



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
FEBRUARY 14, 2019**

Present:	Reeve	Gerald Manzulenko
	Deputy Reeve	Terry Carbone
	Councillor	Albert Poetker
	Councillor	Deanne Wendland
	Councillor	Paul Reum
	Councillor	Mel Duvall
	Councillor	Denise Joudrey
	CAO	Hermann Minderlein
	Legislative Officer	Shawna Schwerdt

CALL TO ORDER

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

ADOPTION OF AGENDA

RC19-023 Moved by Councillor Poetker that Council adopt the agenda of the February 14, 2019 Regular Council Meeting with the following addition:

8. BUSINESS ARISING OUT OF THE MINUTES (UNFINISHED BUSINESS)

8.g Composition of the ASB Board

CARRIED

ADOPTION OF MINUTES

Regular Council Meeting
January 10, 2019

RC19-024 Moved by Deputy Reeve Carbone that Council approve the minutes of the January 10, 2019 Regular Council Meeting as presented.

CARRIED

DELEGATIONS

None.

COUNCILLOR REPORTS

Reeve Manzulenko

No Report.

Deputy Reeve Carbone

The Agricultural Service Board (ASB) Conference Deputy Reeve Carbone and other Councillors attended in Calgary from January 21-24, 2019 will be discussed at ASB meeting following conclusion of this Council meeting. Deputy Reeve Carbone provided a verbal update to Council regarding the Water North Coalition (WNC) Meeting in Lac La Biche that he attended on January 24, 2019 and informed Council that he will advise WNC that Birch Hills County would be willing to host a future meeting.

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Councillor Poetker Councillor Poetker provided a verbal update to Council regarding the Central Peace Regional Emergency Management Orientation he attended at BHC on February 1, 2019 and the Rural Municipalities of Alberta (RMA) District 4 Meeting he attended in Fairview on February 8, with a discussion to the possibility of Birch Hills County Hosting a future RMA Zone meeting.

Councillor Wendland Councillor Wendland provided a verbal update to Council on the written report she supplied regarding the Central Peace Regional Emergency Management Orientation she attended at BHC on February 1, 2019 and the Rural Municipalities of Alberta (RMA) District 4 Meeting she attended in Fairview on February 8.

Councillor Reum No Report.

Councillor Duvall Councillor Duvall provided a verbal update to Council regarding the Central Peace Regional Emergency Management Orientation he attended at BHC on February 1, 2019 and the Rural Municipalities of Alberta (RMA) District 4 Meeting he attended in Fairview on February 8.

Councillor Joudrey Councillor Joudrey provided a verbal update to Council on the written report she supplied regarding the Grande Spirit Foundation (GSF) meeting she attended at Pioneer Lodge in Grande Prairie on January 25, the Central Peace Regional Emergency Management Orientation she attended at BHC on February 1, 2019 the Rural Municipalities of Alberta (RMA) District 4 Meeting she attended in Fairview on February 8, and the Central Peace Professional Attraction & Retention Meeting she attended in Spirit River on February 13, 2019, and advised Council that she is one of the four GSF board members selected to attend the April 15 to 17, 2019 Alberta Seniors Communities & Housing Association (ASCHA) ASCHA Conference.

RC19-025 Moved by Councillor Reum that Council accept the Councillor Reports for information.

CARRIED

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CAO: _____



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**CHIEF ADMINISTRATIVE
OFFICER'S REPORTS**

CAO Report

CAO Minderlein provided Council with a verbal update to the written report that had been distributed.

RC19-026 Moved by Deputy Reeve Carbone that Birch Hill County relinquish their membership to the Hemp Alberta Northern Advantage (HANA) Steering Committee in 2019, and direct Administration to prepare a letter advising HANA of Council's decision and thanking them for the opportunity to participate in 2018.

CARRIED

RC19-027 Moved by Councillor Poetker that Council for Birch Hills County confirms authorization to dissolve the old clinic association/partnership and that the financial assets are to be transferred to the Central Peace Medical Services Corporation, with the Central Peace Medical Services Corporation taking care of the operational bills, leases, etc. of the new property; non-financial assets (if any) should be transferred to the five municipalities (Birch Hills County, MD of Spirit River, Saddle Hills County, Town of Spirit River, Village of Rycroft.

