AGENDA
BIRCH HILLS COUNTY
REGULAR COUNCIL MEETING
TO BE HELD IN THE
WANHAM BIRCH HILLS COUNTY OFFICE
March 12, 2020

9:00 a.m. **1. CALL THE MEETING TO ORDER**

2. ADOPTION OF THE AGENDA

3. ADOPTION OF THE MINUTES
a. February 27, 2020 Regular Council Meeting Minutes (Page 3)

4. DELEGATIONS
9:40 a.m.
a. Jean Sylvain re Audit of 2019 Financial Statements - Closed Session if deemed appropriate (Page 11)

5. PUBLIC HEARING
9:30 a.m.
a. Bylaw 2020-01 (Page 41)

6. COUNCILLOR REPORTS
a. Reeve Manzulenko (Ward 4)
b. Deputy Reeve Carbone (Ward 7)
c. Councillor Poetker (Ward 1)
d. Councillor Wendland (Ward 2) (Page 14)
e. Councillor Reum (Ward 3)
f. Councillor Duvall (Ward 5)
g. Councillor Joudrey (Ward 6)

7. CHIEF ADMINISTRATIVE OFFICER REPORT
a. CAO Report (Page 45)
b. CAO Action Log (Page 55)

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

9. BYLAWS
a. Bylaw 2020-01 (Page 64)

10. NEW BUSINESS

a. **Council** –
   i. Councillor Absences (Page 67)
   ii. BHC Library Board Auditor (Page 68)
   iii. Application for Community Enhancement Grant Funds (Page 70)

b. **Administration** – Nil

c. **Emergency Services** – Nil

d. **Public Works** – Nil

e. **Agricultural Service** – Nil

AGENDA
BIRCH HILLS COUNTY
REGULAR COUNCIL MEETING
TO BE HELD IN THE
WANHAM BIRCH HILLS COUNTY OFFICE
March 12, 2020
(CONTINUED)

11. FOR INFORMATION

a. Alberta Age-Friendly Community of Practice webinar (Page 81)
b. PLS February 22, 2020 Board Meeting Highlights (Page 82)
c. Bank Reconciliation (Page 83)
d. Birch Hills County Library Board December 3, 2019 Signed Minutes General Meeting & AGM (Page 87)

12. CORRESPONDENCE

a. Letter dated February 24, 2020 to COCO re Plowing Match (Page 90)
b. Letter dated February 24, 2020 to MD of Fairview re ICF (Page 95)
c. Letter dated February 24, 2020 to Northern Sunrise re ICF (Page 96)
d. Letter dated February 24, 2020 to MD of Peace re IDP and ICF (Page 97)
e. Letter dated February 24, 2020 re Waiving of Tax Penalty (Page 98)
f. Letter dated February 25, 2020 re Xplornet Letter of Support (Page 99)
g. Letter dated February 28, 2020 re MD of Greenview ICF (Page 101)
h. Letter dated March 2, 2020 re Snow Clearing from Driveways (Page 116)
i. Letter received March 2, 2020 re 2020 BMO Farm Family Awards (Page 117)
j. Letter re Long Run Exploration Tax Arrears (Page 118)
k. Media Release dated March 5, 2020 re Long Run Exploration (page 126)
l. Letter to Ag Minister re Fusarium (Page 127)
m. Email regarding Dr Spruyt retirement (Page 129)

13. CLOSED SESSION

a. Legal matter (if required)

NEXT REGULAR COUNCIL MEETING DATE – March 26, 2020

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

Absent

CALL TO ORDER

Reeve Manzulenko called the meeting to order at 9:02 a.m.

ADOPTION OF AGENDA

RC20-068 Moved by Councillor Reum that Council adopt the agenda of the February 27, 2020 Regular Council meeting with the following addition:
12.b Closed Session re Personnel Library FOIP17 (1).

CARRIED

ADOPTION OF MINUTES

Regular Council Meeting
February 13, 2020

RC20-069 Moved by Councillor Poetker that Council approve the minutes of the February 13, 2020 Regular Council Meeting as presented.

CARRIED

COUNCILLOR REPORTS

Reeve Manzulenko

Reeve Manzulenko provided a verbal report to Council on the Growing the North Conference he attended in Grande Prairie from February 18 to 20, the RMA Northern District Meeting he attended in Grande Prairie on February 21, 2020, and the G5 Central Peace Regional Water Study Project meeting he attended in Spirit River on February 26, 2020.

Deputy Reeve Carbone

No Report.

Kevin Chrenek RBC entered meeting at 9:22 a.m.

Shelley Braun Director of Corporate Services entered

meeting at 9:27 a.m.

Councillor Poetker

Councillor Poetker provided a verbal report to Council on the Growing the North Conference he attended in Grande Prairie from February 18 to 20, the RMA Northern District Meeting he attended in Grande Prairie on February 21, 2020 and the Intermunicipal Economic Development Advisory Committee (IEDAC) he attended in Spirit River on February 26, 2020.

DELEGATIONS

Kevin Chrenek RBC

Kevin Chrenek, Chrenek Dion & Associates of RBC Dominion Securities provided Council with an update on the County's investments with his firm.

Meeting was recessed at 10:30 a.m.

Kevin Chrenek and DCS Braun exited meeting at 10:31 a.m.

Meeting was resumed at 10:35 a.m. with no public present.

RC20-070 Moved by Councillor Duvall that Council accept the investment presentation by Kevin Chrenek, Chrenek Dion & Associates of RBC Dominion Securities for information.

CARRIED

Shawna Schwerdt exited meeting at 10:35 a.m.

CLOSED SESSION

Delegation via phone Phil Smith Ravenhill re CAO Recruitment

RC20-071 Moved by Councillor Joudrey that Council move to closed session at 10:35 a.m. to discuss CAO Recruitment as per section 24(1)(b)(i) Freedom of Information and Protection of Privacy Act (FOIP).

CARRIED

CAO Minderlein exited meeting at 10:40 a.m.

RC20-072 Moved by Councillor Wendland that Council move out of closed session at 12:18 p.m.

CARRIED

Meeting was recessed for lunch at 12:18 p.m.

Meeting was resumed at 12:40 p.m. with no public present.

COUNCILLOR REPORTS CONTINUED

Councillor Poetker — Councillor Poetker continued his verbal report to Council.

Councillor Wendland — Councillor Wendland provided a verbal report to Council on the Growing the North Conference she attended in Grande Prairie from February 18 to 20 and the RMA Northern District Meeting she attended in Grande Prairie on February 21, 2020.

Councillor Reum — No Report.

Councillor Duvall — Councillor Duvall provided a verbal report to Council on the Growing the North Conference he attended in Grande Prairie from February 18 to 20 and the RMA Northern District Meeting he attended in Grande Prairie on February 21, 2020.

Councillor Joudrey — Councillor Joudrey provided a verbal report to Council on the Growing the North Conference she attended in Grande Prairie from February 18 to 20, the RMA Northern District Zone Meeting she attended in Grande Prairie on February 21, 2020, the Peace Library System meeting she attended in Grande Prairie on February 22, 2020 and the Birch Hills County Library Board Meeting she attended in Eaglesham on February 26, 2020.

RC20-073 Moved by Councillor Poetker that Council accept the Councillors' Reports for information.

CARRIED

CHIEF ADMINISTRATIVE OFFICER'S REPORTS

CAO Minderlein provided Council with a verbal report on activities and meetings he had attended since the February 13, 2020 Regular Council Meeting.

RC20-074 Moved by Councillor Poetker that Council supports the Peace Regional Water Study Committee plan to proceed with a governance structure study and financial impact analysis, using existing ACP (Alberta Community Partnership) grant funding, for Option 1A of the Central Peace Regional Water Study.

CARRIED

RC20-075 Moved by Councillor Wendland that Council supports the Peace Regional Water Study Committee plan to proceed with the Climate Lens Assessment and Community Employment Benefits requirements, using existing ACP (Alberta Community Partnership) grant funding, to meet the requirements of the ICIP (Investing in Canada Infrastructure Program) grant application process for the Central Peace Regional Water Project.

CARRIED

RC20-076 Moved by Deputy Reeve Carbone that Council appoint Reeve Manzulenko as the member, and Councillor Poetker as the alternate, to the G5 Peace Regional Water Study Committee for balance of the 2020 term.

CARRIED

RC20-077 Moved by Deputy Reeve Carbone that Council authorize both Reeve Manzulenko and Councillor Poetker to attend, with renumeration, future meetings of the G5 Peace Regional Water Study Committee.

CARRIED

RC20-078 Moved by Councillor Poetker that Council directs Administration to set up Economic Development as a function in the 2020 O&M expense budget with initial allocation of $1,000.

CARRIED

RC20-079 Moved by Councillor Reum that Council receive the CAO's verbal report updates for information.

CARRIED

Deputy Reeve Carbone exited meeting 1:27 p.m. and returned 1:30 p.m.

CAO Action Log

Council reviewed the CAO Action Log updated to February 26, 2020.

RC20-080 Moved by Councillor Joudrey that Council receive the CAO Action Log for information.

CARRIED

UNFINISHED BUSINESS

Dion Hynes Director of Public Works entered meeting at 1:30 p.m.

Westvale Well

Council was provided additional information regarding the Westvale Well that had been requested January 9th, 2020 by Resolutions RC20-033 and RC20-034.

RC20-081 Moved by Councillor Duvall that Council authorize the repurposing of an unused structure, previously used at a grader site, to house the pump and other equipment, at the Westvale Well site at a cost of approximately $2,500.00.

CARRIED

RC20-082 Moved by Councillor Poetker that Council authorize Administration to continue to provide raw water at no cost to users of the Westvale Well.

CARRIED

RC20-083 Moved by Deputy Reeve Carbone that Council direct Administration to include the Westvale Well into future water cost analysis and to bring this information to the 2021 Budget discussions.

CARRIED

Snow Removal from Driveways for Medical Reasons

Council was provided with information related to the removal of snow from private driveways that was found subsequent presented to, and discussed by, Council at their meeting on February 13th, 2020.

RC20-084 Moved by Deputy Reeve Carbone that Council rescind the policy “Use of County Graders on Private Land” and any other associated policies not previously rescinded effective April 30, 2020.

CARRIED

RC20-085 Moved by Councillor Duvall that Council rescind RC20-054.

CARRIED

BYLAWS

None.

NEW BUSINESS

ICF Agreement – MD Greenview

Council was presented with the Intermunicipal Collaboration Framework (ICF) Agreement prepared for Birch Hills County and the MD of Greenview No. 16.

RC20-086 Moved by Councillor Wendland that Council authorize the Reeve and Chief Administrative Officer to sign the Intermunicipal Collaboration Framework (ICF) Agreement between Birch Hills County and the Municipal District of Greenview No. 16.

CARRIED

Central Peace Attraction and Retention Committee TOR

Council was provided with a letter from the Central Peace Attraction and Retention Committee (CPARC) dated April 23, 2019 requesting approval for changes to their Terms of Reference (TOR).

RC20-087 Moved by Councillor Reum that Council approve the updated Terms of Reference provided by the Central Peace Attraction and Retention Committee as presented.

CARRIED

2020 Capital Budget – Addition of Chlorine Analyzer

Council was provided with information regarding an addition to the 2020 Capital Budget for a chlorine analyzer.

RC20-088 Moved by Councillor Joudrey that Council direct Administration to add $6,000 for the purchase of a chlorine analyzer to the 2020 capital budget, with funding to be provided from available grants, or Capital reserves if the item does not qualify for grant funding, and to proceed with the purchase of this equipment.

CARRIED

DOPW Hynes exited meeting at 2:04 p.m.

FOR INFORMATION

None.

CORRESPONDENCE

Council was provided with copies of the following documents:

a. Letter received from Rycroft Merry Pioneers dated February 13, 2020;
b. Letter received from Big Lakes County Charity Golf Tournament dated February 18, 2020; and
c. Grand Spirit Foundation revised invitation date changed to March 6, 2020.

RC20-089 Moved by Councillor Poetker that Council accept the correspondence provided for information.

CARRIED

RC20-090 Moved by Councillor Poetker that Council recess February 27, 2020 Regular Council meeting at 2:10 p.m. for the ASB meeting.

CARRIED

No public present.

RC20-091 Moved by Councillor Poetker that Council resume February 27, 2020 Regular Council meeting at 3:35 p.m.

CARRIED

RC20-092 Moved by Deputy Reeve Carbone that Council add to the agenda of the February 27, 2020 Regular Council meeting:
7.c Request from the ASB regarding inclusion of Reeve's signature to letter regarding Fusarium graminearum.

CARRIED UNANIMOUSLY

RC20-093 Moved by Councillor Wendland that Council direct Administration to include Reeve Manzulenko as a co-signer with the ASB Chair on the letter being prepared by the Agriculture Fieldman to Minister Dreeshen in support of keeping Fusarium Graminearum on the Pest and Nuisance Control Regulation of the Agriculture Pests Act, and direct Administration to insure that info copies of the letter are forwarded to all appropriate recipients.

CARRIED

RC20-094 Moved by Councillor Wendland that Council remove from the agenda of the February 27, 2020 Regular Council meeting 12.b Closed Session re Personnel Library FOIP17 (1).

CARRIED

CLOSED SESSION

RC20-095 Moved by Councillor Poetker that Council move to closed session to continue to discuss the CAO Recruitment as per section 24(1)(b)(i) Freedom of Information and Protection of Privacy Act (FOIP) at 3:37 p.m.

CARRIED

RC20-096 Moved by Deputy Reeve Carbone that Council move out of closed session at 3:58 p.m.

CARRIED

RC20-097 Moved by Councillor Joudrey that Council extend the February 27, 2020 Regular Council meeting past 4:00 p.m. as required by 4.6 of the Procedural Bylaw No. 2019-15.

CARRIED

RC20-098 Moved by Councillor Wendland that Council move to closed session to continue to discuss the CAO Recruitment as per section 24(1)(b)(i) Freedom of Information and Protection of Privacy Act (FOIP) at 3:58 p.m.

CARRIED

RC20-099 Moved by Councillor Poetker that Council move out of closed session at 4:05 p.m.

CARRIED

Meeting was recessed at 4:05 p.m. to allow return of the public.

Meeting was resumed at 4:10 p.m. with no public present.

ADJOURNMENT

Being that there was no further business, Reeve Manzulenko adjourned the meeting at 4:10 p.m.

Original to be signed
GERALD MANZULENKO
REEVE

Original to be signed
HERMANN MINDERLEIN
CAO

INITIALS: **Reeve:** _____

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	March 12, 2020	**CAO:**	
Originated By:	Hermann Minderlein, CAO	**Director:**	**Shelley Braun**
Item Title:	2019 Draft Financial Statement **Potentially a Closed Session**	**Presenter:**	Jean Sylvain

DESCRIPTION

Jean Sylvain of Sylvain & Company will be presenting Council with the Draft 2019 Financial Statements.

BACKGROUND:

This presentation has been made in past both in open council, and as part of a closed session. The presentations in 2018 and 2019 were as part of a closed session. If it is Council's intent to have the initial presentation and discussions regarding this matter as part of a closed session, the following Resolutions will be required:

> Moved by _____ that Council close the March 12, 2020 Regular Council Meeting to the public for discussion related to the draft 2019 Financial Statement as per Section 26, FOIP Act at _____ a.m.
>
> And after coming out of the closed session
>
> Moved by _____ that Council open the April 4, 2019 Regular Council Meeting to the public at _____ a.m.

On April 25, 2019 Council adopted the 2019 O&M budget when Council passed the following motion:

> **RC19-158 Moved by Councillor Joudrey** that Council adopts the 2019 Operating Budget with:
>
> Total Revenues of $8,215,857.45 comprised of:
>
> Operating Revenues (sales, grants, etc) of $1,858,454.35
> Revenue Drawn from Operating Reserves of $568,307.15; and
> Municipal Property Tax Revenue of $5,789,095.95; and
>
> Total expenses of $10,825,437.45 comprised of;
>
> Operating Expenses of $8,215,857.45; plus
> Amortization Expense of $2,609,580.00
>
> That results in a balanced budget before amortization expense of $2,609,580.00.
>
> **CARRIED**

This budget included funding as directed in **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.*"*

The budget was increased by **RC19-195**

> Moved by Councillor Wendland that Council authorizes Birch Hills County to commit to a maximum contribution of $100,000.00, to be funded from the Tax Rate Stabilization Reserve Account number 6-00-00-00-711, towards the cost-sharing for the land acquisition/preparation for the *seniors' sup*portive living facility based on contributions of funds or assets by each of the partner municipalities as follows:
>
> - *MD of Spirit River* - $350,000
> - *Birch Hills County* - $100,000
> - *Saddle Hills County* - $150,000
> - *Village of Rycroft* - $100,000
> - *Town of* Spirit River - $100,000; and
>
> on the condition that the land title be transferred into the names of the five municipalities.

and increased again by **RC19-195**

> 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.

Total Revenues of ~~$8,215,857.45~~ $8,415,857.48,comprised of:
Operating Revenues (sales, grants, etc) of $1,858,454.35
Revenue Drawn from Operating Reserves of ~~$568,307.15~~ $768,307.15; and
Municipal Property Tax Revenue of $5,789,095.95; and
Total expenses of ~~$10,825,437.45~~ 11,025,437.45,comprised of;
Operating Expenses of ~~$8,215,857.45~~ 8,415,857.45; plus
Amortization Expense of $2,609,580.00
That results in a balanced budget before amortization expense of $2,609,580.00.

On November 28, 2019 Council passed the following motion:

> **RC19-402 Moved by Councillor Duval** that Council appoint Sylvain & Company from Falher, AB to complete the financial audit for the year ending December 31, 2019.
>
> **CARRIED**

The December 31, 2019 audit field work was completed on Friday, March 6, 2020. The net Income/Loss from the draft financial statement (operating revenues & expenses excluding amortization and capital) are indicated below.

Description	2018 Actual	2019 Budget	2019 Actual
Net Revenue & Expense (Inc Amort & Capital Grants	$ 612,457 Deficit	$2,633,522 Deficit	$2,407,459 Deficit
Minus - Amortization	$2,579,313	$2,609,580	$2,509,071
Sub Total	$1,966,856 Surplus	$ 23,942 Surplus	$ 101,612 Surplus
Plus - Government Transfers for Capital	$1,601,219	$ 797,193	$ 849,935
Net Income/Loss before Amort & Gov't Transfers for Capital	$ 365,637 Surplus	$ 773,251 Deficit	$ 748,658 Deficit

There may be some adjustments made to these prior to, or at the meeting, and Council will be briefed on these at the meeting.

Mr. Sylvain will include a cover letter with the Draft 2019 Financial Statements, and comparisons by Function of Actuals to Budget as well as to previous years. He will provide additional information to Council and answer any questions Council may have.

COST / SOURCE OF FUNDING:

n/a

ATTACHMENT(s):

Draft Financial Statements for the year ended December 31, 2019 (subject to change)

RECOMMENDED ACTION:

That Council approves the draft financial statements for the year ended December 31, 2019 as presented with a deficit of $2,407,459.?? that includes amortization of $2,509,071.??

SYLVAIN & COMPANY

BIRCH HILLS COUNTY

Financial Statements

For the Year Ended December 31, 2019

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CHARTERED PROFESSIONAL ACCOUNTANTS

BIRCH HILLS COUNTY
CONSOLIDATED FINANCIAL STATEMENTS
December 31, 2019

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MANAGEMENT'S RESPONSIBILITY FOR CONSOLIDATED FINANCIAL STATEMENTS

The accompanying consolidated financial statements of the Birch Hills County (the "Municipality") are the responsibility of management and have been approved by the Municipality's Council. The consolidated financial statements have been prepared in conformity with Canadian public sector accounting standards established by the Public Sector Accounting Board of CPA Canada, using management's best estimates and judgments, where appropriate. In the opinion of management, these consolidated financial statements reflect fairly the consolidated financial position, the results of its consolidated financial activities and changes in consolidated financial position of the Municipality within reasonable limits of materiality.

A system of internal accounting and administrative controls is maintained by management to provide reasonable assurance that assets are safeguarded against loss from unauthorized use or disposition and that the financial records are properly maintained to provide accurate and reliable consolidated financial statements.

Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal controls. Council carries out this responsibility through regular meetings with management throughout the year to review significant accounting and auditing matters.

These consolidated financial statements have been audited, in accordance with Canadian public sector accounting standards, by SYLVAIN & COMPANY, who were appointed by Council. SYLVAIN & COMPANY have full and unrestricted access to management and Council to discuss their audit and related findings. The Independent Auditor's Report outlining the scope of their examination and their opinion on the consolidated financial statements is presented on the following page.

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Hermann Minderlein, Chief Administrative Officer

March 12, 2020

BIRCH HILLS COUNTY
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
As at December 31, 2019

	2019	2018
FINANCIAL ASSETS	**$**	$
Cash and temporary investments (Note 2)	**8,577,156**	7,521,517
Receivables		
Taxes and grants in place of taxes (Note 3)	**284,182**	222,720
Trade and other (Note 4)	**670,392**	490,972
Land held for resale inventory	**6,684**	6,684
Investments (Note 5)	**12,795,274**	14,928,854
	22,333,688	23,170,747
LIABILITIES		
Accounts payable and accrued liabilities	**271,955**	382,976
Deposit liabilities	**18,318**	25,073
Deferred revenue (Note 6)	**43,377**	402,762
Employee benefit obligations (Note 7)	**135,143**	145,728
Provision for landfill closure and post-closure costs (Note 8)	**100,000**	100,000
Other liabilities (Note 9)	**14,350**	-
	583,143	1,056,539
NET FINANCIAL ASSETS (DEBT)	**21,750,545**	22,114,208
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 2, Note 11)	**31,977,077**	33,455,343
Inventory for consumption	**1,627,276**	2,198,393
Prepaid expenses	**117,980**	112,393
	33,722,333	35,766,129
ACCUMULATED SURPLUS (Schedule 1, Note 13)	**55,472,878**	57,880,337

Contingencies - See Note 18

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See accompanying schedules and notes to the financial statements.

BIRCH HILLS COUNTY
CONSOLIDATED STATEMENT OF OPERATIONS
For the Year Ended December 31, 2019

	Budget (Unaudited)	**2019**	2018
REVENUE	$	**$**	$
Net municipal taxes (Schedule 3)	4,928,711	**4,931,384**	4,817,844
Well drilling	-	**40,632**	-
User fees and sales of goods	423,750	**445,245**	476,391
Government transfers for operating (Schedule 4)	558,071	**463,024**	804,681
Penalties and costs on taxes	50,000	**128,940**	69,578
Licenses and permits	5,000	**3,245**	8,705
Franchise and concession contracts	3,500	**3,964**	3,628
Investment income	502,000	**555,799**	502,218
Rentals	30,150	**33,565**	33,184
Other revenues	85,440	**111,642**	132,907
Gain on disposal of tangible capital assets	46,715	**29,290**	241,345
Total Revenue	6,633,337	**6,746,730**	7,090,481
EXPENSES (Schedule 5 - By Object)			
Council and legislative	169,006	**152,391**	143,185
Administration	1,125,588	**1,561,487**	1,026,603
Fire fighting and protective services	261,898	**181,713**	180,951
Disaster and emergency services	17,270	**24,112**	11,307
Ambulance and first aid	43,260	**38,235**	40,525
Roads, streets, walks, lighting	6,093,197	**5,723,072**	6,010,764
Airport	500	**500**	12,827
Storm sewers and drainage	10,000	**9,530**	11,860
Water supply and distribution	695,703	**700,663**	654,567
Wastewater treatment and disposal	107,770	**96,705**	108,986
Waste management	144,300	**127,802**	125,458
Public health and welfare	101,273	**104,928**	77,399
Cemetery	900	**3,105**	-
Land use planning, zoning and development	86,955	**70,486**	87,102
Economic/agricultural development	758,133	**671,419**	630,307
Other planning and development	250,000	**350,000**	-
Parks and recreation	140,940	**139,543**	133,298
Culture	57,359	**48,433**	49,018
Total Expenses	10,064,052	**10,004,124**	9,304,157
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES - BEFORE OTHER	(3,430,715)	**(3,257,394)**	(2,213,676)
OTHER			
Government transfers for capital (Schedule 4)	797,193	**849,935**	1,601,219
EXCESS (SHORTFALL) OF REVENUE OVER EXPENSES	(2,633,522)	**(2,407,459)**	(612,457)
ACCUMULATED SURPLUS, BEGINNING OF YEAR	57,880,337	**57,880,337**	58,492,794
ACCUMULATED SURPLUS, END OF YEAR	55,246,815	**55,472,878**	57,880,337

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See accompanying schedules and notes to the financial statements.

