



**MINUTES OF A REGULAR COUNCIL MEETING  
FOR BIRCH HILLS COUNTY HELD  
IN THE COUNCIL CHAMBERS  
JULY 11, 2019**

<b>Present:</b>	<b>Reeve</b>	Gerald Manzulenko
	<b>Deputy Reeve</b>	Terry Carbone
	<b>Councillor</b>	Albert Poetker
	<b>Councillor</b>	Deanne Wendland
	<b>Councillor</b>	Paul Reum
	<b>Councillor</b>	Mel Duvall
	<b>Councillor</b>	Denise Joudrey
	<b>CAO</b>	Hermann Minderlein
	<b>Recorder</b>	Lucy Stevenson

**CALL TO ORDER**

**Reeve Manzulenko** called the meeting to order at 9:01 a.m.

**ADOPTION OF AGENDA**

**RC19-207 Moved by Councillor Poetker** that Council adopt the agenda of the July 11, 2019 Regular Council Meeting with the following additions:

**New Business**

**9.a.iv** Fire Department Request re Use of Eaglesham Hall for Barrels & Buckles Event;

**9.a.v** Birch Hills County and County of Grande Prairie ICF and IDP; and

**Correspondence**

**11.e** Correspondence from Lac Ste. Anne County.

**CARRIED**

**ADOPTION OF MINUTES**

Regular Council Meeting  
June 13, 2019

**RC19-208 Moved by Deputy Reeve Carbone** that Council approve the minutes of the June 13, 2019 Regular Council Meeting as presented.

**CARRIED**

Special Council Meeting  
June 24, 2019

**RC19-209 Moved by Councillor Duvall** that Council approve the minutes of the June 24, 2019 Special Council Meeting as presented.

**CARRIED**

**DELEGATIONS**

None.

**COUNCILLOR REPORTS**

**Reeve Manzulenko**

Reeve Manzulenko provided a verbal update to Council on the Intermunicipal Development Plan (IDP) Public Meeting he attended in Watino on June 20, Rural Municipalities of Alberta (RMA) meeting in Tangent on June 24, and the G5 meeting in Rycroft on June 25, 2019.

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

**CAO:**      \_\_\_\_\_



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**Deputy Reeve Carbone**

Deputy Reeve Carbone provided a verbal update to Council on the RMA meeting in Tangent on June 24, 2019.

**Councillor Poetker**

Councillor Poetker provided a verbal update to Council on the Intermunicipal Economic Development Advisory Committee meeting he attended in Spirit River on June 17, the Rural Municipalities of Alberta (RMA) meeting in Tangent on June 24, and the Peace Valley Conservation Recreation and Tourism Society meeting he attended in Fairview on June 26, 2019.

**Councillor Wendland**

No Report.

**Councillor Reum**

No Report.

**Councillor Duvall**

Councillor Duvall provided a verbal update to Council on the RMA meeting he attended in Tangent on June 24, and the Peace Valley Conservation Recreation and Tourism Society meeting he attended in Fairview on June 26, 2019.

**Councillor Joudrey**

Councillor Joudrey provided a verbal update to Council on the Grande Spirit Foundation Union Negotiations Meetings June 24 and 25, the G5 meeting in Rycroft on June 25, the Meet and Greet of Dr. Danae Wolfarrdt in Spirit River on June 27, the Grande Spirit Foundation in Clairmont on June 28, and the Central Peace Professional Attraction and Retention meeting in Spirit River on July 10, 2019.

**RC19-210 Moved by Councillor Wendland** that Council accept the Councillor Reports for information.

**CARRIED**

**RC19-211 Moved by Deputy Reeve Carbone** that Councillor Duvall be appointed as the member and that Councillor Poetker be appointed as the alternative member of the Peace Valley Conservation Recreation and Tourism Society effective July 11, 2019.

**CARRIED**

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

**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.

**RC19-212 Moved by Councillor Reum** 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 July 4, 2019 provided in the Agenda Package.

**RC19-213 Moved by Councillor Duvall** that Council receive the CAO Action Log for information.

**CARRIED**

Meeting was recessed at 10:03 a.m.

Meeting was resumed at 10:11 a.m.

**BYLAWS**

2019-06, Land Use Bylaw

Council was presented with Bylaw No. 2019-06, the "Birch Hills County Land Use Bylaw" (LUB), prepared for Birch Hills County by Mackenzie Municipal Services Agency, for first reading.

