AGENDA
BIRCH HILLS COUNTY
REGULAR COUNCIL MEETING
TO BE HELD IN THE
WANHAM BIRCH HILLS COUNTY OFFICE
MARCH 23, 2021

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

2. ADOPTION OF THE AGENDA

3. ADOPTION OF THE MINUTES
a. March 9, 2021, Regular Council Meeting Minutes (Page 3)

4. DELEGATIONS –
10:30 a.m. a. Sgt. Mark Hall RCMP McLennan detachment and statistics (Page 10)
11:00 a.m. b. Igor Sobota, Martushev regarding Watino Bridge repair (Page 13)

9:30 a.m. **5. PUBLIC HEARING**
a. LUB Amendment Bylaw 2021-02 (Page 14)

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

7. CHIEF ADMINISTRATIVE OFFICER REPORT
a. CAO Report (Page 18)
b. CAO Action Log (Page 24)

8. BUSINESS ARISING OUT OF THE MINUTES (UNFINISHED BUSINESS)
a. 2021 Birch Hills County Budget (Page 39)
b. NAEL Health Survey regarding RC21-130 (Page 40)
c. Alberta Police Advisory Board regarding Municipal Survey on Governance Model of Operational Alberta (Page 43)

9. BYLAWS
a. LUB Amendment Bylaw 2021-02 (Page 51)

10. NEW BUSINESS
a. **Council** –
   i. Councillor Absences (Page 54)
   ii. AFSC Branch Amalgamations (Page 55)
   iii. 2021 VSI Requisition (Page 56)

b. **Administration** – Nil
c. **Emergency Services** – Nil
d. **Public Works** – Nil
e. **Agricultural Service** – Nil

AGENDA
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(CONTINUED)

11. FOR INFORMATION

a. Bank Reconciliation for February 28, 2021 (Page 57);

b. Email regarding the Spring 2021 Municipal Leaders' Caucus (Page 61);

c. Spring RMA recommendations voting results from Council for the Spring RMA March 16, 2021 (Page 63);

d. Letter from Minister Ric McIver regarding Disaster Recovery Plan (DRP) (Page 65);

e. DRP Fact Sheet regarding Changes Information (Page 67);

f. Letter from Athabasca County regarding proposed changes to AER Directive 067 dated March 11, 2021 (Page 69);

g. SHC Letter to Minister McIver regarding unpaid Oil and Gas Taxes dated March 9, 2021 (Page 71).

12. CORRESPONDENCE

a. Cover Letter to MD Spirit River regarding signed ICF dated March 15, 2021 (Page 72);

b. Email to Municipal Affairs regarding ICF MD Spirit River dated March 16, 2021 (Page 73).

13. CLOSED SESSION –

a. Unpaid Oil and Gas Taxes FOIP Section 24(1)

b. 2021 - 2024 Strategic Plan FOIP Section 24(1)

NEXT REGULAR COUNCIL MEETING DATE – April 13, 2021

MINUTES OF A REGULAR COUNCIL MEETING FOR BIRCH HILLS COUNTY HELD IN THE COUNCIL CHAMBERS MARCH 9, 2021

Present:	**Reeve**	Gerald Manzulenko	Ward 4
	Deputy Reeve	Terry Carbone	Ward 7
	Councillor	Albert Poetker	Ward 1
	Councillor	Deanne Wendland	Ward 2
	Councillor	Paul Reum	Ward 3
	Councillor	Mel Duvall	Ward 5
	Councillor	Denise Joudrey	Ward 6
	CAO	Rick Bastow	
	Legislative Officer	Shawna Schwerdt	

CALL TO ORDER

Reeve Manzulenko called the meeting to order at 9:00 a.m.

ADOPTION OF AGENDA

RC21-120 Moved by Councillor Reum that Council adopt the agenda of the March 9, 2021 Regular Council meeting with the following addition:
7.d. RMA Board Governance Review Findings and Recommendations.

CARRIED

ADOPTION OF MINUTES

Regular Council Meeting February 23, 2021

RC21-121 Moved by Deputy Reeve Carbone that Council approve the minutes of the February 23, 2021 Regular Council meeting as presented.

CARRIED

DELEGATIONS

None.

COUNCILLOR REPORTS

Reeve Manzulenko

None.

Deputy Reeve Carbone

Deputy Reeve Carbone provided a verbal update to Council on the Medical Clinic virtual meeting on March 2, 2021, and the Water North Coalition virtual meeting he attended on March 4, 2021.

Councillor Poetker

Councillor Poetker provided a verbal update to the March 5, 2021 tour with CAO Bastow of the Watino bridge work underway by the Province.

Councillor Wendland
None.

Councillor Reum
None.

Councillor Duvall
None.

INITIALS: **Reeve:** _____ **CAO** _____

Councillor Joudrey

Councillor Joudrey provided a verbal update to the written report provided to Council on the virtual Birch Hills County Library Board meeting she attended on February 25, 2021 the virtual Grande Spirit Foundation she attended on February 26, 2021, and the virtual Peace Library Systems Board and Personnel Committee meeting she attended on February 27, 2021.

RC21-122 Moved by Councillor Poetker that Council accept the Councillors' reports for information.

CARRIED

CHIEF ADMINISTRATIVE OFFICER'S REPORTS

CAO Bastow provided Council with a verbal update to the written report that had been distributed.

Dion Hynes, Director of Public Works entered meeting at 9:39 a.m. and exited meeting 9:56 a.m.

RC21-123 Moved by Councillor Joudrey that Council receive the CAO's written report and verbal updates for information.

CARRIED

CAO Action Log

Council reviewed the CAO Action Log updated to March 4, 2021 provided in the Agenda Package.

RC21-124 Moved by Councillor Duvall that Council receive the CAO Action Log for information.

CARRIED

UNFINISHED BUSINESS

ICF M.D. of Spirit River re RC21-092

Council was provided with ICF Agreement prepared for Birch Hills County and the Municipal District (M.D.) of Spirit River No. 133.

RC21-125 Moved by Councillor Poetker that Council approve that the Reeve and Chief Administrative Officer are authorized to sign the Intermunicipal Collaboration Framework Agreement between Birch Hills County and the Municipal District of Spirit River No. 133.

CARRIED

Dion Hynes, Director of Public Works entered meeting at 10:03 a.m.

Wanham Lagoon Operation re RC20-328	Council was provided with information regarding the Wanham Lagoon operation. **RC21-126 Moved by Councillor Poetker** that Council direct Administration to notify the current agreement holders that the Wanham Lagoon will reopen for a 6-month period starting April 1st, 2021 with the outlined conditions: -Temporarily reopen the lagoon to registered users limited to 5 days a week from 08:30 am to 4:00 pm for a period of 6 months - No evening, weekend or statutory holiday access to lagoon - User is required to give 24 hours notification in order to access the lagoon - Key to gate will be signed out prior to use and signed in after usage - Staff will inspect lagoon - Report will be presented to Council on usage numbers to aid in the future operations of the lagoon in 6 months. **CARRIED**
Dion Hynes, DPW exited meeting at 10:25 a.m.	
Aluminum and Pumps re RC19-200	Council was provided with information regarding direction to rescind RC19-200 to dispose of surplus 6” aluminum and pumps by means of public auction. **RC21-127 Moved by Councillor Reum** that Council direct Administration with approval to rescind RC19-200 and revisit the disposal of surplus 6” aluminum and pumps at a later time for posting. **CARRIED**
Meeting was recessed at 10:26 a.m.	
Meeting was resumed at 10:40 a.m. with no public present.	
RMA Board Governance Review Findings and Recommendations	Council was provided with the 2020-2021 Rural Municipalities of Alberta (RMA) Board Governance Review Committee Findings and Recommendations.

RC21-128 Moved by Deputy Reeve Carbone that Council accept the 2020-2021 Rural Municipalities of Alberta (RMA) Board Governance Review Committee Findings and Recommendations for information.