BIRCH HILLS COUNTY
CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS(DEBT)
For the Year Ended December 31, 2019

	Budget (Unaudited)	**2019**	2018
	$	**$**	$
EXCESS (SHORTFALL) OF REVENUES OVER EXPENSES	(2,633,522)	**(2,407,459)**	(612,457)
Acquisition of tangible capital assets	(1,253,900)	**(1,406,562)**	(832,244)
Proceeds on disposal of tangible capital assets	238,000	**353,886**	340,242
Amortization of tangible capital assets	2,609,580	**2,509,071**	2,579,313
Loss (gain) on sale of tangible capital assets	44,972	**21,871**	(1,858)
	1,638,652	**1,478,266**	2,085,453
Acquisition of supplies inventories	(844,500)	**(362,953)**	(1,895,215)
Acquisition of prepaid assets	(95,478)	**(103,305)**	(102,930)
Use of supplies inventories	844,500	**934,070**	604,230
Use of prepaid assets	95,478	**97,718**	95,427
	-	**565,530**	(1,298,488)
INCREASE (DECREASE) IN NET ASSETS (DEBT)	(994,870)	**(363,663)**	174,508
NET FINANCIAL ASSETS (DEBT), BEGINNING OF YEAR	22,114,208	**22,114,208**	21,939,700
NET FINANCIAL ASSETS (DEBT), END OF YEAR	21,119,338	**21,750,545**	22,114,208

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See accompanying schedules and notes to the financial statements.

BIRCH HILLS COUNTY
CONSOLIDATED STATEMENT OF CASH FLOWS
For the Year Ended December 31, 2019

	2019	2018
	$	$
NET INFLOW (OUTFLOW) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:		
OPERATING		
Excess (shortfall) of revenues over expenses	**(2,407,459)**	(612,457)
Non-cash items included in excess (shortfall) of revenues over expenses:		
Amortization of tangible capital assets	**2,509,071**	2,579,313
Loss (gain) on disposal of tangible capital assets	**21,871**	(1,858)
Non-cash charges to operations (net change):		
Decrease (increase) in taxes and grants in lieu receivable	**(61,462)**	(50,844)
Decrease (increase) in trade and other receivables	**(179,420)**	(252,997)
Decrease (increase) in inventory for consumption	**571,117**	(1,290,985)
Decrease (increase) in prepaid expenses	**(5,587)**	(7,503)
Increase (decrease) in accounts payable and accrued liabilities	**(111,021)**	10,322
Increase (decrease) in deposit liabilities	**(6,755)**	1,872
Increase (decrease) in deferred revenue	**(359,385)**	(564,946)
Increase (decrease) in employee benefit obligations	**(10,585)**	14,212
Increase (decrease) in provision for landfill	**-**	-
Increase (decrease) in other liabilities	**14,350**	-
Cash provided by operating transactions	**(25,265)**	(175,871)
CAPITAL		
Acquisition of tangible capital assets	**(1,406,562)**	(832,244)
Sale of tangible capital assets	**353,886**	340,242
Cash provided by (applied to) capital transactions	**(1,052,676)**	(492,002)
INVESTING		
Decrease (increase) in restricted cash or cash equivalents	**-**	-
Decrease (increase) in investments	**2,133,580**	(162,018)
Cash provided by (applied to) investing transactions	**2,133,580**	(162,018)
FINANCING		
Long-term debt issued	**-**	-
Long-term debt repaid	**-**	-
Cash provided by (applied to) financing transactions	**-**	-
CHANGE IN CASH AND EQUIVALENTS DURING THE YEAR	**1,055,639**	(829,891)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	**7,521,517**	8,351,408
CASH AND CASH EQUIVALENTS, END OF YEAR	**8,577,156**	7,521,517
Cash and cash equivalents is made up of:		
Cash and temporary investments (Note 2)	**8,577,156**	7,521,517

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See accompanying schedules and notes to the financial statements.

BIRCH HILLS COUNTY **Schedule 1**

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS

For the Year Ended December 31, 2019

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	**2019**	2018
	$	$	$	**$**	$
BALANCE, BEGINNING OF YEAR	**5,441,411**	**18,983,583**	**33,455,343**	**57,880,337**	58,492,794
Excess (deficiency) of revenues over expenses	(2,407,459)	-	-	**(2,407,459)**	(612,457)
Unrestricted funds designated for future use	-	-	-	**-**	-
Restricted funds used for operations	805,558	(805,558)	-	**-**	-
Restricted funds used for tangible capital assets	-	(316,033)	316,033	**-**	-
Current year funds used for tangible capital assets	(1,090,529)	-	1,090,529	**-**	-
Contributed tangible capital assets	-	-	-	**-**	-
Disposal of tangible capital assets	375,757	-	(375,757)	**-**	-
Annual amortization expense	2,509,071	-	(2,509,071)	**-**	-
CHANGE IN ACCUMULATED SURPLUS	192,398	(1,121,591)	(1,478,266)	**(2,407,459)**	(612,457)
BALANCE, END OF YEAR	**5,633,809**	**17,861,992**	**31,977,077**	**55,472,878**	57,880,337

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See accompanying schedules and notes to the financial statements.

BIRCH HILLS COUNTY **Schedule 2**

SCHEDULE OF TANGIBLE CAPITAL ASSETS

For the Year Ended December 31, 2019

	Land	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	**2019**	2018
	$	$	$	$	$	**$**	$
COST:							
BALANCE, BEGINNING OF YEAR	900,097	6,680,051	178,670,479	4,201,685	2,290,752	**192,743,064**	193,032,356
Acquisition of tangible capital assets	-	-	95,571	1,272,155	38,836	**1,406,562**	832,244
Construction-in-progress	-	-	-	-	-	**-**	-
Disposal of tangible capital assets	-	-	(23,460)	(895,212)	(91,183)	**(1,009,855)**	(1,121,536)
Write down of tangible capital assets	-	-	-	-	-	**-**	-
BALANCE, END OF YEAR	900,097	6,680,051	178,742,590	4,578,628	2,238,405	**193,139,771**	192,743,064
ACCUMULATED AMORTIZATION:							
BALANCE, BEGINNING OF YEAR	-	1,824,053	154,352,650	1,759,604	1,351,414	**159,287,721**	157,491,560
Annual amortization	-	133,111	1,919,184	336,190	120,586	**2,509,071**	2,579,313
Accumulated amortization on disposals	-	-	(23,460)	(525,773)	(84,865)	**(634,098)**	(783,152)
BALANCE, END OF YEAR	-	1,957,164	156,248,374	1,570,021	1,387,135	**161,162,694**	159,287,721
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	**900,097**	**4,722,887**	**22,494,216**	**3,008,607**	**851,270**	**31,977,077**	33,455,343
2018 NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	900,097	4,855,998	24,317,829	2,442,081	939,338	33,455,343	

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See accompanying schedules and notes to the financial statements.

BIRCH HILLS COUNTY **Schedule 3**

SCHEDULE OF PROPERTY AND OTHER TAXES

For the Year Ended December 31, 2019

	Budget (Unaudited)	**2019**	2018
	$	**$**	$
TAXATION			
Real property taxes	2,950,918	**2,937,544**	2,934,369
Linear property taxes	2,818,763	**2,818,250**	2,718,424
Government grants in place of property taxes	19,415	**19,415**	18,963
	5,789,096	**5,775,209**	5,671,756
REQUISITIONS			
Alberta School Foundation Fund	832,129	**817,440**	834,014
Grande Spirit Seniors Foundation	13,890	**13,890**	13,597
Designated Industrial Property	14,366	**12,495**	6,301
Adjustments to requisition transfers	-	**-**	-
	860,385	**843,825**	853,912
NET MUNICIPAL TAXES	4,928,711	**4,931,384**	4,817,844

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See accompanying schedules and notes to the financial statements.

BIRCH HILLS COUNTY **Schedule 4**

SCHEDULE OF GOVERNMENT TRANSFERS

For the Year Ended December 31, 2019

	Budget (Unaudited)	**2019**	2018
	$	**$**	$
TRANSFERS FOR OPERATING			
Federal Government	7,875	**12,600**	4,896
Provincial Government	550,196	**448,424**	796,345
Local Government	-	**2,000**	3,440
	558,071	**463,024**	804,681
TRANSFERS FOR CAPITAL			
Federal Government	-	**-**	-
Provincial Government	797,193	**849,935**	1,601,219
Local Government	-	**-**	-
	797,193	**849,935**	1,601,219
TOTAL GOVERNMENT TRANSFERS	1,355,264	**1,312,959**	2,405,900

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See accompanying schedules and notes to the financial statements.

BIRCH HILLS COUNTY **Schedule 5**

SCHEDULE OF CONSOLIDATED EXPENSES BY OBJECT

For the Year Ended December 31, 2019

	Budget (Unaudited)	**2019**	2018
	$	**$**	$
CONSOLIDATED EXPENSES BY OBJECT			
Salaries, wages and benefits	2,913,716	**2,793,796**	2,648,257
Contracted and general services	1,920,013	**1,571,343**	1,900,864
Materials, goods and utilities	1,848,900	**1,833,161**	1,552,635
Provision for allowances	100,000	**572,033**	97,611
Transfers to other governments	288,056	**388,056**	-
Transfers to local boards and agencies	196,500	**193,515**	196,438
Transfers to individuals and organizations	76,100	**67,946**	72,028
Bank charges and short-term interest	18,500	**18,181**	16,749
Other expenditures	1,000	**5,861**	775
Amortization of tangible capital assets	2,609,580	**2,509,071**	2,579,313
Loss on disposal of tangible capital assets	91,687	**51,161**	239,487
	10,064,052	**10,004,124**	9,304,157

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See accompanying schedules and notes to the financial statements.

BIRCH HILLS COUNTY **Schedule 6**

SCHEDULE OF SEGMENTED DISCLOSURE

For the Year Ended December 31, 2019

	General Government	Protective Services	Transportation Services	Environmental Services	Health & Welfare	ASB,Planning Development	Recreation & Culture	**Total 2019**
	$	$	$	$	$	$	$	**$**
REVENUE								
Net municipal taxes	4,931,384	-	-	-	-	-	-	**4,931,384**
Well drilling	40,632	-	-	-		-	-	**40,632**
User fees and sales of goods	5,359	49,397	57,317	330,022	-	3,150	-	**445,245**
Government transfers for operating	-	2,000	286,972	-	47,606	126,446	-	**463,024**
Penalties and costs on taxes	128,940	-	-	-	-	-	-	**128,940**
Licenses and permits	-	-	-	-	-	3,245	-	**3,245**
Franchise and concession contracts	-	-	-	-	-	-	3,964	**3,964**
Investment income	555,799	-	-	-	-	-	-	**555,799**
Rentals	15,700	-	8,844	4,000	-	-	5,021	**33,565**
Other revenues	30,652	12,688	20,767	20,174	10	17,414	9,937	**111,642**
Gain on disposal of tangible capital assets	-	-	29,290	-	-	-	-	**29,290**
	5,708,466	64,085	403,190	354,196	47,616	150,255	18,922	**6,746,730**
EXPENSES								
Salaries, wages and benefits	742,828	35,022	1,264,176	329,015	11,437	398,215	13,103	**2,793,796**
Contracted and general services	296,709	71,836	887,953	195,552	116	114,952	4,225	**1,571,343**
Materials, goods and utilities	48,200	35,883	1,416,460	148,701	-	165,262	18,655	**1,833,161**
Provision for allowances	572,033	-	-	-	-	-	-	**572,033**
Transfers to other governments	-		-	-	38,056	350,000	-	**388,056**
Transfers to local boards and agencies	-		-	-	51,415	-	142,100	**193,515**
Transfers to individuals and organizations	2,954	32,000	500	-	-	22,599	9,893	**67,946**
Bank charges and short-term interest	18,181	-	-	-	-	-	-	**18,181**
Other expenditures	5,861	-	-	-	-	-	-	**5,861**
Loss on disposal of tangible capital assets	-	-	51,161	-	-	-	-	**51,161**
	1,686,766	174,741	3,620,250	673,268	101,024	1,051,028	187,976	**7,495,053**
Net revenue before amortization and government transfers for capital	4,021,700	(110,656)	(3,217,060)	(319,072)	(53,408)	(900,773)	(169,054)	**(748,323)**
Amortization	(27,112)	(69,319)	(2,112,852)	(251,902)	(7,009)	(40,877)	-	**(2,509,071)**
Government transfers for capital	-	-	800,890	49,045	-	-	-	**849,935**
NET REVENUE (SHORTFALL)	**3,994,588**	**(179,975)**	**(4,529,022)**	**(521,929)**	**(60,417)**	**(941,650)**	**(169,054)**	**(2,407,459)**
2018 NET REVENUE (SHORTFALL)	4,270,493	(175,459)	(3,478,874)	(525,399)	(27,763)	(507,879)	(167,576)	(612,457)

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See accompanying schedules and notes to the financial statements.

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of BIRCH HILLS COUNTY are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the COUNTY are as follows:

a) Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the COUNTY and are, therefore, accountable to the COUNTY Council for the administration of their financial affairs and resources. Included with the municipality are the following:

Central Peace Medical Clinic

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

c) Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates. There is a high degree of measurement uncertainty in the allowance for uncollectible taxes. A large amount of current taxes receivable are on linear assessment properties which are much harder to recover than taxes receivable on land and improvements.

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1. SIGNIFICANT ACCOUNTING POLICIES - CON'T

d) Cash and Temporary Investments

Cash and cash equivalents consists of cash on hand, balances with banks, deposits and bonds with an original maturity date of purchase of three months or less. Because of the short term maturity of these investments, their carrying value approximates fair value.

e) Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

f) Debt Charges Recoverable

Debt charges recoverable consist of amounts that are recoverable from municipal agencies or other local governments with respect to outstanding debentures or other long-term debt pursuant to annexation orders or joint capital undertakings. These recoveries are recorded at a value that equals the offsetting portion of the un-matured long-term debt, less actuarial requirements for the retirement of any sinking fund debentures.

g) Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as a property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

h) Inventories for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under their respective function.

i) Tax Revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from municipal revenue.

j) Landfill Closure and Post-Closure Liability

Pursuant to the Alberta Environment Protection and Enhancement Act, the TOWN is required to fund the closure of its landfill site and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection. The requirement is being provided for over the estimated remaining life of the landfill site based on usage.

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1. SIGNIFICANT ACCOUNTING POLICIES - CON'T

k) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

l) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

m) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets (Debt) for the year.

i. Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	YEARS
Buildings	25-50
Engineered structures	
Bridges	variable
Water system	40
Wastewater system	40
Other engineered structures	20-40
Machinery and equipment	5-15
Vehicles	7-15

Annual amortization is charged in the year of acquisition and no amortization is charged in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

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1. SIGNIFICANT ACCOUNTING POLICIES - CON'T

iii. Leases
Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

iv. Inventories
Inventories held for consumption are recorded at the lower of cost and replacement cost, with costs being realized on a first-in first-out basis.

v. Cultural and Historical Tangible Capital Assets
Works of art for display are not recorded as tangible capital assets but are disclosed.

2. CASH AND TEMPORARY INVESTMENTS

	2019	2018
	$	$
Cash	**979,554**	801,787
Temporary investments	**7,597,602**	6,719,730
	8,577,156	7,521,517

Temporary investments are short-term deposits with original maturities of three months or less.

3. TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLES

	2019	2018
	$	$
Current taxes and grants in place of taxes	**756,216**	238,997
Arrears taxes	**607,126**	490,850
	1,363,342	729,847
Less: Allowance for doubtful accounts	**1,079,160**	507,127
	284,182	222,720

For measurement uncertainty pertaining to the allowance for doubtful tax accounts see Note 1 c) use of estimates.

4. TRADE AND OTHER RECEIVABLES

	2019	2018
	$	$
Accrued interest	**71,885**	90,254
Goods and services tax recoverable	**11,994**	31,657
From other governments	**452,491**	280,527
Trade and other accounts	**95,241**	35,714
Utility accounts	**38,781**	52,820
	670,392	490,972

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5. INVESTMENTS

	2019		2018	
	Cost	**Market Value**	Cost	Market Value
	$	**$**	$	$
Debenture borrowing shares	**80**	**80**	80	80
Investment deposits	**9,119,051**	**9,119,051**	11,296,099	11,296,099
Government bonds	**2,270,933**	**2,327,634**	2,223,975	2,269,956
Public corporation bonds	**1,405,210**	**1,407,543**	1,408,700	1,372,447
	12,795,274	**12,854,308**	14,928,854	14,938,582

Investment deposits have effective interest rates of 1.55% to 3.35% (2018: 1.55% to 3.35%) with maturity dates from June 24, 2020 to December 4, 2023. Public corporation bonds have effective interest rates of 2.105% to 3.226% (2018: 1.85% to 3.226%) with maturity dates from June 4, 2020 to December 9, 2026. Government bonds have effective interest rates of 2.46% to 4.00% (2018: 2.46% to 4.10%) with maturity dates from June 2, 2021 to June 1, 2027.

Council has designated funds of $10,696,347 (2018: $11,213,940) included in the above amounts for capital asset replacement (Note 13)

Included in investments are restricted amounts totalling $43,377 (2018: $400,762) received from the provincial government being held exclusively for specific capital projects (Note 6).

6. DEFERRED REVENUE

	2019	2018
	$	$
Provincial government transfers		
Federal Gas Tax Fund - Capital	**43,377**	52,553
Municipal Sustainability Initiative - Capital	**-**	348,209
	43,377	400,762
AB Health Services	**-**	2,000
	43,377	402,762

Government funding as per above $43,377 remain unspent at year-end. The use of these funds is restricted to eligible projects as approved under the funding agreements. Unexpended capital funds related to the advance are supported by investments of $43,377 (2018: $400,762) held exclusively for these capital projects (refer Note 5).

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7. EMPLOYEE BENEFIT OBLIGATIONS

	2019	2018
	$	$
Sick pay benefits	**39,055**	44,617
Vacation and overtime	**96,088**	101,111
	135,143	145,728

Sick pay benefits

The sick pay benefits liability is comprised of sick pay that accumulates but does not vest and is paid only upon an illness or injury-related absence. The extent to which accumulated sick days are expected to be used by the employees has been considered in measuring this obligation.

Vacation and overtime

The vacation and overtime liability is comprised of the vacation and overtime that employees are deferring to future years. Employees have either earned the benefits (and are vested) or are entitled to these benefits within the next budgetary year.

8. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY

Alberta environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance.

The accrued liability for closure and post-closure of the COUNTY's landfill is recognized, using management's estimated costs for closure and post-closure care. Management is unable to estimate how many years that post-closure care could be required.

The COUNTY has not designated assets for setting closure and post-closure liabilities.

The following summarizes the total estimated costs of closure and post-closure care:

	$
Estimated closure costs	**60,000**
Estimated post-closure costs	**40,000**
Estimated total costs	**100,000**
Actual closure and post-closure costs incurred to date	**-**
Ending balance, December 31, 2019	**100,000**

9. OTHER LIABILITIES

	2019	2018
	$	$
Alberta School Foundation Fund over-levy	**14,350**	-

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10. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for BIRCH HILLS COUNTY be disclosed as follows:

	2019	2018
	$	$
Total debt limit	**10,120,095**	10,635,722
Total debt	**-**	-
Amount of debt limit unused	**10,120,095**	10,635,722
Debt servicing limit	**1,686,683**	1,772,620
Debt servicing	**-**	-
Amount of debt servicing above limit	**1,686,683**	1,772,620

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

11. TANGIBLE CAPITAL ASSETS

Net Book Value	**2019**	2018
	$	$
Land	**900,097**	900,097
Buildings	**4,722,887**	4,855,998
Engineered Structures		
Roadway system	**18,785,677**	20,477,751
Water distribution system	**2,278,688**	2,362,832
Wastewater treatment system	**1,429,851**	1,477,246
Machinery, equipment, and furnishings	**3,008,607**	2,442,081
Vehicles	**851,270**	939,338
	31,977,077	33,455,343

12. EQUITY IN TANGIBLE CAPITAL ASSETS

	2019	2018
	$	$
Tangible capital assets (Schedule 2)	**193,139,771**	192,743,064
Accumulated amortization (Schedule 2)	**(161,162,694)**	(159,287,721)
	31,977,077	33,455,343

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13. ACCUMULATED SURPLUS

Accumulated surplus consist of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2019	2018
	$	$
Unrestricted surplus (deficit)	**5,633,809**	5,441,411
Restricted surplus - Operating		
Tax rate stabilization	**7,165,645**	7,769,643
Restricted surplus - Capital		
Council and legislative	**13,633**	13,633
Administration	**14,851**	23,302
Fire services	**317,620**	317,620
Roads, streets, etc.	**5,818,293**	6,301,632
Airport	**207,000**	207,000
Water supply	**897,719**	897,719
Waste management	**887,393**	887,393
Other public health and welfare	**100,000**	100,000
Agricultural services	**-**	25,803
Recreation and hall	**198,135**	198,135
Contingency	**2,241,703**	2,241,703
Equity in tangible capital assets	**31,977,077**	33,455,343
	55,472,878	57,880,337

14. SEGMENTED DISCLOSURE

BIRCH HILLS COUNTY provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (schedule 6)

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15. TRUST FUNDS

The COUNTY OF BIRCH HILLS administers the following trusts:

	2019	2018
TAX SALE SURPLUS		
Balance, beginning of year	**13,606**	18,202
Tax sales during year	**-**	-
Interest earned	**76**	504
Less: Drawings	**-**	(5,100)
Balance, end of year	**13,682**	13,606

16. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salary(1)	Benefits & Allowances(2)	**2019 Total**	2018 Total
Reeve:				
MAZULENKO, Gerald	12,567	460	**13,027**	14,050
Councillors:				
BOGDANEK, Cheryl	-	-	**-**	4,900
CARBONE, Terry	13,145	3,471	**16,616**	13,000
DUVAL, Mel	14,300	548	**14,848**	3,075
JOUDREY, Denise	18,108	3,830	**21,938**	17,876
PARADIS, Ginette	-	-	**-**	6,650
POETKER, Albert	16,418	-	**16,418**	2,925
REUM, Paul	11,605	411	**12,016**	11,250
WENDLAND, Deanne	14,493	3,539	**18,032**	15,100
	100,636	12,259	**112,895**	88,826
Chief Administrative Officer:				
MINDERLEIN, Hermann	156,046	30,876	**186,922**	177,140
	256,682	43,135	**299,817**	265,966

1) Salary includes regular base pay, bonuses, overtime, lump sum payments, retiring allowances, gross honoraria and any other direct cash remuneration.

2) For reeve and councillors, benefits and allowances consists of travel expense allowances, employer's share of Canada pension plan, health care, dental coverage, vision coverage, group life insurance and accidental disability and dismemberment insurance. For chief administrative officer, benefits and allowances consists of employer's share of Canada pension plan, employment insurance, pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, vehicle allowance, telephone allowance and moving expenses.

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17. LOCAL AUTHORITIES PENSION PLAN

Employees of BIRCH HILLS COUNTY participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pensions Plans Act. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

BIRCH HILLS COUNTY is required to make current service contributions to the LAPP of 9.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% on pensionable earnings above this amount. Employees of the BIRCH HILLS COUNTY are required to make current service contributions of 8.39% of pensionable salary up to the year's maximum pensionable salary and 12.84% on pensionable salary above this amount.

Total current service contributions by BIRCH HILLS COUNTY to the LAPP in 2019 were $205,611 (2018: $196,578). Total current service contributions by the employees of BIRCH HILLS COUNTY to the Local Authorities Pension Plan in 2019 were $176,782 (2018: $180,047).

At December 31, 2018, the LAPP disclosed an actuarial surplus of $3.47 billion.

18. CONTINGENCIES

The county is a member of the Jubilee Reciprocal Insurance Exchange. Under the terms of the membership, the County could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

19. GOVERNMENT PARTNERSHIP

A Co-Owners agreement between the Village of Rycroft, Town of Spirit River, Municipal District of Spirit River No. 133 and Birch Hills County was made the 1st day of February, 2004 and was terminated March 1, 2019 with all the funds ($152,224) held being transferred to the Central Peace Medical Services Corporation. Each Co-Owner is the registered owner of an undivided 25% tenancy-in-common interest in the property of the Central Peace Medical Clinic. The primary purpose of this agreement is to provide and maintain a building to rent to the doctors whereby they can provide medical services to local residents. This investment is accounted for by the proportionate consolidation method.

