



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY
HELD IN THE COUNCIL CHAMBERS
JULY 14, 2016**

Present:	Reeve	Marvin Doran
	Deputy Reeve	Gerald Manzulenko
	Councillor	Jack Macauley
	Councillor	Paul Reum
	Councillor	Cheryl Bogdanek
	Councillor	Kathrin Langlois
	Chief Administrative Officer	Hermann Minderlein
	Legislative Administrator	Rochelle Kolosky

Delegates	Wanham Trucking	Andrew Sinkwich
	Wanham Trucking	John Sinkwich

Regrets:	Councillor	Terry Carbone
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CALL TO ORDER: **Reeve Doran** called the meeting to order at 9:02 a.m.

AGENDA **RC16-273 Moved by Councillor Bogdanek** that Council adopt the agenda as amended.
 Additions: 9. d) Appointment of Assessment Clerk
 10. d) June 22nd Municipal Planning Commission Minutes
 12. c) Personnel

CARRIED

MINUTES
Regular Council Meeting
June 23rd, 2016

RC16-274 Moved by Deputy Reeve Manzulenko that Council approve the minutes of the June 23, 2016 Regular Council Meeting as presented.

CARRIED

Governance Committee Meeting
June 23rd, 2016

RC16-275 Moved by Deputy Reeve Manzulenko that Council approve the minutes of the June 23, 2016 Governance Committee Meeting as presented.

CARRIED

DELEGATIONS
John and Andy Sinkwich of

INITIALS: Reeve: _____

CAO: _____



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Wanham Trucking

John and Andy Sinkwich are exploring into reasons why certain trucking companies are not selected for gravel contract work done by the County.

RC16-276 Moved by Councillor Bogdanek that Council accept John and Andy Sinkwich’s delegation for information.

CARRIED

John and Andy Sinkwich left the meeting at 9:14 a.m.

COUNCILLOR REPORTS

Reeve Doran

Reeve Doran reported on the following meetings: Health Clinic on June 27th, Zone 4, Reeves and CAO’s in Grande Prairie on June 20th, and the Water North Coalition on June 23rd in LaCrete.

Councillor Macauley entered the meeting at 9:30 a.m.

**Deputy Reeve
Manzulenko**

No report.

Councillor Macauley

No report.

Councillor Reum

No report.

Councillor Bogdanek

Councillor Bogdanek reported on the Grande Spirit Foundation meeting that she attended in Grande Prairie on July 13th.

Councillor Langlois

No report.

Councillor Carbone

Councillor Carbone was absent.

RC16-277 Moved by Deputy Reeve Manzulenko that Council accept Councillor Reports for Information.

CARRIED

**CHIEF ADMINISTRATIVE
OFFICER’S REPORT**

CAO Minderlein provided a written report for Council and verbal updates as and where required.

RC16-278 Moved by Councillor Reum that CAO Minderlein attend the ARMAA Conference in Grande Prairie from September 7th to 9th 2016.

INITIALS: Reeve: _____

CAO: _____



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CAO Report

RC16-279 Moved by Councillor Bogdanek that Council receive the CAO's written report with verbal updates for information.

CARRIED

CAO Action Log

RC16-280 Moved by Councillor Langlois that Council receive the CAO's Action Log for information.

CARRIED

BYLAWS

**2016-06 Well Drilling
Equipment Tax**

Council is being presented with Bylaw 2016-06, a bylaw for the purpose of imposing a tax in respect of equipment used to drill a well for which a license is required under the Oil and Gas Conservation Act.

RC16-281 Moved by Deputy Reeve Manzulenko that Council give Bylaw 2016-06 Well Drilling Equipment Tax, first reading.

CARRIED

RC16-282 Moved by Councillor Bogdanek that Council give Bylaw 2016-06 Well Drilling Equipment Tax, second reading.

CARRIED

RC16-283 Moved by Councillor Langlois that Council give consent to read Bylaw 2016-06 Well Drilling Equipment Tax, a third and final time.

CARRIED UNANIMOUSLY

RC16-284 Moved by Deputy Reeve Manzulenko that Council give Bylaw 2016-06 Well Drilling Equipment Tax, third and final reading.

CARRIED

UNFINISHED BUSINESS

**Policies to be
Rescinded**

Council is being presented with a listing of policies which are now redundant and not required due to previously updated or adopted policies, Bylaws, and/or Provincial Statutes that address these matters.

RC16-285 Moved by Councillor Langlois That Council rescind effective July 14th, 2016 the following policies:

INITIALS: Reeve: _____

CAO: _____



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- #1. Honoraria, Meal and Travel Expense Policy (1993, 1995, 2003);
- Payment of Honorarium (2011);
- #18. Rates for sale of goods and services (1995, 1996, 2003);
- #12. Overtime (1994);
- Public Hearing Process (2011);
- Delegations (2011);
- Committee Alternates (2011);
- Anti-Nepotism (2011);
- Compensation Policy (2011);
- Ditching/Rerouting of Water (1996, 2005);
- County Vehicle Use (1995);
- Closing and Leasing of Public Roadways (1995);
- Personnel Policy (1997);
- Unbudgeted Emergency Expenditures (2011);
- Removal of Caveats (1995);
- Gravel Road Maintenance (2001); and
- Unauthorized Expenditure (1996);

And, direct administration to maintain records of the policies including motions and dates of approval, amendment, and to rescind.

CARRIED

NEW BUSINESS

**Terms of 2016
Tax Sale**

As required by Section 419 (b) of the Municipal Government Act, Council is being requested to set the conditions that will apply to the sale of parcels of land shown on the County's Tax Arrears List.

