for more information or email seniorsinformation@gov.ab.ca to request a nomination package.

Thank you for supporting seniors in Alberta.

Sincerely,

Lori Sigurdson
Minister of Seniors and Housing

Attachment

404 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-415-9550 Fax 780-415-9411
9202B - 149 Street, Edmonton, Alberta T5R 1C3 Canada Telephone 780-414-0719 Fax 780-414-0721

Printed on recycled paper

2018 MINISTER'S SENIORS SERVICE AWARDS

Recognizing people who

in the lives of Albertan seniors

Nominate someone who volunteers to make life better for seniors and their community today!

For more information please visit:
www.seniors-housing.alberta.ca

Nomination Deadline:

April 23, 2018

Alberta Government

2018 MINISTER'S SENIORS SERVICE AWARDS

Recognizing people who make a positive difference in the lives of Albertan seniors

Nomination Deadline:
April 23, 2018

www.seniors-housing.alberta.ca

Alberta Government

2018 Minister's Seniors Service Awards

Message from the Honourable Lori Sigurdson
Minister of Seniors and Housing

It is my great pleasure to welcome nominations for the 2018 Minister's Seniors Service Awards.

For more than two decades, our awards have recognized individuals and organizations that volunteer their time and energy to support seniors.

These exceptional Albertans volunteer countless hours to take on big projects and little tasks to support seniors. And they all mean so much. It could be completing tax returns or teaching computer skills to seniors. It's making the extra effort to ensure a room is decorated just so for a big birthday party or getting up extra early to whip up a hearty breakfast for dozens – or hundreds – of hungry folks.

All of these thoughtful gestures and kind acts matter so much. It is important for us to recognize and say thank you to those who dedicate their time and talents to improve the lives of seniors.

Last year we honoured a senior with the inaugural Alice Modin Award. Alice Modin started a campaign to launch a seniors' day in Strathcona County about 30 years ago that helped pave the way for a province-wide Seniors' Week. The Award honours a senior who has provided long-term volunteer service to their community, promotes volunteerism, or whose volunteer efforts have had a provincial impact.

Please take the time to nominate a person or organization for the Minister's Seniors Service Awards. Nominees will be recognized at community celebrations held all over the province in the summer. We will recognize the award recipients at a special event in Edmonton in the fall.

Thank you to all volunteers who help seniors. You make a difference.

Lori Sigurdson
Minister, Seniors and Housing
MLA, Edmonton-Riverview

2018 Minister's Seniors Service Awards

General Information:

The Minister's Seniors Service Awards recognize individuals and organizations who volunteer to support seniors in Alberta.

There are three award categories:

1. Individual
2. Organization
3. Alice Modin Award

Please review the criteria under each category, complete the appropriate form and provide it along with the rest of your nomination package.

Please note the following:

- Only one nomination form is required per nominee;
- The nominee **must** sign the nomination form. Without consent, the nominee cannot be considered for this award;
- Nominations may include photographs, newsletters, certificates and other supporting materials. Any materials provided will become the property of Alberta Seniors and Housing and will not be returned; and
- All supporting documents should be provided in English or provide an English translation.

Seniors and Housing Minister Lori Sigurdson and Cameron Westhead, MLA, Banff-Cochrane, with Alice Modin Award recipient Karen Nordgaard from Bragg Creek.

1. Individual Nomination

Criteria

The nominee must be an Alberta resident of any age including those 65 years or older who provides volunteer services to seniors in Alberta. Couples may be nominated in the individual category.

Summary of Volunteer Activities

Provide a summary of volunteer activities to capture all of the volunteer work the nominee does with seniors. Please include:

- Where the individual volunteers;
- The type of volunteer work (e.g. driving, home maintenance services, entertainment, etc.);
- The number of volunteer hours (can be weekly, monthly or yearly);
- Who has benefited from the service (e.g. individual seniors, the community, dementia patients, etc.);
- The number of seniors served through the volunteer service (if applicable); and
- Additional information or details such as descriptions of the work and any other relevant information.

Please consider providing this information in a table format, like the one below as an example.