**RC19-214 Moved by Deputy Reeve Carbone** that Council provide 1<sup>st</sup> reading to Bylaw No. 2019-06, the "Birch Hills County Land Use Bylaw".

**CARRIED**

**RC19-215 Moved by Councillor Poetker** that Council direct Administration to make the appropriate arrangements for a Public Hearing for Bylaw No. 2019-06, the "Birch Hills County Land Use Bylaw", and if appropriate, Second and Third Reading of the "Birch Hills County Land Use Bylaw" at the September 26, 2019 Regular Council Meeting.

**CARRIED**

2019-07, Central Peace Regional Intermunicipal Sub-division and Development Appeal Board

Council was presented with Birch Hills County Bylaw 2019-07, the "Central Peace Regional Intermunicipal Subdivision and Development Appeal Board Bylaw".

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

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



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Bylaw

**RC19-216 Moved by Councillor Joudrey** that Council provide first reading to Birch Hills County Bylaw 2019-07, the “Central Peace Regional Intermunicipal Subdivision and Development Appeal Board Bylaw”.

**CARRIED**

**RC19-217 Moved by Councillor Duvall** that Council provide second reading to Birch Hills County Bylaw 2019-07, the “Central Peace Regional Intermunicipal Subdivision and Development Appeal Board Bylaw”.

**CARRIED**

**RC19-218 Moved by Councillor Reum** that Council present Birch Hills County Bylaw 2019-07, the “Central Peace Regional Intermunicipal Subdivision and Development Appeal Board Bylaw” for third reading.

**CARRIED UNANIMOUSLY**

**RC19-219 Moved by Deputy Reeve Carbone** that Council provide third and final reading to Birch Hills County Bylaw 2019-07, the “Central Peace Regional Intermunicipal Subdivision and Development Appeal Board Bylaw”.

**CARRIED**

**RC19-220 Moved by Councillor Wendland** that Council direct Administration to update the County’s website with a copy of 2019-07, the “Central Peace Regional Intermunicipal Subdivision and Development Appeal Board Bylaw”.

**CARRIED**

**RC19-221 Moved by Councillor Poetker** that Council appoint Director of Corporate Services Shelley Braun as a Clerk for the Intermunicipal Subdivision and Development Appeal Board.

**CARRIED**

**RC19-222 Moved by Councillor Poetker** that Council appoint Ms. Cindy Trudel and Mr. Herb Pfau as Members to the Intermunicipal Subdivision and Development Appeal Board for a term of office that will expire on December 31, 2021.

**CARRIED**

2019-03, Road Closure Bylaw

Council was presented with Bylaw 2019-03, a bylaw for a road closure for disposal of land that is described in the Bylaw as follows:

Plan 2001MC  
Block 2

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

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



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All of Lane lying west and south of Lot 1.

**RC19-223 Moved by Councillor Duvall** that Council provide 2<sup>nd</sup> reading to Bylaw 2019-03, a Road Closure Bylaw to close for disposal to public travel all that portion of road allowance described as such;  
*Plan 2001MC  
Block 2  
All of Lane lying west and south of Lot 1.*

**CARRIED**

**RC19-224 Moved by Councillor Poetker** that Council provide 3<sup>rd</sup> reading to Bylaw 2019-03, a Road Closure Bylaw to close for disposal to public travel all that portion of road allowance described as such;  
*Plan 2001MC  
Block 2  
All of Lane lying west and south of Lot 1.*

**CARRIED**

2019-08, IDP Bylaw

Council was presented with Bylaw No. 2019-08, the "IDP Bylaw" for first reading.

**RC19-225 Moved by Councillor Wendland** that Council provide 1<sup>st</sup> reading to Bylaw No. 2019-08, the Intermunicipal Development Plan (IDP) Bylaw.

**CARRIED**

**RC19-226 Moved by Deputy Reeve Carbone** that Council direct Administration to make the appropriate arrangements for a Public Hearing for Bylaw No. 2019-08, the Intermunicipal Development Plan (IDP) Bylaw, and if appropriate, Second and Third Reading of the IDP Bylaw" at the August 15, 2019 Regular Council Meeting.

