



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
FEBRUARY 28, 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

RC19-058 Moved by Councillor Joudrey that Council adopt the agenda of the February 28, 2019 Regular Council Meeting with the addition of item 8.c - Volunteer Recognition.

CARRIED

ADOPTION OF MINUTES

Regular Council Meeting
February 14, 2019

RC19-059 Moved by Councillor Duvall that Council approve the minutes of the February 14, 2019 Regular Council Meeting as presented.

CARRIED

COUNCILLOR REPORTS

Reeve Manzulenko

Reeve Manzulenko provided a verbal update to Council regarding the Growing the North Conference he attended in Grande Prairie on February 20-21, and the Economic Development Course he attended in Grande Prairie on February 22, 2019.

Tom Morgan entered meeting 9:10 a.m.

Deputy Reeve Carbone

No Report.

Councillor Poetker

Councillor Poetker provided a verbal update to Council regarding the Growing the North Conference he attended in Grande Prairie on February 20-21, and the Economic Development Course he attended in Grande Prairie on February 22, 2019.

Councillor Wendland

Councillor Wendland provided a verbal update to

INITIALS: Reeve: _____

CAO: _____



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Council on the written report she supplied regarding the Peace Region Economic Development Alliance (PREDA) and Northern Transportation Advocacy Bureau (NTAB) she attended in Grande Prairie on February 19, the Growing the North Conference she attended in Grande Prairie on February 20-21, and the Economic Development Course she attended in Grande Prairie on February 22, 2019.

Councillor Reum

No Report.

Councillor Duvall

Agriculture Service Board (ASB) Face to Face on February 26th, 2019 will be reported at next ASB meeting.

Councillor Joudrey

Councillor Joudrey provided a verbal update to Council on the written report she supplied regarding the Birch Hills County Library Board she attended in Eaglesham on February 20, and the Grande Spirit Foundation (GSF) meeting she attended at Heritage Lodge in Grande Prairie on February 22, and the Dr. Phillips Retirement Party she attended at Spirit River Hall on February 23, 2019.

RC19-060 Moved by Councillor Reum that Council accept the Councillor Reports for information.

CARRIED

DELEGATIONS

Birch Hills County Fire Chief Tom Morgan

Birch Hills County Fire Chief Tom Morgan gave a presentation in regards to the Fire Departments updates and plans for their future training.

Reeve Manzulenko thanked Fire Chief Tom Morgan for his presentation.

Councillor Reum exited meeting at 10:36 a.m.

RC19-061 Moved by Councillor Wendland that Council accept Fire Chief Tom Morgan presentation as information.

CARRIED

Chief Morgan exited meeting at 10:40 a.m.

Councillor Reum returned

INITIALS: Reeve: _____

CAO: _____



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to meeting at 10:40 a.m.

Recessed meeting at
10:40 a.m.

Reconvened meeting at
10:50 a.m.

**CHIEF ADMINISTRATIVE
OFFICER'S REPORTS**

CAO Report

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

RC19-062 Moved by Councillor Duvall that Council cancel the March 28, 2019 Regular Council Meeting, reschedule April 11, 2019 Regular Council Meeting to April 4, 2019, and direct Administration to provide notice of these changes in accordance with the requirements of Bylaw 2014-06, the Procedures Bylaw.

CARRIED

RC19-063 Moved by Councillor Joudrey that Council set March 15, 2019 at 10:00 a.m. as the date and time for a Council budget workshop to be held in the Council Chambers.

CARRIED

RC19-064 Moved by Councillor Poetker that Council authorize Reeve Manzulenko and CAO Minderlein to sign the Municipal Sustainability Initiative (MSI) Agreement on behalf of Birch Hills County.

CARRIED

RC19-065 Moved by Deputy Reeve Carbone that Council receive the CAO's written report and verbal updates for information.

CARRIED

CAO Action Log

Council reviewed the CAO Action Log updated to February 26, 2019 provided in the Agenda Package.

RC19-066 Moved by Councillor Wendland that Council receive the CAO Action Log for information.

CARRIED

BYLAWS

INITIALS: Reeve: _____

CAO: _____



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Bylaw 2018-01
Road Closure Bylaw

Council was presented with Bylaw 2018-01, the "Road Closure Board Bylaw" for review and adoption.

Lucy Stevenson
Development Clerk entered
meeting at 11:30 a.m.

RC19-067 Moved by Councillor Joudrey that Council provide second reading to Birch Hills County Bylaw 2018-01, the "Road Closure Bylaw".

CARRIED

RC19-068 Moved by Councillor Wendland that Council provide third and final reading to Birch Hills County Bylaw 2018-01, the "Road Closure Bylaw".