Letters of Support

(2 to 5 letters are recommended)

Letters of support are the best way to demonstrate the impact of the volunteer's work with seniors. These letters should:

- Be written by those benefiting directly from the volunteer service provided by the nominee, or written by someone with detailed knowledge of the nominee's volunteer service;
- Provide details of the volunteer service and include, if possible, how often the volunteer provides this service (if not already included in a summary of volunteer activities); and
- Outline how seniors benefit from the service provided.

SAMPLE SUMMARY OF VOLUNTEER ACTIVITIES

Volunteer service provided	Where	Service provided to	Number of seniors served	Number of volunteer hours	Additional information/ details
Bingo caller	*Seniors Center*	*Members at centre*	*30*	*3 hours/week. Total of 468 hours since 2014*	
Drive seniors to medical appointments		*Seniors*	*4*	*20 hours/month since 1998*	

2. Organization Nomination

Criteria

An Alberta organization that:

- Is not for profit, and
- Relies on volunteers to support seniors.

Nominations must include a summary of organization information, letters of support, and a nomination form signed by the board chair, executive director, or president.

Summary of Organization Information

To ensure your nomination is as detailed as possible, include a summary with the following information (if applicable):

- Date (year) the organization was established;
- Organization purpose or mission statement;
- Number of staff;
- Number of volunteers;
- How volunteers within the organization support seniors;
- The number of seniors that benefit from the services the organization provides;
- List of services/programs/events provided by the organization, including a description of each, frequency, and how long the service has been provided; and
- Special initiatives or projects, including a description.

Letters of Support

(2 to 5 letters are recommended)

Letters of support are the best way to demonstrate the impact of the organization's service to seniors.

Letters of support should be written by someone with detailed knowledge of the organization's programs and services or someone benefiting from the services. Letters of support can include information outlined in the organization summary.

Minister Sigurdson with representatives of the Calgary Chinese Elderly Citizen's Association, recipient of a 2017 Minister's Seniors Service Award.

3. The Alice Modin Award

In 1985, Strathcona County resident, Alice Modin, lobbied county council to declare an annual seniors' day. Alice's work was pivitol in creating a week-long celebration, first recognized as Seniors' Week by the Government of Alberta in 1986.

Alice was a strong advocate for seniors, passionate about local history, and a consummate community volunteer. She volunteered at the Mannville Five Point Women's Institute and the Sherwood Oaks Senior Citizens' Association some years ago. Alice's hard-working nature was an asset for soldiers during the war, when she and other women prepared gift boxes to send to local soldiers.

In 1999, Alice received the Minister's Seniors Service Award in recognition of her outstanding volunteer service in support of seniors. In 2011, she was recognized by the International Women's Day committee in Strathcona County for making a difference in her community.

Alice passed away in 2014. In recognition of Alice's contributions to Alberta through the establishment of Seniors' Week, and her long-standing volunteer and charitable efforts in her community, the Alice Modin Award was introduced as a new category of the Minister's Seniors Service Awards in 2017.

Criteria

An individual Albertan or couple who:

- Is 65 years of age or older and has been volunteering in their community for 20 or more years;
- Actively promotes volunteerism amongst seniors; and/or
- Has had a provincial impact on seniors through their volunteer efforts.

Summary of Volunteer Activities

Provide a summary of volunteer activities to capture all of the community volunteer work of the nominee. Please include:

- Where the individual volunteers;
- The type of volunteer work (e.g. meal delivery, music lessons);
- How long they have been volunteering; and
- Who has benefited from the service (e.g. seniors, youth, the community).

SAMPLE SUMMARY OF VOLUNTEER ACTIVITIES

Volunteer service provided and where	Service provided to	Number of years volunteering	Additional information
Coordinate seniors to volunteer at boys and girls club	*community at large, youth*	*since 1978*	

Letters of Support

Letters of support are the best way to demonstrate the impact of the volunteer's work. These letters should:

- Be written by those who benefited directly from the volunteer service or someone with detailed knowledge of the volunteer service; and
- Provide details of the volunteer service and the positive impact on the community.