**CARRIED**

**RC19-227 Moved by Councillor Reum** that Council direct Administration to make the appropriate arrangements for Brian Austrom or Liz Armitage of Vicinia Planning & Engagement Inc. to appear as a delegation to the September 26, 2019 Regular Council Meeting and brief Council on the ICF Bylaw, and to schedule 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Reading of the Bylaw at this meeting.

**CARRIED**

**UNFINISHED BUSINESS**

None.

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

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



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**NEW BUSINESS**

Proclamation – National  
Drowning Prevention Week

Council was requested to adopt a resolution proclaiming the week of July 21-27, 2019 as National Drowning Prevention Week in Birch Hills County.

**RC19-228 Moved by Councillor Joudrey that**

Whereas: the mission of the Lifesaving Society Canada is to prevent drowning throughout this great country, and even one drowning in Alberta is one too many;

And Whereas: most drownings are preventable in a Water Smart community, and only through Water Smart education and a healthy respect for the potential danger that any body of water may present can we truly enjoy the beauty and recreation opportunities offered by these bodies of water;

And Whereas: the Lifesaving Society urges Canadians and residents of Birch Hills County to supervise children who are in and around the water, to refrain from drinking alcoholic beverages while participating in aquatic activities, and to wear a Personal Flotation Device or lifejacket at all times when boating;

And Whereas: the Lifesaving Society Canada has declared July 21-27, 2019 National Drowning Prevention Week to focus on the drowning problem and the hundreds of lives that could be saved this year.

Now Therefore: Reeve and Council for the County of Birch Hills join Lifesaving Society Canada in proclaiming the week of July 21<sup>st</sup>, 2019 to July 27<sup>th</sup>, 2019 as “NATIONAL DROWNING PREVENTION WEEK” in Birch Hills County and do commend its thoughtful recognition to all citizens of our County.

**CARRIED**

Shallow Gas Tax Relief  
Program

Council was presented with copies of media releases related to the Shallow Gas Tax Relief Program recently announced by the Province of Alberta.

**INITIALS:**      Reeve: \_\_\_\_\_

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



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**RC19-229 Moved by Deputy Reeve Carbone** that Council direct Administration to work with the Province of Alberta to forgive taxes to qualifying companies with shallow gas pipelines in Birch Hills County provided that the full cost of such relief is paid for by the Province.

**CARRIED**

RMA District 4 Meeting

Council was provided with information received from Tom Burton, Director for District 4, RMA regarding the August 9, 2019 RMA meeting.

Fire Department Request for Support – Barrels & Buckles

Council was presented with a request from the Birch Hills County Fire Department for the County to provide the Eaglesham Hall for July 20, 2019 for their Barrels and Buckles fundraiser event.

**RC19-230 Moved by Councillor Joudrey** that Council approve the provision of a Grant of \$125.00 to the Birch Hills County Fire Department from Council Expense Account 2-11-10-00-735, Grants to Individual & Organization to cover July 20, 2019 Eaglesham Hall rental costs for the Barrels and Buckles fundraiser event, provided that the facilities and equipment are returned in good repair and an acceptable standard of cleanliness that will be inspected and approved by the County’s representatives.

**CARRIED**

Agreement for Road Maintenance County of Grande Prairie

Council was provided with a draft agreement to enter into a five year agreement with the County of Grande Prairie for the County of Grande Prairie to provide snow removal and gravel road maintenance on a cost recoverable basis for 1.6 km on Twp Roads 750 and 752 from Sec Highway 733 and RR 32.

**RC19-231 Moved by Councillor Wendland** that Council Authorize Birch Hills County to enter into a five year agreement with the County of Grande Prairie for the County of Grande Prairie to provide snow removal and gravel road maintenance on a cost recoverable basis for 1.6 km on Twp Roads 750 and 752 from Sec Highway 733 and RR 32.

**CARRIED**

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

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





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IDP and ICF County of  
Grange Prairie

Council was provided with the draft IDP and ICF documents prepared for Birch Hills County and the County of Grande Prairie.

**RC19-232 Moved by Councillor Duvall** that Council accept the draft IDP and ICF documents prepared for Birch Hills County and the County of Grande Prairie as presented and authorize Administration to coordinate with the County of Grande Prairie Staff and the Birch Hills County Intermunicipal Committee a date and time in mid to late August for a Joint Open House to be held in Teepee Creek regarding these documents.

