



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
APRIL 27, 2017**

Present: **Reeve** Marvin Doran
 Deputy Reeve Gerald Manzulenko
 Councillor Jack Macauley
 Councillor Paul Reum
 Councillor Kathrin Langlois
 Councillor Terry Carbone

Absent: **Councillor** Cheryl Bogdanek

 Chief Administrative Officer Hermann Minderlein
 Legislative Administrator Denise Joudrey

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

**ADOPTION OF
THE AGENDA**

Deletion

4. DELEGATIONS

(b) Brian Ballard – Saddle Hills County
Regional Emergency Plan

RC17-173 Moved by Deputy Reeve Manzulenko that
Council adopt the agenda as amended.

CARRIED

ADOPTION OF THE MINUTES

**Regular Council Meeting
April 13, 2017**

RC17- 174 Moved by Deputy Reeve Manzulenko that
Council approve the minutes of the April 13, 2017 Regular
Council Meeting as presented.

CARRIED

Sergeant, Ryan Frost
entered the meeting at 9:00 a.m.
Danny Zahara from The Signal,
entered the meeting at 9:03 a.m.
Councillor, Jack Macauley
entered the meeting at 9:08 a.m.

INITIALS: Reeve: _____

CAO: _____



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DELEGATIONS

Sgt Ryan Frost
RCMP Detachment
Commander – Spirit River

Council was presented with a quarterly Policing verbal report.

Sergeant, Ryan Frost
exited the meeting at 9:30 a.m.

RC17-175 Moved by Councillor Langlois that Council
accept Sergeant Frost’s report for Information.

CARRIED

COUNCILLOR REPORTS

Reeve Doran No Report

**Deputy Reeve
Manzulenko** Deputy Reeve Manzulenko reported on a Seniors Housing
Study meeting, he attended on April 26, 2017 in Spirit River.

Councillor Macauley No Report

Councillor Reum No Report

Councillor Bogdanek Absent - No Report

Councillor Langlois No Report

Councillor Carbone No Report

RC17-175 Moved by Councillor Carbone that Council
accept Councillor Reports for Information.

CARRIED

Recess 9:43 am – 9:47 am

**CHIEF ADMINISTRATIVE
OFFICER’S REPORTS**

CAO Report CAO Minderlein provided verbal updates on the written
report he had provided to Council.

INITIALS: Reeve: _____

CAO: _____



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RC17-176 Moved by Deputy Reeve Manzulenko that Council receive the CAO's written report with verbal updates for information.

CARRIED

CAO Action Log

Council reviewed the CAO Action Log that had been provided with updates to April 24, 2017.

RC17-177 Moved by Councillor Carbone that Council receive the CAO Action Log for information.

CARRIED

RC17-178 Moved by Councillor Carbone that Council direct administration to reserve eight positions for the Councillor Training Session being offered by MacKenzie Municipal Services Agency (MMSA) in Peace River on November 3 and 4, 2017, and to reserve eight rooms in Peace River for the evenings of November 3, 2017.

CARRIED

Bylaws

2017-04 Genetically Engineered Alfalfa Bylaw

Council was presented with Bylaw No 2017-04, the Genetically Engineered Alfalfa Bylaw.

RC17-179 Moved by Councillor Carbone that Council provide first reading of Birch Hills County Bylaw No 2017-04, Genetically Engineered Alfalfa Bylaw.

CARRIED

RC17-180 Moved by Councillor Langlois that Council provide second reading of Birch Hills County Bylaw No 2017-04, the Genetically Engineered Alfalfa Bylaw.

CARRIED

RC17-181 Moved by Councillor Carbone that Council direct Administration to forward Bylaw No 2017-04, the Genetically Engineered Alfalfa Bylaw to the Minister for approval as required by the Weed Control Regulation AR 19/2010 Section 9(4) before returning the Bylaw to Council for 3rd reading.

CARRIED

UNFINISHED BUSINESS

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**Minister of Transportation
and MLA Letter**

Council was presented with an outline of Birch Hills County priorities for Provincial Highways for their review.

RC17-182 Moved by Deputy Reeve Manzulenکو that Council direct Administration to continue to work on the list of priorities for potential Alberta Transportation projects related to highways and secondary highways based on the discussions from this meeting and additional updates from Provincial staff and County records; to possibly include photographic evidence that would support the County’s requests, and to bring the updated listing along with a first draft of a letter to the Province to a future Council Meeting.

CARRIED

**NEW BUSINESS
Unrestricted Reserve
Balances**

Council was presented with a request to provide Administration with direction as to the balance of the Accumulated Surplus Account Number 6-00-00-00-910.

CARRIED

RC17-183 Moved by Deputy Reeve Manzulenکو that Council direct administration to transfer \$1,008,524.55 from Accumulated Surplus Account Number 6-00-00-00-910 to Contingency (Capital Assets) Account Number 6-97-00-00-760 in order to maintain the \$3,000,000.00 historical cap in the Accumulated Surplus Account.

CARRIED

2017 Recreation Grants

Council was presented with the draft minutes of the Birch Hills County Recreation Board Meeting held April 12, 2017, and the recommendation of the Board as to the distribution of funding for 2017.