CARRIED

BYLAWS

None.

NEW BUSINESS

Analysis of Government of Alberta 2021 Budget

Council was provided with an update on the Government of Alberta 2021 Budget.

RC21-129 Moved by Councillor Duvall that Council direct Administration to accept the RFD regarding the Government of Alberta 2021 Budget as information and request Administration provide additional analysis as part of the Regular Council Meeting scheduled for March 23, 2021.

CARRIED

Responses Survey for NAEL

Council was provided with an update on Northern Alberta Elected Leaders (NAEL) Health Survey responses.

RC21-130 Moved by Councillor Wendland that Council direct Administration to submit to the NADC secretariat the survey responses as updated by Council during the March 9, 2021 Regular Council Meeting.

CARRIED

Meeting was recessed for lunch at 11:50 a.m.

Meeting was resumed at 12:33 p.m. with no public present.

FOR INFORMATION

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

a. Report from Councillor Wendland from February 23, 2021 Regular Council meeting;
b. Email from Alberta Energy Regulator re Directive 067 BHC Feedback that was sent on February 11, 2021, email dated February 24, 2021;
c. Letter from Minister Municipal Affairs McIver re

Budget 2021 Letter to Chief Elected Officials dated February 26, 2021;

d. Letter from Premier Kenney dated February 16, 2021 response to BHC letter;
e. Letter from Westlock County to AER Direction 067 dated February 23, 2021;
f. Newsletter from Community Connect dated March 2021;
g. Municipal Affairs re Disaster Funding Changes dated March 2, 2021;
h. Info Sheet on Disaster Recovery Program Funding Changes;
i. Email from High River re "Have Your Say" an update on Alberta Coal Policy dated March 2, 2021;
j. Letter from Crowsnest Pass to the Minister of Justice & Solicitor General - Letter of Request concerning RCMP vs. APP - March 1, 2021;
k. Email from Minister Ric McIver re Economic Challenges dated February 23, 2021; and
l. Email from Alberta Legion re advertisement Military Recognition book dated March 4, 2021.

RC21-131 Moved by Councillor Poetker that Council accept the information items provided for information.

CARRIED

CORRESPONDENCE

Council was provided with copies of the following documents:

a. Letter re RC21-108 and 109 Road Network (RN) dated February 24, 2021;
b. Letter re RC21-108 and 109 RN Ward 1 dated February 24, 2021;
c. Letter re RC21-108 and 109 RN Ward 2 dated February 24, 2021;
d. Letter re RC21-108 and 109 RN Ward 3 dated February 24, 2021;
e. Letter re RC21-108 and 109 RN Ward 4 dated February 24, 2021;
f. Letter re RC21-108 and 109 RN Ward 5 dated February 24, 2021;
g. Letter re RC21-108 and 109 RN Ward 6 dated February 24, 2021; and
h. Letter re RC21-108 and 109 RN Ward 7 dated February 24, 2021.

RC21-132 Moved by Deputy Reeve Carbone that Council accept the correspondence provided for information.

CARRIED

CLOSED SESSION

RC21-133 Moved by Councillor Poetker that Council move to closed session to discuss the following three items:

1. Unpaid Oil and Gas Taxes under section 24(1) Freedom of Information and Protection of Privacy Act, (FOIP);
2. Central Peace Health Centre under section 24(1) Freedom of Information and Protection of Privacy Act, (FOIP); and
3. Regional Water Utility Saddle Hills County and Birch Hills County Proposed Water Intake and Pump Station Land Agreement under section 24(1) Freedom of Information and Protection of Privacy Act, (FOIP), at 12:40 p.m.

CARRIED

Unpaid Oil and Gas Taxes

Lucy Stevenson, Tax and Development Clerk entered closed session portion of the meeting as staff support for Unpaid Oil and Gas Taxes at 12:40 p.m. and exited at 1:18 p.m.

Central Peace Health Centre re RC21-100

Lucy Stevenson, Tax and Development Clerk entered closed session portion of the meeting as staff support for Regional Water Utility Saddle Hills County at 1:55 p.m. and exited at 2:45 p.m.

Regional Water Utility Saddle Hills County and

Birch Hills County Proposed Water Intake and Pump Station Land Agreement	
	RC21-134 Moved by Councillor Reum that Council move out of closed session at 2:45 p.m.
	CARRIED
Meeting was recessed at 2:40 p.m.	
Meeting was resumed at 2:45 p.m. with no public present.	
Unpaid Oil and Gas Taxes	**RC21-135 Moved by Councillor Joudrey** that Council direct Administration to accept this RFD regarding the Unpaid Oil & Gas Taxes as information and request Administration provide additional analysis as part of the Regular Council Meeting scheduled for March 23, 2021.
	CARRIED
Central Peace Health Centre re RC21-100	**RC21-136 Moved by Councillor Wendland** that Council directs Administration to accept the information regarding the Central Peace Health Centre as information.
	CARRIED
Regional Water Utility Saddle Hills County and Birch Hills County Proposed Water Intake and Pump Station Land Agreement	**RC21-137 Moved by Deputy Reeve Carbone** that Council table the request for decision regarding Saddle Hills County's Proposed Water Intake and Pump Station Land Agreement and present at a future regularly scheduled Council meeting.
	CARRIED
ADJOURNMENT	Being that there was no further business, Reeve Manzulenko adjourned the meeting at 2:50 p.m.

Original to be signed
GERALD MANZULENKO
REEVE

Original to be signed
RICK BASTOW
CAO

INITIALS: **Reeve:** _____ **CAO** _____

Shawna Schwerdt

From: cao
Sent: Thursday, March 18, 2021 6:38 AM
To: Shawna Schwerdt
Subject: FW: March 23 Meeting

From: Hall, Mark <mark.n.hall@rcmp-grc.gc.ca>
Sent: Thursday, March 18, 2021 6:38 AM
To: cao <cao@birchhillscounty.com>
Subject: RE: March 23 Meeting

Hi Rick,

I will be there in person. No problem.

Mark

Sent from my Bell Samsung device over Canada's largest network.

-------- Original message --------
From: cao <cao@birchhillscounty.com>
Date: 2021-03-18 5:56 a.m. (GMT-07:00)
To: "Hall, Mark" <mark.n.hall@rcmp-grc.gc.ca>
Cc: Shawna Schwerdt <Shawnas@birchhillscounty.com>
Subject: Re: March 23 Meeting

Good Morning Mark,

Is participating in person still a option for next week's meeting? If so, please plan to be at the County Administration Building by 10:30am.

If appearing in person is no longer an option, I'll forward a virtual meeting invite tomorrow.

Cheers

Rick

Rick Bastow
Chief Administrative Officer
Birch Hills County
4601 – 50th Street (Box 157)
Wanham, Alberta