	2019	2018
	$	$
Share of assets (25%)	**-**	38,431
Share of liabilities (25%)	**-**	(375)
	-	38,056
Total revenues	**-**	7,200
Total expenditures	**-**	(29,014)
	-	(21,814)
Share of surplus for the year ended December 31 (25%)	**-**	(5,454)

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20. FINANCIAL INSTRUMENTS

The COUNTY's financial instruments consist of cash and temporary investments, accounts receivable, investments, debt charges recoverable, accounts payable and accrued liabilities, and deposit liabilities. It is management's opinion that the COUNTY is not exposed to significant interest or currency risks arising from these financial instruments.

The COUNTY is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the COUNTY provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

21. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

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BIRCH HILLS COUNTY
Budget Comparisons by Function
For the Year Ended December 31, 2019

Function	Revenues Budget	Revenues Actual	Expenditures Budget	Expenditures Actual	Net Budget	Net Actual	Variance	
General	5,480,711	5,656,756	-	-	5,480,711	5,656,756	176,045	A
Council	-	393	(169,006)	(152,391)	(169,006)	(151,998)	17,008	
Administration	51,085	51,317	(1,091,838)	(1,534,375)	(1,040,753)	(1,483,058)	(442,305)	B
Fire	20,000	49,397	(141,948)	(110,414)	(121,948)	(61,017)	60,931	
Disaster Services	-	12,688	(17,270)	(24,112)	(17,270)	(11,424)	5,846	
Ambulance	-	2,000	(43,260)	(38,235)	(43,260)	(36,235)	7,025	
Safety	-	-	(50,500)	(1,980)	(50,500)	(1,980)	48,520	
Roads, Streets	553,549	403,190	(3,887,367)	(3,610,220)	(3,333,818)	(3,207,030)	126,788	
Airport	-	-	(500)	(500)	(500)	(500)	-	
Storm Sewers	-	-	(10,000)	(9,530)	(10,000)	(9,530)	470	
Water Supply	245,210	264,453	(490,403)	(497,191)	(245,193)	(232,738)	12,455	
Wastewater	53,000	60,767	(59,220)	(48,275)	(6,220)	12,492	18,712	
Garbage	28,400	28,976	(142,300)	(127,802)	(113,900)	(98,826)	15,074	
FCSS	47,606	47,606	(63,217)	(59,863)	(15,611)	(12,257)	3,354	
Public Health	-	-	(38,056)	(38,056)	(38,056)	(38,056)	-	
Cemeteries	-	10	(900)	(3,105)	(900)	(3,095)	(2,195)	
Planning and Economic Dev	15,000	16,414	(86,955)	(70,486)	(71,955)	(54,072)	17,883	
Community Services			(250,000)	(350,000)	(250,000)	(350,000)	(100,000)	
Subdivision Development	-	3,150	-	-	-	3,150	3,150	
Ag Service Board	123,821	130,691	(713,433)	(630,542)	(589,612)	(499,851)	89,761	
Parks and Recreation	500	1,680	(140,940)	(139,543)	(140,440)	(137,863)	2,577	
Culture: Hall, Library & Tourism	14,455	17,242	(57,359)	(48,433)	(42,904)	(31,191)	11,713	
	6,633,337	**6,746,730**	**(7,454,472)**	**(7,495,053)**	**(821,135)**	**(748,323)**	72,812	
Capital Grants	797,193	849,935	-	-	797,193	849,935	52,742	
Other Capital Revenues	-	-	-	-	-	-	-	
Amortization	-	-	(2,609,580)	(2,509,071)	(2,609,580)	(2,509,071)	100,509	
Princ Repmts	-	-	-	-	-	-	-	
From (to) Capital	-	-	-	-	-	-	-	
From (to) Reserves	-	-	-	-	-	-	-	
	797,193	**849,935**	**(2,609,580)**	**(2,509,071)**	**(1,812,387)**	**(1,659,136)**	153,251	
NET	**7,430,530**	**7,596,665**	**(10,064,052)**	**(10,004,124)**	**(2,633,522)**	**(2,407,459)**	226,063	
				To Reserves	**(76,058)**			
				Cap Grants	**-**			
				Per TB	**(2,709,580)**			
2018 NET	**8,018,538**	**8,691,700**	**(9,392,652)**	**(9,304,157)**	**(1,374,114)**	**(612,457)**	761,657	
2017 NET	**7,728,599**	**6,867,641**	**(9,316,195)**	**(8,927,770)**	**(1,587,596)**	**(2,060,129)**	(472,533)	
2016 NET	**7,641,954**	**7,330,588**	**(9,594,808)**	**(8,673,294)**	**(1,952,854)**	**(1,342,706)**	610,148	

(A) Return on investments revenue was $53,682 higher than budget, oil well drilling was $40,632 higher than budget and tax penalties was $78,940 higher than budget.

(B) Allowance provided for taxes receivable including penalties was $572,033 which was $472,033 higher than budget.

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BIRCH HILLS COUNTY
Revenues, Expenditures, Amortization and Capital Revenues
For the Year Ended December 31, 2019

Function	Revenues	Expenditures	Net Before Amortization	Amortization	Net Before Capital Rev	Capital Revenues	ACTUAL Net Gain/(Cost)
General	5,656,756	-	**5,656,756**	-	**5,656,756**	-	**5,656,756**
Council	393	(152,391)	**(151,998)**	-	**(151,998)**	-	**(151,998)**
Administration	51,317	(1,534,375)	**(1,483,058)**	(27,112)	**(1,510,170)**	-	**(1,510,170)**
Fire	49,397	(110,414)	**(61,017)**	(69,319)	**(130,336)**	-	**(130,336)**
Disaster Services	12,688	(24,112)	**(11,424)**	-	**(11,424)**	-	**(11,424)**
Ambulance	2,000	(38,235)	**(36,235)**	-	**(36,235)**	-	**(36,235)**
Safety	-	(1,980)	**(1,980)**	-	**(1,980)**	-	**(1,980)**
Roads, Streets	403,190	(3,610,220)	**(3,207,030)**	(2,112,852)	**(5,319,882)**	800,890	**(4,518,992)**
Airport	-	(500)	**(500)**	-	**(500)**	-	**(500)**
Storm Sewers	-	(9,530)	**(9,530)**	-	**(9,530)**	-	**(9,530)**
Water Supply	264,453	(497,191)	**(232,738)**	(203,472)	**(436,210)**	49,045	**(387,165)**
Wastewater	60,767	(48,275)	**12,492**	(48,430)	**(35,938)**	-	**(35,938)**
Garbage	28,976	(127,802)	**(98,826)**	-	**(98,826)**	-	**(98,826)**
FCSS	47,606	(59,863)	**(12,257)**	-	**(12,257)**	-	**(12,257)**
Public Health	-	(38,056)	**(38,056)**	(7,009)	**(45,065)**	-	**(45,065)**
Cemeteries	10	(3,105)	**(3,095)**	-	**(3,095)**	-	**(3,095)**
Planning and Economic Dev	16,414	(70,486)	**(54,072)**	-	**(54,072)**	-	**(54,072)**
Community Services	-	(350,000)	**(350,000)**	-	**(350,000)**	-	**(350,000)**
Subdivision Development	3,150	-	**3,150**	-	**3,150**	-	**3,150**
Ag Service Board	130,691	(630,542)	**(499,851)**	(40,877)	**(540,728)**	-	**(540,728)**
Parks and Recreation	1,680	(139,543)	**(137,863)**	-	**(137,863)**	-	**(137,863)**
Culture: Hall, Library & Tourism	17,242	(48,433)	**(31,191)**	-	**(31,191)**	-	**(31,191)**
2019 TOTALS	**6,746,730**	**(7,495,053)**	**(748,323)**	**(2,509,071)**	**(3,257,394)**	**849,935**	**(2,407,459)**

2018 TOTALS	7,090,481	(6,724,844)	365,637	(2,579,313)	(2,213,676)	1,601,219	(612,457)
2017 TOTALS	6,366,650	(6,300,345)	66,305	(2,627,425)	(2,561,120)	500,991	(2,060,129)
2016 TOTALS	6,676,470	(6,056,289)	620,181	(2,617,005)	(1,996,824)	654,118	(1,342,706)
2015 TOTALS Restated	7,451,112	(6,205,955)	1,245,157	(2,621,667)	(1,376,510)	1,068,323	(308,187)
2014 TOTALS	7,153,108	(6,264,567)	888,541	(2,760,253)	(1,871,712)	775,645	(1,096,067)
2013 TOTALS	7,163,882	(6,897,280)	266,602	(2,820,075)	(2,553,473)	621,451	(1,932,022)
2012 TOTALS	6,700,257	(6,579,328)	120,929	(2,836,441)	(2,715,512)	909,966	(1,805,546)
2011 TOTALS	7,008,113	(5,919,415)	1,088,698	(2,801,573)	(1,712,875)	2,138,799	425,924
2010 TOTALS	7,465,740	(4,688,082)	2,777,658	(2,788,044)	(10,386)	74,818	64,432
2009 TOTALS	7,682,083	(4,917,517)	2,764,566	(4,305,198)	(1,540,632)	543,391	(997,241)

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BIRCH HILLS COUNTY

Operating Fund Net Gain/(Cost) by Function Comparison with Prior Years

For the Year Ended December 31, 2019

Function	2019 Net Gain/(Cost)	2018 Net Gain/(Cost)	2017 Net Gain/(Cost)	2016 Net Gain/(Cost)	2015 Restated Net Gain/(Cost)	2014 Net Gain/(Cost)	2013 Net Gain/(Cost)
General	**5,656,756**	5,392,347	5,320,330	5,648,546	6,151,440	6,011,170	5,598,744
Council	**(151,998)**	(143,046)	(148,525)	(151,735)	(141,122)	(155,781)	(146,296)
Administration	**(911,025)**	(851,277)	(839,439)	(925,668)	(1,122,941)	(848,943)	(909,434)
Fire	**(61,017)**	(75,160)	(83,598)	(79,211)	(95,969)	(153,876)	(215,113)
Disaster Services	**(11,424)**	(10,217)	(11,492)	(11,125)	(11,125)	(25,110)	(11,073)
Ambulance	**(36,235)**	(40,525)	(41,442)	(36,865)	(41,225)	(35,368)	(38,913)
Safety	**(1,980)**	19,762	(3,801)	(11,798)	-	-	-
Roads, Streets	**(3,207,030)**	(2,804,266)	(3,038,649)	(2,733,432)	(2,407,065)	(2,697,294)	(2,655,429)
Airport	**(500)**	13,213	1,373	1,978	(7,484)	(2,032)	(2,303)
Storm Sewers	**(9,530)**	(11,860)	-	(4,305)	(25,916)	(77,520)	(110,424)
Water Supply	**(232,738)**	(218,830)	(190,117)	(248,708)	(214,350)	(276,373)	(261,794)
Wastewater	**12,492**	(33)	8,393	9,001	11,937	(10,907)	(5,707)
Garbage	**(98,826)**	(89,393)	(82,552)	(119,019)	(117,358)	(122,393)	(123,605)
FCSS	**(12,257)**	(15,530)	(12,503)	(16,079)	(8,809)	(8,071)	2,264
Public Health	**(38,056)**	(5,454)	1,950	2,981	(26,332)	2,641	2,957
Cemeteries	**(3,095)**	230	40	(655)	(525)	(750)	(920)
Planning and Economic Dev	**(54,072)**	(64,582)	(67,946)	(49,497)	(39,240)	(56,551)	(75,385)
Community Services	**(350,000)**	-	-	-	-	-	-
Subdivision Development	**3,150**	19,250	500	5,374	15,286	956	560
Ag Service Board	**(499,851)**	(483,805)	(383,393)	(470,743)	(600,283)	(444,165)	(526,948)
Parks and Recreation	**(137,863)**	(132,798)	(126,237)	(157,764)	(162,257)	(160,477)	(169,272)
Culture: Hall, Library & Tourism	**(31,191)**	(34,778)	(35,043)	(31,095)	(26,682)	(32,136)	(29,534)
	(176,290)	463,248	267,849	620,181	1,129,980	907,020	322,375
Amortization	**(2,509,071)**	(2,579,313)	(2,627,425)	(2,617,005)	(2,621,667)	(2,760,253)	(2,820,075)
Taxes A/R Allowance	**(572,033)**	(97,611)	(201,544)	-	(61,013)	(18,479)	(55,773)
Landfill provision adjustment	**-**	-	-	-	176,190	-	-
Capital Revenues	**849,935**	1,601,219	500,991	654,118	1,068,323	775,645	621,451
SURPLUS/(DEFICIT)	**(2,407,459)**	(612,457)	(2,060,129)	(1,342,706)	(308,187)	(1,096,067)	(1,932,022)

Water Supply and Wastewater Detailed Comparison with Prior Years

	2019	2018	2017	2016	2015	2014	2013
Revenues							
Water Supply	**264,453**	235,520	230,143	211,197	193,777	146,812	116,418
Wastewater	**60,767**	60,508	50,060	47,959	52,347	32,437	31,724
	325,220	296,028	280,203	259,156	246,124	179,249	148,142
Expenditures							
Water Supply	**(497,191)**	(454,350)	(420,260)	(459,905)	(408,127)	(423,185)	(378,212)
Wastewater	**(48,275)**	(60,541)	(41,667)	(38,958)	(40,410)	(43,344)	(37,431)
	(545,466)	(514,891)	(461,927)	(498,863)	(448,537)	(466,529)	(415,643)
Net before Amortization	**(220,246)**	(218,863)	(181,724)	(239,707)	(202,413)	(287,280)	(267,501)
Amortization							
Water Supply	**(203,472)**	(200,217)	(198,026)	(191,372)	(188,227)	(188,286)	(182,855)
Wastewater	**(48,430)**	(48,445)	(48,451)	(48,451)	(48,209)	(7,979)	(7,978)
	(251,902)	(248,662)	(246,477)	(239,823)	(236,436)	(196,265)	(190,833)
Net after Amortization	**(472,148)**	(467,525)	(428,201)	(479,530)	(438,849)	(483,545)	(458,334)

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Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	March 12, 2020	**CAO:**	
Originated By:	CAO Minderlein	**Manager:**	
Item Title:	Public Hearing re Bylaw 2020-01 Amending LUB	**Presenter:**	Lucy Stevenson Tax/Dev. Clerk and CAO/Development Officer Hermann Minderlein

DESCRIPTION:

Birch Hills County is required to hold a Public Hearing regarding Bylaw 2020-01, a bylaw to amend the Birch Hills County Land Use Bylaw to add "Agriculture, industry" and "Agriculture, sales and service" as discretionary uses to the Hamlet Industrial District in Section 10.9, and reflect these additions in Section 10 Land Use Districts Land Use Matrix. Bylaw 2020-01 will be presented for second and third reading later on as part of this Regular Council Meeting Agenda.

As a point of order, Administration is reminding Council that as per Section 4.16 of Bylaw 2019-15, the Procedural Bylaw, "Recording of Public Hearings or quasi-judicial meetings (e.g. Subdivision Appeal Board) will not be permitted" and advising Council that the recorder will be turned off until the Public Hearing has been completed.

BACKGROUND:

Staff is presenting a Land Use Bylaw Amendment to add "Agriculture, industry" and "Agriculture, sales and service" to the Hamlet Industrial district as a discretionary use and to reflect these additions to the matrix.

Staff presented the amendment to the Municipal Planning Commission meeting on February 18, 2020 and the motion from that meeting was;

> **MPC20-07 Moved by Vice Chairperson Poetker** that the Municipal Planning Commission recommend the Land Use Bylaw amendment for approval.

The Bylaw was advertised in the Central Peace Signal on February 18 and 23 and March 3, 2020.

RELEVANT LEGISLATION (Cite):

In accordance with MGA, Section 692(1)(e) - before giving second reading to a proposed planning bylaw, a council must hold a public hearing with respect to the proposed planning bylaw in accordance with section 230 after giving notice of it in accordance with MGA, Section 606 - the bylaw is required to be advertised for two consecutive weeks before second reading takes place.

Legislation related to Public Hearings may be found in Section 230 of the Municipal Government Act.

Additional legislation regarding Public Hearings is included in Section 5 of Birch Hills County Bylaw 2019-15, the Procedural Bylaw

Birch Hills County Land Use Bylaw No. 2019-06
Section 7: Amending this Bylaw

ATTACHMENT(S):

Agenda/schedule for Public Hearing re Bylaw 2020-01

Bylaw No. 2020-01, Amend LUB re to add “Agriculture, industry” and “Agriculture, sales and service” as a discretionary uses to the BHC LUB.

RECOMMENDED ACTION:

It is Administration’s recommendation that Council proceed with the Public Hearing as per the Agenda/schedule included with this RFD.

BIRCH HILLS COUNTY
PUBLIC HEARING RE BYLAW 2020-01

1. The Chair to call for a motion to go into a Public Hearing

RC20-___ Moved by _____ that Council go into Public Hearing related to Bylaw No. 2020-01, a bylaw to amend Bylaw 2019-06 by adding “Agriculture, industry” and “Agriculture, sales and service” as discretionary uses within the Hamlet Industrial Districts of Birch Hills County.

2. The Chair will introduce members of Council and staff.

3. The Chair will outline the purpose of the Public Hearing, that being Bylaw No. 2020-01, to Amend Bylaw 2019-06 to add “Agriculture, industry” and “Agriculture, sales and service” as discretionary uses to the BHC LUB. The chair will outline the process to be followed, that being:

a. Hermann Minderlein, Development Officer, and Lucy Stevenson, Development Clerk, for Birch Hills County will present a report followed by questions for clarification by Council:

b. After identifying themselves, members of the public will be invited to make a verbal presentation followed by questions for clarification by Council. Persons addressing Council shall give their name, location of residence, an indication as to whether they are speaking on their own behalf or for another person or a group and address the Chair when responding to questions or providing information.

i. Individuals may speak for a maximum of five (5) minutes;

ii. One spokesperson per group may speak for a maximum of ten (10) minutes;

iii. At the discretion of the Chair, the time limits for speaking and presentations may be extended to ensure that all interested parties have had a fair and equitable opportunity to express their views; and

iv. At the discretion of the Chair, after everyone has had an opportunity to speak once, those interested in speaking a further time and providing new information, may be granted further opportunity to speak.

4. Depending on the number of written submissions, Birch Hills County staff may provide a report on the number of written submissions received and if appropriate a general overview of the contents of the written submissions**.**

5. If applicable, Birch Hills County staff will present a closing summary and respond to any questions that may have been raised in the presentations.

6. The Chair is authorized to make any other decisions or determinations with respect to the process or rules of order for the Public Hearing.

7. The Chair to call for a motion to adjourn the Public Hearing.

RC20-___ Moved by _____ _____ that Council adjourn the Public Hearing related to Bylaw No. 2020-01, a bylaw to amend Bylaw 2019-06 by adding “Agriculture, industry” and “Agriculture, sales and service” as discretionary uses within the Hamlet Industrial Districts of Birch Hills County.

BYLAW NO. 2020-01

PURPOSE A Bylaw of Birch Hills County, in the Province of Alberta, to amend the Birch Hills County Land Use Bylaw No. 2019-06.

WHEREAS Pursuant to the Municipal Government Act, Revised Statues of Alberta 2000, Chapter M-26, Council may amend a Land Use Bylaw, and;

WHEREAS The Council of Birch Hills County, in the Province of Alberta, has adopted Birch Hills County Land Use Bylaw No. 2019-06, and;

WHEREAS The Council of Birch Hills County, in the Province of Alberta, has deemed it desirable to amend its Land Use Bylaw to provide for the adding of Agriculture industry to the Hamlet Industrial district as a discretionary use and add to the matrix;

NOW THEREFORE Pursuant to Sections 230, 606 and 692 of the Province of Alberta Municipal Government Act, the Council of Birch Hills County, duly assembled, hereby enacts as follows:

1. Add “Agriculture, industry” and “Agriculture, sales and service” as a discretionary uses to the Hamlet Industrial District in Section 10.9, and reflect these additions in Section 10 Land Use Districts Land Use Matrix.

This Bylaw shall come into effect the date of the final passage thereof.

READ a first time this 13th day of February, 2020.

READ a second time this __ day of _____, 2020.

READ a third and final time this __day of _____, 2020.

SIGNED this __ day of _____, 2020.

Original to be signed
Reeve
Gerald Manzulenko

Original to be signed
Chief Administrative Officer
Hermann Minderlein

DRAFT

TO: Members of Council

FROM: Hermann Minderlein, CAO

RE: Report to Council – March 12, 2020 Regular Meeting of Council

SUBJECT: CAO Report

RECOMMENDATIONS: Administration is looking for the following Resolutions from Council:

1. That Council receive the CAO's written report and verbal updates for information;

REPORT:

The Auditors were on site the week of March 2nd to 6th. They are scheduled to present the draft statements to Council at this meeting. One of the items discovered during the audit was the delinquent status of Long Run Exploration's tax account. A letter was sent to Long Run, and a media release was issued on this matter as it could/will have a major impact on the County. A copy of the media release was sent to Council, and is included in this package under correspondence. The auditors will update Council on this situation, and I will also have additional information to share.

There was correspondence that was not provided to Council at the February 27th meeting, and these, as well as current correspondence have been included in this package.

The Directors and I will be preparing a new report detailing items discussed during the Levels-of-Service workshop held February 25th, and providing updates on the status of action(s) that have/will be taken.

I attended the announcement by our MLA Todd Loewen regarding the approval of the Grande Spirit Foundation project replacing the Spirit River lodge with a new lodge that will include the addition of long-term accommodations. The event was well attended, and I was able to answer questions during discussions with some of our neighbouring municipalities.

John Park, General Manager with IWantWireless.ca Ltd has been in contact with the County, and IWW will be connecting to the high-speed fiber line located in the County Building. He has done an onsite visit, and this should be able to be accomplished using existing cable routing. The good news is that it should provide improved service to their customers.

Dion and I took part in a webinar hosted by AEMA and AHS updating DEM's regarding the COVID-19 situation. A copy of the letter that was sent out with the invitation to the event is attached for Council's reference.

I will be at the meeting to provide Council with additional information regarding my report as required, and will provide additional information on activity since the February 27, 2020 Regular Council Meeting.

UPCOMING EVENTS

March 16-18	RMA Spring Convention & Tradeshow
March 17	Council to meet with Phil Smith from Ravenhill
March 26	Regular Council Meeting
April 1	2020 Operating and Maintenance Workshop
April 9	Regular Council Meeting
April 10 – 13	Easter Weekend – Office Closed

Memorandum

March 7, 2020

Dear Directors of Emergency Management

Subject: Novel Coronavirus

I am writing to provide an update on novel Coronavirus (COVID-19). We know Albertans are concerned about this new virus. The current risk of exposure in Alberta is still low, however this may increase in the coming weeks. **There are two presumptive case of COVID-19 in Alberta at this time.** For more information on these cases please see Alberta's news release.

As this is an evolving situation, further updates can be found at Alberta Health and Alberta Health Services websites:

- www.alberta.ca/covid19
- www.ahs.ca/covid

Our knowledge of COVID-19 continues to grow as new information becomes available, and this new evidence informs adjustments to our public health actions. Alberta and other provinces are providing advice based on the best current evidence and guidance from the Public Health Agency of Canada. Please read the following information for assistance in your planning/response efforts.

What should I do about an upcoming event/conference in my community? Should I cancel?

- Mass gatherings can contribute to the transmission of respiratory pathogens, such as COVID-19. While currently there are no formal restrictions on mass gatherings, it is important for each community and/or event organizer to undertake a risk assessment to determine what makes sense in terms of moving forward or not.
- Since mass gathering events are generally unique, the advice varies regarding which measures should be undertaken. Decisions regarding mass gatherings can be considered on a continuum from no changes needed, to enhanced communication to attendees, to risk mitigation strategies being employed without cancelling the event (such as distancing measures and making hand hygiene supplies available), through to postponement or cancellation of the event.
- Public health authorities and event organizers must work together to assess the situation.
- The Public Health Agency of Canada will be posting a risk assessment tool in the coming days to assist in the decision making process. Alberta Health will link to this tool when available and it will be found here once released. www.alberta.ca/covid19

What guidance can be given in regards to how to plan for a COVID-19 outbreak for my organization?