RC16-286 Moved by Councillor Bogdanek that Council set the Terms and Conditions of the 2016 Tax Sale, to be held on October 3, 2016, to be a 10% down payment payable on the day of the sale and the remaining balance to be paid within 10 days.

CARRIED

DP 08 16 19

INITIALS: Reeve: _____

CAO: _____



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IWantWireless Tower

Council is being requested to pass a resolution related to Development Permit 08-16-19 approved by the County's Municipal Planning Commission for IWantWireless for the placement of a communication tower at the NE-34-77-24 W5.

RC16-287 Moved by Deputy Reeve Manzulenko that Council pass the following resolution:

WHEREAS IWantWireless proposes to erect a wireless telecommunication tower on certain lands more particularly described as, NE 34-77-24 W5,

AND WHEREAS proponents of telecommunication towers are regulated by Industry Canada on behalf of the Government of Canada and as part of their approval, Industry Canada requires proponents to consult with land use authorities as provided for in CPC -2-0-03;

AND WHEREAS IWantWireless has consulted with Birch Hills County and the Birch Hills County Development Authority have no objections to the proposed telecommunications tower;

AND WHEREAS IWantWireless has consulted with the public by notifying all property owners and occupants within three (3) times the tower height and has provided thirty (30) days for written public comment;

AND WHEREAS there is no significant land use issues identified by the consultant,

NOW THEREFORE BE IT RESOLVED THAT:

1. The Development Officer be instructed to advise IWantWireless that
 - a. IWantWireless has satisfactorily completed its consultation with Birch Hills County.
 - b. Birch Hills County is satisfied with IWantWireless public consultation process and does not require further consultation with the public; and
 - c. Birch Hills County concurs with IWantWireless proposal to construct a wireless telecommunication facility comprising of a 100 feet telecommunication tower.

CARRIED

Recess called at 10:05 a.m.

INITIALS: Reeve: _____

CAO: _____



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Meeting reconvened at 10:09 a.m.

**Decision on Wanham
Trucking Delegation**

RC16-288 Moved by Councillor Bogdanek that Administration send a letter to John and Andrew Sinkwich of Wanham Trucking outlining the reasons that Wanham Trucking has not been selected for the gravel haul list this year (2016).

CARRIED

RC16-289 Moved by Deputy Reeve Manzulenko that Administration include policies “#8 Transportation” Policy and “#8.a Contract Trucking” Policy on the September 22nd 2016 Governance Committee agenda for discussion.

CARRIED

**Assessment Review
Board Clerk**

Council is being requested to reappoint Louise Gostick as the Clerk of Assessment Review Board (ARB) for 2016.

RC16-290 Moved by Councillor Reum that Council appoint Louise Gostick as the Assessment Clerk for Birch Hills County for 2016, and authorizes Administration to reimburse the MD of Spirit River for time and expenses incurred and billed for Louise Gostick to complete the duties of the Assessment Clerk.

CARRIED

FOR INFORMATION

Council was provided with the following documents:

- a) Municipal Planning Commission Minutes, May 4th and June 2nd 2016;
- b) Website Visitor Statistics June 1st to June 30th; and
- c) Bank Reconciliation, Manual Payment and Vendor Cheque Register Report.
- d) June 22nd 2016 Municipal Planning Commission Minutes

RC16-291 Moved by Councillor Bogdanek that Council accept the Municipal Planning Commission Minutes, May 4th and June 2nd 2016 provided for information.

CARRIED

RC16-292 Moved by Councillor Reum that Council accept the Website Visitor Statistics June 1st to June 30th for information.

CARRIED

INITIALS: Reeve: _____

CAO: _____



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RC16-293 Moved by Deputy Reeve Manzulenko that Council accept the Bank Reconciliation, Manual Payment and Vendor Cheque Register Report provided for information.

CARRIED

RC16-294 Moved by Deputy Reeve Manzulenko that Council accept the Municipal Planning Commission Minutes from June 22nd 2016 provided for information.

CARRIED

CORRESPONDENCE

Council was provided with the following documents:

- a) Wanham Plowing Match, Thank You;
- b) TransCanada Update;
- c) STARS;
- d) FCSS-Transitional Vocational Training; and
- e) Shaftesbury Ferry

RC16-295 Moved by Deputy Reeve Manzulenko that Council send a letter of support to FCSS, supporting the “Transitional Vocational Training” at the Grande Prairie Regional College Fairview campus.

CARRIED

RC16-296 Moved by Councillor Bogdanek that Council send a letter to Alberta Transportation supporting the necessity of improving current conditions of the Shaftesbury Ferry, and that a copy of the letter be sent to the department of Culture and Tourism, MLA Margaret McCuaig-Boyd and neighbouring Municipalities.

CARRIED

RC16-297 Moved by Councillor Bogdanek that Council send a letter to Alberta Transportation requesting an update on plans to fix Secondary Highway 740.

CARRIED

RC16-298 Moved by Councillor Langlois that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

RC16- 299 Moved by Councillor Bogdanek that Council move in-camera at 10:37 a.m.

CARRIED

INITIALS: Reeve: _____

CAO: _____



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RC16- 300 Moved by Councillor Bogdanek that Council reconvene the regular meeting at 11:42 a.m.

CARRIED

ADJOURNMENT

Being that there was no further business, Reeve Doran adjourned the meeting at 11:53 a.m.

Original signed

**REEVE
MARVIN DORAN**

Original signed

**CAO
HERMANN MINDERLEIN**

INITIALS: Reeve: _____

CAO: _____