McLennan
RCMP-GRC

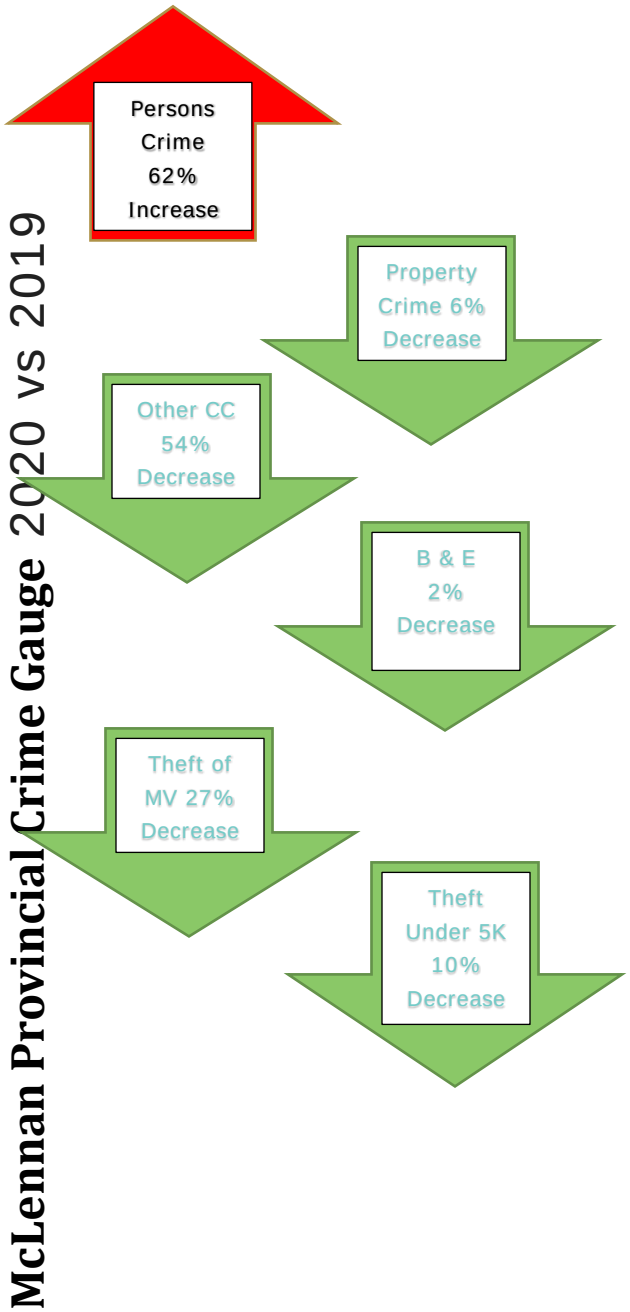
Detachment Crime Statistics update

Total Criminal Code Offences:

8%

Decrease

When Comparing January to December



McLennan Provincial Detachment

Crime Statistics (Overall) January to December (2019/2020) & (2020/2021)

Category: Property	2019/2020	2020/2021	2021
Theft of MV	47	35	0
Break and Enter	58	57	8
Theft over/under 5K	80	71	4
Mischief to Property	70	80	8
Collisions	124	104	13
Collisions – Fatal	0	4	0
Collisions – Injury	6	5	0
Roadside Suspensions	11	3	0
Impaired Driving	23	8	1
Drug Offences	14	6	3

Category: Persons Crimes	2020/ 2021	2021	2021
Sexual Assaults	6	1	1
Assaults	22	35	2
Uttering Threats	12	19	2
Mental Health Calls	98	93	11
Domestic Violence	35	48	4

"Providing Leading – Edge Policing Services to Enhance the Trust and Confidence of Partners and Communities"

Annual Performance Plan update

Community Engagement – Effective

1. Community input through Social Media.
2. Community Consultation Group

Crime Reduction Strategies – Effective

1. Search Warrants
2. Prolific Offender Management
3. Education / Prevention

Enhanced Road Safety - Effective

1. Traffic Enforcement
2. Education / Prevention

Youth – Somewhat Effective

1. Partnerships
2. Education / Prevention

COVID-19

McLennan RCMP received one call for service in 2020 to investigate a potential gathering. No charges were laid.

Total calls for service this past fiscal year = 2161

Previous year = 2887

New Year Priorities

- Are there new priorities you believe the McLennan RCMP should focus on in the new year?
- What information would you like the McLennan RCMP to share and how often?

Contact Us

McLennan RCMP
Sgt. Mark Hall
404-3 Ave NE
McLennan, AB T0H 2L0
780-324-3086
mark.n.hall@rcmp-grc.gc.ca

Shawna Schwerdt

From: cao
Sent: Tuesday, March 16, 2021 1:28 PM
To: Igor Sobota
Cc: Shawna Schwerdt
Subject: RE: [External] Watino Bridge

Thanks Igor

From: Igor Sobota <igor@martushev.ca>
Sent: Tuesday, March 16, 2021 1:27 PM
To: cao <cao@birchhillscounty.com>
Cc: Shawna Schwerdt <Shawnas@birchhillscounty.com>
Subject: Re: [External] Watino Bridge

Hello Rick
Sorry Rick for late reply I will attend the meeting March 23 11am
Thank you

Sent from my iPhone

MARTUSHEV
Suite 205
10458 Mayfield Road
Edmonton, AB
T5P 4P4

Igor Sobota

Direct: 780-222-0967
Email: igor@martushev.ca | www.Martushev.ca

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On Mar 16, 2021, at 10:24 AM, cao <cao@birchhillscounty.com> wrote:

Good Morning Igor,

Please let me know as soon as possible you you'll be able to meet with Council.

From: cao
Sent: Friday, March 12, 2021 8:05 AM
To: igor@martushev.ca
Cc: Shawna Schwerdt <shawnas@birchhillscounty.com>
Subject: Watino Bridge

Good Morning Igor,

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved for Submission**
Meeting Date:	March 23, 2021	**CAO:** RB
Originated By:	Lucy Stevenson Tax/Dev Clerk	**Manager:**
Item Title:	Public Hearing re LUB Amendment Bylaw 2021-02	**Presenter:** Lucy Stevenson

DESCRIPTION:

Birch Hills County is required to hold a Public Hearing regarding Bylaw 2021 - 02; a bylaw to amend the Birch Hills County Land Use Bylaw No. 2019-06 (LUB), the amendment is to a Land Use Bylaw Amendment to accommodate the use of Recreational Vehicles as temporary structures on site during the construction of the principal building. Bylaw 2021-02 will be presented for second and third reading as part of today's Regular Council Meeting agenda.

Please be reminded 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 accommodate the use of Recreational Vehicles as temporary structures on site during the construction of the principal building.

Staff presented the amendment to the Municipal Planning Commission at the meeting on November 13, 2020 the motion is;

> **MPC20-25 Moved by Vice Chairperson Poetker** that the Municipal Planning Commission advise Council to initiate the LUB amendment to accommodate the use of a Recreational Vehicles as temporary structures on site during the construction of the principal building to section 9.1 of the Land Use Bylaw.

Staff presented the amendment to Council on November 26, 2020 the motion is;

> **RC20-487 Moved by Councillor Wendland** that Council directs Administration to initiate the LUB amendment to accommodate the use of a Recreational Vehicles as temporary structures on site during the construction of the principal building to section 9.1 of the Land Use Bylaw.

Staff presented the amendment to Council on February 23, 2021 the motions were:

> **RC21-111 Moved by Councillor Poetker** that Council provide 1st reading to the Land Use Bylaw Amendment Bylaw 2021 – 02.
>
> **RC21-112 Moved by Deputy Reeve Carbone** that Council set March 23, 2021 as the date for the public hearing on Land Use Bylaw Amendment Bylaw 2021 – 02.
>
> **RC21-113 Moved by Councillor Wendland** that Council direct Administration to bring back Land Use Bylaw Amendment Bylaw 2021 - 02 for 2nd and 3rd reading at the March 23, 2021 Regular Council meeting.

The Bylaw was advertised in the Central Peace Signal on March 2 & 9 2021.

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

Birch Hills County Procedural Bylaw Section Bylaw 2019-15
Section 5: Public Hearings

ATTACHMENT(S):

Agenda/schedule for Public Hearing re Bylaw 2021 - 02

Bylaw No. 2021 - 02; a LUB Amendment to accommodate the use of Recreational Vehicles as temporary structures on site during the construction of the principal building.

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 2021 - 02

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

RC21-___ Moved by _____ that Council go into Public Hearing related to Bylaw No. 2021 - 02, to Amend Bylaw 2019-06 to accommodate the use of Recreational Vehicles as temporary structures on site during the construction of the principal building.

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. 2021- 02, to Amend Bylaw 2019-06 to accommodate the use of Recreational Vehicles as temporary structures on site during the construction of the principal building. The chair will outline the process to be followed, that being:

a. Rick Bastow, 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.

RC21-___ Moved by _____ _____ that Council adjourn the Public Hearing related to Bylaw No. 2021 - 02, to Amend Bylaw 2019-06 to accommodate the use of Recreational Vehicles as temporary structures on site during the construction of the principal building.