- Business continuity planning is vitally important to prepare critical operations for any potential interruption. For COVID-19, Alberta Health has posted resources in the "Information for Employers" section of the website: www.alberta.ca/covid19.

- Field officers from the Alberta Emergency Management Agency are available to support Alberta's municipalities and First Nations with their emergency management and business continuity planning.

What kind of stockpiling of supplies do I need to do?

- Similar to the messaging for emergency preparedness, individuals and organizations should prepare to have 72 hours worth of essentials on hand. Hoarding large amounts of supplies not only impacts the larger society by not allowing manufacturers to keep up with demand, but can be expensive and potentially wasteful if products are not used before their shelf life expires.

What does the health system need from communities?

- The health system needs communities to stay informed about the Alberta situation via the Alberta Health Services or Alberta Health COVID-19 websites.
- Promote 811 as a source of information and to refer those with health-related concerns.
- Reference Alberta Labour – "Respiratory Viruses and the Workplace" for workplace guidance.
- Review existing business continuity plans to assess if disruptions from staff absenteeism have been considered, especially for critical operations.

What can the public do to protect themselves?

- Wash your hands often and well
- Cover your cough
- Avoid touching eyes, nose and mouth with unwashed hands
- Avoid close contact with people who are sick
- Clean and disinfect surfaces that are frequently touched
- Stay at home and away from others if you are feeling ill
- Individuals with concerns about symptoms should call Health Link (811) unless severely ill in which case they should call 911 and inform the operator that you suspect COVID-19

Thank you for your assistance in this matter.

Yours truly,

Deena Hinshaw, BSc, MD, MPH, CCFP, FRCP
Chief Medical Officer of Health

MEMORANDUM

March 9, 2020

TO: CAO, Birch Hills County

Director of Corporate Services – Administrative Update as of March 9, 2020

2019-20 Application: Local and Provincial Grant Programs

The following 2019 grant program funding remains a receivable:

- 2018 Disaster Recovery Program (DRP) - $242,471
- Grants in Place of Taxes (GIPOT) – $14,538.10 (75%) **Received February 4**

2019-20 Reporting: Local and Provincial Grant Programs

Provincial **2019 Statement of Funding & Expenditure (SFE)** reporting is being drafted for the following programs:

- Agriculture Service Board (ASB) Operating
- Family & Community Support Services (FCSS) Operating
- Municipal Sustainable Initiative (MSI) Operating
- Gas Tax Funding (GTF) Capital
- Municipal Sustainable Initiative (MSI) Capital
- MSI Basic Municipal Transportation Grant (BMTG) Capital

2020-21 Application: Local and Provincial Grant Programs

2017-2019 Agriculture Service Board (ASB) grant agreement expired December 31, 2019. The Province has indicated a 2020 ASB funding reduction from $11,678,000 to $8,485,000 (27% decrease) across the sixty-nine Ag Service Boards. A new grant agreement and application for 2020 should be received in the near future.

2020 Canada Summer Jobs (CSJ) application was submitted February 12.

The **2014-2024 Gas Tax Funding (GTF)** agreement remains in effect until March 31, 2024. Spending plans are required to receive our funding allocation. GTF guidelines are available at http://www.alberta.ca/federal-gas-tax-fund.aspx.

- 2019 GTF - $90,368
- 2019 GTF - $85,122 (one time top up)
- 2020 GTF - $88,834 (decrease of $1,534)

  $264,324

2020 MSI Capital (including MSI Capital and BMTG) program spending plans are being drafted. Funding for MSI Capital is $603,424 (increase of 228,056) and BMTG is $413,293 (no change).

2020 MSI Operating program spending plans are no longer required by the Province. Funding for MSI Operating is $84,500 (decrease of $2,178).

Finance Update – 2020 Budget and Future Financial Plans

Administration continues to review/update the **2020 O&M Budget**. A Budget Workshop is scheduled for April 1. The 2020 O&M Budget Draft 1 is tentatively scheduled for either April 9 or 23 Council meeting.

Finance Update – Assessment and Property Tax Update

Province of Alberta provided the **Designated Industrial Property (DIP)** assessment February 28.

Northern Sunrise County (NSC), our contract assessor, provided local assessment February 28. The overall preliminary assessment decrease estimate is $6,825,530 which equates to an estimated $246,117 decrease in property tax revenue.

The **Grande Spirit Foundation** approved a 6% total 2020 requisition increase over 2019. The requisition is based on the 2020 Provincial Equalized Assessment Report. As a result, changes for each municipality will depend on the changes to individual assessed values. Our invoice was received February 25 in the amount of $14,278 which is a 2.72% increase. The Foundation uses this funding to assist with offsetting the costs of operating the five Senior Citizen Lodges.

As a result of hearing from many municipalities who have clearly identified the tax recovery challenges facing them related to uncollectable taxes on oil and gas properties, a **Municipal Affairs request was received February 25** that Administration complete a survey on uncollectable property taxes on oil & gas properties. Data regarding tax arrears and cancelled taxes is being collected for the 2015-2019 inclusive years. Submission deadline is March 20.

Assessed Person	Property Class/Description	Linear Property Type	Reason for Delinquency	(Year) Education	(Year) Municipal

Finance Update – Miscellaneous

Annual **Worker's Compensation Board (WCB)** online reporting was completed February 12.

Annual T4 file was exported to Revenue Canada and T4s distributed February 12.

The **2019 Draft Financial Statement and Audit Report presentation** is scheduled for this Council meeting.

MD of Greenview Safety Advisor, Melanie Mezo was on-site February 18 to complete a safety Documentation Baseline Review (gap analysis). The plan of action moving forward is to create a Safety Committee which includes six staff members, (three senior management, three employees (workers), and one recording secretary that is not a voting member. Administrations goal is to work towards our Certificate of Recognition (COR) which may result in a WCB premium reduction**.** Melanie plans to be onsite April 2 and oversee our initial Safety Committee meeting.

Municipal Affairs (MA) 2020 Municipal Accountability Program (MAP) onsite review is scheduled for June 2. Hermann has requested Administration submit our documentation review to him by April 1; which will be submitted to MA for a preliminary review prior to June 2.

RMA Insurance **Riskpro Risk Management Account** funding of $3,666.84 was received February 25 (2018 - $1,841.72 and 2019 -$1,825.12). Administration submitted the chainsaw safety course held October 1-3 as a program allocation.

<u>Emergency Management</u> – **It makes "cents" to invest.**
In a crisis, you don't rise to the occasion; you sink to your training.

Central Peace Regional Emergency Management (CP-REM) upcoming training includes:

-	CP-REM Emergency Exercise	March 20	Saddle Hills County
-	Incident Command System (ICS) 400	March 12&13	St. Isidore Fire Hall
-	Incident Command System (ICS) 400	March 14&15	St. Isidore Fire Hall
-	**Incident Command System (ICS) 200**	**March 30&31**	**Birch Hills County**
-	Incident Command System (ICS) 300	April 1-3	St. Isidore Fire Hall
-	Incident Command System (ICS) 300	October 28-30	Brownlee Building

<u>CPREM Upcoming meetings include:</u>

Emergency Social Services (ESS)	**June 4**	**Birch Hills County**
CP-Regional Emergency Management	**July 16**	**Birch Hills County**

The **CP-REM 2020 Regional Exercise** is scheduled for Friday, March 20. The Emergency Operations Centre (EOC) will be at Saddle Hills County. Both the Reception Centre and Site will be located at the Hamlet of Woking. Brian has indicated BHC staff is to be at their applicable locations by at least 8:45, with exercise briefing to begin at 9:00, lunch at 12:00, debrief and return home. Council and staff are encouraged to participate while maintaining BHC operations.

Success doesn't come from what you do occasionally.
It comes from what you do consistently.

Shelley Braun
Director of Corporate Services

MEMORANDUM

March 6th, 2020

TO: CAO, Birch Hills County

Public Works Report (As of March 6 February 13th, 2020)

Week of March 2th to Mar 6th Drifting
Due to the warm windy conditions on the weekend County roads experienced a great deal of heavy drifting which made many roads tricky to navigate and some impassible. County crews along with hired contractors were out on the Monday after the wind stopped.
Throughout the week this work continued making progress everyday ensuring the roads were open and pushed back.

Joint Safety Meeting
Melanie from the MD of Greenview was here on February 18 to help us move forward with our safety program. She provided staff with a lot of great information and documentation for us to use.
Melanie and staff have set time lines for work to be done so we anticipate progress.

Service Information Session with Council
Staff is working with the land owner of SW10.77-26-5, AEP and Fish and Wildlife to resolve the flooding issue on RR263. As of December 4th, 2019, the water remains high on this section of road. As of December 4th, there has been beavers removed from this area and at least three dams located in the area with the possibility there are more. The landowner plans to deal with the dam removal once he is finished trapping.

Road Use Agreement
The road use agreement is on the website with the anticipation that we will get constructive feedback from the residents of the County and the outside users of our road system.
Motion RC20-030 That Council direct administration to bring the policy 37-02-20, the *"Road Use Agreement Policy" and input and* feedback received from the public to the regular council meeting on March 26, 2020.

More time is needed for the feedback portion of this motion. Let's get this as correct as when can and for that more time is needed.

Thank you

Dion Hynes, C. Tech PMP, Director of Public Works

MEMORANDUM

March 9, 2020

TO: CAO, Birch Hills County

Director of Agriculture– Administrative Update as of March 9, 2020

February 27th – March 9th, 2020

Safety
Kathrin and I have been working on the Birch Hills County Safety Department Policies and Procedures over the last week.

Summer Staff
We have completed all interviews and hired all summer staff. Unfortunately, one turned the job down so we will be opening this position again when we return. The start time for this position is not until July 2nd so there is still sufficient time to fill this.

Grant Funding
On March 6th, we received the Legislative Grant funding application which is due on April 24th. This will be completed once we return.

Vacation
Kathrin and I will be away on holidays from March 10 to 18, 2020.

Regards,

Amanda Ouellet
Director of Agriculture.

March 6, 2020

CAO, Birch Hills County

FIRE SERVICE BOARD REPORT (as of date prepared)

Feb. 19	Delivered training to EFD on water shuttle tactics.
Feb. 20	Travelled to Rycroft to train recruit class on SCBA usage and air supply.
Feb. 25	Delivered training to EFD on Hydraulic rescue tool tactics.
Mar. 5	Attended the CPREM meeting in Saddle Hills County.

The latter part of February saw no calls which was good. The focus was on training and there were some great trainings that were delivered. I wish to extend an invitation at this time for any of BHC Council to attend the 2019-20 firefighter recruit grad which will be held at Rycroft Ag. Center on March 14th at 3 p.m.

TOM MORGAN

BIRCH HILLS COUNTY FIRE CHIEF

Motion #	Motion	By	Action	Status
MEETING	**February 28, 2019 Regular Council Meeting**			
RC19-070	that Council 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.	Dion/CAO Minderlein	*Verbal request "Follow up again after April 16 election." this request was from the March 14 meeting.*	Letter mailed out Mar 11, 2019 Follow up emails from CAO to DM'S May 27, 19. AEP visited BHC Sept. 23 & info in DOPW Oct 24 report Advised by AB Parks that County may apply for PLC, info in DOPW Feb 13, 2019 report.
MEETING	**April 4, 2019 Regular Council Meeting**			
RC19-122	that Council direct Administration to research information, including Birch Hills County's Bylaws and Policies, related to the attendance of staff and Agriculture Service Board (ASB) board members to ASB related meetings and conventions, and to bring that information to Council at a future meeting	Amanda	June 24 ASB meeting- refer to 2020 budget deliberation.	
MEETING	**April 25, 2019 Regular Council Meeting**			
RC19-165	that Council direct Administration to continue working with Alberta Environment and Parks on the removal	Dion	As per direction. Awaiting	

Motion #	Motion	By	Action	Status
	of disposition DLO 860724 from Dreamers Lake and to update Council on the progress of this project at a future meeting.		clarification. Proposal submitted to AEP. Submitted TFA.	
MEETING	**June 13, 2019 Regular Council Meeting**			
RC19-200	that Council direct administration to dispose of the surplus 6” aluminum and pumps by means of public auction.	Dion	Relisted Govdeals.com Not sold	Relist in Spring 2020
MEETING	**October 24, 2019 Regular Council Meeting**			
RC19-342	that Council authorize Administration to offer and sell tax arrears properties that have gone unsold at public auction and where Birch Hills County has registered its name on title by registering a Tax Forfeiture Instrument (a “Notification of Municipal Acquisition” form), for sale on the GovDeals Auction Server, and establish the reserve bids for such properties at a price as close as reasonably possible to market value, that being deemed to be the value assessed on the properties for tax purposes.	CAO Minderlein	Coordinate listings	
MEETING	**November 28, 2019 Regular Council Meeting**			
RC19-397	that Council rescind Resolution RC17-428, and direct Administration to develop a plan to dismantle both the Personnel Handbook and the Governance	CAO Minderlein	Develop plan	

Motion #	Motion	By	Action	Status
	and Operational Policy and replace them (or portions of them) with policies that will permit them to be easily reviewed and updated when required, and to bring that plan back to a future Regular Council Meeting.			
RC19-398	that Council rescind Resolution RC18-373, and direct Administration to develop a plan to review current polices and prepare updated replacement policies where deemed necessary, and to bring that plan back to a future Regular Council Meeting.	CAO Minderlein	Develop plan	
RC19-404	that Council direct Administration to continue to advertise for a representative for the Birch Hills County Recreation Board from Ward 2 and to update Council at the December 12, 2019 Regular Council Meeting.	Shawna/Tracy	Advertising in Signal until representative found - bring back to Council when found.	
RC19-408	that Council accept Public Work's report related to water usage, expenses, and revenues for information and direct Administration to summarize and publicize the report information as deemed appropriate.	DOPW Hynes/Tracy/ Shawna	Ad in Signal regarding report on Website. On Webpage and in Signal week of March 3, 2020.	COMPLETED
MEETING	**December 12, 2019 Regular Council Meeting**			
RC19-436	that Council direct administration to partner with AEP to aid in clean-up of the old Wanham Ski Hill	DOPW Hynes	Coordinate clean-up with AEP	

Motion #	Motion	By	Action	Status
	provided that the County's "additional expenses" are limited to fuel costs required to operate the equipment.		Update Council on status	
RC19-437	Council direct administration to install the Geotab devices in all County Graders including the Contract Grader funded by G/L code 2-32-10-00-517" and other County vehicles deemed appropriate by the CAO and Directors.	DOPW Hynes	Coordinate installation Update Council on status	
RC19-438	that Council direct Administration to research and develop policies related to the operation of County vehicles and to the installation of Geotab devices.	DOPW Hynes with assistance from Shawna Schwerdt	Currently developing policy.	Researching legislative req with the possibility of a Privacy Impact Assessment review by the Office of the Information and AB Privacy Commissioner
RC19-439	that Council accept this Fleet Management Light Duty Trucks for information at this time and refer to the 5-year vehicle budget sheet during capital budgeting.	DOPW Hynes DCS Braun	Include in 5-year vehicle budget sheet during capital budgeting.	

Motion #	Motion	By	Action	Status
RC19-443	that Council adopt the 2020 Capital Budget with the following expenses: 1. Purchase of 1 Grader: $485,000; 2. Purchase of two ½ ton Pickups $90,000; and 3. Gravel Crushing $2,900,000, with funding to be provided from: 1. Reserves: $2,900,000; 2. Grants: $473,000; and 3. Proceeds on Disposal: $102,000.	DOPW Hynes	Finalize order for two (2) ½ tons with Enterprise. Issue tenders for grader and gravel crushing and bring the results back to Council.	Awaiting gravel tender results
MEETING	**February 13, 2020 Regular Council Meeting**			
RC20-029	that Council Direct Administration to make the "Draft Road Use Agreement Policy" Policy 37-02-20 available to the public, and advertise that Council is seeking input and feedback from the public regarding that Policy.	Dion/Shawna	Ad in the Signal week of March 9 and on Webpage & Facebook March 2, 2020.	COMPLETED
RC20-030	that Council Direct Administration to bring the Policy 37-02-20, the "Road Use Agreement Policy" and input and feedback received from the public to the Regular Council Meeting on March 26, 2020.	Hermann Dion/Tracy/Shawna	Added to Agenda Ad in the Signal and on Webpage	COMPLETED Incomplete
RC20-040	that Council provide Wanham Plowing Match a grant of $750.00 from expense account 2-11-10-00-73-5, Council - Grants – Individuals & Organizations to support the Children's Program, Horseshoe Event and Exhibits, and $250.00 to support the 50th year celebration Activities.	Shelley	Issue cheque	COMPLETED

Motion #	Motion	By	Action	Status
RC20-041	that Council authorize 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.	Dion/Amanda		
RC20-044	that Council direct that the Reeve and Chief Administrative Officer are authorized to sign the Intermunicipal Collaboration Agreement between Birch Hills County and Northern Sunrise County.	Reeve/CAO	Sign document	COMPLETED
RC20-047	that Council authorize Councillor Joudrey to attend the Alberta Library Conference as a representative of the PLS with honourarium ($782.32 based on $195.58 x 4) paid and coded to 2-11-10-00-151 plus any employer expenses that may be appropriate in Jasper from April 23 to 26, 2020.		9	
RC20-052	that Council direct Administration to include 75% of the 2020/2021 Policing Costs estimate as an expense in the Operating and Maintenance Budget for 2020, and to keep Council updated on new information received related to Policing Costs.	Shelley	Set up in 2020 Expense Budget	
RC20-055	that Council direct Administration to accept the bid from Finning of $472,600 for a 2019 CAT 140M3 and to seek a consignment deal with a minimum sell price of $195,000.00 for unit G34, a 2014 CAT 140M2 and accept the URMA offer of $6.94/hr including buyback value of $172,832.00.	Dion	Awaiting final paperwork and delivery. (ETA end April).	

Motion #	Motion	By	Action	Status
RC20-057	that Council authorize the honourariums and remuneration for attendance of any Councillors who attend the GSF invitation dated February 28, 2020 at the Pleasantview Lodge in Spirit River.		Rescheduled to March 6 at 3pm in Spirit River at Pleasantview Lodge.	Attended by CAO & Councillor Poetker
RC20-074	that Council supports the Peace Regional Water Study Committee plan to proceed with a governance structure study and financial impact analysis, using existing ACP (Alberta Community Partnership) grant funding, for Option 1A of the Central Peace Regional Water Study.	CAO Minderlein	Advise committee of Council's decision	COMPLETED
RC20-075	that Council supports the Peace Regional Water Study Committee plan to proceed with the Climate Lens Assessment and Community Employment Benefits requirements, using existing ACP (Alberta Community Partnership) grant funding, to meet the requirements of the ICIP (Investing in Canada Infrastructure Program) grant application process for the Central Peace Regional Water Project.	CAO Minderlein	Advise committee of Council's decision	COMPLETED
RC20-076	that Council appoint Reeve Manzulenko as the member, and Councillor Poetker as the alternate, to the G5 Peace Regional Water Study Committee for balance of the 2020 term.	CAO Minderlein	Advise committee of Council's decision	COMPLETED

Motion #	Motion	By	Action	Status
RC20-078	that Council directs Administration to set up Economic Development as a function in the 2020 O&M expense budget with initial allocation of $1,000.	Shelley	Set up in 2020 Expense Budget	
RC20-081	that Council authorize the repurposing of an unused structure, previously used at a grader site, to house the pump and other equipment, at the Westvale Well site at a cost of approximately $2,500.00	CAO DPW	Advertise Coordinate replacement	COMPLETED Scheduled for spring project
RC20-082	that Council authorize Administration to continue to provide raw water at no cost to users of the Westvale Well.	CAO DPW	Advertise Update file(s)	COMPLETED
RC20-083	that Council direct Administration to include the Westvale Well into future water cost analysis and to bring this information to the 2021 Budget discussions.	CAO DPW	Advertise Capture costs	COMPLETED Ongoing
RC20-084	that Council rescind the policy “Use of County Graders on Private Land” and any other associated policies not previously rescinded effective April 30, 2020.	DPW	Notify existing users and then advertise decision	Letters sent to users March 2nd, Advertisements to start March 17th .
RC20-086	that Council authorize the Reeve and Chief Administrative Officer to sign the Intermunicipal Collaboration Framework (ICF) Agreement between Birch Hills County and the Municipal District of Greenview No. 16	CAO	Coordinate signatures and forward to MD of Greenview for their signature	COMPLETED - awaiting return of document with Greenview signatures

Motion #	Motion	By	Action	Status
RC20-087	that Council approve the updated Terms of Reference provided by the Central Peace Attraction and Retention Committee as presented	CAO	Advise CPARC	COMPLETED
RC20-088	that Council direct Administration to add $6,000 for the purchase of a chlorine analyzer to the 2020 capital budget, with funding to be provided from available grants, or Capital reserves if the item does not qualify for grant funding, and to proceed with the purchase of this equipment.	DCS DPW	Update budget Ordered	
RC20-093	that Council direct Administration to include Reeve Manzulenko as a co-signer with the ASB Chair on the letter being prepared by the Agriculture Fieldman to Minister Dreeshen in support of keeping Fusarium Graminearum on the Pest and Nuisance Control Regulation of the Agriculture Pests Act, and direct Administration to insure that info copies of the letter are forwarded to all appropriate recipients.	Shawna/Ag Svcs	Coordinate letter	COMPLETED

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	March 12, 2020	**CAO:**	
Originated By:	Lucy Stevenson Tax/Dev. Clerk	**Manager:**	
Item Title:	Bylaw 2020-01 Amending LUB	**Presenter:**	Lucy Stevenson

DESCRIPTION:

Administration is presenting Council with Bylaw 2020-01, a bylaw to amend the Birch Hills County Land Use Bylaw to add "Agriculture, industry" and "Agriculture, sales and service" as discretionary uses to the Hamlet Industrial District in Section 10.9, and reflect these additions in Section 10 Land Use Districts Land Use Matrix.

BACKGROUND:

Birch Hills County provided reading to 2020-01on February 13, 2020, and passed the following resolution:

> **RC20-035** **"Moved by Councillor Duvall** that Council provide 1st reading to the Land Use Bylaw Amendment Bylaw 2020-01."

and held a Public Hearing related to the Bylaw earlier in this meeting.

RELEVANT LEGISLATION (Cite):

Municipal Government Act Revised Statutes of Alberta 2000 Chapter M-26

Sections 230(1) Public Hearings;
606(1) Requirements for advertising; and
692(1) Planning bylaws.

Birch Hills County Land Use Bylaw No. 2019-06

Section 7: The Amendment Process

ATTACHMENT(S):

Bylaw 2020-01

OPTIONS:

Council may choose to:

1. provide 2nd and 3rd reading to the Bylaw 2020-01, a bylaw to amend the Birch Hills County Land Use Bylaw to add "Agriculture, industry" and "Agriculture, sales and service" as discretionary uses to the Hamlet Industrial District in Section 10.9, and reflect these additions in Section 10 Land Use Districts Land Use Matrix, and direct Administration to Advertise the Land Use Bylaw on the Birch Hills County Webpage.

2. Provide 2nd reading to the Bylaw 2020-01, a bylaw to amend the Birch Hills County Land Use Bylaw to add “Agriculture, industry” and “Agriculture, sales and service” as discretionary uses to the Hamlet Industrial District in Section 10.9, and reflect these additions in Section 10 Land Use Districts Land Use Matrix, and bring back to the March 26, 2020 Regular Council Meeting;

3. table the Land Use Bylaw Amendment Bylaw 2020-01 as presented (or amended) to the March 26, 2020 Regular Council meeting.

RECOMMENDED ACTION:

It is Administration’s recommendation that Council:

1. provide second reading to Land Use Bylaw Amendment Bylaw 2020-01 to add “Agriculture, industry” and “Agriculture, sales and service” as discretionary uses in the Hamlet Industrial District in Section 10.9, and to reflect these additions in Section 10 Land Use Districts Land Use Matrix;

2. provide third and final reading to Land Use Bylaw Amendment Bylaw 2020-01 to add “Agriculture, industry” and “Agriculture, sales and service” as discretionary uses in the Hamlet Industrial District in Section 10.9, and to reflect these additions in Section 10 Land Use Districts Land Use Matrix; and

3. direct Administration to advertise the Land Use Bylaw Amendment Bylaw 2020-01 on the Birch Hills County Webpage.