RC17-184 Moved by Councillor Carbone that Council approve the disbursement of the 2017 Recreation Grant funding based on the Recreation Board’s recommendation to disburse the funds as follows:

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CAO: _____



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West Smokey Recreation Centre	\$ 30,000.00
Lakeside Golf and Country Club	\$ 30,000.00
COCO	\$ 30,000.00
Birch Hills Senior Centre	\$ 2,610.00
Watino Ladies Community Association	\$ 2,575.00
Eaglesham & District Ag. Society	\$ 2,490.00
Eaglesham Senior Social Centre	\$ 2,490.00
Tangent Park Society	\$ 7,470.00
Kakut Lake	\$ 7,055.00
Tangent Community Hall	\$ 6,735.00
Dreamers Lake	\$ 1,500.00
Yaremko Seniors Club of Tangent	\$ 1,245.00
Heat Volleyball	\$ 830.00
Total	\$ 125,000.00

CARRIED

RC17-185 Moved by Councillor Carbone that Council direct Administration to draft a policy spelling out the purpose, composition, appointments and procedures related to the Birch Hills County Recreation Board, and bring the Policy back to Council for review at a future Governance Meeting.

CARRIED

**Clerk of Assessment
Review Board**

Council was provided with a request to reappoint Louise Gostick as the Clerk of Assessment Review Board (ARB) for 2017.

RC17-186 Moved by Deputy Reeve Manzulenko that Council appoint Louise Gostick as the Assessment Clerk for Birch Hills County for 2017, and authorizes Administration to reimburse the MD of Spirit River for time and expenses incurred and billed for Louise Gostick to complete the duties of the Assessment Clerk.

CARRIED

**Upcoming Council
Meetings**

Council was presented with a request to review the upcoming Calendar as it relates to Council Meetings, Statutory Holidays, and dates potentially related to municipal elections this fall, and

to provide Administration with direction as to what, if any action

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CAO: _____



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should be taken to reschedule meetings.

RC17-187 Moved by Councillor Langlois that Council cancel the Regular Council Meetings scheduled for June 8, July 13, August 10, September 28, and October 12, 2017 and the Governance Committee Meeting scheduled for September 28, 2017; and direct Administration to provide notice of these cancellations in accordance with the requirements of Bylaw 2014-06, the Procedures Bylaw.

CARRIED

Mower Tender

Council was presented with information relating to the responses received for the request for pricing issued for the Roadside Mowers to be purchased from the 2017 Capital Budget, and being requested to provide direction on how to best proceed with the procurement of these items.

RC17-188 Moved by Deputy Reeve Manzulenko that Council accept the bid received from Martin Deerline in Falher for the supply of two (2) CX15 Flex Wing Rotary mowers for the total amount (excluding GST) of \$58,000.00 to be coded to Capital Budget Code 4-63-10-00-630.

CARRIED

RC17-189 Moved by Councillor Carbone that Council amend the 2017 Capital Budget to authorize the expenditure of an amount not to exceed \$58,000 from Account 4-63-10-00-630 for the purchase of two (2) rotary mowers with funding for the amount required, less any proceeds realized from the sale of the existing mowers, to come from the County's MSI Capital funding.

CARRIED

**Sprayer Request
To Purchase**

Council was presented with information relating to the responses received for the request for pricing issued for the Spray Truck Attachment to be purchased from the 2017 Capital Budget, and being requested to provide direction on how to best proceed with the procurement of these items.

Spring Scurry

Council was presented with a request submitted by Andrea Farrell for funding for the 5th Annual Spring Scurry being held in Watino on May 6th, 2017.

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RC17-191 Moved by Deputy Reeve Manzulenko that Council:

1. decline to provide funding for the Spring Scurry based on the grounds that Birch Hills County already provides funding to the Watino Ladies Community Association and the Eaglesham & District Ag Society by means of the Birch Hills County Recreation Grant;
2. authorizes Administration to provide promotional items from the County for this event; and
3. directs Administration to send a letter to Andrea Farrell advising her of Council's decision.

CARRIED

FOR INFORMATION

Council was provided with the following documents:

1. The March 2017 Bank Reconciliation; and
2. The Draft minutes from the PVCRTS Board of Directors Meeting dated April 4, 2017.

RC17-192 Moved by Councillor Manzulenko that Council accept the document March Bank Reconciliation provided for information.

CARRIED

RC17-193 Moved by Councillor Langlois that Council accept the document Draft PVCRTS Board of Directors Meeting – April 4, 2017 provided for information.

CARRIED

CORRESPONDENCE

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

- a. Letter re 2017 Summer Temporary Employment Program
- b. Invitation from Little Smokey FCSS to Roots of Empathy Event.
- c. Email re 2017 Summer Student Program Funding

RC17-194 Moved by Councillor Langlois that Council accepts the correspondence provided for information.

CARRIED

IN-CAMERA

RC17-195 Moved by Deputy Reeve Manzulenko that Council move in-camera at 11:21 p.m.

CARRIED

INITIALS: Reeve: _____

CAO: _____



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RC17-196 Moved by Deputy Reeve Manzulenko that Council reconvene the regular meeting at 11:31 p.m.

CARRIED

CAO Wage Increase

RC17-197 Moved by Deputy Reeve Manzulenko that Council authorize the following pay increases for CAO Minderlein:

1. a cost of living increase of one half of one percent to be effective January 1, 2017; and
2. an increase from Step 4 to Step 5 of the Birch Hills County 2017 pay grid for the Chief Administrative Officer position to be effective on his employment anniversary date, that being April 11, 2017.

CARRIED UNANIMOUSLY

RC17-198 Moved by Deputy Reeve Manzulenko that Council authorize a pay increase for the CAO effective April 1, 2017.

CARRIED

ADJOURNMENT

Being that there were no other items for discussion, Reeve Doran adjourned the meeting at 11:39 p.m.

Original Signed

**REEVE
MARVIN DORAN**

Original Signed

**CAO
HERMANN MINDERLEIN**

INITIALS: Reeve: _____

CAO: _____