



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
August 13, 2020**

Present:

Reeve	Gerald Manzulenko
Deputy Reeve	Terry Carbone
Councillor	Mel Duvall
Councillor	Albert Poetker
Councillor	Deanne Wendland
Councillor	Paul Reum
Councillor	Denise Joudrey
CAO	Rick Bastow
Legislative Officer	Shawna Schwerdt

Absent:

CALL TO ORDER

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

ADOPTION OF AGENDA

RC20-295 Moved by Councillor Joudrey that Council adopt the agenda of the August 13, 2020 Regular Council meeting with the addition of 4.a Delegation Steven Madden, CAO Grande Spirit Foundation.

CARRIED

ADOPTION OF MINUTES

Regular Council Meeting
July 9, 2020

RC20-296 Moved by Deputy Reeve Carbone that Council approve the minutes of the July 9, 2020 Regular Council meeting as presented.

CARRIED

Special Council Meeting
July 9, 2020

RC20-297 Moved by Councillor Poetker that Council approve the minutes of the July 9, 2020 Special Council meeting as presented.

CARRIED

Special Council Meeting
July 30, 2020

RC20-298 Moved by Councillor Wendland that Council approve the minutes of the July 30, 2020 Special Council meeting as presented.

CARRIED

DELEGATION

Addition to agenda will be later in the meeting cross listed with 9.a.v - Grande Spirit Foundation Request to Borrow Funds.

COUNCILLOR REPORTS

Reeve Manzulenko

Reeve Manzulenko provided a verbal update to Council on radio interviews he conducted regarding the media release about the proposed Provincial RMA Assessment Model Review of Oil and Gas and the effects to Birch Hills County and the G5 meeting he attended in Spirit River on August 4, 2020.

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CAO: _____



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Deputy Reeve Carbone Deputy Reeve Carbone provided a verbal update to Council on the G5 meeting he attended in Spirit River on August 4, 2020.

Councillor Poetker No Report.

Councillor Wendland Councillor Wendland provided a verbal update to the written report she provided to Council on the Peace Region Economic Development Alliance (PREDA) meeting she attended virtually on July 31, 2020.

RC20-299 Moved by Deputy Reeve Carbone that Council direct Administration to send a letter to be signed by Birch Hills County (BHC) Reeve to the Peace Region Economic Development Alliance (PREDA) Board regarding additional clarity on resolution number 6, "PREDA Government Membership Fee will be \$1000.00." from the PREDA July 31, 2020 meeting.

CARRIED

Councillor Reum No Report.

Councillor Duvall No Report.

Councillor Joudrey No Report.

RC20-300 Moved by Councillor Duvall that Council accept the Councillors' Reports for information.

CARRIED

**CHIEF ADMINISTRATIVE
OFFICER'S REPORTS**

CAO Bastow provided a verbal update to the written report he provided to Council on events since June 25, 2020.

RC20-301 Moved by Councillor Reum that Council receive the CAO's Rick Bastow written reports and verbal updates for information.

CARRIED

CAO Action Log Council reviewed the CAO Action Log updated to August 10, 2020.

RC20-302 Moved by Councillor Wendland that Council receive the CAO Action Log for information.

CARRIED

INITIALS: Reeve: _____

CAO: _____



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Meeting was recessed at
10:10 a.m.

Meeting was resumed at
10:23 a.m. with no public
present.

NEW BUSINESS

GSF Request to Borrow
Funds

Council was requested to provide Administration
direction regarding Grande Spirit Foundation (GSF)
request for letter of support to borrow funds for the new
capital project to include 24-unit seniors self-contained
building for Spirit River.

Steven Madden, CAO
Grande Spirit Foundation
entered meeting 10:36 a.m.

DELEGATION

Steven Madden, CAO
Grande Spirit Foundation

Steven Madden CAO Grande Spirit Foundation
presented a verbal account of the capital project to
include 24-unit seniors self-contained building for Spirit
River on top of the 92 units to accommodate
replacement of the old lodge and provide higher level of
care for seniors.

Steven Madden, CAO GSF
entered meeting 11:10 a.m.

RC20-303 Moved by Councillor Duvall that Council
accepts Steven Madden, CAO Grande Spirit
Foundation presentation of a verbal account of the
proposed capital project to include 24-unit seniors self-
contained building for Spirit River on top of the 92 units
to accommodate replacement of the old lodge and
provide higher level of care for seniors for information.

CARRIED

UNFINISHED BUSINESS

Assessment Model
Review re SC20-290

RC20-304 Moved by Councillor Joudrey that Council
table item 7.a Assessment Model Review re SC20-290
until the Closed Session item 12. a.