BYLAW NO. 2020-01

PURPOSE A Bylaw of Birch Hills County, in the Province of Alberta, to amend the Birch Hills County Land Use Bylaw No. 2019-06.

WHEREAS Pursuant to the Municipal Government Act, Revised Statues of Alberta 2000, Chapter M-26, Council may amend a Land Use Bylaw, and;

WHEREAS The Council of Birch Hills County, in the Province of Alberta, has adopted Birch Hills County Land Use Bylaw No. 2019-06, and;

WHEREAS The Council of Birch Hills County, in the Province of Alberta, has deemed it desirable to amend its Land Use Bylaw to provide for the adding of Agriculture industry to the Hamlet Industrial district as a discretionary use and add to the matrix;

NOW THEREFORE Pursuant to Sections 230, 606 and 692 of the Province of Alberta Municipal Government Act, the Council of Birch Hills County, duly assembled, hereby enacts as follows:

1. Add “Agriculture, industry” and “Agriculture, sales and service” as a discretionary uses to the Hamlet Industrial District in Section 10.9, and reflect these additions in Section 10 Land Use Districts Land Use Matrix.

This Bylaw shall come into effect the date of the final passage thereof.

READ a first time this 13th day of February, 2020.

READ a second time this __ day of _____, 2020.

READ a third and final time this __day of _____, 2020.

SIGNED this __ day of _____, 2020.

Original to be signed
Reeve
Gerald Manzulenko

Original to be signed
Chief Administrative Officer
Hermann Minderlein

DRAFT

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	March 12, 2020	**CAO:**	
Originated By:	Shawna Schwerdt L.O./E.A	**Manager:**	
Item Title:	Councillor Absences	**Presenter:**	CAO Minderlein

DESCRIPTION:

Council is being provided with information related to the absences from this Meeting, and are requested to authorize the absence of Reeve Gerald Manzulenko.

BACKGROUND:

At Council's November 8, 2018 Regular Council Meeting Administration requested that Council begin considering authorization for absences by resolution when prior notice is provided by the member of Council.

Reeve Manzulenko had discussed at Council Regular February 27, 2020 meeting advising of his absence that he would be away for personal reasons and unable to attend the March 12th and Mar 26th, 2020 Regular Council meetings.

RELEVANT LEGISLATION (Cite):

Municipal Government Act (MGA) Division 7 – Disqualification of Councillors per section 174(1)(d)

ATTACHMENTS:- Nil

OPTIONS:

Council may choose to:

1. Approve the absence of Reeve Manzulenko from the March 12, 2020 and March 26, 2020 Regular Council meetings due to personal reasons; or

2. Accept the presentation related to authorization for Council absences for information.

RECOMMENDED ACTION:

It is Administration's recommendation that Council

> "approve the absence of Reeve Manzulenko from the March 12, 2020 and March 26, 2020 Regular Council meetings due to personal reasons".

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	March 12, 2020	**CAO:**	
Originated By:	Shawna Schwerdt E.A./L.O.	**Manager:**	
Item Title:	Approval of BHC Library Board Auditor Appointment	**Presenter:**	Hermann Minderlein

DESCRIPTION:

Council is being requested to approve of the appointment by the Birch Hills County Library Board of Linda Garrett to complete the Birch Hills County Library Board audit.

BACKGROUND:

At the Regular Council Meeting held February 27, 2020 Councillor Joudrey reported that at the December 3, 2019 Birch Hills County Library Board (BHCLB) meeting (see minutes attached as Item 11.d to this Agenda package), that Linda Garrett had agreed to let her name stand as their Library auditor.

At Regular Council meeting on March 28, 2018 Council passed the following resolution:

RC18-114 Moved by Councillor Joudrey that Council approve the appointment by the Birch Hills County Library Board of Tracey Mollison to complete the Birch Hills County Library Board audit and direct Administration to advise the Birch Hills County Library Board of this decision and to remind the Board of their responsibility to submit the financial report to council immediately after its completion.

COST/SOURCE OF FUNDING: N/A

RELEVANT LEGISLATION (Cite):

Libraries Act RSA 2000 Chapter L-11

Accounts

9 The municipal board shall

(a) keep accounts of its receipts, payments, credits and liabilities,

(b) have a person who is not a member of the municipal board and whose qualifications are satisfactory to council review the accounts each calendar year and prepare a financial report in a form satisfactory to council, and

(c) submit the financial report to council immediately after its completion.

RSA 2000 Chapter L-11 Section 9; 2006 c5 s6

Birch Hills County 2016-11 Municipal Library Board Bylaw

OPTIONS:

Council may choose to:

1. approve of the appointment by the Birch Hills County Library Board of Linda Garett to complete the Birch Hills County Library Board audit and direct Administration to advise the Birch Hills County Library Board of this decision and to remind the Board of their responsibility to submit the financial report to council immediately after its completion.

2. not approve the appointment by the Birch Hills County Library Board of Linda Garett to complete the Birch Hills County Library Board audit.

RECOMMENDED ACTION:

It is Administration's recommendation that Council approve of the appointment by the Birch Hills County Library Board of Linda Garett to complete the Birch Hills County Library Board audit and direct Administration to advise the Birch Hills County Library Board of this decision and to remind the Board of their responsibility to submit the financial report to council immediately after its completion.

Request for Decision (RFD)

Meeting:	Regular Council	**Reviewed/ Approved For Submission**
Meeting Date:	March 12, 2020	**CAO**
Originated By:	Dion Hynes - DPW	**Director**
Item Title:	Application for Community Enhancement Grant Funds	**Presenter** CAO Minderlein

DESCRIPTION:

Council is being provided with a request received for funding under the Community Enhancement Program submitted by Mrs. Denise Doran on behalf of the residents of Watino.

BACKGROUND / PROPOSAL:

Policy 62-01-16, the Community Enhancement Grant Policy was approved by Council on March 9, 2017. The request is for the planting and care of brightly colored annual flowers along the main street and on the Community Hall's ground of the hamlet of Watino. This involves the care and watering of 18 planters by volunteers.

Last year Council made the following resolution at the April 4, 2019 Regular Council meeting:

RC19-123 "that Council approve the reimbursement, or the payment of invoices, of an amount not exceeding $412.02 based on the request submitted by Mrs. Denise Doran on behalf of the residents of Watino as a Community Enhancement Grant for the planting and care of brightly colored annual flowers along the streets of the hamlet of Watino."

In 2018 Council made the following resolution at the April 12, 2018 Regular Council meeting:

RC18-134 *"the reimbursement, or the payment of invoices, of an amount not* exceeding $403.52 based on the request submitted by Mrs. Denise Doran on behalf of the residents of Watino as a Community Enhancement Grant for the planting and care of brightly colored annual flowers along the *streets of the hamlet of Watino."*

DISCUSSION / BENEFITS / DISDVANTAGES:

Staff have reviewed this application, and it appears to meet the requirements contained in the policy. There is a commitment in the application for buy in and involvement by the Hamlet's residents.

COST / SOURCE OF FUNDING:

The policy contains limits of $1000 and $500 for Small Projects and Celebration/Activities.

The interim budget for 2020 is a total of $5,000, based on $1,000 for each of the Hamlets of Wanham, Eaglesham, Tangent, Watino, and Peoria.

There has been no commitment for Watino funds to date.

ATTACHMENT(s):

Application for Community Enhancement grant submitted to Council by Mrs. Denise Doran received by Administration on March 5, 2020.

OPTIONS:

Council may choose to:

1. Approve funding in the amount of $389.34 (or another amount if deemed appropriate) related to the requested submitted by Mrs. Denise Doran on behalf of the residents of Watino as a Community Enhancement Grant for the planting and care of brightly colored annual flowers along the streets of the hamlet of Watino; or

2. Table this item until the April 9, 2020, or other future, Regular Council Meeting to allow for discussion and decisions that may be required regarding the 2020 Operating and Maintenance Budget; or

3. Decline the request for $389.34 submitted by Mrs. Denise Doran on behalf of the residents of Watino under the Community Enhancement Program; or

4. Take other action as deemed appropriate.

RECOMMENDED ACTION:

Administration recommends that Council determine the action deemed appropriate regarding this matter.

Attention: Lisa

Fax No: 780-694-3788

Date: March 5th, 2020

Pages 7 incl. This one.

From: Denise Doran

Phone No: 780-625-1681

Reason: Watino Beautification Enhancement Grant.

Birch Hills County

Community Enhancement Grant
Small Projects Grant Application
Application Form

Internal Use Only	
Date Received:	
Project Number:	

Please use extra paper if needed.

Applicant Information

Applicant Name/Group:	Watino Beautification		
Contact Person:	Denise Doran	Phone:	Cell: 780-625-1685
Address:	Box 22, Watino, AB		
Postal Code:	T0H 3R0	Email Address:	mdemoky2006@yahoo.ca
Applicant Description Who is involved in this project?	The people in watino that have planters in front of their lots are involved and the Watino Ladies Club members		

Project Information

Project Name create a project name	Watino Beautification Planters
Project Location Include an address if available.	Down Maplewoods Ave and at the community hall grounds.
Project Description Briefly describe the project.	We have 18 large planters that we fill with pink & white petunia waves

Community Impact

Community Involvement How will you involve neighbours?	All those with planters in front of their lots are involved with watering, fertilizing for the season.
Community Benefit How will this project benefit your community and neighbours?	We pride ourselves in keeping these planters filled with flowers to beautify our street and hall area. Hopefully enticing new people to move to this area.
Project Sustainability Who will maintain and manage the project in the long term?	We the volunteers here in Watino will be involved making this project a success every year.

General Work Plan

A general work plan will help clarify the details of your proposed project. Outline the general work that will be undertaken to complete the project. Estimated the time required to complete the project.

Every spring we have to order flowers for 18 large planters that we have placed along Maplewood Ave. I usually pre order the flowers and when safe to plant I go pick them up then seperate and drop them at each planter, with fertilizer and some soil. Then everyone plants and takes care of those planters till fall. We usually plant in early May.

General Budget

A project budget will help clarify the anticipated cost of your proposed project. This will help the County assess your application. Estimate the costs and out-of-pocket expenses of your project.

ITEM	DESCRIPTION / DETAILS	PRICE/COST	SUBTOTAL
Petunia	45 Pink Bubblegum Wave	4.12ea	185.40
"	45 White Wave	4.12ea	185.40
		GST	18.54
		TOTAL PROJECT COST	389.34

Invoice No. 564736 attached.

Box 157, Wanham, AB T0H 3P0 Telephone: (780) 694-3793 Fax: (780) 694-3788

Community Contribution

It is important to document the contributions of those involved (community contribution). This will help the County assess how much grant funding the project may be eligible to receive. The more contributions made by the community towards the project, the more grant funding the project will be eligible to receive. Contributions can be in the form of volunteer time or labour, donated supplies & materials, donated professional services and/or cash.

How many hours of volunteer time and labour is being contributed by the community towards this project?

Planting, fertilizing, watering from beginning of May to late fall frost.

What materials or supplies are being donated by the community towards this project?

The upkeep that is required, most of us have to haul water for the planters. Our own gas and time.

How much cash is being donated by the community towards this project?

This year the Watino Ladies Club is donating $100.00 to this project. Last year the Watino Ladies Club paid for building 8ft stands for the planters.

Are there any other contributions being made by the community towards this project?

We all give our time, gas to make this project a success.

What grant amount you are requesting?
(maximum $1,000 per project or $500 per event)

$

The signatory declares that s/he is the applicant, or elected chair, president or designated lead of a group applicant. The signatory confirms that there is general support from residents and/or neighbours that are involved or affected by the project, and that any funds received as a result of this application will be used only for the purposes set forth herein.

Signature: Denise Doran	Date:	
Name (print): Denise Doran	Phone:	780-625-1681

PAGE 05

MARVIN DORAN

INVOICE

01/03/2001 01:39 17003590003

OUR NUMBER 564736

DATE Mar 5/20

CUSTOMER'S ORDER

SOLD TO Watino Beautification

ADDRESS

SHIP TO

ADDRESS

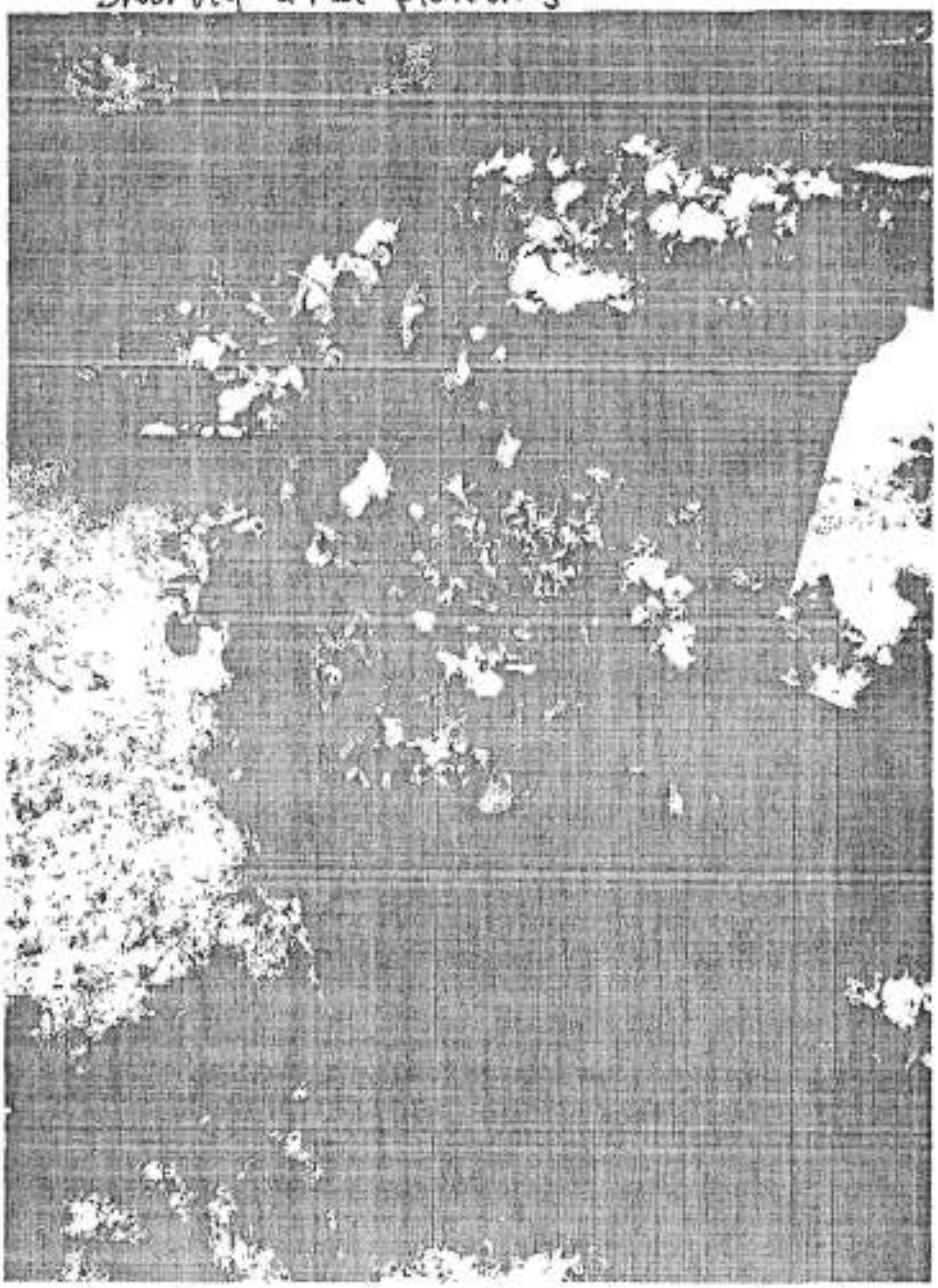
TAX REG. NO. | SALESPERSON | FOB | TERMS | VIA

QUANTITY	DESCRIPTION	PRICE	AMOUNT
45	3" Supertunia Bubblegum (4.85 - 15%)	4.12	185.40
45	3" Supertunia White (4.85 - 15%)	4.12	185.40
			370.80
		GST	18.54
		TOTAL	389.34

Blueline DC31

©Blueline®, 2010

June
Shortly after planting Before



* notice how we have had stands to place underneath to create steps with the planters, creating a fuller view for ea..

After

Would of had more pictures of last years flowers if I hadn't dropped my phone in the lake. ☹

Age-Friendly E-News

Alberta

Save-the-date
Alberta Age-Friendly Community of Practice webinar
Age- and Dementia-Friendly Communities
April 1, 2020
11:00 a.m. - 12:00 p.m.

This webinar is targeted to anyone interested in learning about making their community more age-friendly – including elected and administrative officials along with community and voluntary organizations, seniors organizations, disability-related organizations, chambers of commerce and researchers.

Click here for more information about the Age-Friendly Community of Practice.

Webinar recording now available online
Pursuing Age-Friendly: A Rural Perspective

In this recording, you will hear from the Olds Age-Friendly Committee and Age-Friendly Rosetown, Saskatchewan about their experiences pursing age-friendly, including what is working well, overcoming challenges and plans for moving forward.

Click here to access the Alberta Age-Friendly Community of Practice YouTube playlist.

Website **E-mail**

For a print-friendly version click on "Read it online" at the top of the page.

Board Meeting Highlights
February 22, 2020

This summary is designed to keep you informed about Peace Library System (PLS) activities and Board decisions. It is distributed to member councils, library boards and the PLS Board of Directors after each Board meeting.

The Board reviewed the 2019 financial picture prior to audit. Prior to amortization and audit adjustments, a surplus of about $200,000 is forecast. This includes $127,000 that had been budgeted for capital reserves. The additional $73,000 surplus is a result of staffing changes, higher interest income and savings across all departments. The entire surplus will be transferred to capital reserves for future technology, building, furniture and vehicle needs.

The Board reviewed the 2020 Annual Survey and 2019 Annual Report of Public Library Systems in Alberta, noting many accomplishments in 2019. These included the integration of the Grande Cache library into the System, continued outreach to several Indigenous communities, implementation of new library websites, a fall marketing campaign, expanded digital magazine services and a very successful conference.

The Director and IT & Technical Services Manager provided an update on SuperNet service. PLS libraries will transition to the new SuperNet 2.0 Bell service over a two-year period beginning in 2020. The new service will allow more flexibility in assigning SuperNet bandwidth so libraries with higher bandwidth needs can be accommodated.

The Director provided an update on the Director/CEO recruitment process. The Executive Committee appointed a small Ad Hoc CEO Recruitment Committee to search for a new CEO. An advertisement was distributed provincially and nationally at the beginning of February and the Committee will review applications beginning in early March.

The Director reported that the Public Library Services Branch wants to reduce provincial delivery costs by reducing library usage of the provincial Government Courier service. The IT & Technical Services Manager outlined the implications for PLS in terms of volume of materials handled, delivery routes, staffing and vehicles. PLS delivery costs would rise substantially. A provincial meeting will be held on March 5, 2020 to discuss the implications of the new delivery model.

The IT & Technical Services Manager reported that a cyber-security assessment has been scheduled to find any weaknesses in network security and to help IT staff create a plan to improve security.

The Consulting Services Manager highlighted 2019 usage statistics for eResources, pointing out a huge increase in the usage of Press Reader eNewspapers and Transparent Languages for language learning.

Quick Facts 2020
Population Served: 175,246
Members: 38 municipalities & 1 Métis Settlement
Member Public Libraries: 46
Contracting Schools: 50
Chair: Carolyn Kolebaba (Northern Sunrise County)
Director: Linda Duplessis

Present:

Belinda Halabisky (Chair)	County of Northern Lights
Gena Jones	Town of Beaverlodge
Cindy Hockley	Village of Berwyn
Lorrie Shelp	Big Lakes County
Denise Joudrey	Birch Hills County
Ray Skrepnek	MD of Fairview
Stan Golob	Town of Fairview
Lindsay Brown	Town of Falher
Meesha Bainton	Town of Fox Creek
Chris Thiessen	City of Grande Prairie
Linda Waddy	County of Grande Prairie
Roxie Rutt	MD of Greenview
Dennis Sukeroff	Town of Grimshaw
Brent Anderson	Town of High Level
Marie Brulotte	Town of High Prairie
Camille Zavisha	Village of Hines Creek
Sandra Miller	Village of Hythe
Brad Pearson	MD of Lesser Slave River
Sunni-Jeanne Walker	Town of Manning
Cheryl Novak	Village of Nampa
Brendan Powell	MD of Opportunity
Sandra Eastman	MD of Peace
Elaine Manzer	Town of Peace River
Michelle Farris	Town of Rainbow Lake (Teleconference)
Roxann Dreger	Village of Rycroft (Teleconference)
John Moen	Saddle Hills County
Clinton Froehlick	Town of Sexsmith
Raoul Johnson	MD of Smoky River
Harry Ezio	Town of Spirit River
Elaine Garrow	MD of Spirit River
Anna Underwood	Town of Wembley
Tanya Boman	Town of Valleyview

Regrets:

Philippa O'Mahony	Town of McLennan
Carolyn Kolebaba	Northern Sunrise County
Vacant	Village of Donnelly
Vacant	Village of Girouxville

Absent:

Peter Frixel	Clear Hills County
Reta Nooskey	Paddle Prairie Métis Settlement
Joy McGregor	Town of Slave Lake

Connecting libraries, people and resources through teamwork, technology and training

Peace Library System acknowledges Treaty 8 territory as well as the Métis Nation of Alberta. Peace Library System libraries are located on territory that provided a travelling route and home to many Indigenous peoples.

Request for Decision (RFD)

Meeting:	**Council Meeting**	**Reviewed/ Approved For Submission**	
Meeting Date:	March 12, 2020	**CAO:**	
Originated By:	Shelley Braun, DCS	**Director:**	**SDB**
Item Title:	Bank Reconciliation, Cheque Register	**Presenter:**	

BACKGROUND / PROPOSAL:

Council is being provided with the February 29, 2020 Bank Reconciliation and February 29, 2020 Register Report for cheques issued.

DISCUSSION / BENEFITS / DISADVANTAGES:

February 29, 2020 Bank Reconciliation adjustment details are as follows:

29-Feb-20	Interest	$2,288.67	
01-Feb-20	GST	-$3.75	
29-Feb-20	January Service Charges	-$187.79	
29-Feb-20	Split deposit	-$439.01	
		$1,658.12	Originator: Shelley Braun

February 29, 2020 Pre-authorized Payments were as follows:

03-Feb-20	I Want Wireless	$52.45	
06-Feb-20	Local Authorities Pension Plan	$11,792.26	
07-Feb-20	Local Authorities Pension Plan	$45,812.65	
07-Feb-20	Receiver General	$70,200.23	
11-Feb-20	Manulife	$11,289.02	
12-Feb-20	Telus	$1,241.11	
18-Feb-20	Manulife	$1,318.52	
19-Feb-20	Campus Energy Buildings	$8,452.89	
19-Feb-20	Campus Energy Street Lights	$4,132.67	
20-Feb-20	Enterprise Fleet Management	$1,200.11	
25-Feb-20	Access Gas	$2,100.77	
		$157,592.68	Originator: Lisa Price

ATTACHMENT(s):

1. Bank Reconciliation (Posting Journal) for Bank Statement ending February 29, 2020.
2. February 29, 2020 Vendor Cheque Register – Total cheques issued $ 215,967.05
   Note: * cheques have been voided.

RECOMMENDED ACTION:

That Council accept the February 29, 2020 Bank Reconciliation and February 29, 2020 Register of Cheques documentation for information.

