



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
AUGUST 24, 2017

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

CAO
Recording Secretary
Hermann Minderlein
Beverly Howard

Absent:
Councillor
Cheryl Bogdanek

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

Danny Zahara, Thomas Deming,
and Lucy Stevenson entered the meeting at 9:00 am

**ADDITIONS TO THE
AGENDA**

- 13. New Business**
 - a. Legal

**ADOPTION OF
THE AGENDA**

RC17-284 Moved by Councillor Langlois that Council adopt the agenda as amended.

CARRIED

ADOPTION OF THE MINUTES

**Regular Council Meeting
July 27, 2017**

RC17-285 Moved by Deputy Reeve Manzulenko that Council approve the minutes of the July 27, 2017 Regular Council Meeting as presented.

CARRIED

**Governance Committee
Meeting
July 27, 2017**

RC17-286 Moved by Councillor Langlois that Council approve the minutes of the July 27, 2017 Governance Committee Meeting as presented.

CARRIED

INITIALS: Reeve: _____

CAO: _____



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BYLAWS
Bylaw 2017-06
Municipal
Development Plan

Bylaw 2017-06 had been provided first reading at the Regular Council Meeting on July 27, 2017, and there were corrections identified at that time but for which no resolution had been made. These corrections were required to be adopted prior to the Public Hearing scheduled regarding Bylaw 2017-06, the Municipal Development Plan Bylaw.

RC17-287 Moved by Deputy Reeve Manzulenکو that Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw, be amended as follows:

On Page 12, under the heading "DEVELOPMENT CONSTRAINTS" and the sub-heading "Railway", replace the words "A spurline does exist on the east side of the County" with the words "A spur line does exist on the west side of the County";

On the bottom of page 13 under the heading "TRANSPORTATION" and the sub-heading "Railway", amend "a spur line located on the east side of the County" by replacing the word "east" with the word "west"; and

On Page 14, under the heading "UTILITIES" and the sub-heading "Water", replace the words "The hamlets of Peoria and Watino along with rural properties gather water primarily through dugouts and cisterns" with the words "The hamlets of Peoria and Watino, along with rural properties, utilize dugouts, cisterns, and/or wells for their fresh water supply."

CARRIED

PUBLIC HEARING
Bylaw 2017-06
Municipal
Development Plan

RC17-288 Moved by Deputy Reeve Manzulenکو that Council go into Public Hearing related to Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw.

Reeve Doran introduced the members of Council and staff including Thomas Deming, an Associate Planner with Mackenzie Municipal Services Agency (MMSA), the firm

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employed by Birch Hills County to assist Birch Hills County with the preparation and adoption of an Municipal Development Plan (MDP) Bylaw.

Reeve Doran outlined the purpose of the Public Hearing, that being Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw.

Thomas Deming of MMSA presented a report on behalf of staff and provided clarification to Council on several questions related to the MDP.

There were no members of the public in the gallery to make a presentation related to the MDP.

There had been no written submissions received related to the MDP.

RC17-289 Moved by Deputy Reeve Manzulenko that Council adjourn the Public Hearing related to Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw.

Reeve Doran reconvened the Regular Council Meeting at 9:11 am.

DELEGATIONS

There were no Delegations

COUNCILLOR REPORTS

Reeve Doran

Reeve Doran reported on the PREDA Meeting that he had attended August 8, 2017 and the Northern Alberta Elected Leaders (NAEL) Meeting he and CAO Minderlein had attended on August 15th in Peace River.

**Deputy Reeve
Manzulenko**

Deputy Reeve Manzulenko reported on the Senior's Housing meeting that he, Councillor Bogdanek, and CAO Minderlein had attended on August 8th, the AAMDC District 4 meeting that he, Councillors Carbone and Langlois, and CAO Minderlein had attended in Fort Vermillion on August 11th, and on the Central Peace Health Centre opening he attended on August 12th in Spirit River.