CARRIED

RC19-028 Moved by Councillor Wendland that Council receive the CAO's written report and verbal updates as information.

CARRIED

Recessed meeting at
10:05 a.m.

Convened meeting at
10:15 a.m.

CAO Action Log

Council reviewed the CAO Action Log updated to February 7, 2019 provided in the Agenda Package.

RC19-029 Moved by Councillor Duvall that Council receive the CAO Action Log for information.

CARRIED

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CAO: _____



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BYLAWS

Bylaw 2019-01-Recreation
Board Bylaw

Council was presented with Bylaw 2019-01, the
"Recreation Board Bylaw" for review and adoption.

RC19-030 Moved by Councillor Wendland that
Council provide first reading to Birch Hills County Bylaw
2019-01, the "Recreation Board Bylaw".

CARRIED

RC19-031 Moved by Councillor Reum that Council
provide second reading to Birch Hills County Bylaw
2019-01, the "Recreation Board Bylaw".

CARRIED

RC19-032 Moved by Deputy Reeve Carbone that
Council provide unanimous approval to a resolution to
present Birch Hills County Bylaw 2019-01, the
"Recreation Board Bylaw" at this meeting.

CARRIED UNANIMOUSLY

RC19-033 Moved by Councillor Duvall that Council
provide third and final reading to Birch Hills County
Bylaw 2019-01, the "Recreation Board Bylaw".

CARRIED

UNFINISHED BUSINESS

Policy 71-01-18 -
Recreation Operating
Assistance Grant

Council was presented with a draft Policy 71-01-19,
the "Recreation Operating Assistance Grant Policy" for
review and adoption.

RC19-034 Moved by Deputy Reeve Carbone that
Council approve Birch Hills County Policy 71-01-19,
the Recreation Operating Assistance Grant Policy" as
presented.

CARRIED

RC19-035 Moved by Councillor Joudrey that
Council rescind Birch Hills County Policy 71-01-18, the
"Recreation Operating Assistance Grant Policy", and
direct Administration to advertise Policy 71-01-19, the
"Recreation Operating Assistance Grant Policy" on the
Birch Hills County Webpage.

CARRIED

RC19-036 Moved by Councillor Poetker that Council
appoint Deputy Reeve Carbone as the observer, and
Reeve Manzulenko as the alternate observer, to the

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CAO: _____



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Birch Hills County Recreation Board, for the balance of the current term (ending in October of 2019) as per Birch Hills County Bylaw 2019-01, the "Recreation Board Bylaw".

CARRIED

Dr. Phillips Retirement Function

Council was presented with updated information on the retirement function being organized for Dr. Phillips as directed by Resolution RC18-434 made at the Regular Council Meeting on December 13, 2018.

RC19-037 Moved by Councillor Joudrey that Council approve an expenditure of up to \$2,500 from Council's Expense Account 2-11-10-00-735 for Grants to Individual & Organization for the retirement function for Dr. Phillips, scheduled for February 23, 2019 and being organized by the Central Peace Attraction and Retention Committee on behalf of the G5, based on twenty percent (20%) of the actual cost for the items detailed in the budget provided, and that the funds are to be paid upon provision of a detailed invoice or cost breakdown reflecting the actual costs incurred.

CARRIED

Policy 12-01-19 - Substance Abuse Policy

Council was presented with a draft Policy 12-01-19 the "Substance Abuse Policy" for review and adoption.

RC19-038 Moved by Councillor Poetker that Council approve Policy 12-01-19, the "Substance Abuse Policy" as presented and rescind section 8.15 of the Personnel Handbook November 12, 2015 and direct Administration to advertise Policy 12-01-19, the "Substance Abuse Policy" on the Birch Hills County Webpage.

CARRIED

FCM Tax Exemptions

Council was presented with updated information on Tax Exemption for Elected and other Municipal Officials, a returning item as directed by Resolution RC18-440 made at the Regular Council Meeting on December 13, 2018.

RC19-039 Moved by Councillor Duvall that Council authorize a 10% increase to Honourarium rates for Elected Municipal Officials and Members at Large

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effective January 1, 2019, and direct Administration to bring back to Council the amendments to bylaws and policies required to support such an increase.