Birch Hills County
RECONCILIATION POSTING JOURNAL - REPRINT
Bank Reconciliation

Audit Trail Code: CMADJ00000272
Chequebook ID: ATB PRIMARY
Description: ALBERTA TREASURY BRANCH

Bank Statement Ending Balance: $1,134,218.59
Bank Statement Ending Date: 2/29/2020
Cutoff Date: 2/29/2020

Statement Ending Balance	$1,134,218.59 ✓
Outstanding Cheques (-)	$45,024.53 ✓
Deposits in Transit (+)	$100.00 ✓
Adjusted Bank Balance	$1,089,294.06
Chequebook Balance as of Cutoff	$1,087,635.94
Adjustments	$1,658.12 ✓
Adjusted Book Balance	$1,089,294.06
Difference	$0.00

SB Mar 6/2020

Ranges:	From:	To:		From:	To:
Cheque Number	First	Last	Cheque Date	2/01/20	2/29/20
Vendor ID	First	Last	Chequebook ID	First	Last
Vendor Name	First	Last			

Sorted By: Chequebook ID

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
0031958	AAAF2020	2020 PROVINCIAL ASB CONFERENC	2/13/20	ATB PRIMARY	PMCHQ00001311	$3,360.00
0031959	AAMDC01	RURAL MUNICIPALITIES OF ALBERT	2/13/20	ATB PRIMARY	PMCHQ00001311	$24,992.89
0031960	ACEINILIFE01	CHUBB LIFE INSURANCE OF CANADA	2/13/20	ATB PRIMARY	PMCHQ00001311	$362.31
0031961	ALSLAB01	ALS CANADA LTD	2/13/20	ATB PRIMARY	PMCHQ00001311	$396.80
0031962	AWARE360	AWARE360 LTD.	2/13/20	ATB PRIMARY	PMCHQ00001311	$147.00
0031963	BHILLGAS01	BIRCH HILLS GAS CO-OP LTD.	2/13/20	ATB PRIMARY	PMCHQ00001311	$2,288.48
0031964	BIOVISION01	SGS BIO VISION	2/13/20	ATB PRIMARY	PMCHQ00001311	$128.52
0031965	CAMA01	CANADIAN ASSOCIATION OF MUNICI	2/13/20	ATB PRIMARY	PMCHQ00001311	$262.50
0031966	CDROULEAU01	CD ROULEAU CONSTRUCTION LTD	2/13/20	ATB PRIMARY	PMCHQ00001311	$939.75
0031967	CIBCVISA01	CIBC Credit Card Services	2/13/20	ATB PRIMARY	PMCHQ00001311	$6,436.26
0031968	CO-OPGIROUX01	GIROUXVILLE GENERAL CO-OP	2/13/20	ATB PRIMARY	PMCHQ00001311	$14,548.09
0031969	CODESACONST01	CODESA CONSTRUCTION LTD	2/13/20	ATB PRIMARY	PMCHQ00001311	$10,805.55
0031970	COLLIE01	MIKE & JANET COLLIE	2/13/20	ATB PRIMARY	PMCHQ00001311	$180.00
0031971	DIKAIND01	DIKA INDUSTRIES	2/13/20	ATB PRIMARY	PMCHQ00001311	$81.85
0031972	DNI01	DNI CLEANING SUPPLY	2/13/20	ATB PRIMARY	PMCHQ00001311	$157.58
0031973	DWKCONTR01	D.W.K. CONTRACTING LTD	2/13/20	ATB PRIMARY	PMCHQ00001311	$435.67
0031974	EFROC01	EFROC INDUSTRIES LTD	2/13/20	ATB PRIMARY	PMCHQ00001311	$58.21
0031975	GFLENVI01	GFL ENVIRONMENTAL INC.	2/13/20	ATB PRIMARY	PMCHQ00001311	$5,065.60
0031976	GREGG01	GREGG DISTRIBUTORS S.R. LTD.	2/13/20	ATB PRIMARY	PMCHQ00001311	$3,258.91
0031977	GRIMSHAWT01	GRIMSHAW TRUCKING L.P.	2/13/20	ATB PRIMARY	PMCHQ00001311	$269.06
0031978	HITECH01	HITECH BUSINESS SYSTEMS LTD	2/13/20	ATB PRIMARY	PMCHQ00001311	$578.04
0031979	JOUDRY01	JOUDREY, DENISE	2/13/20	ATB PRIMARY	PMCHQ00001311	$40.00
0031980	LANDTIT01	THE GOVERNMENT OF ALBERTA	2/13/20	ATB PRIMARY	PMCHQ00001311	$90.00
0031981	LANGLOISK01	LANGLOIS, KATHRIN	2/13/20	ATB PRIMARY	PMCHQ00001311	$254.25
0031982	LEMAYM01	LEMAY, MAURICE	2/13/20	ATB PRIMARY	PMCHQ00001311	$270.58
0031983	LEMOINEG01	LEMOINE, GILBERT	2/13/20	ATB PRIMARY	PMCHQ00001311	$150.00
0031984	LIGHTHOUSE02	LIGHTHOUSE PROMOTIONS	2/13/20	ATB PRIMARY	PMCHQ00001311	$420.00
0031985	MANBEN01	MANULIFE FINANCIAL GROUP BENEF	2/13/20	ATB PRIMARY	PMCHQ00001311	$57.76
0031986	MCKAYJ01	MCKAY, JOY	2/13/20	ATB PRIMARY	PMCHQ00001311	$233.58
0031987	NMETALIC01	NORTHERN METALIC SALES (GP) L	2/13/20	ATB PRIMARY	PMCHQ00001311	$2,650.65
0031988	NSCOUNTY01	NORTHERN SUNRISE COUNTY	2/13/20	ATB PRIMARY	PMCHQ00001311	$91,969.45
0031989	OUELLETA01	OUELLET, AMANDA	2/13/20	ATB PRIMARY	PMCHQ00001311	$307.25
0031990	POETKERP01	POETKER, PAM	2/13/20	ATB PRIMARY	PMCHQ00001311	$237.58
0031991	PRDISPOSAL01	PRAIRIE DISPOSAL LTD	2/13/20	ATB PRIMARY	PMCHQ00001311	$136.50
0031992	PRINCESS01	PRINCESS AUTO	2/13/20	ATB PRIMARY	PMCHQ00001311	$458.25
0031993	RAVENHILL01	RAVENHILL SMITH SEARCH INC.	2/13/20	ATB PRIMARY	PMCHQ00001311	$7,350.00
0031994	SCOTTJ01	SCOTT, JOANNE	2/13/20	ATB PRIMARY	PMCHQ00001311	$78.00
0031995	SHCOUNTY01	SADDLE HILLS COUNTY	2/13/20	ATB PRIMARY	PMCHQ00001311	$10,378.75
0031996	SRHMHW01	SPIRIT RIVER HARDWARE	2/13/20	ATB PRIMARY	PMCHQ00001311	$92.47
0031997	SSEMENIUK01	STEVE SEMENIUK CONSULTING	2/13/20	ATB PRIMARY	PMCHQ00001311	$3,780.00
0031998	THIBAULTCON01	THIBAULT CONTRACTING LTD	2/13/20	ATB PRIMARY	PMCHQ00001311	$2,170.89
0031999	TRINUS01	TRINUS TECHNOLOGIES INC.	2/13/20	ATB PRIMARY	PMCHQ00001311	$453.60
0032000	UFAFALHER01	UFA FALHER FARM SUPPLY	2/13/20	ATB PRIMARY	PMCHQ00001311	$153.25
0032001	VSISERV01	VSI SERVICES 1980 LTD	2/13/20	ATB PRIMARY	PMCHQ00001311	$17,100.00
0032002	WANHAMW01	WANHAM WAREHOUSE LTD	2/13/20	ATB PRIMARY	PMCHQ00001311	$55.17
0032003	WELDCOBEALES01	WELDCO BEALES MFG	2/13/20	ATB PRIMARY	PMCHQ00001311	$47.91
0032004	WINDFORD01	WINDSOR FORD	2/13/20	ATB PRIMARY	PMCHQ00001311	$499.83
0032005	YAREMK01	YAREMKO, PAUL & VICKY	2/13/20	ATB PRIMARY	PMCHQ00001311	$1,318.80
0032006	ACCU-FLO01	ACCU-FLO METER SERVICE LTD.	2/13/20	ATB PRIMARY	PMCHQ00001311	$231.00
0032008	PETTY01	MCLAUGHLIN, MARLENE	2/28/20	ATB PRIMARY	PMCHQ00001312	$228.46
REMIT000000000000846	ENTERFLEET01	ENTERPRISE FM CANADA INC	2/13/20		PMCHQ00001311	$0.00
REMIT000000000000847	JUBILEE01	RMA INSURANCE LTD	2/13/20		PMCHQ00001311	$0.00
REMIT000000000000848	MANHCSA01	MANULIFE FINANCIAL GROUP BENEF	2/13/20		PMCHQ00001311	$0.00

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
Total Cheques: 53					Total Amount of Cheques:	$215,967.05

Birch Hills County Library Board

General Meeting & AGM

Eaglesham Library

December 3, 2019

Call to Order: 7:10pm.

Present: Lynne Laurin, Margaret Mesher, Marina Gagne, Norma Bolster, Sally Howard, Kylie Sommerville, Gale Skogan, Pat Boetcher

Reading of Previous Meeting Minutes: Kylie read the previous meeting minutes. Sally adopted the minutes as read. Margaret seconded.

Chair's Report:

- Lynne says she has helped Pat with the Tangent Library a bit and looks forward to helping them set forth a new face for it in the new year. Marina adopted the chairs report. Gale seconded.

Financial Report:

- The board honorarium of $1886 was split between all members, excluding the treasurer, county rep, and librarians.
- The 2020 budget is attached. It currently has a slight negative balance but Sally believes it will balance out as historically some PLS fees have been covered by a grant, and a few dollars remain in the conference/training budget.
- The remaining provincial grant is expected to arrive after Dec 15, when the funds are released.
- Librarians are on track with their spending for the capital improvements for their individual libraries.
- Our current auditor Tracy Mollison is stepping down this year for personal reasons. Board agrees to get a $150 gift card and Sally will pass it on to Aileen Smith to get it to Tracy. Linda Garett has agreed to let her name stand as our new auditor. Gale makes a motion to have this happen, Kylie seconds it. Motion passes.
- Margaret adopts the new budget. Marina seconds it.
- Margaret adopted the Financial Report as read. Marina seconded.

Librarians' Reports:

Norma:

- The new computer has arrived and will be installed later on. Norma will check into getting the staff computer updated to windows 10 as well. Ryan is the new 'Fred'.
- With her $2500, Norma got new chairs, a kobo (to sign out) and an iPad (in-library use only).

- Free memberships to the library will continue for the next year.

Pat:

- The website was upgraded. Linda Duplessis is retiring. Car Maclean was not recommended for CD cases, but Amazon was.
- CD Restorer was nixed by PLS so Pat will look into buying it with our funds.
- Shelving units are a go. We ended up getting 7 for $150.
- Storage cabinets are on their way Agreement of installation attached.
- New commercial cricut machine is available at the library to be signed out.
- Sally moved to adopt the Librarians' Reports as read. Marina seconded.

County Report:

- Denise was not able to attend, so no County Report.

Old Business:

1. **Student Librarian.** Is Alexis Laurin.

New Business:

1. **Elections.**

- Lynne nominates Janice Brassard for Chair. Janice accepted, sent her letter, & got her reply letter.
- Marina Vice-Chair by acclimation.
- Kylie is secretary by acclimation.
- Sally is treasurer by acclimation.

Next Meeting: Wednesday, February 26 at 7:00pm.

Adjournment: 8:00pm

Signing Authority:
To be added as Signing Authority: 1. Janice Brassard.
To be removed as Signing Authority: 1. Lynne Laurin
To be staying on as Signing Authority: 1. Sally Howard 2. Kylie Sommerville

Birch Hills County Library Board Bank Accounts:
Transit #: 829

1. 106425802
2. 106425822

Lynne Laurin:
(resigning)

Janice Brassard:
(Chair)

Kylie Sommerville: Kylie Sommerville
(Secretary)

Birch Hills County

February 24, 2020

Jade Brown
C.O.C.O.
Plowing Match & Ag Society
Box 190
Wanham, AB T0H 3P0

Dear Ms. Brown,

Re: Sponsorship Request for the Wanham Plowing Match June 19-21, 2020 (50th Year Celebration)

At February 13, 2020 Regular Council meeting, the following resolution was passed:

RC20-040 *"**Moved by Councillor Wendland** that Council provide Wanham Plowing Match a grant of $750.00 from expense account 2-11-10-00-73-5, Council - Grants – Individuals & Organizations to support the Children's Program, Horseshoe Event and Exhibits, and $250.00 to support the 50th year celebration Activities."*

and

RC20-040 *"**Moved by Councillor Joudrey** that Council authorize 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."*

You will find enclosed the signed 2020 Sponsorship agreement for your records.

If you have any questions or concerns please feel free to contact me.

Sincerely,

Hermann Minderlein, CAO
Birch Hills County

Encl
Cc: Birch Hills County Council
Shelley Braun DCS

/ss

Wanham Plowing Match

2020 Sponsorship Agreement

Contact name Hermann Minderlein

Company/Business Name Birch Hills County

Address 4601-50th Street Box 157

City Wanham Province AB Postal Code T0H 1L0

Phone Number 1-780-694-3793 Fax Number 780-694-3788

Email Address cao@birchhillscounty.com

Website link: www.birchhillscounty.com

Facebook Page: Birch Hills County

Other social media links: twitter@BirchHillsAb

Key history/information that may be used in advertising, on grounds or social media (ie: Established in XXXX, what is your company?)

Level of sponsorship agreed: Silver **Sponsorship Value: $** 1000.00

Diamond $2000+ / Platinum $1500-1999 / Gold $1125-1499 / Silver $750-1124 Bronze $325-749 / Friend $25-324

Are you supplying any additional signage for advertising as per your package? ☐ YES ☒ NO

Approved by (print) Hermann Minderlein Date February 18, 2020

Signed

Please email this form, along with a JPEG format of your logo, and any current Radio advertisements you may have.

These radio ads may be used for commercial style advertising on the grounds throughout the weekend. If you do not have a current radio ad, please be sure to send us some Key History and Information. Some samples of these commercials are below!

"Thank you to our 2020 sponsor Capital One Mastercard – What's in your wallet?"
"Thank you to our 2020 sponsor Ford - Smart technology, vehicle innovations, 3rd party awards and more, visit ford.ca for more information"
"Convenience, Selection, Service and More! Your Peace Country Co-Op serving Peace River and surrounding areas for over 40 years! Thank you Peace Country Co-Op."

Policy No. 11-02-17
Schedule A

Sponsorship Request Application

All submissions received at the County Office that meet the requirements of the Sponsorship Policy will be reviewed by Birch Hills County Council to determine the amount of funding to be granted. Applications must be received by County Administration no later than ninety (90) days before the event.

The ability to meet some of or all of an Organization's requests will depend on available funds.

Organization Name: Circle Plowing Match & Ag Society Not for Profit/Charity #:

Mailing Address: Box 190, Wanham, AB T0H 3P0

Contact Name: Jade Briggs Contact Number:

Email: Date of Application: Jan 15 | 2020

Event: Wanham Plowing Match Estimated Attendees: 1500-2000 over 3 days

Date of Event: June 19-21, 2020 Location: Wanham

Type of sponsorship requested (check all that apply):

Event ☑ **Advertisement** ☐

Table ☐

(Please describe below)

We are requesting the following sponsorship:
Childrens Program ($500) Horse Show Event ($250)
Exhibits ($50), 50th year celebration activities ($200)

Total amount of sponsorship requested ($): $1000

Benefits Birch Hills County receives as a sponsor (e.g. media exposure, complimentary tickets):

See attached

Please note any other funding sources (including Birch Hills County Grants, in kind donations, etc):

Other Community businesses & members

Wanham Plowing Match

2020 Sponsorship Packages

The 50th Annual Wanham Plowing Match June 19-21, 2020 in Wanham, Alberta

From heavy horse pulling, plowing, and agility events, barrel racing, pole bending, a show and shine, ball tournament, modified tractor pulls antique machinery, and a museum, a kids program, local exhibits, tradeshow, and silent auction, live entertainment, beer gardens, arm wrestling, food booths, BBQ supper, and so much more. This weekend is sure to be fun for the whole family!

DIAMOND $2000+

- 6 x 3 day passes
- Name listed in the 2020 Plowing Match mail out, which is distributed throughout the Peace Country.
- One 3' x8' spot for your company to advertise along Hwy 49 from June 1, 2020 through May 31, 2021, the sign is the responsibility of the company and will be return after the year is over. Sign must be 3' x 8' and made of coroplast or dibond material.
- Your business name will be mentioned on the Wanham Plowing Match air time ads, with the local radio stations. This air time takes place several days leading up to the event.
- Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)
- Name listed on a sign in beer gardens.
- A reserved spot in the beer gardens to display your company banner. Banner is the sponsor's responsibility; it must be supplied no later than Tuesday June 16, 2020, and collected by sponsor by the end of the match.
- Name mentions during the sponsored event, as well as announced on the grounds throughout the weekend.
- Name listed on HOME page and social media pages, including logo (if JPEG is supplied by March 15, 2020) and a link to your website.

PLATINUM $1500-1999

- 6 x 3 day passes
- Name listed in the 2020 Plowing Match mail out, which is distributed throughout the Peace Country.
- One 3' x8' spot for your company to advertise along Hwy 49 from June 1, 2020 through May 31, 2021, the sign is the responsibility of the company and will be return after the year is over. Sign must be 3' x 8' and made of coroplast or diabond material
- Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)
- Name listed on a sign in beer gardens.
- A reserved spot in the beer gardens to display your company banner. Banner is the sponsor's responsibility; it must be supplied no later than Tuesday June 16, 2020, and collected by sponsor by the end of the match.
- Name mentions during the sponsored event, as well as announced on the grounds throughout the weekend.
- Name listed on HOME page and social media pages, including logo (if JPEG is supplied by March 15, 2020) and a link to your website.

GOLD $1125-1499

- 4 x 3 day passes
- Name listed in the 2020 Plowing Match mail out, which is distributed throughout the Peace Country.
- Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)
- Name listed on a sign in beer gardens.
- A reserved spot in the beer gardens to display your company banner. Banner is the sponsor's responsibility; it must be supplied no later than Tuesday June 16, 2020, and collected by sponsor by the end of the match.
- Name mentions during the sponsored event.
- Name listed on HOME page and social media pages, including logo (if JPEG is supplied by March 15, 2020) and a link to your website.

SILVER $750-1124

- 2 x 3 day passes
- Name listed in the 2020 Plowing Match mail out, which is distributed throughout the Peace Country.
- Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)
- Name listed on a sign in beer gardens
- A reserved spot in the beer gardens to display your company banner. Banner is the sponsor's responsibility; it must be supplied no later than Tuesday June 16, 2020, and collected by sponsor by the end of the match.
- Name mentions during the sponsored event.
- Name listed on webpage and social media pages, including logo (if JPEG is supplied by March 15, 2020) and a link to your website.

BRONZE $325-749

- 3 x 1 day passes
- Display/Demonstration area will be available (max 10ft indoors, OR max 50ft outdoors)
- Name listed on a sign in beer gardens.
- Name mentions during the sponsored event.
- Name listed on webpage and social media pages, including logo (if JPEG is supplied by March 15, 2020) and a link to your website.

FRIENDS $25-324

- Name listed on a sign in beer gardens.
- Name mentions during the sponsored event.
- Name listed on webpage, and social media.

www.wanhamplowingmatch.com

Thank you for your Support!

Birch Hills County

February 24, 2020

Sandra Fox, CAO
M.D. of Fairview No. 136
Box 189
Fairview, AB T0H 1L0

Dear ~~Mrs. Fox~~ Sandra,

Re: IDP and ICF Between M.D. of Fairview and Birch Hills Country

At February 13, 2020 Regular Council meeting, the following resolution was passed:

RC20-043 *"**Moved by Deputy Reeve Carbone** that Council direct that the Reeve and Chief Administrative Officer are authorized to sign the Intermunicipal Collaboration Agreement between Birch Hills County and the Municipal District of Fairview No. 136."*

You will find enclosed a signed agreement for your records.

If you have any questions or concerns please feel free to contact me.

Sincerely,

Hermann Minderlein, CAO
Birch Hills County

Encl
Cc: Birch Hills County Council
Shelley Braun DCS

/ss

Birch Hills County

February 24, 2020

Cindy Millar, CAO
135 Sunrise Road
Bag 1300
Peace River, AB T8S 1Y9

Dear Cindy Ms. Millar,

Re: IDP and ICF Between Northern Sunrise County and Birch Hills Country

At February 13, 2020 Regular Council meeting, the following resolution was passed:

RC20-044 *"**Moved by Councillor Poetker** that Council direct that the Reeve and Chief Administrative Officer are authorized to sign the Intermunicipal Collaboration Agreement between Birch Hills County and Northern Sunrise County."*

You will find enclosed a signed agreement for your records.

If you have any questions or concerns please feel free to contact me.

Sincerely,

Hermann Minderlein, CAO
Birch Hills County

Encl
Cc: Birch Hills County Council
Shelley Braun DCS

/ss

February 24, 2020

Barbara Johnson, CAO
M.D. of Peace No. 135
Box 34
Berwyn, AB T0H 0E0

Dear ~~Ms. Johnson~~ Barbara,

Re: IDP and ICF Between M.D. of Peace and Birch Hills Country

At February 13, 2020 Regular Council meeting, the following resolution was passed:

RC20-045 *"**Moved by Councillor Poetker** that Birch Hills County Council mutually agrees with Council for the M.D. of Peace No. 135 that an intermunicipal development plan between the two municipalities is not required at this time due to the limited amount of titled land and development along the common border."*

RC20-046 *"**Moved by Councillor Wendland** that Council direct that the Reeve and Chief Administrative Officer are authorized to sign the Intermunicipal Collaboration Agreement between Birch Hills County and the Municipal District of Peace No. 135."*

You will find enclosed a signed agreement for your records.

If you have any questions or concerns please feel free to contact me.

Sincerely,

Hermann Minderlein, CAO
Birch Hills County

Encl
Cc: Birch Hills County Council
Shelley Braun DCS

/ss

February 25, 2020

Mr. Andrew & Mrs. Michaela Harnisch
Box 267
#4810 48th Street
Wanham, AB T0H 3P0

Dear Mr. & Mrs. Harnisch,

Re: Late Penalties for Birch Hills County Municipal Taxes on Rolls 315615 & 315616

Thank-you for submitting your letter dated January 13, 2020 requesting that Birch Hills County waive the late payment penalties from your Birch Hills County Municipal Taxes on Rolls 315615 & 315616. Council reviewed your request at their February 13th, 2020 Regular Council Meeting and upon consideration of the circumstances, Birch Hills County Council made the following motion:

RC20-038 *"**Moved by Councillor Duvall** that Council decline the request to waive the penalties assessed in 2019 for Rolls 315615 and 315616 and direct Administration to send a letter to the property owners advising them of Council's decision."*

The authority for Council's decision is contained in Section 347(1) of the Municipal Government Act that reads as follows:

"If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

(a) cancel or reduce tax arrears;
(b) cancel or refund all or part of a tax;
(c) defer the collection of a tax."

Please be advised that it is property owners' responsibility to register their current mailing address with Land Titles as this is the address that Birch Hills County will use to mail out tax notices to. It is anticipated that the next assessment and tax notice from Birch Hills County will be mailed out in May, 2020 and due by August 15, 2020.

Please feel free to contact Hermann Minderlein, the County's Chief Administrative Officer, at the number provided below if you have any questions regarding this matter.

Sincerely,

Gerald Manzulenko, Reeve
Birch Hills County

Cc: Birch Hills County Council
Birch Hills County Tax Department

/ss

February 25, 2020

Derek Radics
Manager, Government & Public Affairs
Xplornet Communications Inc.
5 Granite Road
Brandon, MB R7A 7V2

Dear Mr. Radics,

Re: Birch Hills Country Letter of Support

At February 13, 2020 Regular Council meeting, the following resolution was passed:

RC20-042 ***Moved by Councillor Poetker*** *that Council direct Administration to draft a letter for the Reeve's signature indicating support from Birch Hills County for Xplornet's application for Broadband Funding for 5G Rollout in Rural Alberta.*

On behalf of the Birch Hills County Council, we are pleased to provide Xplornet Communications Inc. with this letter of support regarding your application to the Canadian Radio-Television Commission – Broadband Fund.

A concern we have repeatedly heard from our residences and business owners is the lack of adequate internet service. It is an inconvenience at best and a deterrent to economic growth at worst.

We support Xplornet's proposal to upgrade and enhance their existing network in order to provide at least 100 Mbps download speeds in our municipality. Fibre will be deployed providing capacity to upgraded and added wireless broadcast sites, custom network solutions to businesses, and be fibre-to-the-home capable for future scalability. The fibre would be made readily available to other providers, complying with the open-access conditions established by Innovation, Science and Economic Development Canada in its Connect to Innovate program.

Throughout Alberta, we understand this project would provide 5G-ready Internet download speeds to currently underserved homes as measured by the CRTC and the Government of Canada. We believe strongly that the benefits to the communities in the Birch Hills County are illustrative of the benefits to other municipalities across the

province. This is a positive story for the enablement of broadband connectivity in rural areas which otherwise would remain underserved.