2018 Minister's Seniors Service Awards

Nomination Form

☐ **Individual** ☐ **Organization** ☐ **Alice Modin**

☐ Mr. ☐ Ms. ☐ Mrs. _____ Other Nominee: _____

Home Address: _____

City: _____ Alberta Postal Code: _____

Phone: _____ Email: _____

The personal information collected on this form is collected under s. 33(c) of the FOIP Act and will only be used and disclosed to determine the Nominee's suitability and eligibility to receive the Minister's Seniors Service Award and for other reasonably related administrative purposes in accordance with the FOIP Act. If I am selected for an award, I hereby freely consent to the disclosure, as the Ministry deems appropriate, of my name, address, phone number, and any information provided as part of this nomination package, to interested parties including the media for interviews, stories and follow up.

*I hereby give permission to the **Government of Alberta** to use my material (photograph, video, name or quotation) without any compensation to me. I understand this material will be used in communication and materials about **Government of Alberta** programs and services and they will be distributed to the public through a variety of means, including printed and electronic communications. All government communications where this material will appear shall constitute the property of the **Government of Alberta**, solely and completely.*

I understand that the material may be used by or licensed to other public bodies and private companies for use in materials in promoting the province of Alberta.

*I waive all moral rights, claims, and objections arising from the use of this material, worldwide and in perpetuity, in favour of the **Government of Alberta**, its agents, employees, and contractors.*

If I have questions regarding my consent or the use of my information, I can contact Communications with Alberta Seniors and Housing by phone at, 780-644-5678, or by mail at 44 Capital Blvd, Third Floor, Edmonton, AB T5J 3S7.

Alberta Seniors and Housing collects personal information about the Minister's Seniors Service Award Program nominees pursuant to section 33(c)of the Freedom of Information and Protection of Privacy Act. The information collected will be used for the purposes of administering the Minister's Seniors Service Awards program and promoting the program and its related events. The information may be disclosed to the Minister of Seniors and Housing, MLAs, a master of ceremonies and the media may use the names of nominees and a summary of their volunteer experience to promote the awards program. Questions regarding the collection and use of personal information for the 2018 Minister's Seniors Service Awards Program may be addressed to the Director of Communications by telephone at 780-644-5678 or by mail at Communications Director, Communications, Seniors and Housing, 3rd Floor 44 Capital Boulevard, 10044 - 108 Street, Edmonton, AB T5J 5E6.

☐ *I consent to this nomination, and authorize the collection and use of personal information about me that may be submitted from individual nominators and meet all the requirements listed under "Eligibility". I further understand that by consenting to the nomination that my name and a summary of my volunteer experiences may be used by Alberta Seniors and Housing for promoting the Minister's Seniors Services Awards Program.*

Signature _____ Date _____

Nomination Deadline: April 23, 2018

2018 Minister's Seniors Service Awards

Nominator Information

(The person who would be the best contact to answer questions about the nominee or the nomination package.)

Name: _____

Address: _____

City: _____ Alberta Postal Code: _____

Phone: _____ Email: _____

Alberta Seniors and Housing collects personal information about the Minister's Seniors Service Award Program nominators pursuant to section 33(c)of the Freedom of Information and Protection of Privacy Act. The information collected will be used for the purposes of administering the Minister's Seniors Service Awards program and promoting the program and its related events. The information may be disclosed to the Minister of Seniors and Housing, MLAs, a master of ceremonies and the media may use excerpts from recommendations to promote the awards program. Nominators should be award the nominee has the right to access all documents about him or her which are in the custody of the awards program. Questions regarding the collection and use of personal information for the 2018 Minister's Seniors Service Awards Program may be addressed to the Director of Communications by telephone at 780-644-5678 or by mail at Communications Director, Communications, Seniors and Housing, 3rd Floor 44 Capital Boulevard, 10044 - 108 Street, Edmonton, AB T5J 5E6.

Signature _____ Date _____

Evaluation of Nominations

A Nomination Review Committee, selected by the Minister of Seniors and Housing, will evaluate submissions using the following considerations as a guide. Nominees do not need to satisfy all considerations to be eligible for an award.