**CARRIED**

Terms & Conditions 2019  
Tax Sale

Administration requested Council as required by Section 419 (b) of the Municipal Government Act, to set the terms and conditions that will apply to the sale of parcels of land shown on the County's 2018 Tax arrears List.

**RC19-233 Moved by Councillor Reum** that Council set the Terms and Conditions of the 2019 Tax Sale, scheduled for October 7, 2019, to be a 10% down, payment payable on the day of the sale and the remaining balance to be paid within 10 days.

**CARRIED**

Minutes of the MPC

Council was provided with copies of the Municipal Planning Commission (MPC) minutes that cover meetings held from August 14, 2018 to June 11, 2019.

**RC19-234 Moved by Councillor Duvall** that Council accept the Municipal Planning Commission minutes from the August 14, 2018, September 18, 2018, November 16, 2018, and June 11, 2019 for information.

**CARRIED**

37-01-16, Drainage Works  
and Culverts Policy

Administration returned the matter of costs of unauthorized work in County's ditches and presented to Council a draft revised Policy 37-01-16 Drainage Works and Culverts Policy.

**RC19-235 Moved by Deputy Reeve Carbone** that Council approve amendments to Birch Hills County Policy 37-01-16, the Drainage Works and Culverts

**INITIALS:**      Reeve: \_\_\_\_\_

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





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Policy, as presented and direct Administration to provide notice of these changes in accordance with the requirements of Bylaw 2014-06, the Procedures Bylaw.

**CARRIED**

Road Repair Funding

Council was presented with a request from Administration to consider an increase to the 2019 road repair maintenance program by up to \$100,000.

**RC19-236 Moved by Councillor Joudrey** that Council table the item related to Road Repair Funding until later in the meeting.

**CARRIED**

63-04-19, V.S.I. Policy

Council was presented with a Draft Policy for Veterinary Services Incorporated (V.S.I.).

**RC19-237 Moved by Councillor Wendland** that Council approve the changes to the Birch Hills County Policy 63-04-19 - Veterinary Services Incorporated (V.S.I.) as presented and direct Administration to provide notice of these changes in accordance with the requirements of Bylaw 2014-06, the Procedures Bylaw.

**CARRIED**

**RC19-238 Moved by Deputy Reeve Carbone** that Council rescind Birch Hills County Policy Veterinary Services Insurance Policy #5 originally adopted on November 12, 1985 and any amendments here onto.

**CARRIED**

63-05-19, Roadside Spraying Policy

Council was presented with a Policy for Roadside Spraying Policy with an attached: Schedule "A" Roadside Spraying - No Spray Agreement.

**RC19-239 Moved by Councillor Poetker** that Council approve the changes to the Birch Hills County Policy 63-05-19 - Roadside Spraying as presented and direct Administration to provide notice of these changes in accordance with the requirements of Bylaw 2014-06, the Procedures Bylaw.

**CARRIED**

**RC19-240 Moved by Councillor Duvall** that Council rescind Birch Hills County Roadside Spraying Policy originally adopted on March 9, 2011 and any amendments here onto.

**INITIALS:**      Reeve: \_\_\_\_\_

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



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63-06-19, Brushing Policy

Council was presented with a Policy for Brushing.

CARRIED

**RC19-241 Moved by Councillor Wendland** that Council approve the changes to the Birch Hills County Policy 63-06-19 - Brushing Policy as presented and direct Administration to provide notice of these changes in accordance with the requirements of Bylaw 2014-06, the Procedures Bylaw.

CARRIED

**RC19-242 Moved by Councillor Joudrey** that Council rescind Birch Hills County Brushing Policy originally adopted on April 13, 2011 and any amendments here onto.

CARRIED

63-07-19, *Fusarium Graminearum* Testing Policy

Council was presented with a Policy for *Fusarium Graminearum* Testing.

**RC19-243 Moved by Deputy Reeve Carbone** that Council approve the changes to the Birch Hills County Policy 63-07-19 - *Fusarium Graminearum* Testing, as presented and direct Administration to provide notice of these changes in accordance with the requirements of Bylaw 2014-06, the Procedures Bylaw.

CARRIED

**RC19-244 Moved by Councillor Reum** that Council rescind Birch Hills County *Fusarium Graminearum* Testing Policy originally adopted on March 9, 2011 and any amendments here onto.