BYLAW NO. 2021 - 02

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 use of Recreational Vehicles as temporary structures on site during the construction of the principal building;

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 to section 9.1, accessory, namely 9.1.2 m) the use of Recreational Vehicles as temporary structures on site during the construction of the principal building.

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

READ a first time this 23th day of February, 2021.

READ a second time this 23rd day of March, 2021.

READ a third and final time this 23rd day of March, 2021.

SIGNED this __ day of _____, 2021.

_____
Reeve
Gerald Manzulenko

_____
Chief Administrative Officer
Rick Bastow

TO: Members of Council

FROM: Rick Bastow, CAO

RE: Report to Council – March 23, 2021 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:

Highlights of activity March 3, 2021 to March 16, 2021. Directors' Reports have been included separately for Council's information.

March 3 - COVID-19 Update for Alberta Municipalities

- COVID-19 briefing with Dr. Deena Hinshaw, Chief Medical Officer of Health for the Province of Alberta.

March 3 - Auditor

- Discussion of 2020 finances

March 5 - Provincial Contractor

- Met to discuss Province's plans for Watino bridge.

March 12 – Economic Development

- Review of Birch Hills County application process with applicant.

March 15 – Interviews for Summer Positions

- Interview candidates for Agriculture Department summer positions

March 16 – RMA Spring Convention

- Overview and discussion of RMA priorities and Provincial updates.

March 16 - IDP- ICF

- Confirm completion with Ministry of Municipal Affairs

UPCOMING EVENTS

Date	**Event**
March 18 - 19	Water Utility Committee Meeting
March 19	Council to Council Meeting with Grande Prairie County
March 23	Regular Council Meeting
March 26	Meeting with Minister of Municipal Affairs
March 30	Recreation Board meeting
March 31	CAC – Road Network meeting

March 16, 2021
Corporate Services Department Priorities:

2020 GP Dynamics / Diamond Module Yearend Close
Action: close applicable modules following Central Square guidelines, general ledger is the final module to close once audit is complete

2020 Financial Year End Analysis (year-over-year and budget-to-actuals)
Analysis: financial review completed
Action: review transfer to / from reserves, discuss 2020 Spring DRP receivable, Allowance for Doubtful accounts review, shred obsolete year following 2016-02 Records Retention Bylaw

Audit Preparation for the year ending December 31, 2020
Action: schedule draft Financial Statement presentation to Council March 23 or April 13

2021 Operating Budget
Analysis: 2021 Operating Budget (corrected) approved January 12, 2021
Action: monitor 2021 agreements, assessment updates, document significant changes

Preliminary Property Tax and Assessment Notice Planning
Analysis: combined tax / assessment notice mailed early to mid-May.
Action: review office supplies, order tax / assessment notices etc, draft 2021-XX Property Tax Bylaw

2021 Municipal Election Planning
Analysis: Local Authority Election Act (LAEA) changes
Action: attended LAEA Module 4 webinar, draft RFDs advance vote, special ballot, and election worker remuneration

Custodial Services – BHC Administration Building
Analysis: Position Description finalized
Action: continue advertising

Shelley Braun, Director of Corporate Services

Department: (Public Works Department)

Priorities:

1. Dreamers Lake

   Status: Underway (No update as of March 1, 2021.)

   a. Planned
   b. Waiting feedback from residents from the consultation form sent out early with a closing date of February 16th. There have been three responses back to the consultation with more expected.
   c. Working on proposal to AEP for the removal and reclamation of the disposition at the lake. Proposal to include summation of consultation to be submitted to AEP February 17, 2021.

2. 2018 DRP Spring Run off **(No update as of March 1, 2021.)**
   Status: Underway working with case manager from AEMA on details. Final project details have been submitted and signed off by case manager. Paperwork submitted to AEMA by case worker for payment.

3. Damage to BF 77831

   Status: Underway No update as of March 1, 2021)

   a. unplanned

      - Staff were notified by a resident of damage done to BF 77831 which is on rr 20 South of twp rd 790. Damage caused by a combine during farming operations. Guard rails on both the east and west side of the bridge have been significantly damaged by the incident. The bridge deck remains ok for vehicle traffic at this point.
      - WSP completed an assessment and estimate of damage on the structure.
      - The County's insurance provider has been notified of the incident. At this time the County is still awaiting the police report from resident.

      Budget: Unbudgeted. The insurance agent representing the party who damaged the bridge is waiting for final word from their principals to allow work to proceed. NO update as of February 16th, 2021.

4. Admin office Roof Repair
   Status: Staff is working with a contractor to find the problem with the roof over the council chambers at this time, the contractor cancelled on Thursday February 26th due to poor weather conditions.

   Unplanned
   - The contractor will be rebooked for a date in the near future to address the water roof issue.
   - Additional information will be added to my report when it becomes available.

   Budget: No effect on budget at this time with repairs to come.

5. Grader Service Repair Options
   Status: Staff is working with Brandt and Finning doing the research and back ground data collection and costing on grader related service agreements vs in house serving.

   Planned
   - The cost analysis is being done to determine which is the more economical path for the County to go. We have talked to other Counties that perform their own services and the saving is there
   - Warranty isn't an issue provided that the County meets the conditions not limited to specific oils and lubes etc, record keeping, maintenance intervals and oil sampling.

   Budget: Reduction in overall budget number for service agreements at year end, will have to use a portion of the budget to stock oil and filters that are not purchased.

6. Range Road 252 South of Twp 774
   Status: Staff is working with the land owner to alleviate some of the water that is backing up against the road causing flooding issues to near by land owners and affecting the integrity of the road. Thanks to Councillor Poetker acting as a go between to get the land owner on side with a possible solution to the issue.

   unplanned
   - A contractor completed the work to ensure the water will be contained in a drainage path. Staff will monitor the progress of the project throughout the melt and spring run off.

   Budget: Project costs will be covered by the operational and maintenance budget for road and ditch repairs in the public works budget.

Agricultural Services Department

Priorities:

1. Reporting on CAP Grant
   Analysis:
   Planned
   Budget:
   No additional costs to the County
   Recommendation:
   Our final report on our findings with the CAP clubroot survey has been submitted to Norm Boulet from MD of Smoky who is compiling the results. It is unknown how much County will be receiving at this time.

2. Interviews for Seasonal Staff
   Analysis:
   Planned
   Budget:
   2-63-70-28-112, 2-63-70-22-112, 2-63-70-20-112
   Recommendation:
   Applicants have been scheduled for interviews in the coming weeks.

3. ASB/Agriculture and Forestry Updates
   Analysis:
   Planned
   Budget:
   No additional costs to the County
   Recommendation:
   Wednesday mornings for the month of March Doug Macaulay is hosting ASB updates on 2021 programs such as: weed program, disease surveillance, insect surveillance and ASB program updates.

CAO Bastow

FIRE SERVICE BOARD REPORT (as of date prepared)

TO: CAO, Birch Hills County

March 8 Responded to alarms at 261008 Twp Rd 792 but was stood down while en route.

March 9 Eaglesham station crews ran vehicle ex drills and cycled the rescue tools to test operation.

March 11 Attended the Peace River Fire Chiefs virtual meeting.

Overview

It's been very quiet for two weeks with no call outs. During the Peace River Fire Chiefs (PRFC) meeting on the 11th most Chiefs said their calls have been very low due to the covid restrictions and people staying home. One of the items discussed at the meeting was that of a flood mitigation trailer for the northern part of Alberta. We have been advocating for one to be stationed in the north versus all of them being kept in the southern parts of the province. Chief Maure from Smoky River Fire Station was tasked with reaching out to see if getting one up here was possible and was told "you guys don't flood up there" to which he compiled flooding stats for the Peace Region and submitted to them. We should be getting a trailer soon; we are not clear yet on which Department or MD will house it but do know it is coming.

