



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
DECEMBER 14, 2017

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

Absent: Councillor Ginette Paradis

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

Danny Zahara from The Signal entered the meeting at 9:00 a.m.

Councillor Paradis had advised that she would be unavailable to attend due to health reasons.

ADDITIONS TO THE AGENDA

- 8. Unfinished Business
c. Transportation follow-up
9. New Business
e. ASB Fusarium and Clubroot
11. Correspondence
e. Letter from MLA Margaret McCuaig-Boyd Annual Holiday Open House

ADOPTION OF THE AGENDA

RC17-420 Moved by Deputy Reeve Carbone that Council adopt the agenda for December 14, 2017 Regular Council Meeting with additions.

CARRIED

ADOPTION OF THE MINUTES
Regular Council Meeting
November 23, 2017

RC17-421 Moved by Councillor Joudrey that Council approve the minutes of the November 23, 2017 Regular Council Meeting with the following amendment:

INITIALS: Reeve: _____
CAO: _____



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Under RC17-401 add “third reading” before “at this meeting.”
CARRIED

COUNCILLOR REPORTS

Reeve Manzulenko

Reeve Manzulenko provided a verbal report on a meeting he and CAO Minderlein attended on November 29 with representatives from NextEra Energy, the Pre-Seniors Housing Study meeting on December 4, and the EOEP – MUNI 101 training in Manning on December 11 and 12, 2017.

Deputy Reeve Carbone

Deputy Reeve Carbone provided verbal updates to his written report. Highlights included that the Central Peace Medical Services Corporation where Councils were requested to consider appointing board members for terms of 4 years in order to provide continuity, and the G5 Seniors Housing Study Initiative meeting in Fairview on December 11th with the following ministers:

1. Honorable Margaret McCuaig-Boyd Minister of Energy and MLA for Dunvegan-Central Peace-Notley;
2. Honorable Sarah Hoffman, Minister of Health; and
3. Honorable Lori Sigurdson Minister of Seniors and Housing who attended the meeting by phone.

Councillor Wendland

Councillor Wendland provided verbal updates to her written report regarding the Northern Transportation Advocacy Bureau (NTAB) meeting she attended in Grande Prairie on November 30, 2017.

Councillor Paradis

Councillor Paradis was absent but had provided a written report on the Birch Hills County Municipal Library Board meeting at the Eaglesham School Library on November 28.

Councillor Reum

Councillor Reum provided a verbal report on the Central Peace Rural Waste Management Committee (CPRWMC) meeting he had attended on November 30 in Rycroft, the Central Peace Regional Emergency Management (CPREM) meeting in Saddle Hills County on December 7, and the EOEP – MUNI 101 training he had attended in Manning on December 11 and 12, 2017.

Councillor Bogdanek

No Reports.

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Councillor Joudrey

Councillor Joudrey had provided a written report on the Peace Library System meeting she had attended on November 25 and the Grande Spirit Foundation meeting she attended in Grande Prairie on December 1. She also provided a verbal report on the Central Peace Professional Attraction and Retention Committee (CPPARC) meeting she attended in Spirit River on December 13, 2017.

RC17-422 Moved by Councillor Bogdanek that Council accept the Councillor Reports for information.

CARRIED

DELEGATIONS

No Delegation

CHIEF ADMINISTRATIVE OFFICER'S REPORTS

CAO Report

CAO Minderlein provided Council with verbal updates to the written report that had been distributed to Council. Council discussed the Fire Department's report and requested that Administration research and provide clarification regarding what members need to be covered by insurance to drive Fire Department Vehicles.

CAO Action Log

Council reviewed the CAO Action Log provided in the Agenda Package that had been updated to December 14, 2017.

RC17-423 Moved by Councillor Wendland that Council receive the CAO's written report, updates and the CAO Action Log for information.

CARRIED

BYLAWS

None

Shelley Braun and Dion Hynes entered the meeting at 9:45 a.m.

UNFINISHED BUSINESS
2017 Amended Capital Budget

Council was presented with a request to approve an amendment to the 2017 Capital Budget that reflected the actual capital expenditures made or still planned for

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purchases and projects planned to be undertaken, continued or completed in 2017, 2018, and or 2019.