CARRIED

RC19-040 Moved by Deputy Reeve Carbone that Council authorize an increase to the amounts paid by Birch Hills County for breakfast from \$12.60 to \$15.75 per meal effective March 1, 2019, and direct Administration to bring back to Council the amendments to bylaws and/or policies required to support such an increase.

CARRIED

RC19-041 Moved by Deputy Reeve Carbone that Council direct Administration to bring back to Council such bylaws and/or policies that would require amendment to support the expansion of the annual increase for the Cost of Living Assistance (COLA) currently provided to staff to include Members of Council to a future Regular Council meeting.

CARRIED

Meeting was recessed for Lunch at 12:10 p.m.

Meeting was resumed at 12:50 p.m.

Appointment to Recreation Board

Council was presented with a request to appoint Mrs. Barb Squires to sit on the Birch Hills County Recreation Board as the representative for Ward 6.

RC19-042 Moved by Councillor Duvall that Council appoint Mrs. Barb Squires as the member representing Ward 6 to the Birch Hills County Recreation Board for the balance of the current three (3) year term that ends in October of 2021.

CARRIED

Appointment to Agricultural Appeal Board

Council was presented with an updated information that related to Members at Large to the Birch Hills County Agricultural Appeal Board.

Councillor Duvall excused himself due to a potential pecuniary interest and

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exited meeting at 12:55.

RC19-043 Moved by Deputy Reeve Carbone that Council appoint Mrs. Andrea Farrell for the balance of the current one (1) year term (ending in October of 2019) to the Birch Hills County Agricultural Appeal Board.

CARRIED

Councillor Duvall returned to meeting 12:56 p.m.

Composition of ASB Board

Council discussed the practice of having the seven (7) members of Councillors appointed as the County's Agriculture Service Board (ASB). This matter had been previously discussed at the December 13, 2018 ASB Meeting.

RC19-044 Moved by Councillor Joudrey that Council table item 8.g ASB Composition of Board Bylaw to a future Regular Council meeting and direct Administration to provide relevant information for that discussion.

CARRIED

NEW BUSINESS

Request from Mighty Peace Tourism

Council was provided with a request received from the Mighty Peace Tourist Association.

RC19-045 Moved by Councillor Duvall that Council receive the request from the Mighty Peace Tourist Association for information and direct Administration to prepare a letter thanking the Mighty Peace Tourist Association for their invitation, and advising them that Birch Hills County is not interested in a membership for 2019.

CARRIED

Request from C.O.C.O. Wanham Plowing Match & Ag. Society

Council was provided with a Sponsorship Request Application that Administration received by email on January 14, 2019 from the Community of Coordinating Organizations (C.O.C.O.) - Wanham Plowing Match and Agricultural Society for their event on June 21-23, 2019.

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RC19-046 Moved by Councillor Duvall that Council approve a sponsorship grant of \$750.00 to the Wanham Plowing Match from expense account 2-11-10-00-73-5, Council - Grants – Individuals & Organizations.

CARRIED

RC19-047 Moved by Deputy Reeve Carbone that Council direct Administration to provide mowing for the campsite and the plowing competition location utilizing the roadside mower and staff time prior to the event and permit the use of heavy equipment by a volunteer staff member in support of the truck pull event.

CARRIED

Exemption from IDP with
M.D. of Fairview #136

Council was provided with information that related to a request received from the M.D. of Fairview, who will be considering whether they wish to submit a request for an exemption from an Intermunicipal Development Plan (IDP) with Birch Hills County.

RC19-048 Moved by Councillor Wendland that Council confirm agreement to jointly apply with the Municipal District of Fairview #136 for an exemption from MGA Section 631, as per Ministerial Order MSL:047/18 #1, as all of the land on the Birch Hills County side of the Peace River is provincially controlled and plus the river is federally controlled.

CARRIED

Exemption from IDP with
M.D. of Greenview #16

Council was provided with information that related to a request to the M.D. of Greenview to determine if their Council would be willing to considering submitting a request for an exemption from an Intermunicipal Development Plan (IDP) with Birch Hills County.