The Council of Birch Hills County wishes Xplornet Communications Inc. success in your future endeavors.

If you have any questions or concerns please feel free to contact me.

Sincerely,

Gerald Manzulenko, Reeve
Birch Hills County

Cc: Birch Hills County Council

/ss

February 28, 2020

Denise Thompson, CAO
Municipal District of Greenview No. 16
Box 1079
Valleyview, AB T0H 3N0

Dear Ms. Thompson, Denise

Re: Intermunicipal Collaboration Framework (ICF) Agreement Between Birch Hills County and the Municipal District of Greenview No. 16

The (ICF) Agreement between Birch Hills County and the Municipal District of Greenview No. 16 was presented to Birch Hills County Council at their Regular Council Meeting on February 27, 2020. Following discussion, the following resolution was made and passed:

RC20-086 *"**Moved by Councillor Wendland** that Council authorize the Reeve and Chief Administrative Officer to sign the Intermunicipal Collaboration Framework (ICF) Agreement between Birch Hills County and the Municipal District of Greenview No. 16."*

Reeve Manzulenko and I have signed two copies of the agreement, and the County's seal has been applied. These documents are enclosed for signature and seal once approved by your Council. Please return one copy to us after this has been completed, and retain the second copy for your records.

Please thank your staff for their assistance in preparing the agreement, and feel free to contact me should you have any questions or concerns.

Sincerely,

Hermann Minderlein, CAO
Birch Hills County

Enclosures: 2

Cc: Birch Hills County Council

Birch Hills County & Municipal District of Greenview No. 16 Intermunicipal Collaboration Framework Agreement

February 2020

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1. Introduction

1.1 It is recognized that Birch Hills County and Greenview share a common border, share common interests and are desirous of collaborating to provide services to their residents and ratepayers.

1.2 The MGA requires that municipalities that have a common boundary must create a framework with one another that identifies the services that the municipalities agree benefit more than one municipality that is party to the ICF and are provided on an intermunicipal basis, how they will be delivered, who will lead the delivery of the service(s), how the funding arrangements for these services will occur, and identify the timeframe for implementation of those services provided on an intermunicipal basis.

1.3 In this respect, the Parties agree as follows:

2. Definitions

In this Agreement:

2.1 "CAO" – means Chief Administrative Officer.

2.2 "Committee" – means ICF Committee as defined in Section 4 of the Agreement.

2.3 "Service Agreement" – means a legally binding agreement that is signed by both municipalities. E.g. an agreement, contract, memorandum of agreement or memorandum of understanding.

2.4 "Expiry Date" – means the date that this Agreement expires which is five years from the date of adoption of this agreement by resolution of both councils.

2.5 "Greenview" – means the MD of Greenview No. 16.

2.6 "Parties" – means the Birch Hills County and Greenview.

2.7 "Term of the Agreement" – means five year from adoption of this agreement.

2.8 "ICF" – means the Intermunicipal Collaboration Framework

3 Term of Review

3.1 In accordance with the *Municipal Government Act,* this ICF shall constitute an agreement between the parties and shall come into force and effect on the adoption of this agreement by resolution of both councils.

3.2 This ICF agreement may be amended by mutual consent of both Parties. Amendments to this Agreement shall come into force on the passing of matching resolutions by both Parties and shall be added as an Addendum to this Agreement.

3.3 It is agreed by the Parties they shall meet at least once during the Term of the Agreement commencing no later than 180 days before the Expiry date of this Agreement.

3.4 It is further agreed that upon request by either Party, the Committee shall also meet.

4 Intermunicipal Cooperation

4.1 The Parties agree to create a recommending body known as the ICF committee.

4.2 The Committee shall meet on an as required basis and will develop recommendations to the Councils on all matters of strategic direction and cooperation affecting the residents and ratepayers of both Parties.

4.3 The Committee shall consist of 4 elected officials, two from each Party.

4.4 The CAO's will be responsible to develop agendas and recommendations on all matters. CAO's will be responsible for forwarding all recommendations from the Committee to their respective councils.

4.5 Further to Article 3.4, either Party may trigger the requirement for the Committee to hold a meeting upon giving at least 30 days notice. Meeting request shall be directed by the CAO for the respective municipality.

5 Service Delivery

5.1 When one Party desires to enter into a new joint servicing arrangement, a Service Agreement shall be required to be developed on that specific service.

5.2 When developing Service Agreements for each Council's consideration, the Committee shall discuss and clearly identify which municipality will lead service delivery for the services(s) and determine the appropriate funding model for the service(s) being discussed.

5.3 All future Service Agreements shall set out a process for discontinuing the service provided if one or both Parties wish to discontinue in the service delivery.

5.4 All future Service Agreements shall set out a timeframe for the delivery of the service(s) being discussed including the start and end date for the agreement.

6 Services

6.1 The Parties will have collaborative agreements in place for all services that the Parties have determined are mutually beneficial to their citizens.

6.2 Both parties acknowledge and agree that they may from time to time provide financial assistance to not for profit organizations functioning outside their jurisdictional boundaries.

6.3 Both parties acknowledge they are members of agencies, boards, commissions and not for profit organizations delivering services for the benefit of their residents and ratepayers.

7 Intermunicipal Service Agreements

7.1 Birch Hills County and Greenview have agreed to provide emergency services assistance and resources when requested by the other Party as outlined in the Mutual Aid Fire Agreement, 2016. There is no term on this agreement.

7.2 The Mutual Aid Fire Agreement, 2016, is attached as Appendix B.

8 Land Use

8.1 Section 631 (1.1) of the Municipal Government Act, R.S.A. 2000, Chapter M-26, states "the Minister may, by order, exempt one or more councils from the requirement to adopt an Intermunicipal Development Plan". Pursuant to the provisions of Ministerial Order MSL:047/18 and a letter dated June 7, 2019 from the Deputy Minister stating that both parties have met the requirements for an IDP exemption, the Parties hereto are no longer required to complete an IDP.

8.2 Matters of a land use and development nature impacting either party shall be guided by policies set out in their respective Municipal Development Plans and/or other statutory plans.

8 Collaboration Process

8.1 Either Party may initiate the development of a new capital project and/or new service it deems to be critical or essential and that may be beneficial to both Parties. Prior to submitting a formal written notice for a new cost-sharing agreement, the initiating Party's CAO will consult and seek informal support from the other Party's CAO.

8.2 Once either municipality has received written notice of a new capital project or new service, an ICF Committee meeting must be held within 30 days of the date the written notice was received, unless both CAO's agree otherwise.

8.3 The ICF Committee will be the forum used to address and develop future Service Agreements and/or cost sharing arrangements.

8.4 Both Parties recognize that the decision to participate or not to participate in a project/arrangement ultimately lies with the respective municipal councils.

9 Indemnity

9.1 The Birch Hills County shall indemnify and hold harmless Greenview, its employees and agents from all claims, actions and costs whatsoever that may arise directly or indirectly out of any act or omission of the Birch Hills County, its employees or agents in the performance of this Agreement.

9.2 Greenview shall indemnify and hold harmless Birch Hills County, its employees and agents from all claims, actions and costs whatsoever that may arise directly or indirectly out of any act or omission of Greenview, its employees or agents in the performance of this Agreement.

10 Binding Dispute Resolution Process

10.1 Both Parties agree to adopt the model dispute resolution provisions as set out in the schedule attached to the ICF Regulations (copy attached as Appendix "A" to this agreement).

10.2 Both Parties agree to abide by the Duty to Act in Good Faith provisions contained in the ICF Regulations.

11 General

11.1 Headings in this Agreement are for reference purposes only.

11.2 Words in the masculine gender will include the feminine gender whenever the context so requires and vice versa.

11.3 Words in the singular shall include the plural or vice versa whenever the content requires.

11.4 Should any provisions of this Agreement become invalid, void, illegal or otherwise unenforceable, it shall be considered separate and severable from the agreement and the remainder shall remain in force and be binding as though such provisions had not been invalid.

12 Correspondence

12.1 Written notice under this agreement shall be addressed as follows:

a. In the case of Birch Hills County to:

Birch Hills County
c/o Chief Administrative Officer
Box 157
Wanham, AB T0H 3P0

b. In the case of Greenview to:

MD of Greenview No. 16
c/o Chief Administrative Officer
Box 1079
Valleyview, AB T0H 3N0

13 Authorizations

Signed and dated on:

Dale Smith, Reeve
MD of Greenview No. 16

Gerald Manzulenko, Reeve
Birch Hills County

Denise Thompson, CAO
MD of Greenview No. 16

Hermann Minderlein, CAO
Birch Hills County

Date

February 27, 2020
Date

Appendix "A" - Model Dispute Resolution Provisions Schedule

1. **Definitions**
   1.1 In this Schedule.
      a. "initiating Party" means a party who gives notice under section 2 of this Schedule;
      b. "Mediation" means a process involving a neutral person as a mediator who assists the parties to a matter and any other person brought in with the agreement of the parties to reach their own mutually acceptable settlement of the matter by structuring negotiations, facilitating communication and identifying the issues and interests of the parties;
      c. "Mediator" means the person or persons appointed to facilitate by mediation the resolution of a dispute between the parties

2. **Notice of Dispute**
   2.1 When a party believes there is a dispute under a framework and wishes to engage in dispute resolution, the party must give written notice of the matters under dispute to the other parties.

3. **Negotiation**
   3.1 Within 14 days after the notice is given under section 2 of this schedule, each party must appoint a representative to participate in one or more meetings, in person or by electronic means, to attempt to negotiate a resolution of the dispute.

4. **Mediation**
   4.1 If the dispute cannot be resolved through negotiations, the representatives must appoint a mediator to attempt to resolve the dispute by mediation.
   4.2 The initiating party must provide the mediator with an outline of the dispute and any agreed statement of facts.
   4.3 The parties must give the mediator access to all records, documents and information that the mediator may reasonably request.
   4.4 The parties must meet with the mediator at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve their dispute.
   4.5 All proceedings involving a mediator are without prejudice, and, unless the parties agree otherwise, the cost of the mediator must be shared equally between the parties.

5. **Report**
   5.1 If the dispute has not been resolved within 6 months after the notice is given under section 2 of this Schedule, the initiating party must, within 21 days, prepare and provide to the other parties a report.
   5.2 Without limiting the generality of subsection 5.1, the report must contain a list of the matters agreed on and those on which there is no agreement between the parties.

5.3 Despite subsection 5.1, the initiating party may prepare a report under subsection 5.1 before the 6 months have elapsed if;

a. The parties agree or
b. The parties are not able to appoint a mediator under section 4 of this schedule.

6. Appointment of arbitrator

6.1 Within 14 days of a report being provided under section 5 of this Schedule, the representatives must appoint an arbitrator and the initiating party must provide the arbitrator with a copy of the report.

6.2 If the representatives cannot agree on an arbitrator, the initiating party must forward a copy of the report referred to in section 5 of this Schedule to the Minister with a request to the Minister to appoint an arbitrator.

6.3 In appointing an arbitrator under subsection 6.2, the Minister may place any conditions on the arbitration process as the Minister deems necessary.

7. Arbitration Process

7.1 Where arbitration is used to resolve a dispute, the arbitration and arbitrator's powers, duties, functions, practices and procedures shall be the same as those in Division 3 of Part 17.2 of the Municipal Government Act and Part 1 of the Intermunicipal Collaboration Framework Regulation (AR 191/2017).

7.2 In addition to the arbitrator's powers under subsection 7.1, the arbitrator may do the following:

a. Require an amendment to a framework;
b. Require a party to cease any activity that is inconsistent with the framework;
c. Provide for how a party's bylaws must be amended to be consistent with the framework;
d. Award any costs, fees and disbursements incurred in respect of the dispute resolution process and who bears those costs.

8. Deadline for resolving dispute

8.1 The arbitrator must resolve the dispute within one year from the date the notice of dispute is given under section 2 of this Schedule.

8.2 If an arbitrator does not resolve the dispute within the time described in subsection 8.1, the Minister may grant an extension of time or appoint a replacement arbitrator on such terms and conditions that the Minister considers appropriate.

9. Arbitrator's order

9.1 Unless the parties resolve the disputed issues during the arbitration, the arbitrator must make an order as soon as possible after the conclusion of the arbitration proceedings.

9.2 The arbitrator's order must:

a. Be in writing,
b. Be signed and dated,
c. State the reasons on which it is based,
d. Include the timelines for the implementation of the order, and

e. Specify all expenditures incurred in the arbitration process for payment under MGA s.708.41.

9.3 The arbitrator must provide a copy of the order to each party.

9.4 If an order of the arbitrator under section 9.2 is silent as to costs, a party may apply to the arbitrator within 30 days of receiving the order for a separate order respecting costs.

10. Cost of arbitrator

10.1 Subject to an order of the arbitrator or an agreement by the parties, the costs of an arbitrator under this Schedule must be equally shared by the municipalities.

0685-426

MUTUAL AID FIRE AGREEMENT

THIS AGREEMENT made this 28 day of April A.D. 20 16

BETWEEN:

MD of Greenview No. 16
4806 36th Avenue
Valleyview, AB T0H 3N0 OF THE FIRST PART

Birch Hills County
4601 50th Avenue
Wanham, AB T0H 3P0 OF THE SECOND PART

WHEREAS the parties to this Agreement are both Municipal Corporations within the Province of Alberta, incorporated pursuant to the *Municipal Government Act RSA 2000, M-26*, as amended;

AND WHEREAS each party to this Agreement provides fire protection services within their respective boundaries;

AND WHEREAS each of the parties hereto acknowledges and agrees that it is desirable and to the parties mutual benefit that from time to time, each be able to provide fire protection assistance to any or all of the other parties to this Agreement;

AND WHEREAS the parties hereto wish to enter into this Agreement to formalize the systems and procedures which can be utilized in order for the parties to request mutual aid and assistance from the other party to this Agreement and to respond to such requests;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants, agreements and premises set out herein, the parties hereto hereby agree as follows:

1. In this Agreement, the following words and terms shall have the following meanings:

    a) "Assistance" shall mean firefighting or fire protection services available pursuant to this Agreement. Assistance may relate to incidents which the Requesting Party does not attend or does not believe it will attend, or incidents which the Requesting Party does attend, but believes it would be prudent to require further or other forces for firefighting/protection purposes.

b) "Claims" shall mean any and all manner of action or actions, cause or cause of action, suits, proceedings, demands, debts, dues, sums of money, costs, expenses and damages of every nature and kind arising at law, equity, statute or otherwise which any party has, had, or may have.

c) "Dispatch Centre" shall mean the dispatch centre taking and transferring 911 emergency fire calls related to fires within the geographic boundaries of the parties to this Agreement.

d) "Effective Date" shall mean _____, 2016.

e) "Equipment" shall mean firefighting vehicles, apparatus and equipment.

f) "Requesting Party" shall mean a party to this Agreement which requests Assistance from another party to this Agreement.

g) "Responding Party" shall mean a party to this Agreement which responds to the request for Assistance made by a Requesting Party.

2. Subject to the terms and conditions of this Agreement, any party to this Agreement may request the Assistance of another party to this Agreement.

3. Subject to the terms and conditions of this Agreement, the parties to this Agreement agree that they will endeavor to provide Assistance to the other party to this Agreement, upon request. However, the parties hereto acknowledge and agree that there are and will be times and circumstances in which Assistance cannot be provided. Without restricting the generality of the forgoing, Assistance may be refused when the Responding Party or its designate or fire chief, or his or her designate, deems it imprudent or unsafe to provide such Assistance. At all times, whether or not Assistance will be provided, and the nature of the Assistance to be provided, if any, will be in the unfettered discretion of the Responding Party.

4. This Agreement shall come into force and effect upon the Effective Date, and shall remain in full force and effect until each of the parties hereto withdraws from this Agreement in accordance with the provisions of this Agreement.

5. Any one of the parties to this Agreement may withdraw from this Agreement by providing the other party with six (6) months written notice of their intention to withdraw.

6. All requests for Assistance pursuant to this Agreement, unless dispatched by or through the Dispatch Centre, shall be directed to the authorized representative of the Responding Party. In the event that the authorized representative of the Responding Party is someone other than the Responding Party's fire chief, the authorized representative will confirm the request with the Responding Party's fire chief, or his or her designate as soon as reasonably possible. If the Responding Party's fire chief or designate cannot be contacted, the Responding Party may, but will not be required to, respond.

7. A Responding Party may, after responding to a request for Assistance, withdraw their Assistance in the event that the Responding Party, the Responding Party's fire chief, or the designate of either of them, deems it prudent or desirable to withdraw Assistance. Without restricting the generality of the forgoing, Assistance may be withdrawn if the Responding Party's Equipment or services are required elsewhere, or it is deemed to be unsafe to provide or continue providing Assistance.

8. When providing Assistance, the following command and control structure will apply:

   a. The first fire department of a Party to arrive at the scene of an incident shall assume incident command;

   b. In the event that a Responding Party is the first fire department to arrive at the scene of an incident, the Responding Party will assume incident command until such time as the Requesting Party's fire department arrives and is ready to assume incident command;

   c. The Requesting Party shall have incident command over all incidents which occur within it's geographic boundaries, provided that the Requesting Party's fire department is in attendance and does not relinquish incident command;

   d. Commands and requests of an incident commander shall be communicated in accordance with the command structure of the department to whom the commands or requests are directed;

9. In providing Assistance, a Responding Party shall not be required to provide Equipment which is not owned by the Responding Party, or employees or volunteers who are not employed or usually utilized by the Responding Party.

10. It is acknowledged and agreed by the parties hereto that a Responding Party providing Assistance pursuant to this Agreement shall not be entitled to bill or charge the Requesting Party for Equipment or services, or for the Assistance, being provided. However, each party to this Agreement agrees that they will, and hereby does, indemnify and save harmless any Responding Party from which they request Assistance, in accordance with the terms and provisions of this Agreement.

11. The responding party reserves the privilege to bill the requesting party for staff costs incurred and consumables used at any event on a cost recovery basis.

12. A Requesting Party to this Agreement shall and hereby does indemnify and save harmless a Responding Party who provides Assistance to that Requesting Party from and against all Claims, of every nature and kind whatsoever including Claims arising from damaged property, or injury to persons, which arise out of, or are in anyway attributable to the provision of Assistance, except those Claims which are due to the gross negligence of any employee, volunteer or representative of the Responding Party.

13. A Requesting Party shall, and hereby does, indemnify and save harmless a Responding Party from and against all Claims relating to the injury or death to persons responding to a request for Assistance from that Requesting Party, except where caused by the gross negligence of the Responding Party.

14. Notwithstanding paragraph 10, 11 and 12 of this Agreement, the parties to this Agreement covenant and agree that a Responding Party will not in any way be liable to a Requesting Party for:

    a. Failure to respond to a request for Assistance, or failure to provide Assistance;

    b. Failure to respond to a request for Assistance within a certain period of time, or in a timely fashion;

    c. Consequential, indirect, exemplary or punitive damages;

    d. Economic loss;

    e. Any Claims that arise as a result of a party's refusal or inability to provide Assistance;

    f. Any Claim that arises or results from the manner in which a Responding Party provides or does not provide Assistance, save and except Claims directly arising from the gross negligence of the Responding Party while providing Assistance.

15. The Parties hereto shall, at their own respective cost and expense, maintain in full force and effect during the term of this Agreement, general liability insurance in an amount not less than $5,000,000.00 per occurrence for personal injury and/or property damage, together with such other insurance that may be agreed to in writing by the parties hereto as being reasonable and obtainable.

16. Nothing in this Agreement, nor any of the acts of any party hereto shall be construed, implied or deemed to create a relationship of agency, partnership, joint venture, or employment as between the parties hereto, or any of them, and none of the parties have the authority to bind any other party to this Agreement to any obligation of any kind.

17. No party may assign this Agreement without the written consent of the other parties hereto.

18. The terms and conditions contained in this Agreement shall extend to and be binding upon the respective successors and permitted assigns of the parties to this Agreement.

19. In this Agreement, the singular shall mean the plural, and the masculine the feminine, and vise versa, as the context of this Agreement may require.

20. This Agreement may be executed in counterparts each of which when so executed shall be deemed to be an original and such counterparts shall constitute one in the same instrument, notwithstanding their date of execution.

21. In the event that any dispute arises pursuant to the terms of this Agreement, or the interpretation thereof, the parties hereto agree that, in the event that such a dispute cannot be resolved by mutual negotiations, they will submit the dispute to a third party arbitrator for a determination of the dispute pursuant to the *Arbitration Act of Alberta*. The costs of the arbitrator will be shared equally between the parties to any such dispute.

22. The parties hereto will notify their fire department officers of this Agreement so that they may become familiar with this Agreement, and its terms.

23. The parties hereto further acknowledge and agree that they will comply with all laws, rules, regulations, and codes applicable to the provision of firefighting services within the Province of Alberta.

IN WITNESS WHEREOF the parties hereto have set their seals and hand of their proper officials in that behalf on the day herein first above written.

MD of GREENVIEW

Per: _____

Per: _____

BIRCH HILLS COUNTY

Per: _____

Per: _____

March 2, 2020

Re: Rescinded Birch Hills Country Policy
"Use of County Graders on Private Land"

Please be advised that at the February 27, 2020 Regular Council meeting, the following resolution was passed:

RC20-084 *"that Council rescind the policy "Use of County Graders on Private Land" and any other associated policies not previously rescinded effective April 30, 2020."*

Council understands the consequences to our residents of their decision to cancel the driveway snowplowing service. The service is one that has been discussed over the past years to accommodate the needs of those relying on the service versus the cost to all taxpayers and time spent by equipment operators away from snow removal and maintenance of public roads.

In addition to this, Council has examined liability issues to the County, potential competition conflicts with local operators, who would/could be eligible for the service, and the unlikely possibility of being able to provide the service on a fully cost-recovery basis, and in the end made the difficult decision to end the service program completely. As an elected body, Council must be accountable and considerate of all municipal stakeholders. As Council plans ahead with difficult budget decisions on the horizon, it is becoming highly important that operations function effectively, efficiently and/or economically. In this case, Council was faced with making a very difficult decision, and was required to take into consideration the municipality as a whole.

If you have any questions or concerns please feel free to contact Director of Public Works Dion Hynes or Chief Administrative Officer Hermann Minderlein at the County office.

Sincerely,

Gerald Manzulenko, Reeve
Birch Hills County

Cc: Birch Hills County Council

FARMFAIR INTERNATIONAL
NOV. 11 - 15, 2020

February 24, 2020

Reeve Gerald Manzulenko
Birch Hills County
Box 157
Wanham, AB T0H 3P0

Dear Reeve Gerald Manzulenko,

Northlands is proud to once again partner with BMO for the 2020 BMO Farm Family Awards. Since 1969, farm families from Northern and Central Alberta have been recognized by Northlands with this prestigious honour. All rural municipalities north of Red Deer are eligible to nominate a deserving farm family on either an odd or even year. Birch Hills County is eligible to nominate a family in 2020.

This year, the BMO Farm Family Awards Ceremony will take place during Farmfair International on November 14, 2020 at the Edmonton Expo Centre. Further details will be forwarded to you closer to the date. Each municipality is invited to send a representative and guest to this event.

I have included a hard copy of the application, which was also emailed to geraldm@birchhillscounty.com and amandao@birchhillscounty.com on February 14, 2020. Completed applications are to be returned to Northlands by May 29, 2020.

Please do not hesitate to contact me at 780 471 7246 or ksekurazagar@northlands.com with any questions.

Regards,

Kimberly Sekura-Zagar

Kimberly Sekura-Zagar
Agriculture Coordinator

BIRCH HILLS COUNTY
RECEIVED
MAR 02 2020
WANHAM

NORTHLANDS
AGRICULTURE

farmfairinternational.com

March 5, 2020

VIA REGISTERED MAIL

Long Run Exploration Ltd.
600, 600 – 3rd Avenue SW
Calgary, AB T2P 005

To Whom it May Concern:

Re: Outstanding Tax Arrears Owing to Birch Hills County

In respect to the 2019 taxation year, Birch Hills County has issued to Long Run Exploration Ltd. ("Long Run") Tax Notices with respect to numerous property tax rolls maintained by the County. As of the date of this letter, taxes imposed by the County with respect to these tax rolls remain outstanding and are now considered to be in arrears.