RC17-424 Moved by Councillor Bogdanek that Council approve an amended 2017 Capital Budget with:

Total Revenues of \$3,176,400 comprised of:
 Funding from Reserves totaling \$420,000;
 Funding from FGTF Grant totaling \$192,500; and
 Funding from MSI Grant totaling \$2,238,900; and
 Funding received from the disposal of Fixed Assets totaling \$325,000; and

Total Expenses of \$3,176,400 comprised of Departmental purchases and projects totaling:

\$25,000 in Administration;
 \$2,414,500 in Public Works;
 \$215,900 Regional Water Supply & Distribution;
 \$121,000 in Agricultural Services; and
 \$400,000 in Public Health & Welfare.

CARRIED

2018 Capital Budget

Council was presented with a request to approve the Capital budget for 2018 that reflects those capital purchases and projects planned to be undertaken, continued or completed in 2018.

RC17-425 Moved by Councillor Reum that Council adopts the 2018 Capital Budget (with “Council Vehicle” and without the 2018 assumed MSI Capital BMTG funding) with:

Total revenues of 2,601,200 comprised of:
 Funding from Reserves totaling \$901,778.82;
 Funding from Grant totaling 1,563,421.18; and
 Funding received from the disposal of Fixed Assets totaling \$136,000; and

Total Expenses of \$2,601,200 comprised of Departmental purchases and projects totaling:

\$70,000 in Council
 \$25,000 in Administration
 \$2,343,200 in Public Works
 \$163,000 in Agricultural Services

CARRIED

Dion Hynes and Shelley Braun left the meeting at 10:05 a.m.

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CAO: _____



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Transportation Follow-up

Council discussed communication between Councillors, CAO, staff, and ratepayers with transportation complaints. It was reaffirmed that if Councillors receive a complaint, they should first check to confirm that the ratepayer had submitted the issue to the appropriate County department, and to the CAO if no action had been taken, before agreeing to pursue the matter themselves with the CAO.

It was discussed if additional follow-up was required regarding a complaint received regarding snow removal from AB Hwy 49 during the early part of November, 2017.

RC17-426 Moved by Deputy Reeve Carbone that Council direct Councillor Joudrey and CAO Minderlein to follow up with the ratepayer that had a complainant regarding snow removal from AB Hwy 49 during the early part of November, 2017.

CARRIED

NEW BUSINESS

**2018 Cost of Living Allowance (COLA)
Wage Increases**

Shelley Braun entered meeting at 10:35 a.m.

Council was presented with a request to provide Administration with direction regarding 2018 salary and pay increases.

RC17-427 Moved by Councillor Bogdanek that Council approve an increase to employee salaries and wages for 2018 based on the Statistics Canada Consumer Price Index for Alberta for the one year ending October, 2017 of 1.3% plus any salary grid increases where performance has been assessed as "Satisfactory" or better.

CARRIED

~~**RC17-428 Moved by Councillor Bogdanek** that Council bring the policy – Personal Handbook back to a future governance meeting.~~

CARRIED

RC19-397 Moved by Deputy Reeve Carbone that Council rescind Resolution RC17-428, and direct Administration to develop a plan to dismantle both the Personnel Handbook and the Governance and Operational Policy and replace them (or portions of them) with policies that will permit them to be easily reviewed and updated when required, and to bring that plan back to

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a future Regular Council Meeting. **CARRIED**

Danny Zahara exited the meeting at 10:45 a.m.
Break for ATB presentation and Christmas lunch at the Seniors Centre at 10:45 a.m.
Meeting was reconvened at 1:00 p.m.
Marvin Doran entered the meeting at 1:00 p.m.

Council presented Marvin Doran with a small token of appreciation, recognizing his past services as Reeve and as a Councillor for Birch Hills County.

Amanda Ouellet entered the meeting at 1:05 a.m.
Marvin Doran exited the meeting at 1:10 p.m.

Upcoming Council Meetings

Council was presented with the upcoming 2018 Calendar for meetings, statutory holidays, and dates potentially related to municipal training and was asked to provide direction with regards to the dates of Regular Council, Governance, Special and Agricultural Services Board (ASB) meetings.