Councillor Macauley

No Report

Councillor Reum

No Report

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Councillor Bogdanek

Absent- No Report

Councillor Langlois

Councillor Langlois reported on the AAMDC District 4 Meeting that she attended, and updated council that a summer student librarian has been hired for the Tangent Library.

Councillor Carbone

Councillor Carbone reported on the Central Peace Health Centre opening he attended on August 12th in Spirit River.

RC17-290 Moved by Councillor Langlois that Council accept Councillor Reports for Information.

CARRIED

**CHIEF ADMINISTRATIVE
OFFICER'S REPORTS**

CAO Report

CAO Minderlein provided verbal updates to the written report that had been distributed to Council.

Dion Hynes entered Meeting
at 9:52 am

RC17-291 Moved by Councillor Carbone that Council receive the CAO's written report and updates for information.

CARRIED

CAO Action Log

Council reviewed the CAO Action Log provided in the Agenda Package which had been updated to August 18, 2017.

RC17-292 Moved by Councillor Carbone that Council receive the CAO Action Log for information.

CARRIED

BYLAWS

**Municipal Development
Plan Bylaw 2017-06**

Council was presented with Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw for 2nd and 3rd readings.

RC17- 293 Moved by Deputy Reeve Manzulenکو that council provide second reading to Birch Hills County Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw.

CARRIED

RC17-294 Moved by Councillor Reum that council provide third reading to Birch Hills County Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw.

CARRIED

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Recess 10:08am to 10:17am
Thomas Deming and Lucy Stevenson
left the Meeting at 10:15 am

UNFINISHED BUSINESS

Road Construction Request

From Larry Smith

Council was presented with additional information regarding Mr. Smith's road construction request.

RC17-295 Moved by Deputy Reeve Manzulenko that council direct Administration to advise Mr. Smith that he is permitted to do brushing of the road allowance at his own cost to access his leased land.

CARRIED

Potential Alberta

Transportation Projects

Council was requested to provide Administration with direction as to how to proceed with direction provided on April 13, 2017 regarding potential Alberta Transportation projects related to highways and secondary highways.

RC17-296 Moved by Deputy Reeve Manzulenko that Council direct Administration to invite Ryan Konowalyk, Regional Director with Alberta Transportation for the Peace Region and other members of his staff to a future Regular Council Meeting to discuss Birch Hills County's priorities for Alberta Transportation road projects in the County.

CARRIED

Dion Hynes left the Meeting at 10:53 am

NEW BUSINESS

Letter of Support for Lakeside Golf Course

Council was provided with a request received from Lakeside Golf and Country Club for a letter of support from Birch Hills County to strengthen their application for a Community Initiative Program Grant for the purchase of a Rough Mower.

RC17-297 Moved by Councillor Langlois that Council direct Administration to draft a letter of support from Birch Hills County for Reeve Doran's signature for Lakeside Golf and Country Club's application for a Community Initiative Program Grant for the purchase of a Rough Mower.

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**County of Stettler No.6
Request for Support**

Council was provided with a request received from The County of Stettler # 6 for Birch Hills County to prepare and submit a letter to the Minister of Municipal Affairs regarding Payment of School Tax and Seniors' Housing Requisitions on Delinquent (Accounts) Oil and Gas Companies.

RC17-298 Moved by Councillor Reum that Council direct Administration to draft a letter to the Minister of Municipal Affairs regarding the payment of School Tax and Seniors' Housing Requisitions related to delinquent Oil and Gas Company's accounts similar to the letter that had been submitted by The County of Stettler # 6.

CARRIED

**Remuneration for
Election Officials**

Council was presented with a request to authorize compensation for election officials for the 2017 Municipal Election.

RC17-299 Moved by Councillor Carbone that Council not authorize the payment of mileage to Polling Station personnel, and authorize:

1. the compensation (including training) provided to Polling Station personnel be set at \$120.00 for those working the advance poll, \$380.00 for those working the regular poll; and
2. the provision of a noon meal on the date of the regular poll.

