



MINUTES OF A REGULAR COUNCIL MEETING  
FOR BIRCH HILLS COUNTY HELD  
IN THE COUNCIL CHAMBERS  
JANUARY 25, 2018

**Present:**

<b>Reeve</b>	Gerald Manzulenko
<b>Deputy Reeve</b>	Terry Carbone
<b>Councillor</b>	Ginette Paradis
<b>Councillor</b>	Deanne Wendland
<b>Councillor</b>	Paul Reum
<b>Councillor</b>	Denise Joudrey
<b>CAO</b>	Hermann Minderlein
<b>Legislative Officer</b>	Shawna Schwerdt

**Absent:** **Councillor** Cheryl Bogdanek

**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 Bogdanek had advised that she would be unavailable to attend due to family circumstances.

**ADOPTION OF AGENDA**

**RC18-024 Moved by Councillor Joudrey** that Council adopt the agenda of the January 25, 2018 Regular Council Meeting with the following additions:

- 6. CHIEF ADMINISTRATIVE OFFICER REPORT**
  - a. CAO Report Verbal
- 12. IN-CAMERA**
  - b. Add Personnel

**CARRIED**

**ADOPTION OF MINUTES**  
**Regular Council Meeting**  
**January 11, 2018**

**RC18-025 Moved by Deputy Reeve Carbone** that Council approve the minutes of the January 11, 2018 Regular Council Meeting as presented.

**CARRIED**

**DELEGATIONS**

No Delegation.

**COUNCILLOR REPORTS**  
**Reeve Manzulenko**

Reeve Manzulenko provided a verbal report on the Open House with MLA Margaret McCuaig-Boyd he attended in Fairview on December 15, 2017.

**INITIALS: Reeve: \_\_\_\_\_**

**CAO: \_\_\_\_\_**



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**Deputy Reeve Carbone** Deputy Reeve Carbone provided verbal updates to the written report he provided to Council on the G5 Medical Clinic Committee Meeting that he attended in Spirit River on January 22, 2018.

**Councillor Paradis** No meetings to report on, but she did share that she had received positive compliments from rate payers on the efficiency of snow removal by Birch Hills County Public Works following the last snowfall event.

**Councillor Wendland** No Report.

**Councillor Reum** No Report.

**Councillor Bogdanek** No Report and absent.

**Councillor Joudrey** Councillor Joudrey provided a verbal update to the written report that she had provided to Council regarding the Grande Spirit Foundation meeting she had attended on January 15, 2018 in Grande Prairie.

**RC18-026 Moved by Councillor Wendland** that Council accept the Councillor Reports for information.

**CARRIED**

**CHIEF ADMINISTRATIVE  
OFFICER'S REPORTS**  
**CAO Report**

CAO Minderlein provided Council with a verbal report which included the status on the staff applications for summer jobs. Council discussed attendance to the February 9, 2018 AAMDC District 4 Meeting and the following will attend: CAO Minderlein, Reeve Manzulenko, Deputy Reeve Carbone and Councillors Wendland, Bogdanek and Joudrey.

**RC18-027 Moved by Councillor Paradis** that Council approve Administration to extend hotel reservation for one more night for Councillors Wendland and Joudrey for the night of February 23, 2018 to attend meetings in Grande Prairie the day following the Growing the North Conference.

**CARRIED**

**INITIALS: Reeve: \_\_\_\_\_**

**CAO: \_\_\_\_\_**



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**CAO Action Log**

Council reviewed the CAO Action Log updated to January 25, 2018 provided in the Agenda Package.

**RC18-028 Moved by Councillor Wendland** that Council receive the CAO's verbal report and the CAO Action Log for information.

**CARRIED**

**BYLAWS**

None.

**UNFINISHED BUSINESS**

RC16-495 – Watino Lots

Council was provided with a copy of an RFD from the Regular Council Meeting held December 8, 2016 that resulted in Resolution RC16-495, and a copy of the correspondence that provided the suggested RFD to Reeve Doran at the time.