CARRIED

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CAO: _____



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CNRL Status of Complaint Letter

Councillor Poetker declared pecuniary interest due to his employment by Canadian National Resource Limited (CNRL) and left Council Chambers at 11:10 a.m.

Council was provided with a copy of the July 29, 2020 letter from the Municipal Government Board (MGB) informing Birch Hills County that Canadian National Resource Limited (CNRL) had filed a designated property assessment complaint with the MGB that may affect the municipality. CNRL is requesting the MGB review 78 properties in Birch Hills County and reassess the designated industrial property. If approved this would lower the assessed value by \$23, 316.33.

RC20-305 Moved by Deputy Reeve Carbone that Council direct that Birch Hills County become an active participant and notify the Municipal Government Board (MGB) in writing with copies to the Complainant and the Respondent by August 28th, 2020.

CARRIED

Councillor Poetker entered meeting 11:28 a.m.

Road Network Committee
re RC20-272

Administration sought direction from Council regarding road network maintenance and roadway improvements.

RC20-306 Moved by Councillor Duvall that Council direct Administration to table the Road Network Committee initiative until the Government of Alberta has provided clarity on the Assessment Model Review.

CARRIED

BYLAWS

None.

NEW BUSINESS

2020 FCM Virtual AGM
and Election of Board of
Directors

Council was requested to provide Administration direction regarding arrangements required for the 2020 Federation of Canadian Municipalities (FCM) virtual annual general meeting and Board of Directors election.

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RC20-307 Moved by Councillor Wendland that Council authorize Councillor Poetker and CAO Rick Bastow to attend the virtual Federation of Canadian Municipalities (FCM) annual general meeting and election of Board of Directors in fall 2020 with remuneration to be provided.

CARRIED

Meeting was recessed at 11:47 a.m.

Meeting was resumed at 11:55 a.m. with no public present.

Upcoming District 4 meeting on August 14, 2020

Administration provided Council with a request received from Tom Burton, Director for District 4, RMA and attendance confirmation.

RC20-308 Moved by Councillor Reum that Council authorize the attendance, with remuneration and reimbursement of expenses as appropriate for in person attendance of Reeve Manzulenko, Councillors Poetker, Duvall, Joudrey, with Councillor Wendland to attend via virtual/teleconference; with Birch Hills County staff CAO Rick Bastow and Legislation Officer/ Executive Assistant Shawna Schwerdt to assist with recording minutes, for the co-hosted, between Birch Hills County and the M.D. of Spirit River for the 2020 RMA District 4 meeting to be held at Rycroft Ag. Center, on August 14, 2020.

CARRIED

Birch Hills County 2020 Municipal Accountability Program (MAP) Report

Administration provided Council with the Municipal Accountability Program (MAP) report for review and direction.

RC20-309 Moved by Deputy Reeve Carbone that Council accept the Municipal Accountability Program (MAP) report dated June 24, 2020 for information, direct Administration to put the report on Birch Hills County webpage and add Response Action Plan to the CAO action log; and

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“that Council reviewed **Section 3.2 Meetings** from the 2020 Municipal Accountability Program Report dated June 24, 2020 from Municipal Affairs regarding Public Presence at Meetings – that Council was informed that all Council and Council committees must conduct all meetings in public in accordance with section 197 of the *MGA*; and”

“that Council review **Section 3.3 Meeting Procedures** from the 2020 Municipal Accountability Program Report dated June 24, 2020 from Municipal Affairs including the Pecuniary Interest for Municipal Councillors document dated January 2017 provided from Municipal Affairs regarding Pecuniary Interest – that all Councillors were reminded if they reasonably believe they have a Pecuniary Interest in a matter before Council or a Council Committee, as per section 172 of the *MGA* Councillor(s) must declare and disclose their Pecuniary Interest and required by section 172(5) of the *MGA* for inclusion in the meeting minutes”.

CARRIED

Designate Financial Institution

Administration presented Council with a request to designate Alberta Treasury Branch, Canadian Imperial Bank of Commerce and RBC Dominion Securities Inc. as Financial Institutions per MGA 270(2).

RC20-310 Moved by Councillor Wendland that Council designate Alberta Treasury Branch, the Canadian Imperial Bank of Commerce and RBC Dominion Securities Inc. as Financial Institutions holding Birch Hills County’s money.

CARRIED

GSF Request to Borrow Funds

Council was requested to provide Administration direction regarding Grande Spirit Foundation (GSF) request for letter of support to borrow funds for the new capital project to include 24-unit seniors self-contained building for Spirit River.

RC20-311 Moved by Councillor Joudrey that Council direct Administration to write a letter of support to borrow funds for the new capital project to include

INITIALS: Reeve: _____

CAO: _____



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24-unit seniors self-contained building for Spirit River, so that the project would then bring the total of new units to 116 with the letter to be addressed to the CAO of the Grande Spirit Foundation.