The Deputy Chief for Northern Sunrise County, Julien Bergeron, has for a number of years, ran to raise money for the Fallen Firefighters Foundation and usually asks for sponsorship of $500 for each leg of the journey. I feel this is a worthwhile cause that encompasses so many in the fire service and seek permission to add BHCFD to the list of sponsors if possible. Also, I have been approached about memberships to the Canadian Volunteer Fire Services Association for the Department members and last year I had submitted a nomination for Fire Fighter/Fire Chaplin Dave Squires, to receive his Lifetime Achievement Award but was told that to receive this honor he had to be a member of that association. I will talk to the CAO about this, I do strongly feel that we need to look at memberships to it for our firefighters that put so much work and training into serving the county.

Northern Heat 2021, the fire trade show and exhibit held every year in Peace River has been cancelled due to Covid restrictions. Our organization, Barrels and Buckles, sent out a post that we are still hopeful that we can pull some kind of event of this summer but still unsure so was unable to commit at this time. Regular fire trainings have resumed leading into the fire season and hope to ramp them up even more, as long as there are no more lockdowns ahead. I have been putting in a lot of work to design an organizational structure that is both easy to understand and that of a modern fire service. With the latest weather models, I have received, it shows a bit more moisture for spring so I am hopeful that it is accurate and we don't end up dried out early spring which would make for extreme fire conditions here.

Stay safe everyone!!

Birch Hills County Fire Chief

Tom Morgan

Motion #	Motion	By	Action	Status
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 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.	CAO	Researching comparable replacement policy.	To be presented at a future Regular Council meeting.
MEETING	June 25, 2020 Regular Council Meeting			
RC20-258	that Council cancel all the monies owed as set out by the trial balances for the 2017 to 2020 tax years totaling $405,590.83.	CAO/DCS,Lucy	PERC application submitted December 18, 2020.	Awaiting confirmation from Ministry of Municipal Affairs
MEETING	July 16, 2020 Smoky River Flood After Action Review Meeting			
Admin-01	Alerts are able for Dion, Shelley and CPREM to send out. Need to address the issue of “Alert uses” and have more staff go to Edmonton for the **training**.	CAO/DOA DCS	Take Course AEA. Finish practice and become a user. Practice Information Alert	Awaiting confirmation of Course availability.

Motion #	Motion	By	Action	Status
			drafted and canceled Nov 19.	
MEETING	**August 13, 2020 Regular Council Meeting**			
RC20-309	that Council accept the **Municipal Accountability Program (MAP)** report dated June 24, 2020 for information, direct Administration to put the report on Birch Hills County webpage and add Response Action Plan to the CAO action log; and "that Council reviewed **Section 3.2 Meetings** from the 2020 Municipal Accountability Program Report dated June 24, 2020 from Municipal Affairs regarding Public Presence at Meetings – that Council was informed that all Council and Council committees must conduct all meetings in public in accordance with section 197 of the *MGA;* and" "that Council review **Section 3.3 Meeting Procedures** from the 2020 Municipal Accountability Program Report dated June 24, 2020 from Municipal Affairs including the Pecuniary Interest for Municipal Councillors document dated January 2017 provided from Municipal Affairs regarding Pecuniary Interest –	CAO	Went on Webpage August 25, 2020 and submitted for advertisement in Signal. Response Action plan added to Action Log below this resolution.	Ongoing.

Motion #	Motion	By	Action	Status
	that all Councillors were reminded if they reasonably believe they have a Pecuniary Interest in a matter before Council or a Council Committee, as per section 172 of the *MGA* Councillor(s) must declare and disclose their Pecuniary Interest and required by section 172(5) of the *MGA* for inclusion in the meeting minutes".			

Motion #	Motion	By	Action	Status
	Birch Hills County Municipal Accountability **Section 3.4 Mandatory Bylaws** 4. Assessment Review Board – (Page 30 of Report) Action to be taken: The County will address the establishment of local and composite assessment review boards in accordance with section 454 of the *MGA* in a bylaw to replace Bylaw 2018-09 Central Peace Assessment Review Board Bylaw coming forward and passed prior to 2020. Date of Approval December 10, 2020 Resolution of Council RC20-540 Bylaw Number 2020-10 Status COMPLETED _____ __ 5. Bylaw Enforcement Officers – (Page 32 of Report) Action to be taken: Birch Hills County will adopt a bylaw officer bylaw prior to _____, 2020 that will establish powers and duties of bylaw enforcement officers, including establishment of disciplinary procedures, penalties and appeal processes for bylaw enforcement officers accused of misuse of power.			

Motion #	Motion	By	Action	Status
	Date of Approval _____ Resolution of Council _____ Bylaw Number _____ Status _____ _____ __**Section 3.5 Discretionary Bylaws** 1. Procedural Bylaw – (Page 33 of Report) The new Procedure Bylaw will ensure that the procedural bylaw cannot be overridden by a resolution of Council, that Council committees are created by a bylaw, and that Councillors are not prevented from exercising their duty to participate in Council meetings, coming forward and passed prior to 2020. Date of Approval December 10, 2020 Resolution of Council RC20-533 Bylaw Number 2020-11 Status COMPLETED. 7. Salary and Benefits – (Page 45 of Report) Action to be taken: Birch Hills County will ensure that the salary and benefits for all **designated officers** are disclosed in the financial statements for the			

Motion #	Motion	By	Action	Status
	year ending December 31, 2020, and subsequent years. Date of Approval _____ Resolution of Council _____ Status _____ _____ **Section 3.9 Assessment and Taxation** 5. Content of Tax Notices - (Page 52 of Report) Action to be taken: Birch Hills County will ensure that the combined assessment and tax notices must contain the date the invoice is sent in accordance with section 334 of the *MGA.* Date of Approval January 26, 2021 Resolution of Council RC21-064 Status COMPLETED.			
MEETING	**October 20, 2020 Organizational Council Meeting**			
OC-20-34	that Council accept the presentation related to the **Recreation Board Members** for information and direct Administration to continue advertising for the required 4 weeks per Bylaw 2020-01 for		Advertising in Signal week of October 20, 2020. Letter to Board.	Ongoing.

Motion #	Motion	By	Action	Status
	Ward 4 and bring the names of any applicants back to a future Regular Council meeting for selection and appointment for the remainder of the 2020-2021 term.			
MEETING	**October 20, 2020 Regular Council Meeting**			
RC20-432	that Council direct Administration to monitor Alberta Provincial **Police Service Transition Study** developments and provide Council with an updated situation report at a future Regular Meeting of Council.	CAO	Update was provided at the February 23, 2021 Regular Council meeting.	Awaiting release of Alberta Provincial Police Service Transition Study. Estimated completion of April 30, 2021
MEETING	January 26, 2021 Regular Council Meeting			
RC21-051	that Council direct Administration to revisit updating the Road Network Agreement in consultation with the Council Advisory Committee **(upon Committee**	CAO/DPW	Cross listed with RC20-535 “bond”.	Agenda item on the March 31, 2021 CAC-Road Network meeting.

Motion #	Motion	By	Action	Status
	commencement), and bring back additional analysis to a future Regular Council Meeting.			
RC21-059	that Council directs Administration to accept and approve the preliminary strategic priorities and request Administration to commence **drafting the 2021 – 2024 Strategic Plan.**	CAO	To be presented at a future Regular Council meeting	Ongoing
MEETING	February 9, 2021 Regular Council Meeting			
RC21-087	that Council accept the letter from Robert Willing, Reeve of M.D. of Peace for information and direct the item to be added to the next **ASB meeting** on March 9, 2021 for discussion and proposed action.	Asst. Ag. Fieldman	Item on the ASB March 9, 2021	COMPLETED
RC21-089	that Council direct Administration to purchase a **new computer server** and conduct server migration, as approved in the 2021 Capital Budget with additional identified costs to be funded by reserves, with total cost not to exceed $41,000 plus GST.	CAO/DCS	Administration is purchasing a new computer server.	Anticipated installation on March 10-11, 2021
RC21-091	that Council direct Administration to make changes to the meeting calendar and propose March 19, 2021 as a special meeting date for a	CAO	Cross listed with RC20-465	March 19, 2021 1:30 p.m.