RC19-049 Moved by Councillor Poetker that Council confirm agreement to jointly apply with the Municipal District of Greenview # 16 for an exemption from MGA Section 631, as per Ministerial Order MSL:047/18 #1, as all of the land on the Birch Hills County side of our border with the Municipal District of Greenview # 16 is provincially controlled and that the Smoky River which is our border is federally controlled.

CARRIED

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Exemption from IDP with
Northern Sunrise County

Council was provided with information that related to a request received from Northern Sunrise County, who will be considering whether they wish to submit a request for an exemption from an Intermunicipal Development Plan (IDP) with Birch Hills County.

RC19-050 Moved by Councillor Duvall that Council confirm agreement to jointly apply with Northern Sunrise County for an exemption from MGA Section 631, as per Ministerial Order MSL:047/18 #1, as all of the land on the Birch Hills County side of the Smoky River is provincially controlled and plus the river is federally controlled.

CARRIED

ATCO Gas Agreements
regarding SE 25-78-26-W5

Council was provided with information that related to ATCO Gas & Pipelines LTD. that gave notice that Birch Hills County is entitled to have our surface lease reviewed prior to the anniversary date of February 27, 2020.

RC19-051 Moved by Deputy Reeve Carbone that Council receive the correspondence from ATCO Gas, Pipelines and Liquids Global Business Unit regarding their Surface Lease Agreement and the Joint Use Access Agreement with Birch Hills County for information.

CARRIED

Director of Public Works
Dion Hynes entered the
meeting at 1:15 p.m.

Enterprise Fleet
Management

Council was provided with information that related to Enterprise Fleet Management.

RC19-052 Moved by Councillor Duvall that Council direct Administration to gather detailed vehicle capital and operating cost information and direct comparisons to the Enterprise Fleet Management proposal and bring the information back to March 14, 2019 Regular Council Meeting.

CARRIED

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Sourcewell

Council was provided with information that related to Sourcewell, formerly NJPA Management.

RC19-053 Moved by Councillor Duvall that Council direct Administration to become a member of Sourcewell.

CARRIED

Director of Public Works
Dion Hynes exited the meeting at 2:22 p.m.

FOR INFORMATION

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

1. Signed Minutes from Birch Hills County Municipal Library Board AGM held at the Eaglesham Library on December 10, 2018; and
2. Draft Minutes Water North Coalition Meeting held in Lac La Biche on January 24, 2019; and
3. Bank Reconciliation for Period ended December 31, 2018; and
4. Bank Reconciliation for Period ended January 31, 2019.

RC19-054 Moved by Councillor Wendland that Council accept the items presented for information.

CARRIED

CORRESPONDENCE

Council was provided with copies of the following documents:

- a. Email from RMA re Asset Management Cohort dated January 24, 2019;
- b. Letter re MD of Peace ICF/IDP Time Extension dated January 28, 2019;
- c. Letter re Saddle Hills County ACP Grant Approval dated January 28, 2019;
- d. Letter re MD of Fairview ACP Grant Approval dated January 28, 2019;
- e. Letter re MD of Smoky ICF/IDP Time Extension dated January 29, 2019;
- f. Letter re County of Grande Prairie ICF/IDP Time Extension dated February 1, 2019;
- g. Letter re MD of Greenview ICF/IDP Time Extension dated February 1, 2019;
- h. Letter re MD of Spirit River ICF/IDP Time Extension dated February 1, 2019;
- i. Letter re Northern Sunrise County ICF/IDP Time Extension dated February 1, 2019;

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- j. Letter re Saddle Hills County ICF/IDP Time Extension dated February 1, 2019; and
- k. Letter re DRP Appeal Status dated February 6, 2019.

RC19-055 Moved by Councillor Joudrey that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

RC19-056 Moved by Councillor Poetker that Council close the February 14, 2019 Regular Council Meeting to the public for item 12.a Legal – Utility Rates as per Section 25, FOIP Act at 2:28 p.m.

CARRIED

RC19-057 Moved by Councillor Poetker that Council open the February 14, 2019 Regular Council Meeting to the public at 3:05 p.m.

ADJOURNMENT

Being that there was no further business, Reeve Manzulenکو adjourned the meeting at 3:08:p.m.

Original to be signed

**GERALD MANZULENKO
REEVE**

Original to be signed

**HERMANN MINDERLEIN
CAO**

INITIALS: Reeve: _____

CAO: _____