CARRIED

**Adjournment of Public
Auction (Tax Sale)**

Council was advised that the Tax Sale (Public Auction) at the Birch Hills Service Centre originally scheduled for 1:00 p.m. on October 2, 2017 has been adjourned to 1:00 p.m. on October 11, 2017.

RC17-300 Moved by Councillor Langlois that Council receive the presentation related to the change of the 2017 Tax Sale (Public Auction) to October 11, 2017 at 1:00 p.m. at the Birch Hills Service Centre for information.

CARRIED

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RC17-301 Moved by Deputy Reeve Manzulenko that Council direct administration to prepare a Bylaw to rescind Birch Hills County Bylaw 9-96 and present that Bylaw for 1st, 2nd, and 3rd reading at the Regular Council Meeting on September 14, 2017.

CARRIED

**Terms and Conditions
for Tax Sale**

Council was requested to set the terms and conditions that will apply to the sale of parcels of land shown on the County's 2016 Tax Arrears List.

RC17-302 Moved by Councillor Carbone that Council set the Terms and Conditions of the 2017 Tax Sale, to be held on October 11, 2017, to be a 10% down, payment payable on the day of the sale and the remaining balance to be paid within 10 days.

CARRIED

**Reserve Bids for
2017 Tax Sale**

Council was requested to set to establish reserve selling prices for properties that may be up for sale by auction on the October 11, 2017 Public Auction.

RC17-303 Moved by Deputy Reeve Manzulenko that Council establish the reserve bids for properties that may be up for sale by auction on October 11, 2017 as follows;

1. The reserve bid for roll 059147 is to be set at \$ 144,720;
2. The reserve bid for roll 061732 is to be set at \$ 19,780;
3. The reserve bid for roll 061873 is to be set at \$ 10,800; and
4. The reserve bid for roll 315653 is to be set at \$ 8,790.

CARRIED

**Request to Purchase
Properties in Belloy**

Council was presented with a request received from Janice & Rod Peters of Ladysmith, BC to purchase Lots 4 & 11 Block 1 Plan 2967ET and part of the SW 15-78-2 W6 referred to as Lot 10 in Belloy for its assessed value.

RC17-304 Moved by Councillor Langlois that Council accept the Offer to Purchase submitted by Janice & Rod Peters of Ladysmith, BC to purchase Lots 4 & 11 Block 1 Plan 2967ET and part of the SW 15-78-2 W6 referred to as Lot 10 in Belloy for its combined assessed property value of \$4,200.00.

CARRIED

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**Amended 2017
Capital Budget**

Council was provided with an amended 2017 Capital Budget.

RC17-305 Moved by Councillor Reum that Council adopt an amended 2017 Capital Budget with:

- Total Revenues of \$3,209,400 comprised of:
 - Funding from Reserves totaling \$420,000;
 - Funding from FGTF Grant totaling \$246,500;
 - Funding from MSI Grant totaling \$2,207,900; and
 - Funding received from the disposal of Fixed Assets totaling \$335,000; and
- Total Expenses of \$3,209,400 comprised of Departmental purchases and projects totaling:
 - \$25,000 in Administration;
 - \$2,411,500 in Public Works;
 - \$251,900 Regional Water Supply & Distribution;
 - \$121,000 in Agricultural Services; and
 - \$400,000 in Public Health & Welfare.

CARRIED

Danny Zahara left the Meeting at 11:08 am

**ATB Business
Account Transfer**

Council was requested to authorize a transfer of \$4,000,000.00 from the main ATB Business Account to the ATB Notice Demand Account.

RC17-306 Moved by Councillor Langlois that Council authorize the transfer of \$4,000,000 from the ATB Business Account 5-00-00-00-122 to the 60 day Notice Demand Account 5-00-00-00-354.

CARRIED

**ATB Notice
Demand Account**

Council was requested to close the ATB 60 day Notice Demand Account (NDA) and open a 90 day Notice Demand Account. The current ladder withdrawal process is working very well; therefore, administration feels it would be positive to move to a 90 day NDA.