Motion #	Motion	By	Action	Status
	Council-to-Council meeting in which to meet with the **County of Grande Prairie.**			
RC21-092	that Council opt out of an Intermunicipal Development Plan with Municipal District of Spirit River No. 133, and that intermunicipal planning be incorporated into the **Intermunicipal Collaboration Framework Agreement.**	CAO/DPW/ L.O./E.A.	Administration is drafting ICF Agreement. RFD item for March 9, 2021 Regular Council meeting. Signed original dropped off MD Spirit on March 16, 2021.	COMPLETED
RC21-100	that Council direct Administration to assess **Central Peace Medical Clinic** project, identifying anticipated future financial commitments and bring back to a future Regular Council meeting.	CAO	Closed session item on March 9, 2021 Regular Council meeting	Building Committee anticipated to complete activities by March 31, 2021.
MEETING	February 23, 2021 Regular Council Meeting			
RC21-111	that Council provide 1st reading to the Land Use Bylaw Amendment **Bylaw** 2021 – 02.		Cross listed with RC20-487	Agenda item for the March 23, 2021 Regular Council meeting.

Motion #	Motion	By	Action	Status
RC21-112	that Council set **March 23, 2021** as the date for the public hearing on Land Use Bylaw Amendment Bylaw 2021 - 02.		Advertised in the Signal/Webpage week of March 1, 2021.	9:30 a.m. agenda item for the March 23, 2021 Regular Council meeting.
RC21-113	that Council direct Administration to bring back Land Use Bylaw Amendment Bylaw 2021 - 02 for **2nd and 3rd reading** at the March 23, 2021 Regular Council meeting.			Agenda item for the March 23, 2021 Regular Council meeting.
RC21-116	that Council direct Administration to accept the bid from Finning of $518,400.00 for a **2021 CAT 150** AWD including 7yr warranty and to accept the buyback value of 165,000.00 for unit G35, a 2015 140M AWD.	DPW/DCS		In progress.
MEETING	March 9, 2021 Regular Council Meeting			
RC21-125	that Council approve that the Reeve and Chief Administrative Officer are authorized to sign the **Intermunicipal Collaboration Framework** Agreement between Birch Hills County and the Municipal District of Spirit River No. 133.	CAO	Two ICF agreements previously signed by MD Spirit River were signed and sealed March 9,2021 with one copy sent to MD Spirit River.	COMPLETED

Motion #	Motion	By	Action	Status
RC21-126	that Council direct Administration to notify the current agreement holders that the **Wanham Lagoon** will reopen for a 6-month period starting April 1st, 2021 with the outlined conditions: -Temporarily reopen the lagoon to registered users limited to 5 days a week from 08:30 am to 4:00 pm for a period of 6 months - No evening, weekend or statutory holiday access to lagoon - User is required to give 24 hours notification in order to access the lagoon - Key to gate will be signed out prior to use and signed in after usage - Staff will inspect lagoon - Report will be presented to Council on usage numbers to aid in the future operations of the lagoon in 6 months.	CAO/DPW	Ad on webpage and signal and email to holders on March 17, 2021.	
RC21-127	that Council direct Administration with approval to **rescind RC19-200 and revisit the disposal of surplus 6" aluminum and pumps** at a later time for posting.	CAO/DPW	Admin Rescinded RC19-200 on March 17, 2021.	

Motion #	Motion	By	Action	Status
RC21-129	that Council direct Administration to accept the RFD regarding the **Government of Alberta 2021 Budget** as information and request Administration provide additional analysis as part of the Regular Council Meeting scheduled for March 23, 2021.	CAO		
RC21-130	that Council direct Administration to submit to the **NADC secretariat** the **survey responses** as updated by Council during the March 9, 2021 Regular Council Meeting.	CAO	Response sent March 12, 2021 and info item on March 23, 2021.	COMPLETED
RC21-135	that Council direct Administration to accept this RFD regarding the **Unpaid Oil & Gas Taxes** as information and request Administration provide additional **analysis** as part of the Regular Council Meeting scheduled for March 23, 2021.	CAO		
RC21-137	that Council table the request for decision regarding Saddle Hills County's Proposed Water Intake and Pump Station Land Agreement and present at a future regularly scheduled Council meeting.	CAO		

MEMORANDUM

March 15, 2021

TO: Council

Call Log

This log will continue to be used and maintained by staff. Description observes related FOIP requirements.

Current from January 1, 2021 to March 15, 2021:

Ward	Action Request	Notes
1	- culvert	
	- drainage	
	- grading	
	- gravel	
	- sign	
	- snow removal	
	- street lights	
	3 - miscellaneous	In progress # 279 In progress # 280 In progress # 285
2	- brushing	
	- culvert	
	- drainage	
	- grading	
	- gravel	
	- miscellaneous	
3	- culvert	
	- drainage	

Ward	Action Request	Notes
	- drp	
	- emergency services	
	- grading	
	- gravel	
	- road use	
	- signage	
	- snow removal	
4	- culvert	
	- drainage	
	- gravel	
	- grading	
	3- miscellaneous	In progress # 287
	- road use	
	- signage	
	4 - snow removal	
	- water	
5	- bridge	
	- culvert	
	- drainage	
	- grading	
	- gravel	
	- road use	
	- signage	
	- snow removal	
6	- culvert	
	1 - drainage	In progress # 289
	- drp	
	- grader	

Ward	Action Request	Notes
	- gravel	
	1 - miscellaneous	
	- rocks	
	- tree removal	
	- snow removal	
7	- culvert	
	- grading	
	- gravel	
	- road use	
	- signage	
	2 - snow removal	

Action Request	N = 14 **Percentage %**
Bridge	
Brushing	
Culvert	
Drainage	0.072
DRP	
Emergency services	
Grading	
Gravel	
Miscellaneous	0.50
Road Use	
Rocks	
Sign	
Snow Removal	0.428
Street Lights	
Tree Removal	
Water	

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Overviewed/ Approved for Submission**	
Meeting Date:	March 23, 2021	**CAO:** RB	
Originated By:	CAO Bastow	**Director:**	
Item Title:	2021 Birch Hills County Budget	**Presenter:** CAO Bastow	

DESCRIPTION:
Administration is providing Council with an update on the 2021 Birch Hills County Budget.

BACKGROUND:
On February 25, 2021 the Government of Alberta released Budget 2021: Protecting lives and livelihoods for the 2021-22 fiscal year and 2021-24 Fiscal Plan. Several decisions in the budget directly impact municipal funding. Most significant is the decision to reduce Municipal Sustainability Initiative (MSI) funding by 25% over the next three years.

Additionally, Birch Hills County annual assessment has decreased. The County is projected to receive $339,113.85 less from taxes in 2021 as compared to 2020.

DISCUSSION / BENEFITS / DISADVANTAGES:

- Birch Hills County received $1,101, 217 in 2020 MSI allocations.
    - MSI Capital Component: $603,424
    - BMTG Component: $413,292
    - Operating funding: $84,500
- In 2021, Birch Hills County is forecast to receive $1,281,192
    - MSI Capital Component: $783,874
    - BMTG Component: $413,292
    - Operating funding: $84,025
- Administration is seeking clarity from Municipal Affairs to determine if unallocated portions of MSI can be carried forward. This practice was in place in past years.
- Birch Hills County is forecast to receive $339,113.85 less from taxes in 2021 as compared to 2020. The County' s 2021 Budget forecasted a $200,000 decrease in year over year tax revenue.
- Administration is in contact with Government of Alberta Departments to determine funding options that will offset impacts in 2021.

ATTACHMENT:

- N/A

OPTIONS:

Council may choose to:

1) Direct Administration to accept this RFD regarding the 2021 Birch Hills County Budget as information and request Administration provide additional analysis as part of a future Regular scheduled Council Meeting.
2) Direct Administration to accept this RFD regarding the 2021 Birch Hills County Budget as information.