EVALUATION CONSIDERATIONS	
NEED	There is a need for the volunteer service provided within the community.
IMPACT	The volunteer service provided affects seniors directly and improves the quality of their lives. Alice Modin Award: benefit to the community as a whole.
FOCUS	Volunteer work involves a specialized skill, talent or expertise.
DIVERSITY	The nomination demonstrates a wide variety of volunteer activities.
LEADERSHIP	The nominee demonstrates leadership through planning, organizing or initiating a new project or program for the benefit of seniors.
ORIGINALITY	The volunteer service provided is unique and demonstrates thoughtfulness of senior's needs.
VOLUNTEER TIME	**Individuals:** The number of volunteer hours is noteworthy. **Organization:** Number of programs/services/events that involve volunteers.

Selection of Recipients

The Nomination Review Committee evaluates the submissions and recommends a list of award recipients to the Minister of Seniors and Housing. The Minister selects the award recipients.

Information about nominees and recipients will be released to the media and posted on www.seniors-housing.alberta.ca.

Nominees will be invited to attend community recognition celebrations in the summer.

Award recipients will be notified in summer 2018 and honoured at a special event in the fall.

Minister Sigurdson, Nelson and Hazel Modin with the 2017 Minister's Seniors Service Award recipients and their MLA representatives.

2018 Minister's Seniors Service Awards

Checklist

Please ensure that your nomination package is complete.

The nomination:

- ☐ Demonstrates how the nominee provides volunteer service for the benefit of seniors.
- ☐ Includes a summary of volunteer activities.
- ☐ Includes letters of support (two to five are advisable).
- ☐ Is legible in English, or has English translation provided.
- ☐ Provides the name and address of nominee.
- ☐ Has been signed by the nominee.
- ☐ Includes contact information for nominator or organization representative.

Submissions

Forward complete nomination packages to:

By mail or courier:

Minister's Seniors Service Awards
Alberta Seniors and Housing
6th floor
Standard Life Centre
10405 Jasper Avenue
Edmonton, Alberta T5J 3S2

Questions?

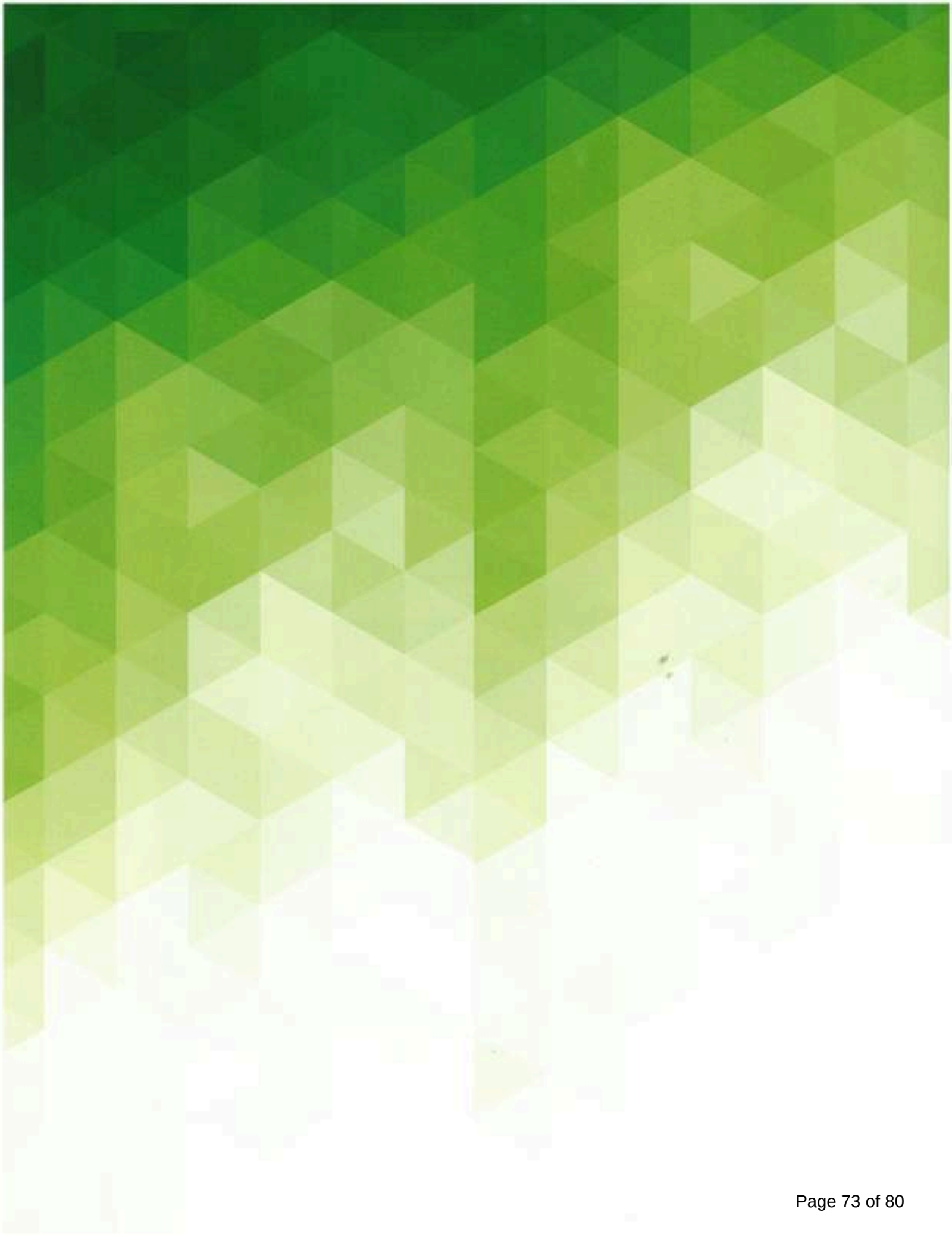
Email your questions to
seniorsinformation@gov.ab.ca