CARRIED

Proof of Claim

Council was provided with correspondence from Ernst and Young regarding Cequence Energy Ltd.

RC20-312 Moved by Councillor Poetker that Council direct Administration to correspond their decision that Council is not in agreement with the Ernst and Young calculation, and direct Administration to proceed with the claim as originally submitted.

CARRIED

Terms and Conditions
2020 Tax Sale

Administration requested that Council as required by Section 419 (b) of the Municipal Government Act, to set the terms and conditions that will apply to the sale of parcels of land shown on the County's 2019 Tax Arrears List.

RC20-313 Moved by Councillor Joudrey that Council set the Terms and Conditions of the 2020 Tax Sale, scheduled for October 5, 2020, to be a 10% down, payment payable on the day of the sale and the remaining balance to be paid within 10 days.

CARRIED

Appoint New Auditor

Council was provided with a copy of the July 16, 2020 letter from Sylvain & Company informing BHC that effective January 1, 2021 they will no longer be providing services to perform audit assurance engagements. Birch Hills County will have to appoint a new firm to complete the audit for the 2020 year end.

RC20-314 Moved by Councillor Duvall that Council receives this as information with the understanding that the Administration has initiated the Request for Proposal to engage a new auditor and will bring the tender results to a future Council meeting.

CARRIED

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Watino Streetlight Install

Council was presented with a request to install a new street light in the Hamlet of Watino.

RC20-315 Moved by Councillor Poetker that Council accept the Watino streetlight installation for information and draft a letter to the applicant notifying that the streetlight install will not move forward.

CARRIED

FOR INFORMATION

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

1. Letter from City of Cold Lake re Criminal Code Amendment dated July 7, 2020;
2. Reconciliation June 30, 2020;
3. Email from Royal Canadian Legion re Advertisement Military Service Recognition Book dated July 8, 2020;
4. Email from NAEL re Caribou Range Planning Briefing Note for Communities dated July 16, 2020;
5. Response from Transportation Minister re RC20-247 dated July 10, 2020 (Page 174);
6. Email from Alberta Council on Aging re Delegation request International Day of Older Persons & Host an Event;
7. Email Mighty Peace Tourism re AGM invite on August 31, 2020 dated August 7, 2020; and
8. Legion Certificate of Appreciation for 2019 Advertisement.

RC20-316 Moved by Councillor Poetker that Council accept the items presented for information.

CARRIED

CORRESPONDENCE

Council was provided with copies of the following documents:

- a. Letter to G5 re RC20-278 Regional Water Utility Project re Appointments dated July 13, 2020;
- b. Letter re Recreational Vehicle Use dated July 13, 2020;
- c. Letter to MLA Todd Loewen re Impact Assessment Model dated July 31, 2020;
- d. Letter for Media Release re Impact Assessment Model dated July 31, 2020 (Page 184); and
- e. Email to PREDA re SC20-294 dated August 6, 2020.

INITIALS: Reeve: _____

CAO: _____



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RC20-317 Moved by Councillor Duvall that Council accept the items presented for correspondence.

CARRIED

Recessed meeting at 1:10 p.m. to go to ASB meeting.

Resumed meeting at 2:00 p.m.

CLOSED SESSION

Assessment Model Review re SC20-290

RC20-318 Moved by Deputy Reeve Carbone that Council remove from table item 7.a Assessment Model Review re SC20-290.

CARRIED

RC20-319 Moved by Councillor Wendland that Council move to closed session to discuss the Assessment Model Review re SC20-290 per section 17(1) Freedom of Information and Protection of Privacy Act (FOIP) at 2:00 p.m.

CARRIED

Shawna Schwerdt L.O./E.A. recording secretary exited meeting at 2:00 p.m.

RC20-320 Moved by Councillor Poetker that Council move out of closed session at 3:55 p.m.

CARRIED

Meeting was recessed at 3:55 p.m.

Meeting was resumed at 4:00 with no public present.

RC20-321 Moved by Councillor Wendland that Council direct Administration to monitor Assessment Model Review developments and provide Council with an updated situation report as part of the September 10, 2020 regularly scheduled Council meeting, direct

INITIALS: Reeve: _____

CAO: _____



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Administration to continue participating in the RMA led response, and direct Administration to investigate the process to initiate a Municipal Viability Review.

CARRIED

ADJOURNMENT

Being that there was no further business, Reeve Manzulenکو adjourned the meeting at 4:00 p.m.

Original to be signed
**GERALD MANZULENKO
REEVE**

Original to be signed
**RICK BASTOW
CAO**

INITIALS: Reeve: _____

CAO: _____