



**MINUTES OF A REGULAR COUNCIL MEETING  
FOR BIRCH HILLS COUNTY HELD  
IN THE COUNCIL CHAMBERS  
MARCH 12, 2020**

**Present:**

<b>Deputy Reeve</b>	Terry Carbone
<b>Councillor</b>	Albert Poetker
<b>Councillor</b>	Deanne Wendland
<b>Councillor</b>	Paul Reum
<b>Councillor</b>	Mel Duvall
<b>Councillor</b>	Denise Joudrey

<b>CAO</b>	Hermann Minderlein
<b>Legislative Officer</b>	Shawna Schwerdt

<b>Absent</b>	<b>Reeve</b>	Gerald Manzulenko
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**CALL TO ORDER**                      **Deputy Reeve Carbone** called the meeting to order at 9:01 a.m.

**ADOPTION OF AGENDA**                      **RC20-100 Moved by Councillor Poetker** that Council adopt the agenda of the March 12, 2020 Regular Council meeting as presented.

**CARRIED**

**ADOPTION OF MINUTES**  
Regular Council Meeting  
February 27, 2020

**RC20-101 Moved by Councillor Wendland** that Council approve the minutes of the February 27, 2020 Regular Council meeting as presented.

**CARRIED**

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

Absent & no report.

**Deputy Reeve Carbone**                      Deputy Reeve Carbone provided a verbal report to Council on the Eaglesham Seed Cleaning Plant meeting he attended in Eaglesham February 27, 2020.

**Councillor Poetker**                      Councillor Poetker provided a verbal report to Council on the Grand Spirit Foundation announcement of replacing the Spirit River Lodge with a new lodge he attended in Spirit River on March 6, 2020.

**Councillor Wendland**                      Councillor Wendland provided a verbal report to an email she received from Peace Region Economic Development Alliance regarding their funding reduced by half.

**Councillor Reum**                      No Report.

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

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



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**Councillor Duvall**

Councillor Duvall provided a verbal report to Council on the Peace Valley Conservation Recreation and Tourism Society meeting he attended in Fairview on March 9, 2020 and reported that Councillor Poetker will need to attend PVCRTS meetings going forward until such time at their Annual General meeting they make the required legal change to have just one representative from Municipalities.

**Councillor Joudrey**

Councillor Joudrey provided a verbal report to Council on the Central Peace Attraction Retention meeting she attended in Spirit River on March 11, 2020.

**RC20-102 Moved by Councillor Reum** that Council accept the Councillors' Reports for information.

**CARRIED**

**PUBLIC HEARING**

Bylaw 2020-01

Birch Hills County was 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.

**RC20-103 Moved by Councillor Wendland** that Council open the Public Hearing related to Bylaw 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.

**CARRIED**

Lucy Stevenson  
Development Clerk entered  
meeting at 9:32 a.m.

**RC20-104 Moved by Councillor Duvall** that Council adjourn the Public Hearing related to Bylaw 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.

**CARRIED**

Lucy Stevenson  
Development Clerk exited  
meeting at 9:34 a.m.

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

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



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Jean Sylvain entered meeting at 9:34 a.m.

Meeting was recessed at 9:34 a.m.

Meeting was resumed at 9:40 a.m.

Shelley Braun, Director of Corporate Services entered meeting at 9:40 a.m.

**DELEGATIONS**

Jean Sylvain – 2019 Financial Statement/Audit Report presentation

Council was presented with 2019 Financial Statement Presentation.

**RC20-105 Moved by Councillor Wendland** 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 9:43 a.m.

**CARRIED**

**RC20-106 Moved by Councillor Joudrey** that Council open the March 12, 2020 Regular Council Meeting to the public at 11:25 a.m.

**CARRIED**

Jean Sylvain and Shelley Braun exited meeting at 11:25 a.m.

Meeting was recessed at 11:25 a.m.

Meeting was resumed at 11:30 a.m. with no public present.

**RC20-107 Moved by Councillor Poetker** that Council approves the draft financial statements for the year ended December 31, 2019 as presented with a deficit of \$2,407,459.10 and that includes amortization of \$2,509,071.51.

**CARRIED**

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

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



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**CHIEF ADMINISTRATIVE  
OFFICER’S REPORTS**

CAO Minderlein provided Council with a verbal report on activities and meetings he had attended since the February 27, 2020 Regular Council Meeting.