RECOMMENDED ACTION:

Direct Administration to accept this RFD regarding the 2021 Birch Hills County Budget as information and request Administration provide additional analysis as part of a future Regular scheduled Council Meeting.

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved for Submission**
Meeting Date:	March 23, 2021	**CAO:** RB
Originated By:	CAO Bastow	**Director:** N/A
Item Title:	NAEL Health Survey	**Presenter:** CAO Bastow

DESCRIPTION:

Administration is providing Council with a copy of response as submitted to Northern Alberta Elected Leaders (NAEL) in reply to their Health Survey.

BACKGROUND:

- On February 5, 2021 the NAEL passed the following motion.
  "The NAEL secretariat survey NAEL members to identify and summarize health related issues facing NAEL member municipalities."
- On March 9, 2021 Birch Hills County Council approved survey responses.

DISCUSSION / BENEFITS / DISADVANTAGES:

- N/A

ATTACHMENT(S):

- Copy of NAEL survey submission

OPTIONS:

Council may choose to:

1. Direct Administration to receive the NAEL Health Survey submission as information.

RECOMMENDED ACTION:

Direct Administration to receive the NAEL Health Survey submission as information.

Dear Northern Alberta Elected Leaders,

On February 5, 2021 the Northern Alberta Elected Leaders (NAEL) passed the following motion.

It was **MOVED** by Myrna Lanctot **THAT** the NAEL secretariat survey NAEL members to identify and summarize health related issues facing NAEL member municipalities.

As a member of NAEL, your municipality is asked to voluntarily complete the following survey. Each municipality is expected to complete only one survey. The data collected will be aggregated and shared back with the NAEL members.

The survey will remain open until March 15, 2021, 4:00PM.

Northern Alberta Development Council (NADC) provides secretariat support to NAEL. NADC is collecting this information under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act (Alberta)*. The use and disclosure of your personal information is managed in accordance with the Freedom of Information and Protection of Privacy Act (Alberta).

If you have questions, please contact Baiku Acharya at Baikuntha.Acharya@gov.ab.ca, tel no. 780-219-7616 or to the NAEL Secretariat at northernalbertaelectedleaders@gmail.com.

Question Title

1. Please provide your contact information

Name/Title Gerald Manzulenko, Reeve

Municipality Birch Hills County

OK

Question Title

2. What kind of health facilities are available in your community? (Check all that apply)

- [x] Designated supportive living, Long-term and/or palliative care facilities
- [x] Hospital/Regional Hospital
- [x] Community Health Centre
- [x] Physician Clinic or Primary Care Network
- [ ] Other (please indicate below):
  - Access is available to the above – however they are accessed as part of regional availability
  - Massage therapy and Dental services also available

- No services directly available within Birch Hills County

Question Title

3. What are the top three health services your community is having challenges in accessing? ***(Some examples of health services include: home care, palliative care, mental health and addictions, lab and diagnostics, maternity/obstetrics, physiotherapy, occupational therapy, speech therapy and speciality services such as cancer care, renal services, rehabilitation, etc.)***

1. Mental health
2. Attraction and retention of medical professionals
3. Cancer treatment

Question Title

4. What are the top three health care professionals your community needs? ***(Some examples of health professionals include: family physician, nurse practitioner, midwife, registered nurse, license practicum nurse, health care aide, and specialists such as anesthesiologist, pathologist, child psychologists, radiologist, neurologist, oncologist, obstetrician, etc.)***

1. Family Physician
2. Nurse Practitioner
3. Registered Nurse

Question Title

5. What ideas or solutions would your community like Alberta Health (policy related) or Alberta Health Services (delivery of services) to consider with respect to the following:

Local and Regional Services Medical professional's retention

Funding Established Funding model

Health Workforce Development local training for nurses, expedited developemnt of p

Regional Engagement Regional voice/regional/autonomy

Question Title

6. Do you have any additional comments? Please provide here.

N/A

Thank you for participating in the Health Issues survey!

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved for Submission**
Meeting Date:	March 23, 2021	**CAO:** RB
Originated By:	Shawna Schwerdt L.O./E.A.	**Director:**
Item Title:	Alberta Police Board Survey	**Presenter:** CAO Bastow

DESCRIPTION:
Administration is providing Council with the Interim Alberta Police Advisory Board request to complete a survey regarding the Board's development of governance structure for the permanent operational Board.

BACKGROUND:
The Interim Alberta Police Advisory Board is asking Alberta municipalities to complete a survey to help inform the Board's development of a governance structure for the permanent operational board, which will replace the advisory board later in 2021. The survey will take approximately 30 minutes to complete and is open until April 8, 2021.

DISCUSSION / BENEFITS / DISADVANTAGES:
The interim board believes it is crucial that the operational board be designed to allow for involvement from a variety of perspectives from across the province, and that the board have adequate input into shaping provincial policing priorities and other policing-related areas. RMA agrees that the operational board has the potential to enhance municipal input into policing, and encourages members to complete the survey.

It is important to emphasize that this survey **is not related to a provincial police service** as proposed in the Fair Deal Panel and discussed at the RMA/AUMA President's Summit in February. This survey is in relation to the structure of the Alberta Police Advisory Board (APAB), which was formed in early 2020 by the Minister of Justice as a way to attempt to provide municipalities with more of a voice in the setting of province-wide policing priorities by the GOA and RCMP K Division. The APAB was formed in part due to the new police funding model. Currently, the interim APAB is in place until November 2021. The interim APAB consists of RMA and AUMA board members, as well as a representative from the Alberta Association of Police Governance. Part of the interim APAB's responsibilities is to develop the governance structure for a permanent board, which is the purpose of the survey. The interim APAB distributed another survey to all of you in fall 2020 regarding your local policing priorities.

To emphasize, although they sound similar, this survey is **unrelated to a provincial police service**.

ATTACHMENT(S):
- Alberta Police Board Survey

OPTIONS:
Council may choose to:

1. Direct Administration to submit to the Alberta Police Board survey responses as outlined in the attachment.
2. Direct Administration to not submit to the Alberta Police Board survey responses as outlined in the attachment.

RECOMMENDED ACTION:

It is administrations recommendation Council determine the appropriate action to take.

Municipal Survey on Governance Model of Operational Alberta Police Advisory Board

Background

With the implementation of the new police funding model, the Government of Alberta has established the Alberta Police Advisory Board to give municipalities a stronger voice in RCMP policing oversight and resource deployment.

The Alberta Police Advisory Board is being implemented in two phases. In its first year, an interim board will establish the operational board's structure and scope. As per the terms of reference developed by Justice and Solicitor General, the interim board is made up of four representatives from the RMA Board, four representatives from the AUMA Board, and one representative from the Alberta Association of Police Governance Executive. When the interim board has completed its mandate, it will seek nominations for individuals interested in serving on the operational board.

The interim board has been tasked with:

- Developing the scope and terms of reference for the operational board;
- Developing a recruitment and selection process for operational board members;
- Developing governance documents for the operational board, including at minimum, a competency matrix for board member appointments and review, a code of conduct, and a mandate and roles document;
- Providing input, advice, and recommendations to the Government of Alberta and RCMP on the buildup of the provincial police service related to funds raised by the new police costing model; and
- Providing input into discussions respecting the provincial policing priorities for the 2021 - 2022 fiscal year to facilitate engagement during transition to the operational board.

The purpose of this survey is to help inform the interim board's development of a governance model for the operational board. Please provide only one response per municipality. Completing the survey as a council is suggested where possible. Individual survey responses will not be shared and only aggregated results will be reported.

Although the interim board has made no decisions on any aspects of governance, they have developed examples for some governance areas. The examples are intended to give municipalities a baseline vision for what the operational board could look like, and serve as an alternative to asking general questions. It is important to remember that no final decisions have been made on any area being addressed in the survey.