CARRIED

Agricultural Plastics Recycling Program Update

Council was provided with an informational update about the Alberta Agricultural Plastics Recycling Pilot Program.

**RC19-245 Moved by Councillor Duvall** that Council receive the presentation related to Agricultural Plastics Recycling Program as information.

CARRIED

Minutes of the ASB

Council was provided with a copy of the Agriculture Service Board (ASB) signed minutes from February 14, 2019.

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

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



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**RC19-246 Moved by Councillor Poetker** that Council accept the Agriculture Service Board (ASB) signed minutes from the February 14, 2019 ASB meeting for information.

**CARRIED**

**FOR INFORMATION**

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

1. Bank Reconciliation – May 31, 2019;
2. Bank Reconciliation – June 30, 2019;
3. Website Statistics from April 1 to June 30, 2019.

**RC19-247 Moved by Councillor Wendland** that Council accept the items presented for information.

**CARRIED**

**CORRESPONDENCE**

Council was provided with copies of the following documents:

- a. Letter of Appreciation from the Town of Falher re Centennial dated June 11, 2019;
- b. Letter of Appreciation from C.O.C.O. re Wanham Plowing Match dated June 28, 2019;
- c. Letter of Appreciation from STARS re Funding for 2019 Contribution dated June 28, 2019;
- d. Letter from Deputy Minister Municipal Affairs re Exemption for M.D. of Fairview IDP; and
- e. Letter from Reeve of Lac Ste. Anne County dated June 27, 2019.

**RC19-248 Moved by Deputy Reeve Carbone** that Council accept the correspondence provided for information.

**CARRIED**

**RC19-249 Moved by Councillor Poetker** that Council direct Administration to write a letter for Reeve Manzulenko to sign thanking the County of Lac Ste. Anne for their letter and to decline their invitation to join them in helping our MLA's understand rural Alberta's position.

**CARRIED**

**CLOSED SESSION**

**RC19-250 Moved by Councillor Joudrey** that Council move into closed session at 12:00 p.m. to discuss Reject Gravel & Personnel per Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure, FOIP section 25(1).

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

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



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**CARRIED**

**RC19-251 Moved by Councillor Wendland** that Council move out of closed session at 12:55 p.m.

**CARRIED**

Council was provided with information that Birch Hills County had been contacted with potential offers to purchase the reject gravel (sand) material from the 2018 gravel crush project at the County's Watino Pit.

**RC19-252 Moved by Councillor Poetker** that Council direct Administration to:

1. offer to sell up to 35,000 tonne of the reject gravel material from the County's Watino Pit to Mr. Ron Tardif from M.I.R.M. Enterprises for \$2.50 per tonne based on Mr. Tardif being responsible for loading the material and providing acceptable evidence to the County of the quantity of material removed;
2. offer to sell the balance or a portion of the balance of the 35,000 tonne of reject gravel to the Shady Lane Colony at \$2.50 per tonne based on Shady Lane Colony being responsible for loading the material and providing acceptable evidence to the County of the quantity of material removed; and
3. advertise and sell the balance of the 35,000 tonne of reject gravel;

and that the terms and conditions related to any resulting sales agreements be left to the CAO's discretion except that transactions must be concluded by the end of day, December 31, 2019.

**CARRIED**

**RC19-253 Moved by Councillor Joudrey** that Council remove from the table Item 9.c.ii, Road Repair Funding.

**CARRIED**

**RC19-254 Moved by Councillor Duval** that Council authorize a onetime increase of \$100,000 to the 2019 Road Maintenance Budget with \$80,000 to be allocated to expense code 2-32-30-00-534 Road and Gravel and \$20,000 allocated to expense code 2-32-30-00-249 Road Repair Maintenance, with funding, if required at year end, to be taken from 6-00-00-00-711, the Rate Stabilization Reserve.

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

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



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**CARRIED**

**ADJOURNMENT**

Being that there was no further business, Reeve  
Manzulenکو adjourned the meeting at 1:07 p.m.

*Original to be signed* \_\_\_\_\_

**GERALD MANZULENKO  
REEVE**

*Original to be signed* \_\_\_\_\_

**HERMANN MINDERLEIN  
CAO**

**INITIALS:**      Reeve: \_\_\_\_\_

   CAO: \_\_\_\_\_