





MINUTES OF A SPECIAL COUNCIL MEETING  
FOR BIRCH HILLS COUNTY HELD  
IN THE COUNCIL CHAMBERS  
August 10, 2021

Harassment Prevention Policy

**SC21-009 Moved by Councillor Reum** that Council approves the Harassment Prevention Policy with amendments, and instructs administration to amend the Policy by adding Human Resources to the definition page 1.16

**CARRIED**

**CLOSED SESSION**

**SC21-010 Moved by Councillor Joudrey** that Council moves into closed session to hold discussion related to the employment contract for the Interim Chief Administrative Officer. FOIP Section 24(1)(b)(i) at 9:25 a.m.

**CARRIED**

**SC21-011 Moved by Councillor Wendland** that council move out of closed session at 11:30 a.m.

**CARRIED**

**NEW BUSINESS**

Matter Related to Interim CAO employment contract.

Council is being presented with information related to the interim Chief Administrative Officer (CAO) job competition.

**SC21-012 Moved by Councillor Poetker** that Council rescind SC21-005 “that council direct administration to advertise for the hiring of an interim CAO for Birch Hills County, with a submission deadline of July 26, 2021. Council authorizes Administration to spend up to \$1500.00 to promote the opportunity, with funds to be provided by reserves.”

**CARRIED**

**SC21-013 Moved by Councillor Joudrey** that Council updates the hiring of an Interim Chief Administrative Officer, to hiring a permanent Chief Administration Officer. Council authorizes Administration for expenses incurred in advertising the past interim CAO job opportunity, expenses not to exceed \$1500.00, and with funds to be provided by reserves.”

**CARRIED**

**INITIALS: Reeve: \_\_\_\_\_**

**CAO: \_\_\_\_\_**



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**SC21-014 Moved by Councillor Wendland** That council authorizes travel expenses be paid for candidates with the purpose of attending in-person interviews for the Chief Administration Officer job opportunity. Total expenses not to exceed \$1500, with funds sourced from reserves.

**CARRIED**

**SC21-015 Moved by Councillor Duvall** That council authorizes utilizing legal services to draft a CAO employment contract, with cost not to exceed \$1000, and with funds to be sourced from reserves.

**CARRIED**

**SC21-016 Moved by Councillor Wendland** That Council makes an offer of employment to the candidate for the vacant Chief Administrative Officer position for Birch Hills County and authorizes Reeve Manzulenکو and Councillor Poetker to negotiate terms of contract, and authorizes Reeve Manzulenکو to sign the contract as negotiated on behalf of Birch Hills County.

**CARRIED**

**ADJOURNMENT**

Being that there was no further business, Reeve Manzulenکو adjourned the meeting at 11:42 a.m.

Original to be signed by  
**GERALD MANZULENKO**  
**REEVE**

Original to be signed by  
**Rick Bastow**  
**CAO**

**INITIALS: Reeve: \_\_\_\_\_**  
**CAO: \_\_\_\_\_**