RC17-429 Moved by Councillor Joudrey that Council accept the 2018 Calendar for information.

CARRIED

Write Off Bulk Water Account

Council was presented with a request to authorize the write off of a debt related to bulk water usage held by Birch Hills County that is deemed to be uncollectable.

RC17-430 Moved by Councillor Wendland that Council authorize the write-off of outstanding bulk water account in the amount of \$603.68, and direct Administration to charge the expense for this to account 2-12-10-00-990, General Admin, Other and send the account to a collection agency for further action.

CARRIED

2018 VSI Agreement

Council was presented with a copy of the current 2017 V.S.I. Services (1980) Ltd. agreement. It is an annual agreement set to expire December 31, 2017. Council was also provided

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with an unsigned copy of the 2018 V.S.I. Services (1980) Ltd. agreement.

RC17-431 Moved by Councillor Bogdanek that Council authorize Administration to enter into an agreement on behalf of Birch Hills County for 2018 veterinary services with V.S.I. Services (1980) Ltd.

CARRIED

Fusarium and Clubroot

Council discussed the Fusarium that tested positive in Birch Hills County. Agricultural Fieldman Amanda Ouellet discussed that Birch Hills County has a Fusarium Graminarium Bylaw 2016-09 and Fusarium Graminarium Testing policy 10-09 (03-11) in place and they meet the Provincial laws. Council discussed Clubroot and the Ag. Fieldman discussed that Birch Hills County does have a Clubroot policy 07-09 (04-08) that is in place. There was additional discussion about creating a Clubroot Bylaw that would allow implementation of enforcement. Council gave direction to the Ag. Fieldman to bring to next ASB meeting the Fusarium Graminarium Bylaw 2016-09, the Fusarium Graminarium Testing policy 10-09 (03-11) and Clubroot policy 07-09 (04-08) to be reviewed.

RC17-432 Moved by Councillor Wendland that Council accept the Fusarium and Clubroot discussion as information.

CARRIED

Amanda Ouellet exited the meeting at 2:00 p.m.

FOR INFORMATION

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

1. CPRWMC Minutes from June 15, 2017 and November 22, 2017 and 2018 Budget.
2. PLS Minutes from September 16, 2017.
3. PLS Updates Highlights– Nov 25, 2017 Federal Gas Tax Funding Program.
4. PLS 2018 Budget.
5. Bank Reconciliation for Period ended November 30, 2017.

RC17-433 Moved by Councillor Bogdanek that Council accept the information items for information.

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CORRESPONDENCE

- Council was provided with a copy of the following correspondence that had been received by the County:
1. Letter from Minister of Municipal Affairs dated November 7, 2017.
 2. Letter of Congratulations – PLS dated November 17, 2017.
 3. Letter of Congratulations – ASCHA dated November 28, 2017.
 4. Letter from Office of Lieutenant Governor of AB – Alberta’s Order of Excellence.
 5. Letter from MLA – Margaret McCuaig-Boyd Annual Holiday Open House Invite.

RC17-434 Moved by Deputy Reeve Carbone that Council direct administration to send a thank-you letter to the Minister of Municipal Affairs for the acceptance of the projects submitted for funding under the MSI program.

CARRIED

RC17-435 Moved by Deputy Reeve Carbone that Council authorize Reeve Manzulenko and CAO Minderlein to attend MLA Margaret McCuaig-Boyd’s Annual Holiday Open House on December 15, 2017 in Fairview with Reeve Manzulenko to receive remuneration.

CARRIED

RC17-436 Moved by Councillor Joudrey that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

No in-camera items

ADJOURNMENT

Being that there were no other items for discussion, Reeve Manzulenko adjourned the meeting at 2:07 p.m.

NEXT REGULAR COUNCIL MEETING DATE – January 11, 2018

INITIALS: Reeve: _____

CAO: _____



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Original to be signed by
GERALD MANZULENKO
REEVE

Original to be signed by
HERMANN MINDERLEIN
CAO

INITIALS: Reeve: _____
CAO: _____