CARRIED

RC19-069 Moved by Councillor Wendland that Council authorize Birch Hills County to enter into an agreement with Birch Hills Colony for a lease of all that portion of statutory road allowance that borders the east boundary of the east half section of eleven (11), township seventy-six (76), range four (4), west of the sixth (6th) meridian and all of that portion of statutory road allowance which forms the east boundary of the south east quarter section of fourteen (14), township seventy-six (76), range four (4), west of the sixth (6th) meridian.

CARRIED

Meeting was recessed for
Lunch at 12:00 p.m.

Meeting was reconvened
at 12:40 p.m.

Director of Public Works
Dion Hynes entered the
meeting at 12:40 p.m.

UNFINISHED BUSINESS

Burnt River Crossing
(Saddle)

Council was provided with information regarding the North Burnt (Saddle River) Crossing update.

RC19-070 Moved by Councillor Poetker that Council

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direct Administration to send a letter to Alberta Environment and Parks with a copy to Alberta Transportation that provides the background information related to the Saddle (Burnt) River crossing and details Council's request for cooperation and actions that would be needed to construct a Low Level Crossing on the Burnt River that would provide a safe and accessible crossing and also direct Administration to bring back responses to a future Council meeting.

CARRIED

Vehicle Cost Analysis

Council was provided with information regarding vehicle cost analysis.

RC19-071 Moved by Councillor Joudrey that Council accept this presentation regarding vehicle cost analysis for information.

CARRIED

RC19-072 Moved by Deputy Reeve Carbone that Council direct Administration to contact Enterprise Fleet Management and request that they make a presentation regarding fleet leasing at a council meeting scheduled after the Rural Municipalities of Alberta (RMA) convention in March, 2019.

CARRIED

Director of Public Works
Dion Hynes exited the meeting at 1:25 p.m.

Volunteer Recognition

Council was presented with a request to adopt a resolution proclaiming the Week of April 7 to 13, 2019 as National Volunteer Week in Birch Hills County.

Deputy Reeve Carbone
exited meeting at 1:38 p.m.

Deputy Reeve Carbone
entered meeting at 1:43 p.m.

RC19-073 Moved by Councillor Reum that Council adopt the following proclamation:

WHEREAS: 12.7 million Canadian volunteers give their time to help others, contributing close to 2 billion volunteer hours per year; and

WHEREAS: volunteers in Birch Hills County mentor

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CAO: _____



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our children, feed our hungry, comfort our lonely, beautify our green spaces, and fundraise for our charitable organizations; and
WHEREAS: Birch Hills County’s volunteers are young, old, families, workers, retirees, men and women of all ages and backgrounds; and
WHEREAS: the collective result of the work done by our county’s volunteers is that Birch Hills County is a more desirable place to live; and
WHEREAS: societies, clubs, and associations in Birch Hills County that rely on volunteers include organizations such as, but certainly not limited to, our fire departments, medical first responders, agricultural societies, libraries, seniors’ and youth groups, churches and other faith-based groups, and recreational facilities;
THEREFORE: Reeve and Council for Birch Hills County do hereby proclaim April 7 to 13, 2019, as National Volunteer Week, and urge citizens to recognize the crucial role played by volunteers in our community.

CARRIED

NEW BUSINESS

Intermunicipal Committee

Council was provided with a request to add an “Intermunicipal Committee” to the list of Birch Hills County Boards and Committees.

RC19-074 Moved by Deputy Reeve Carbone that Council approve the Intermunicipal Committee Terms of Reference as presented.

CARRIED

RC19-075 Moved by Councillor Duvall that Council appoint Reeve Manzulenکو as the member and Deputy Reeve Carbone the alternate as well as the CAO to sit on the Birch Hills County Intermunicipal Committee for the balance of the current one (1) year term (ending in October of 2019).

CARRIED

INITIALS: Reeve: _____

CAO: _____



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Sponsorship Request re
Spring Scurry 2019

Council was provided with a Sponsorship request received from the Eaglesham & District Ag Society requesting support for their "Spring Scurry" event currently scheduled for May 5, 2019.

RC19-076 Moved by Councillor Joudrey that Council provide Eaglesham & District Ag Society a Sponsorship grant of \$250.00 from account 2-11-10-00-735, Council - Grants – Individuals & Organizations to support the Children's Program at the Spring Scurry currently scheduled for May 5, 2019.

CARRIED

FCM Convention

Council was provided with a request from Councillor Joudrey in regards to the Federation of Canadian Municipalities (FCM) Convention.

RC19-077 Moved by Councillor Poetker that Council authorize Councillor Joudrey, subject to availability, to attend the 2019 Federation of Canadian Municipalities (FCM) Convention in Quebec City, QB from May 30 to June 2, 2019.

CARRIED

Tracking of Costs for
Water re Utility Services
provided to County and
County Organizations

Council was provided with information regarding Birch Hills County's and community recreation organizations' properties that the County started metering water usage in 2018.