Deadline

To be considered, a complete nomination package must be received by **April 23, 2018**.

Minister Sigurdson with Individual Award recipients John and Mabel Baxter.

Minister Sigurdson with MLA Prab Gill, Calgary–Greenway and Individual Award recipient Sewa Singh Premi.



BIG LAKES COUNTY

5305-56 Street Box 239, High Prairie, AB T0G 1E0 Ph: 780-523-5955 Fax: 780-523-4227

BIRCH HILLS COUNTY
RECEIVED
APR 16 2018
WANHAM

April 9, 2018

Mr. Gerald Manzulenko
Birch Hills County
Box 157
Wanham AB. T0H 3P0

Dear Mr. Manzulenko, Gerald

Re: 5th Annual Big Lakes Invitational Charity Golf Tournament

Our 5th Annual Big Lakes Invitational Charity Golf Tournament will take place on Thursday, August 16, 2018 at the High Prairie & District Golf Course. Our goal is to raise funding that will be donated to the Heart & Stroke Foundation, the Stollery Children's Hospital Foundation, and the High Prairie Health Foundation. In order to meet our goals, we are asking for sponsorship and participation from businesses and individuals.

By supporting this annual event you'll be supporting very worthy charities and helping us provide assistance to local organizations within our community. We ask that you consider sponsoring or registering a team. A copy of our registration/sponsorship form has been attached. As a sponsor, your name will be placed on signage that is posted at the event.

We hope that we can count on you to help support our charities. If you have any questions please feel free to contact Jessica Martinson at 780-523-5955 or jmartinson@biglakescounty.ca.

Thanks in advance for your consideration!