**RC20-108 Moved by Councillor Reum** that Council receive the CAO’s verbal report updates for information.

**CARRIED**

CAO Action Log

Council reviewed the CAO Action Log updated to March 9, 2020.

Dion Hynes Director of Public Works entered meeting at 11:49 a.m. then exited at 11:50 a.m.

Discussed RC19-070 and DOPW February 13, 2020 report which advised that Birch Hills County may apply for a Utility/Parks License of Occupation (PLC) from Alberta Environment and Parks in regards to the Burnt (Saddle) River Crossing.

**RC20-109 Moved by Councillor Joudrey** that Council receive the CAO Action Log for information.

**CARRIED**

**UNFINISHED BUSINESS**

None.

**BYLAWS**

Bylaw 2020-01

Council was presented 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.

**RC20-110 Moved by Councillor Wendland** that Council 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.

**CARRIED**

**RC20-111 Moved by Councillor Poetker** that Council 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

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

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



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Section 10.9, and to reflect these additions in Section 10 Land Use Districts Land Use Matrix.

**CARRIED**

**RC20-112 Moved by Councillor Duvall** that Council direct Administration to advertise the Land Use Bylaw Amendment Bylaw 2020-01 on the Birch Hills County Webpage.

**CARRIED**

**NEW BUSINESS**

Councillor Absences

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

**RC20-113 Moved by Councillor Duvall** that Council approve the absence of Reeve Manzulenko from the March 12, 2020 and March 26, 2020 Regular Council meetings due to personal reasons.

**CARRIED**

BHC Library Board Auditor

Council was provided with a request to approve the appointment by the Birch Hills County Library Board of Linda Garrett to complete the Birch Hills County Library Board audit.

**RC20-114 Moved by Councillor Joudrey** 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.

**CARRIED**

Application for CEG

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

**RC20-115 Moved by Councillor Poetker** that Council approve the reimbursement, or the payment of invoices, of an amount not exceeding \$389.34 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

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



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brightly colored annual flowers along the streets of the hamlet of Watino.

**CARRIED**

**FOR INFORMATION**

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

1. Alberta Age-Friendly Community of Practice webinar email;
2. PLS Highlights dated February 22, 2020;
3. Bank Reconciliation dated February 29, 2020;
4. BHC Library Board meeting minutes dated December 2, 2019.

**RC20-116 Moved by Councillor Joudrey** that Council accept the February 29, 2020 Bank Reconciliation and the February 29, 2020 register of Cheques documentation for information.

**CARRIED**

**RC20-117 Moved by Councillor Wendland** that Council accept the items presented for information.

**CARRIED**

**CORRESPONDENCE**

Council was provided with copies of the following documents:

- a. Letter to C.O.C.O. re Sponsorship Wanham 50<sup>th</sup> Anniversary Plowing Match dated February 13, 2020;
- b. Letter to M.D. of Fairview re ICF dated February 24, 2020;
- c. Letter to Northern Sunrise County re ICF dated February 24, 2020;
- d. Letter to M.D. of Peace re IDP and ICF dated February 24, 2020;
- e. Letter to Tax Rolls 315615 & 315616 re Late Penalties dated February 25, 2020;
- f. Letter to Xplornet re Support dated February 25, 2020;
- g. Letter to M.D of Greenview re ICF dated February 28, 2020;
- h. Letter to some residents re effective April 1, 2020 BHC has rescinded the "Use of County Graders on Private Land" Policy Snowplowing dated March 2, 2020;
- i. Letter from BMO Farmfair International re invite for Farm Family Awards dated February 24, 2020;

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

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



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- j. Letter to Long Run Exploration re Tax Arrears dated March 5, 2020;
- k. Letter to Minister of Agriculture re Fusarium Support dated March 5, 2020; and
- l. Email from Dr. Spruyt re Retirement dated March 4, 2020.

**RC20-118 Moved by Councillor Reum** that Council accept the correspondence provided for information.

**CARRIED**

**ADJOURNMENT**

Being that there was no further business, Deputy Reeve Carbone adjourned the meeting at 11:58 a.m.

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

**TERRY CARBONE  
DEPUTY REEVE**

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

**HERMANN MINDERLEIN  
CAO**

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

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