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RC17-307 Moved by Deputy Reeve Manzulenko that Council direct Administration to schedule the closure of the sixty (60) day Notice Demand Account (Account Number EMO-0508-A) and opening of a ninety (90) day Notice Demand Account to realize the 0.05% increase in interest earned.

CARRIED

**Notice Demand
Account Withdrawals**

Council was requested to approve four (4) \$1,000,000.00 ninety (90) day Notice Demand Account withdrawals.

RC17-308 Moved by Deputy Reeve Manzulenko that Council provide approval for 60 day NDA ladder withdrawals of up to \$1,000,000.00 each for November 30, 2017, December 20, 2017, January 20, 2018 and from the 90 day NDA account for February 20, 2018 for funds access if required.

CARRIED

**Request for Gravel
Eaglesham Park**

Council was provided with a request received for a load (estimated at 25 tonnes) of gravel be donated to Eaglesham Park.

RC17-309 Moved by Deputy Reeve Manzulenko that Council authorize the one time donation of up to 25 tonne of gravel from the Lester Pit valued at \$163.20 (25 tonne @ \$6.528 per tonne) to the Eaglesham & District Ag Society to be used for the strengthening of the gravel base on interior roadways and to provide gravel around the new flush toilet building provided that the gravel is picked up by the Eaglesham & District Ag Society during normal working hours for the pit operation for the 2017 Gravel Program, with costs for the donation to be coded to Account 2 11 10 00 735, Grants to Individuals and Organizations.

CARRIED

**Request for Support
CAEPLA**

Council was provided with a request received from the Canadian Association of Energy and Pipeline Landowner Associations (CAEPLA) to prepare and submit a letter to the National Energy Board regarding NGTL Peace River Mainline Abandonment Hearing Order MH-002-2017, NEB File No. OF-Fac-Gas-N081-2016-08-01.

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RC17-310 Moved by Deputy Reeve Manzulenko that Council direct Administration to draft a letter for Reeve Doran’s signature to the National Energy Board regarding NGTL Peace River Mainline Abandonment Hearing Order MH-002-2017, NEB File No. OF-Fac-Gas-N081-2016-08-01 similar to the letter provided by the Canadian Association of Energy and Pipeline Landowner Associations.

CARRIED

FOR INFORMATION

Council was provided with the July 31, 2017 Bank Reconciliation and the August 17, 2017 Register of Cheques.

RC17-311 Moved by Councillor Langlois that Council accept the July 31, 2017 Bank Reconciliation and August 17, 2017 Register of Cheques documentation for information.

CARRIED

CORRESPONDENCE

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

- 1. Acceptance of MSI Operating Spending Plan; and
- 2. Poster re Municipal Election Candidate Training Sessions

RC17-312 Moved by Deputy Reeve Manzulenko that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

RC17-313 Moved by Councillor Langlois that Council move in-camera at 11:37 a.m.

CARRIED

RC17-314 Moved by Deputy Reeve Manzulenko that Council reconvene the regular meeting at 12:05 p.m.

CARRIED

Council recessed for Lunch at 12:05 pm
Meeting reconvened at 12:34 pm

RC17-315 Moved by Councillor Carbone that the County seek no legal representation regarding Hanna Oil & Gas.

CARRIED

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CAO: _____



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RC17-316 Moved by Deputy Reeve Manzulenko that Council authorize payment of mileage and honorarium to Councillor Terry Carbone for his participation and representation at the Central Peace Health Centre Grand Opening in Spirit River on August 12, 2017.

CARRIED

ADJOURNMENT

Being that there were no other items for discussion, Reeve Doran adjourned the meeting at 12:40 p.m.

Original to be signed by
**MARVIN DORAN
REEVE**

Original to be signed by
**HERMANN MINDERLEIN
CAO**

INITIALS: Reeve: _____

CAO: _____