Sincerely,

Ken Matthews
Reeve

Enclosure

5TH ANNUAL BIG LAKES CHARITY GOLF TOURNAMENT

AUGUST 16, 2018
HIGH PRAIRIE & DISTRICT GOLF COURSE

SPONSORSHIP PACKAGES

GOLD - $3,000
Two Complimentary Entries

SILVER - $2,000
One Complimentary Entry

BRONZE - $1,000
One Complimentary Entry

HOLE #1 - $1,500
One Complimentary Entry

HOLE IN ONE - $1,500
One Complimentary Entry

GOLF CARTS - $2,000
One Complimentary Entry

REGULAR HOLE - $1,500
One Complimentary Entry

BBQ -$3,000
Two Complimentary Entries

BREAKFAST - $2,000
One Complimentary Entry

PEROGIES & SAUSAGE - $1,500
One Complimentary Entry

WINGS & BEER - $1,500
One Complimentary Entry

SHRIMP & CAESARS- $1,500
One Complimentary Entry

BEVERAGE CART - $1,500
One Complimentary Entry

SCOTCH & SHOTS - $1,500
One Complimentary Entry

TITLE SPONSOR

TOLKO

QUESTIONS: PLEASE CONTACT JESSICA MARTINSON AT 780-523-5955
OR JMARTINSON@BIGLAKESCOUNTY.CA

REGISTRATION FORM

REGISTRATION DEADLINE: JULY 23, 2018

Contact Name: _____

Company Name: _____

Mailing Address: _____

_____

_____

Phone #: _____ Fax #: _____

Email: _____

~ ENTRY FEE - $150 PER PERSON ~

Includes green fee for 18 holes, cart, full breakfast, food holes & BBQ

Please Check One: □ All Players on Same Team □ All Players on Different Teams

Players: _____

_____

_____

_____

Registration Fee: _____ x $150 = _____

Sponsorship Amount: _____

Total: $_____

Credit Card #: _____

Expire Date: _____

Cardholder Name: _____

Method of Payment:

□ Visa □ Cheque

□ Cash □ Invoice

□ MasterCard

CHEQUES PAYABLE TO: BIG LAKES CHARITY GOLF

Authorized Signature: _____

PROUDLY SUPPORTING...

HIGH PRAIRIE HEALTH FOUNDATION

Proceeds in support of

Heart &Stroke™

The Heart and Stroke Foundation of Canada recognizes the important contribution of its sponsors. However, this is not an endorsement.

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SCHEDULE	
7:30 am	Breakfast & Registration
8:45 am	Welcome & Group Photo
9:00 am	Texas Scramble Shotgun Start
3:30 pm	BBQ & Live/ Silent Auction

QUESTIONS: PLEASE CONTACT JESSICA MARTINSON AT 780-523-5955
OR JMARTINSON@BIGLAKESCOUNTY.CA

AR-63282

ALBERTA
AGRICULTURE AND FORESTRY

Office of the Minister
MLA, Whitecourt-Ste. Anne

Mr. Gerald Manzulenko
Reeve
Birch Hills County
Box 157
Wanham, AB T0H 3P0

Dear Mr. Manzulenko:

Thank you for your March 1, 2018, letter regarding Birch Hills County's request for Alberta Agriculture and Forestry approval to designate genetically modified (GM) alfalfa (*Medicago sativa* L.) as a prohibited noxious weed by local bylaw under the Alberta *Weed Control Act*.

I appreciate your concerns regarding the potential market access implications associated with the production of GM alfalfa, while GM crops are not universally accepted throughout the international market, alfalfa production is an important part of the province's agriculture industry. I also recognize GM crops are an important issue to several local municipalities, in particular, and some Albertans, in general.

However, as I stated in my January 19, 2018 letter, I cannot approve the County bylaw request. The *Weed Control Act* is not an appropriate or applicable piece of legislation to address the County's concerns that GM alfalfa poses a risk, since certain export markets prohibit GM agricultural products.

The intent of the *Weed Control Act* is to safeguard against the introduction and spread of invasive weeds. GM alfalfa is not a weed and, therefore, cannot be regulated under the Act. As I mentioned previously, the purpose of the *Weed Control Act* is to safeguard against the introduction and spread of invasive weeds. Notably, the Canadian Food Inspection Agency (CFIA) has concluded federally approved GM alfalfa varieties have no altered weed or invasiveness potential compared to currently commercialized non-GM alfalfa.