RC19-078 Moved by Deputy Reeve Carbone that Council receive the presentation related to the tracking of costs for water and other utility services provided to County and County Organizations for information.

CARRIED

Tracking of Costs for Bulk
Water re Provided to
County and County
Organizations

Council was provided with information regarding Birch Hills County's and Lakeside Golf & Country Club's bulk water accounts that the County started billing usage in 2018.

RC19-079 Moved by Councillor Wendland that Council receive the presentation related to the tracking of costs for the provision of bulk water to County and County Organizations for information.

CARRIED

Reeve Manzulenko exited
the at meeting 2:27 p.m.

INITIALS: Reeve: _____

CAO: _____



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Deputy Reeve Carbone
assumed the chair

2018 Transfers to
Operating Reserves

RC19-080 Moved by Councillor Duvall that Council
table the information regarding the 2018 Transfers to
Operating Reserves until later in the meeting.

CARRIED

Reeve Manzulenko
returned to Chair the
meeting at 2:32 p.m.

Pay Grid re Seasonal Grid
2019

Council was provided with a request to consider
adjusting the Salary Grid by adding job specific rates
for a seasonal grader operator and a seasonal
equipment operator.

RC19-081 Moved by Councillor Poetker that Council
direct Administration to add lines for a seasonal grader
operator and a seasonal equipment operator as
discussed, to the 2019 and subsequent pay grids.

CARRIED

Enterprise Fleet
Management Update

Council had been provided with updated information
regarding Enterprise Fleet Management presentation at
the February 14th Regular Council Meeting earlier in the
meeting and made Resolution RC19-072 at that time
while the information was still fresh.

Recessed meeting at
2:40 p.m.

Reconvened meeting at
2:50 p.m.

Director of Corporate
Services Shelley Braun
entered the meeting at
2:50 p.m.

FOR INFORMATION

Council was provided with an updated financial report
of the 2018 operating results.

RC19-082 Moved by Councillor Wendland that
Council accept the updated financial report of the 2018
operating results for information.

CARRIED

INITIALS: Reeve: _____

CAO: _____



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2018 Transfers to
Operating Reserves

RC19-083 Moved by Councillor Reum that Council remove from the table the matter related to the 2018 Transfers to Operating Reserves.

CARRIED

Council was presented with a request from Administration to transfer funds in the 2018 accounts to the Rate Stabilization and Airport Reserves.

RC19-084 Moved by Deputy Reeve Carbone that Council authorize Administration to process the following transfer of funds for 2018:

Debit		
Safety	2-26-10-00-764	\$59,130
Airport Services	2-33-10-45-764	\$207,000
Planning & Development	2-62-40-00-764	\$9,785
Credit		
Airport Reserve	6-33-00-00-760	\$207,000
Rate Stabilization Reserve	6-00-00-00-711	\$68,915

CARRIED

Director of Corporate
Services Shelley Braun
exited meeting at 3:03 p.m.

CORRESPONDENCE

Council was provided with copies of the following documents:

- a. Letter re Minister of Municipal Affairs' Awards for Municipal Excellence dated January 15, 2019;
- b. Letter re Appointment Birch Hills County Recreation Board – Mrs. Barb Squires dated February 19, 2019
- c. Letter re Appointment Birch Hills County Agriculture Appeal Board – Mrs. Andrea Farrell dated February 19, 2019;
- d. Letter re Minister of Municipal Affairs Requesting Exemption for IDP with M.D. of Greenview dated February 19, 2019;
- e. Letter re Minister of Municipal Affairs Requesting Exemption for IDP with Northern Sunrise County dated February 19, 2019;
- f. Letter re Minister of Municipal Affairs MSI Funding dated February 19, 2019;
- g. Email re Withdrawal from Hemp Alberta Northern Advantage (HANA) Steering Committee dated February 20, 2019.

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RC19-085 Moved by Councillor Poetker that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

RC19-086 Moved by Councillor Duvall that Council close the February 28, 2019 Regular Council Meeting to the public at 3:10 p.m. for items:

- 12.a Legal – Funding for Grande Spirit Foundation as per Section 25 of the FOIP Act; and
- 12.b CAO Performance Evaluation as per Section 17 of the FOIP Act.

CARRIED

RC19-087 Moved by Councillor Poetker that Council open the February 28, 2019 Regular Council Meeting to the public at 3:55 p.m.

CARRIED

RC19-088 Moved by Councillor Poetker that Council authorizes Birch Hills County to commit to a contribution of \$250,000.00, to be funded from the Tax Rate Stabilization Reserve Account 6-00-00-00-711 to the Grande Spirit Foundation for the proposed Spirit River Supportive Living project and that the commitment be subject to approval and funding of the project by the Province of Alberta.

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

**HERMANN MINDERLEIN
CAO**

INITIALS: Reeve: _____

CAO: _____