**RC18-029 Moved by Deputy Reeve Carbone** that Council Rescind Motion RC16-495.

**CARRIED**

**RC18-030 Moved by Councillor Paradis** that Council direct Administration to advise Alberta Culture and Tourism of Council's decision not to proceed with the transfer of title for the properties in Watino, and update them on Council's concerns regarding the need for maintenance of the site and the protection of adjoining properties and visitors from erosion during future high water events.

**CARRIED**

RC17-185 Birch Hills  
County Recreation Board  
Policy

Council was provided with a copy of an RFD from Regular Council April 27, 2017 that resulted in Resolution RC17-185, and a copy of Bylaw 2016-10 Birch Hills County's Recreation Board Bylaw.

**RC18-031 Moved by Councillor Joudrey** that Council direct CAO Minderlein to work with Council (via emails) and staff to prepare a draft Recreation Board policy for presentation to Council at the February 15, 2018 Regular Council Meeting.

**CARRIED**

**INITIALS: Reeve: \_\_\_\_\_**

**CAO: \_\_\_\_\_**



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The meeting was recessed at 10:05 a.m.

The meeting was reconvened at 10:10 a.m.

**NEW BUSINESS**

Transfer to Reserves for 2017

Council was provided with a request from Administration to transfer funds identified as having been unspent from the 2017 Operating and Maintenance Expense Budget to the Rate Stabilization Reserve, which could potentially be utilized to fund part of the 2018 Operating and Maintenance Budget.

**RC18-032 Moved by Councillor Reum** that Council direct Administration to do a transfer of funds for 2017:

Administration	2-12-10-00-764	\$8,000
Building Maintenance	2-12-35-00-764	\$43,900
Fire	2-23-00-00-764	\$12,600
Disaster Services	2-24-10-00-764	\$13,000
Safety	2-26-10-00-764	\$63,420
Public Works Admin	2-32-10-00-764	\$9,000
Public Works – Gen. Maintenance	2-32-30-00-764	\$10,000
Regional Water	2-41-10-45-764	\$50,000
Solid Waste Services	2-43-10-00-764	\$14,000
Planning & Development	2-61-40-00-764	\$28,000
ASB Fieldman	2-63-20-00-764	\$8,900
ASB Weed Control	2-63-70-20-764	\$33,000
To		
Rate Stabilization Reserve	6-00-00-00-711	\$293,820

**CARRIED**

Request for Forgiveness of Taxes – Eaglesham Seniors

Council was provided with a request from the Eaglesham Seniors Social Centre Club to forgive the 2018 Taxes on their newly acquired property at 5109-50<sup>th</sup> Street Eaglesham, Alberta roll 315235.

**INITIALS: Reeve: \_\_\_\_\_**

**CAO: \_\_\_\_\_**



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**RC18-033 Moved by Councillor Joudrey** that Council cancel any 2018 municipal taxes that will be generated for roll 315235 in the name of Eaglesham Seniors Social Centre Club, located at 5109-50<sup>th</sup> Street Eaglesham, Alberta Lot 3 Block 2 Plan 2937HW.

**CARRIED**

Appointment to Municipal Planning Commission

Council was provided with a letter from Ms. Martine Piebiak, expressing her interest in being appointed to the Municipal Planning Commission.

**RC18-034 Moved by Deputy Reeve Carbone** that Council appoint Ms. Martine Piebiak to sit on the Municipal Planning Commission for Birch Hills County.

**CARRIED**

G5 Medical Clinic

Council was provided with information that arose from a G5 Medical Clinic Committee Meeting on January 22, 2018.

**RC18-035 Moved by Deputy Reeve Carbone** that Council table RFD G5 Medical Clinic for more information until the Regular Council Meeting on February 15, 2018.