The outstanding taxes owed by Long Run to Birch Hills County totals $482,029.99 including all taxes and penalties levied to date. A copy of the Tax Roll Historical Trial Balance broke down by Roll number, Assessment Year, and details is enclosed. The County requires that Long Run immediately pay this outstanding balance.

If Long Run fails to address the outstanding taxes immediately the County intends to proceed with further enforcement measures.

Please direct payment of the tax arrears to the County directly. Should you have any questions with respect to this matter, please contact the writer directly.

Sincerely,

Hermann Minderlein, CAO
Birch Hills County

Enclosure: 1

Cc: Birch Hills County Council
Shelley Braun DCS

/ss

Roll # / Grid	Name / Code	>= 2020	2019	2018	2017	<= 2016	Total	Class
Roll Total:		$0.00	$1,070.95	$0.00	$0.00	$0.00	$1,070.95	
315917	LONG RUN EXPLORATION							
LVY		$0.00	$787.36	$0.00	$0.00	$0.00	$787.36	STAND
PEN		$0.00	$78.73	$0.00	$0.00	$0.00	$78.73	STAND
Roll Total:		$0.00	$866.09	$0.00	$0.00	$0.00	$866.09	
315944	LONG RUN EXPLORATION							
LVY		$0.00	$259,628.29	$0.00	$0.00	$0.00	$259,628.29	STAND
PEN		$0.00	$25,969.84	$0.00	$0.00	$0.00	$25,969.84	STAND
Roll Total:		$0.00	$285,598.13	$0.00	$0.00	$0.00	$285,598.13	
315946	LONG RUN EXPLORATION							
LVY		$0.00	$437.59	$0.00	$0.00	$0.00	$437.59	STAND
PEN		$0.00	$43.75	$0.00	$0.00	$0.00	$43.75	STAND
Roll Total:		$0.00	$481.34	$0.00	$0.00	$0.00	$481.34	
315948	LONG RUN EXPLORATION							
LVY		$0.00	$2,211.39	$0.00	$0.00	$0.00	$2,211.39	STAND
PEN		$0.00	$221.15	$0.00	$0.00	$0.00	$221.15	STAND
Roll Total:		$0.00	$2,432.54	$0.00	$0.00	$0.00	$2,432.54	
316024	LONG RUN EXPLORATION							
LVY		$0.00	$1,708.44	$0.00	$0.00	$0.00	$1,708.44	STAND
PEN		$0.00	$170.85	$0.00	$0.00	$0.00	$170.85	STAND
Roll Total:		$0.00	$1,879.29	$0.00	$0.00	$0.00	$1,879.29	
316025	LONG RUN EXPLORATION							
LVY		$0.00	$627.67	$0.00	$0.00	$0.00	$627.67	STAND
PEN		$0.00	$62.77	$0.00	$0.00	$0.00	$62.77	STAND
Roll Total:		$0.00	$690.44	$0.00	$0.00	$0.00	$690.44	
316028	LONG RUN EXPLORATION							
LVY		$0.00	$915.95	$0.00	$0.00	$0.00	$915.95	STAND
PEN		$0.00	$91.60	$0.00	$0.00	$0.00	$91.60	STAND

Roll # / Grid	Name / Code	>= 2020	2019	2018	2017	<= 2016	Total	Class
Roll Total:		$0.00	$1,007.55	$0.00	$0.00	$0.00	$1,007.55	
316033	LONG RUN EXPLORATION							
LVY		$0.00	$221.83	$0.00	$0.00	$0.00	$221.83	STAND
PEN		$0.00	$22.18	$0.00	$0.00	$0.00	$22.18	STAND
Roll Total:		$0.00	$244.01	$0.00	$0.00	$0.00	$244.01	
316044	LONG RUN EXPLORATION							
LVY		$0.00	$402.23	$0.00	$0.00	$0.00	$402.23	STAND
PEN		$0.00	$40.22	$0.00	$0.00	$0.00	$40.22	STAND
Roll Total:		$0.00	$442.45	$0.00	$0.00	$0.00	$442.45	
316045	LONG RUN EXPLORATION							
LVY		$0.00	$1,723.89	$0.00	$0.00	$0.00	$1,723.89	STAND
PEN		$0.00	$172.40	$0.00	$0.00	$0.00	$172.40	STAND
Roll Total:		$0.00	$1,896.29	$0.00	$0.00	$0.00	$1,896.29	
316046	LONG RUN EXPLORATION							
LVY		$0.00	$288.06	$0.00	$0.00	$0.00	$288.06	STAND
PEN		$0.00	$28.80	$0.00	$0.00	$0.00	$28.80	STAND
Roll Total:		$0.00	$316.86	$0.00	$0.00	$0.00	$316.86	
316053	LONG RUN EXPLORATION							
LVY		$0.00	$701.32	$0.00	$0.00	$0.00	$701.32	STAND
PEN		$0.00	$70.13	$0.00	$0.00	$0.00	$70.13	STAND
Roll Total:		$0.00	$771.45	$0.00	$0.00	$0.00	$771.45	
316055	LONG RUN EXPLORATION							
LVY		$0.00	$449.31	$0.00	$0.00	$0.00	$449.31	STAND
PEN		$0.00	$44.93	$0.00	$0.00	$0.00	$44.93	STAND
Roll Total:		$0.00	$494.24	$0.00	$0.00	$0.00	$494.24	
316064	LONG RUN EXPLORATION							
LVY		$0.00	$37,768.56	$0.00	$0.00	$0.00	$37,768.56	STAND
PEN		$0.00	$3,776.85	$0.00	$0.00	$0.00	$3,776.85	STAND

Roll # / Grid	Name / Code	>= 2020	2019	2018	2017	<= 2016	Total	Class
Roll Total:		$0.00	$41,545.41	$0.00	$0.00	$0.00	$41,545.41	
316066	LONG RUN EXPLORATION							
LVY		$0.00	$474.08	$0.00	$0.00	$0.00	$474.08	STAND
PEN		$0.00	$47.40	$0.00	$0.00	$0.00	$47.40	STAND
Roll Total:		$0.00	$521.48	$0.00	$0.00	$0.00	$521.48	
316072	LONG RUN EXPLORATION							
LVY		$0.00	$262.15	$0.00	$0.00	$0.00	$262.15	STAND
PEN		$0.00	$26.22	$0.00	$0.00	$0.00	$26.22	STAND
Roll Total:		$0.00	$288.37	$0.00	$0.00	$0.00	$288.37	
316076	LONG RUN EXPLORATION							
LVY		$0.00	$262.15	$0.00	$0.00	$0.00	$262.15	STAND
PEN		$0.00	$26.22	$0.00	$0.00	$0.00	$26.22	STAND
Roll Total:		$0.00	$288.37	$0.00	$0.00	$0.00	$288.37	
316078	LONG RUN EXPLORATION							
LVY		$0.00	$4,304.47	$0.00	$0.00	$0.00	$4,304.47	STAND
PEN		$0.00	$430.45	$0.00	$0.00	$0.00	$430.45	STAND
Roll Total:		$0.00	$4,734.92	$0.00	$0.00	$0.00	$4,734.92	
316090	LONG RUN EXPLORATION							
LVY		$0.00	$236.70	$0.00	$0.00	$0.00	$236.70	STAND
PEN		$0.00	$23.67	$0.00	$0.00	$0.00	$23.67	STAND
Roll Total:		$0.00	$260.37	$0.00	$0.00	$0.00	$260.37	
316092	LONG RUN EXPLORATION							
LVY		$0.00	$3,479.77	$0.00	$0.00	$0.00	$3,479.77	STAND
PEN		$0.00	$347.98	$0.00	$0.00	$0.00	$347.98	STAND
Roll Total:		$0.00	$3,827.75	$0.00	$0.00	$0.00	$3,827.75	
316096	LONG RUN EXPLORATION							
LVY		$0.00	$243.46	$0.00	$0.00	$0.00	$243.46	STAND
PEN		$0.00	$24.35	$0.00	$0.00	$0.00	$24.35	STAND

Roll # / Grid	Name / Code	>= 2020	2019	2018	2017	<= 2016	Total	Class
Roll Total:		$0.00	$267.81	$0.00	$0.00	$0.00	$267.81	
316099	LONG RUN EXPLORATION							
LVY		$0.00	$2,107.97	$0.00	$0.00	$0.00	$2,107.97	STAND
PEN		$0.00	$210.80	$0.00	$0.00	$0.00	$210.80	STAND
Roll Total:		$0.00	$2,318.77	$0.00	$0.00	$0.00	$2,318.77	
316100	LONG RUN EXPLORATION							
LVY		$0.00	$4,329.41	$0.00	$0.00	$0.00	$4,329.41	STAND
PEN		$0.00	$432.95	$0.00	$0.00	$0.00	$432.95	STAND
Roll Total:		$0.00	$4,762.36	$0.00	$0.00	$0.00	$4,762.36	
316102	LONG RUN EXPLORATION							
LVY		$0.00	$2,006.41	$0.00	$0.00	$0.00	$2,006.41	STAND
PEN		$0.00	$200.65	$0.00	$0.00	$0.00	$200.65	STAND
Roll Total:		$0.00	$2,207.06	$0.00	$0.00	$0.00	$2,207.06	
316103	LONG RUN EXPLORATION							
LVY		$0.00	$698.17	$0.00	$0.00	$0.00	$698.17	STAND
PEN		$0.00	$69.82	$0.00	$0.00	$0.00	$69.82	STAND
Roll Total:		$0.00	$767.99	$0.00	$0.00	$0.00	$767.99	
316104	LONG RUN EXPLORATION							
LVY		$0.00	$409.22	$0.00	$0.00	$0.00	$409.22	STAND
PEN		$0.00	$40.92	$0.00	$0.00	$0.00	$40.92	STAND
Roll Total:		$0.00	$450.14	$0.00	$0.00	$0.00	$450.14	
316107	LONG RUN EXPLORATION							
LVY		$0.00	$2,812.71	$0.00	$0.00	$0.00	$2,812.71	STAND
PEN		$0.00	$281.27	$0.00	$0.00	$0.00	$281.27	STAND
Roll Total:		$0.00	$3,093.98	$0.00	$0.00	$0.00	$3,093.98	
316111	LONG RUN EXPLORATION							
LVY		$0.00	$377.24	$0.00	$0.00	$0.00	$377.24	STAND
PEN		$0.00	$37.72	$0.00	$0.00	$0.00	$37.72	STAND

Roll # / Grid	Name / Code	>= 2020	2019	2018	2017	<= 2016	Total	Class
Roll Total:		$0.00	$414.96	$0.00	$0.00	$0.00	$414.96	
316114	LONG RUN EXPLORATION							
LVY		$0.00	$242.33	$0.00	$0.00	$0.00	$242.33	STAND
PEN		$0.00	$24.23	$0.00	$0.00	$0.00	$24.23	STAND
Roll Total:		$0.00	$266.56	$0.00	$0.00	$0.00	$266.56	
316115	LONG RUN EXPLORATION							
LVY		$0.00	$479.04	$0.00	$0.00	$0.00	$479.04	STAND
PEN		$0.00	$47.90	$0.00	$0.00	$0.00	$47.90	STAND
Roll Total:		$0.00	$526.94	$0.00	$0.00	$0.00	$526.94	
316180	LONG RUN EXPLORATION							
LVY		$0.00	$64,801.62	$0.00	$0.00	$0.00	$64,801.62	STAND
PEN		$0.00	$6,480.15	$0.00	$0.00	$0.00	$6,480.15	STAND
Roll Total:		$0.00	$71,281.77	$0.00	$0.00	$0.00	$71,281.77	
316182	LONG RUN EXPLORATION							
LVY		$0.00	$2,370.62	$0.00	$0.00	$0.00	$2,370.62	STAND
PEN		$0.00	$237.05	$0.00	$0.00	$0.00	$237.05	STAND
Roll Total:		$0.00	$2,607.67	$0.00	$0.00	$0.00	$2,607.67	
316183	LONG RUN EXPLORATION							
LVY		$0.00	$245.27	$0.00	$0.00	$0.00	$245.27	STAND
PEN		$0.00	$24.53	$0.00	$0.00	$0.00	$24.53	STAND
Roll Total:		$0.00	$269.80	$0.00	$0.00	$0.00	$269.80	
316184	LONG RUN EXPLORATION							
LVY		$0.00	$2,241.98	$0.00	$0.00	$0.00	$2,241.98	STAND
PEN		$0.00	$224.20	$0.00	$0.00	$0.00	$224.20	STAND
Roll Total:		$0.00	$2,466.18	$0.00	$0.00	$0.00	$2,466.18	
316185	LONG RUN EXPLORATION							
LVY		$0.00	$2,213.89	$0.00	$0.00	$0.00	$2,213.89	STAND
PEN		$0.00	$221.40	$0.00	$0.00	$0.00	$221.40	STAND

Roll # / Grid	Name / Code	>= 2020	2019	2018	2017	<= 2016	Total	Class
Roll Total:		$0.00	$2,435.29	$0.00	$0.00	$0.00	$2,435.29	
316186	LONG RUN EXPLORATION							
	LVY	$0.00	$5,508.99	$0.00	$0.00	$0.00	$5,508.99	STAND
	PEN	$0.00	$550.90	$0.00	$0.00	$0.00	$550.90	STAND
Roll Total:		$0.00	$6,059.89	$0.00	$0.00	$0.00	$6,059.89	
316188	LONG RUN EXPLORATION							
	LVY	$0.00	$2,465.12	$0.00	$0.00	$0.00	$2,465.12	STAND
	PEN	$0.00	$246.50	$0.00	$0.00	$0.00	$246.50	STAND
Roll Total:		$0.00	$2,711.62	$0.00	$0.00	$0.00	$2,711.62	
316189	LONG RUN EXPLORATION							
	LVY	$0.00	$487.59	$0.00	$0.00	$0.00	$487.59	STAND
	PEN	$0.00	$48.75	$0.00	$0.00	$0.00	$48.75	STAND
Roll Total:		$0.00	$536.34	$0.00	$0.00	$0.00	$536.34	
316196	LONG RUN EXPLORATION							
	LVY	$0.00	$630.15	$0.00	$0.00	$0.00	$630.15	STAND
	PEN	$0.00	$63.02	$0.00	$0.00	$0.00	$63.02	STAND
Roll Total:		$0.00	$693.17	$0.00	$0.00	$0.00	$693.17	
316218	LONG RUN EXPLORATION							
	LVY	$0.00	$251.11	$0.00	$0.00	$0.00	$251.11	STAND
	PEN	$0.00	$25.10	$0.00	$0.00	$0.00	$25.10	STAND
Roll Total:		$0.00	$276.21	$0.00	$0.00	$0.00	$276.21	
316219	LONG RUN EXPLORATION							
	LVY	$0.00	$2,008.68	$0.00	$0.00	$0.00	$2,008.68	STAND
	PEN	$0.00	$200.87	$0.00	$0.00	$0.00	$200.87	STAND
Roll Total:		$0.00	$2,209.55	$0.00	$0.00	$0.00	$2,209.55	
316221	LONG RUN EXPLORATION							
	LVY	$0.00	$3,884.36	$0.00	$0.00	$0.00	$3,884.36	STAND
	PEN	$0.00	$388.43	$0.00	$0.00	$0.00	$388.43	STAND

Roll # / Grid	Name / Code	>= 2020	2019	2018	2017	<= 2016	Total	Class
Roll Total:		$0.00	$4,272.79	$0.00	$0.00	$0.00	$4,272.79	
316224	LONG RUN EXPLORATION							
LVY		$0.00	$2,475.78	$0.00	$0.00	$0.00	$2,475.78	STAND
PEN		$0.00	$247.58	$0.00	$0.00	$0.00	$247.58	STAND
Roll Total:		$0.00	$2,723.36	$0.00	$0.00	$0.00	$2,723.36	
316225	LONG RUN EXPLORATION							
LVY		$0.00	$4,110.95	$0.00	$0.00	$0.00	$4,110.95	STAND
PEN		$0.00	$411.10	$0.00	$0.00	$0.00	$411.10	STAND
Roll Total:		$0.00	$4,522.05	$0.00	$0.00	$0.00	$4,522.05	
316232	LONG RUN EXPLORATION							
LVY		$0.00	$299.08	$0.00	$0.00	$0.00	$299.08	STAND
PEN		$0.00	$29.90	$0.00	$0.00	$0.00	$29.90	STAND
Roll Total:		$0.00	$328.98	$0.00	$0.00	$0.00	$328.98	
316399	LONG RUN EXPLORATION							
LVY		$0.00	$2,402.69	$0.00	$0.00	$0.00	$2,402.69	STAND
PEN		$0.00	$240.27	$0.00	$0.00	$0.00	$240.27	STAND
Roll Total:		$0.00	$2,642.96	$0.00	$0.00	$0.00	$2,642.96	
316400	LONG RUN EXPLORATION							
LVY		$0.00	$5,115.35	$0.00	$0.00	$0.00	$5,115.35	STAND
PEN		$0.00	$511.53	$0.00	$0.00	$0.00	$511.53	STAND
Roll Total:		$0.00	$5,626.88	$0.00	$0.00	$0.00	$5,626.88	
Report Total:		$0.00	$482,029.99	$0.00	$0.00	$0.00	$482,029.99	

*** E N D O F R E P O R T ***

Media Release – For Immediate Release Thursday, March 5, 2020

Birch Hills County Faces Massive Budget Shortfall

County Council is just discovering how decisions beyond their control will affect County revenues and expenses, and how they will need to make tough decisions on how to deal with this.

Information regarding outstanding receivables owed to the County for 2019 taxes was revealed during the County's audit of its' 2019 Financial Statements, and has highlighted the magnitude of the challenges facing Council.

Long Run Exploration, a major contributor to the County's $5.7M in taxes billed out in 2019, has not paid any portion of their 2019 taxes, nor have they provided any information to the County regarding plans to settle their account that is currently sitting at $482K for 2019. Calculations based on Long Run's 2018 tax payments and queries to other municipalities point to Alberta Municipalities being owed in the neighbourhood of $10.8M by Long Run related to 2019 taxes. Compounding this, there are other companies in the oil and gas industry in similar situations that owe Birch Hills County approximately $70K for 2019 taxes.

Reeve Manzulenko stated that "these are companies that are still operating today, that have not filed for bankruptcy protection, and who's corporate offices have made the decision to not pay tax bills. We can only hope that additional companies operating in the County do not follow Long Run's lead, as we do not have the same options available to us in dealing with these accounts that we do with delinquent ratepayers related to titled properties. Birch Hills County, and others, need leadership from the Provincial government to deal with these companies."

Council will be faced with the following challenges in their final 2020 budget deliberations:

Losses resulting from operating Oil & Gas Companies deciding to not pay taxes:	$552k
Lost revenues from shrinking assessment values, mainly in the area of Linear and Machinery & Equipment:	$157k
Lost revenues due to the Province's decision to only pay 50% of the amounts assessed for Grants in Lieu of Taxes:	$ 10k
Policing costs to be invoiced that are estimated to be $27,089 in 2020 and topping out at $108,435 in 2024:	$ 27K
Additional taxes that may need to be raised in 2020	$746K (13.2% increase)

Reeve Manzulenko closed by saying "Birch Hills County has struggled over recent years, but has been able to trim expenses through the budget process and this has seen total revenues required to be generated by municipal taxes reduced by 5.5% between 2016 and 2019. There is no clear path out of this problem, and we are going to have to make some tough decisions if we are going to continue to function as a viable municipality in the Province of Alberta."

March 5, 2020

Honorable Minister Devin Dreeshen
Minister, Agriculture and Forestry
229 Legislature Building
10800-97 Ave
Edmonton, AB T5K 2B6

Honorable Minister Dreeshen;

RE: RESPONSE LETTER TO MUNICIPAL DISTRICT OF SPIRIT RIVER

The Birch Hills County Agricultural Service Board (ASB) met on February 27, 2020 and reviewed your January 29, 2020 letter of response sent to Mr. Nick VanRootselaar, Agricultural Service Board Chair for the M.D. of Spirit River which was shared with all Peace Region ASBs. The letter of response has raised several areas of concern by our Board regarding the status of Fusarium Graminearum (Fg) in Alberta.

Our first concern of many, is with the statement that "At the Minister's third roundtable on Fusarium, stakeholders in attendance reached a consensus to support removal of Fg from the Pest and Nuisance Control Regulation (PNCR)". It is our understanding that all stakeholder meetings which involved the Provincial ASB Committee or the Association of Alberta Agricultural Fieldman (AAAF), consensus was to keep Fg on the PNCR. If a "third Roundtable' discussion involved consensus on Policy change, then this raises immediate and serious concerns as to the clarity of whether the policy changes discussed where provincial or municipal in nature. Section 2 of the Province's *Agricultural Service Board Act* list the duties of an ASB, and includes the promotion and development of agricultural policies to meet the needs of the municipality, then it is not up to the delegates around that table to dictate services levels and program expectations within municipal policies. Following the roundtables, a few delegations attended discussions with the ASB provincially and regionally. No other roundtable occurred after these to discuss results of those meetings.

The fact that Fg has become prevalent in some parts of the province, does not indicate that Agricultural regulation has become ineffective and unnecessary. The Agricultural Pests Act (APA) and PNCR give municipalities great latitude in how they should enforce the Act, and Section 6 dictates that a local authority shall take active measures to prevent the establishment of, or prevent the establishment of or control or destroy, pests in the municipality. Section 22 of the APA states that no person shall for propagation purposes acquire, sell, distribute or use root, tuber or other vegetable material containing a pest. Section 4 of the PNCR empowers an inspector to allow importing, purchasing, selling and planting of an infested item – this exemption could be used by a person wishing to seed infested seed i.e. to propagate better varieties even if they were infested with Fg.

Section 5 (2) of the APA dictates that an owner or occupant of land or property...shall take active measures to (c) *"destroy any crop, vegetation of other matter that contributes or may contribute to the maintenance or spread of a pest on or in the land, property or livestock."* Therefore under the APA, it is illegal to grow any crop or livestock that could be fed upon by grasshoppers (which means all crops, pasture, hay, gardens, lawns...) or which might maintain a pest, so no canola (clubroot, virulent blackleg), grasses and cereals of any kind (Fg et al). As part of enabling legislation, Section 22 or Section 5(2) of the APA is not being applied to all incidents, therefore it is not necessary to remove Fg from the PNCR as it is only municipal policy that determines what sections of the APA are applicable.

Local municipalities, ASBs and Agricultural Fieldman continue to take "active measures' as they are appropriate for the agricultural industry, which has significantly reduced the impact of pests such as Fg greatly enhancing the economic advantage of Alberta's producers, who are able to grow cereal crops such as wheat, malt barley, and durum with a significantly lower incidence of Fg. Thus, removing it from the APA and PNCR would not be in the best interest of Alberta's producers or the agricultural industry. A thorough review and modernization of the APA and PNCR is long overdue and has been tabled for a decade.

It is worthy to note that surveillance and extension activities which you allude to rely strongly on the excellent partnership your department has with ASB's and the AAAF. The Provincial ASB Committee and the AAAF have and will always make themselves available to you and your staff for discussions regarding the Agricultural Acts empowering Municipalities, ASB's and Agricultural Fieldman; the *ASB Act, Weed Control Act, APA and Soil Conservation Act* and their regulations. We remain your devoted stakeholders and partners, ready to advise in matters of mutual concern to promote, enhance and protect viable and sustainable agriculture with a view to improving the economic viability of the agricultural producer (A.S.B Act Section, 2, (d).)

Feel free to contact our Agricultural Fieldman, Amanda Ouellet, with any questions. Amanda can be contacted at as amandao@birchhillscounty.com 780-402-9259.

Sincerely,

Gerald Manzulenko
Reeve
Birch Hills County

Mel Duvall
Chair
Birch Hills County Agricultural Service Board

Cc: Birch Hills County Council
Provincial ASB Committee
Peace Region ASB
AAAF Executive
Mr. Todd Loewen, MLA for Central Peace-Notley

Retirement

William Spruyt <wimar@telus.net>
Wed 2020-03-04 4:14 AM
To: Tony van Rootselaar <avanr@hotmail.com>

March 3, 2020

Good Tony,

Referring to my telephone discussion with you this morning I wish to inform you of my intention to retire from the practice in Spirit River on June 30th 2020.
Will you please make this known to the other members of the G5 group.

I sincerely thank you.

Wilhelm Spruyt

Dr. Wilhelm Spruyt
Box 350
Spirit River
T0H 3G0