Specifically, the CFIA has stated the agronomic characteristics of federally approved GM alfalfa varieties are within the range of values displayed by currently commercialized alfalfa varieties. In addition, the CFIA has concluded no competitive advantage for federally approved GM alfalfa varieties and they do not express novel characteristics that could extend their use beyond the current geographic range of alfalfa production in Canada. As such, currently approved GM alfalfa is the same as non-GM alfalfa when it comes to weed characteristics and/or invasiveness potential.

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229 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-2137 Fax 780-422-6035

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I acknowledge, and have considered, the points you raised regarding the previous designation of certain production varieties of plants as weeds under the *Weed Control Act*. I also appreciate, and have considered, the important role local authorities and Agricultural Service Boards play in promoting agricultural development under the Alberta *Agricultural Service Board Act*.

Since the regulation of GM crops in Canada is coordinated between the CFIA (www.inspection.gc.ca) and Health Canada (www.hc-sc.gc.ca), I encourage you to contact these federal regulatory organizations and raise your concerns regarding the assessment of social or economic factors such as marketplace and consumer acceptance.

I appreciate your concerns regarding the potential market access implications associated with the production of GM alfalfa, but I cannot change my position regarding the County's bylaw request.

Sincerely,

Oneil Carlier
Minister

cc: Hermann Minderlein, Chief Administrative Officer, Birch Hills County
Corey Beck, Chair Agricultural Service Board Provincial Committee, Peace Representative (County of Grande Prairie No. 1)
Bret Kennedy, Director Policy and Regulatory Affairs Section, Agriculture and Forestry
Gayah Sieusahai, Pest Regulatory Officer, Agriculture and Forestry

The Peace Valley Conservation,
Recreation and Tourism Society
Box 189
Fairview, AB T0H 1L0

Phone: (780) 835-4903 Fax: (780) 835-3131

December 19, 2017

Council of
Birch Hills County
Box 157
Wanham, AB T0H 3P0

Re: 2018 Municipal Member Contribution Request

As per the following motion passed at the Nov. 7, 2017 Peace Valley Conservation, Recreation and Tourism Society Board of Directors meeting, please accept this letter as our request for payment of the 2018 financial contribution of $1,000.00 as set by the following motion:

Robert Willing — Moved that Peace Valley Conservation Recreation and Tourism Society continue to request funding from municipal partners in the amount of $1,000.00 per year. Further, ask municipal partners to provide ideas on what they would like to see the society pursue.
CARRIED.

As per the society's direction in the summer of 2017, Dunvegan River Rats Assn. (DRRA) has assumed responsibility of maintenance of the Dunvegan Boat Launch on behalf of PVCRTS. Clint Rombs, President of DRRA, was in attendance to update PVCRTS of their ongoing maintenance at the boat launch as well as possible upgrades and repairs. They have been in contact with the Grande Prairie River Rats and are pursuing initiatives for the Dunvegan boat launch that the GP River Rats have been successful with at the boat launch on the Wapiti River. The DRRA has also increased their association membership and are very positive with the increased interest of river users to assist with the ongoing maintenance. They have however, come to realize that their work is not without costs and will be approaching organizations and municipalities to request financial assistance in their endeavors to maintain and promote the use of the Dunvegan boat launch. PVCRTS is very pleased with the work of DRRA in 2017 and has extended their term of operational control for 2018 with automatic renewal for 2019 upon acceptance of the DRRA annual report to the PVCRTS Board of Directors in November of 2018.

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With PVCRTS stepping back from the operational control of the Dunvegan boat launch, the Board of Directors is very excited to pursue opportunities to promote tourism and conservation of the Peace River. The society has spent many years just maintaining the boat launch and are looking forward to addressing the objectives of the society beyond the boat launch. Enclosed you will find a copy of the PVCRTS Objectives as updated in April 2015. The Board of Directors requests that you review these Objectives and have your municipal representative share your ideas regarding the future of the society at the next PVCRTS Board of Directors meeting.

Thank you for your consideration of the 2018 funding request and we look forward to your council's input on the activities of the society going forward.

Yours truly,

Sandra Fox, Secretary/Treasurer
Peace Valley Conservation, Recreation and Tourism Society