**CARRIED**

**RC18-036 Moved by Deputy Reeve Carbone** that Council direct Administration to contact the CAO for Saddle Hills County and the G5 Medical Clinic Committee representatives regarding Council's decision to table the G5 Medical Clinic request until February 15, 2018 Regular Council Meeting.

**CARRIED**

Danny Zahara left the meeting at 11:00 a.m.

Reeve Manzulenko handed chair over to Deputy Reeve Carbone at 11:13 a.m. and left the meeting.

**INITIALS: Reeve: \_\_\_\_\_**

**CAO: \_\_\_\_\_**



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Reeve Manzulenko  
returned to the meeting at  
11:17 a.m.

**FOR INFORMATION**

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

- 1. Bank Reconciliation for the Period ended December 31, 2017
- 2. 2017 Budget Variance Reports

**RC18-037 Moved by Councillor Wendland** that Council accept the information items for information.

**CARRIED**

Reeve Manzulenko  
resumed Chair at  
11:20 a.m.

**CORRESPONDENCE**

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

- 1. Letter dated Dec. 19, 2017 re GTF Project 711966
- 2. Letter dated Dec. 10, 2017 re access to Birch Hills Senior's Centre
- 3. Letter dated Jan. 11, 2018 re RC18-019 MSI CAP-8644 Fire Hydrant Replacement project
- 4. Letter dated Jan. 17, 2018 re RC18-013
- 5. Letter dated Jan. 17, 2018 re RC18-014
- 6. Letter dated Jan. 19, 2018 re Eaglesham Hall
- 7. Notification of Public Advisory Group Meeting
- 8. Letter dated Jan. 23, 2018 re Watino River Boat

**RC18-038 Moved by Councillor Paradis** that Council direct Administration to send a thank-you letter to the Minister of Municipal Affairs for the acceptance of the Gas Tax Funding (GTF) Project 711966 Eaglesham Water Plant Backup Generator Installation submitted for funding under the GTF program.

**CARRIED**

**INITIALS:** Reeve: \_\_\_\_\_

**CAO:** \_\_\_\_\_



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**RC18-039 Moved by Deputy Reeve Carbone** that Council direct Administration to research and bring back options for a boot rack for the Eaglesham Hall to a future Regular Council Meeting.

**CARRIED**

**RC18-040 Moved by Councillor Joudrey** that Council accept the correspondence provided for information.

**CARRIED**

**IN-CAMERA**

**RC18-041 Moved by Councillor Paradis** that Council move in-camera at 11:30 a.m. for a matter related to an inquiry received relevant to land owned by Birch Hills County and another matter related to Personnel.

**CARRIED**

**RC18-042 Moved by Councillor Paradis** that Council reconvene the Regular Council Meeting at 12:37 p.m.

**CARRIED**

**RC18-043 Moved by Councillor Wendland** that Council direct Administration to:

1. Contract a qualified firm or individual to determine the Fair Market Value for the airport property;
2. Schedule and advertise an open house at the Eaglesham Hall in order to advise, and seek input from, County residents, ratepayers, and other potentially affected individuals of the potential sale of the Eaglesham Airstrip and property;
3. Contact our lawyers to determine if a sales agreement could be drawn up with the requirement for a purchaser to proceed with the installation and maintenance of an airport on the property; and
4. Bring the results of the market evaluation, open house, and legal advice back to a future Regular Council Meeting for additional direction regarding the disposition of the property.

**CARRIED**

**INITIALS: Reeve: \_\_\_\_\_**

**CAO: \_\_\_\_\_**



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**ADJOURNMENT**

Being that there was no further business, Reeve  
Manzulenko adjourned the meeting at 12:37 p.m.

**NEXT REGULAR COUNCIL MEETING DATE – February 15, 2018**

*Original to be signed*

\_\_\_\_\_  
**GERALD MANZULENKO  
REEVE**

*Original to be signed*

\_\_\_\_\_  
**HERMANN MINDERLEIN  
CAO**

**INITIALS: Reeve: \_\_\_\_\_**

**CAO: \_\_\_\_\_**