If you have any questions regarding this survey, please email the Alberta Police Advisory Board at Board@ABPoliceAdvisoryBoard.com.

The deadline for completing the survey is **Thursday, April 8, 2021**.

Question Title

1. What is the name of your municipality?

Birch Hills County

Question Title

2. Your municipality is a:

- ○ City
- ○ Town
- ○ Village
- ○ Summer Village
- ○ Specialized Municipality
- ◉ County/Municipal District
- ○ Other (please specify)

Question Title

3. The population of your municipality is approximately:

- ◉ Under 2,000
- ○ 2,000 - 5,000
- ○ 5,001 - 10,000
- ○ Over 10,000

Question Title

4. Please provide a contact name, in case there is a need to follow up with your municipality to clarify input.

Rick Bastow, CAO Birch Hills County

Question Title

5. Please provide a phone number or email address for the contact above.

780-694-3793

Board Scope and Deliverables

In determining the scope and deliverables of the operational board, the interim board is considering several options, including an annual priorities report, regular input into new RCMP and GOA initiatives, and updates on policing policy changes. There is also a possibility for the operational board to update municipalities on changes to policing through regular communications and engagement.

6. Aside from informing general policing priorities in the province, select the three most important areas of policing for the operational board to provide input into:

- [ ] Police costing and funding
- [ ] Detachment/municipality engagement
- [ ] Detachment oversight and governance
- [ ] Service levels
- [ ] Proactive and community policing
- [ ] Prolific offender management
- [ ] Other (please specify)

Question Title

7. Please rank the following statement:

The operational board is well-positioned to serve as a communications conduit between municipalities, the RCMP, and GOA on policing issues.

- ○ Strongly agree
- ○ Agree
- ○ Neither agree nor disagree
- ○ Disagree
- ○ Strongly disagree

Board Representation

As costs, input into service levels, and other areas vary among municipalities based on their type and size, the interim board has been tasked with determining what municipalities should be represented by the operational board.

8. The operational board should represent the perspectives of:

- ○ All municipalities that currently receive policing from the RCMP
- ○ Rural and small urban municipalities impacted by the new police funding model
- ○ Other (please specify)

Board Size, Composition, and Term

The interim board has developed the following example of size and composition of the operational board (note that this example is only developed for the purpose of the survey – no decisions have been made on the size, composition, or term of the board).

Eleven voting members, including:

- Three association positions
- Rural Municipalities of Alberta – one representative
- Alberta Urban Municipalities Association – one representative
- Alberta Association of Police Governance – one representative
- Eight at-large positions
- Two representatives from communities in the RCMP “K” Division Western Alberta District
- Two representatives from communities in the RCMP “K” Division Eastern Alberta District
- Two representatives from communities in the RCMP “K” Division Central Alberta District
- Two representatives from communities in the RCMP “K” Division Southern Alberta District

The at-large positions could be filled by any Albertan and are not restricted to municipal representatives, although municipal representatives could apply for at-large positions.

9. Please rank the following statement:

The balance of association (3) and at-large (8) representatives in the example is right for the Alberta Police Advisory Board.

- ○ Agree
- ○ Disagree - there should be a larger portion of association representatives
- ○ Disagree - there should be a larger portion of at-large representatives

10. Please rank the following statement:

Eleven members is the right size for the operational Alberta Police Advisory Board.

- Agree
- Disagree - 11 members is too many
- Disagree - 11 members is not enough

Board Size, Composition, and Term

11. Please rank the following statement:

An equal number of at-large board members should be recruited from each RCMP District.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

12. Do you have any other comments on the test approach, or general comments related to the board size, composition, and chairperson selection process?

13. How should the Chairperson of the operational Alberta Police Advisory Board be determined?

- Selected internally by board members
- Selected through a separate application process
- Appointed by the Minister of Justice and Solicitor General
- Selected from among the association representatives on the board

Board Member Characteristics and Competencies

The interim board has placed significant importance on ensuring that operational board members represent diverse backgrounds, knowledge and experience. Below are several example attributes that could be used. The right mix of attributes will ensure that board members are able to contribute to the operational board without restricting membership to those with skills and qualifications that may not be easily accessible.

The example attributes are as follows:

- Familiarity with policing and public safety
- Governance and board participation
- Community organization/participation
- Critical thinking/problem solving
- Public engagement

14. Please rank the following statement:

The example attributes will result in the right combination of competencies and experiences on the operational board.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

15. Please rank the following statement:

There are representatives within our community that would be a good fit for participation on the board based on the example attributes.

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

16. List any other competencies or attributes that should be required for board members.

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved for Submission**	
Meeting Date:	March 23, 2021	**CAO:** RB	
Originated By:	Lucy Stevenson Tax/Dev. Clerk	**Manager:**	
Item Title:	LUB Amendment Bylaw 2021-02	**Presenter:**	Lucy Stevenson

DESCRIPTION:

Administration is presenting Council with Bylaw 2021 - 02, a Land Use Bylaw (LUB) Amendment to accommodate the use of Recreational Vehicles as temporary structures on site during the construction of the principal building.

BACKGROUND:

Staff presented the amendment to the Municipal Planning Commission at the meeting on November 13, 2020 the motion is;

> **MPC20-25 Moved by Vice Chairperson Poetker** that the Municipal Planning Commission advise Council to initiate the LUB amendment to accommodate the use of a Recreational Vehicles as temporary structures on site during the construction of the principal building to section 9.1 of the Land Use Bylaw.

Staff presented the amendment to Council on November 26, 2020 the motion is;

> **RC20-487 Moved by Councillor Wendland** that Council directs Administration to initiate the LUB amendment to accommodate the use of a Recreational Vehicles as temporary structures on site during the construction of the principal building to section 9.1 of the Land Use Bylaw.

Birch Hills County held first reading of the Land Use Bylaw Amendment Bylaw 2021 - 02 at the February 23, 2021 Regular Council meeting, the motions were;

> **RC21-111 Moved by Councillor Poetker** that Council provide 1st reading to the Land Use Bylaw Amendment Bylaw 2021 – 02.
>
> **RC21-112 Moved by Deputy Reeve Carbone** that Council set March 23, 2021 as the date for the public hearing on Land Use Bylaw Amendment Bylaw 2021 – 02.
>
> **RC21-113 Moved by Councillor Wendland** that Council direct Administration to bring back Land Use Bylaw Amendment Bylaw 2021 - 02 for 2nd and 3rd reading at the March 23, 2021 Regular Council meeting.

and held a Public Hearing earlier in 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):

Draft Bylaw 2021 - 02

OPTIONS:

Council may choose to:

1. provide 2nd and 3rd reading to the Bylaw 2021 - 02, a bylaw to amend Bylaw 2019-06, the use of Recreational Vehicles as temporary structures on site during the construction of the principal building to section 9.1 of the Land Use Bylaw, and direct Administration to Advertise the Land Use Bylaw amendment on the Birch Hills County Webpage.

2. provide 2nd reading to the Bylaw 2021 - 02, a bylaw to amend Bylaw 2019-06, the use of Recreational Vehicles as temporary structures on site during the construction of the principal building to section 9.1 of the Land Use Bylaw, and bring back to the April 13, 2021 Regular Council Meeting;

3. table the Land Use Bylaw Amendment Bylaw 2021 - 02 as presented (or amended) to the April 13, 2021 Regular Council meeting.

RECOMMENDED ACTION:

It is Administration's recommendation that Council:

1. provide second reading to Land Use Bylaw Amendment Bylaw 2021 - 02, a bylaw to amend Bylaw 2019-06, the use of Recreational Vehicles as temporary structures on site during the construction of the principal building to section 9.1 of the Land Use Bylaw;

2. provide third and final reading to Land Use Bylaw Amendment Bylaw 2021 - 02, a bylaw to amend Bylaw 2019-06, the use of Recreational Vehicles as temporary structures on site during the construction of the principal building to section 9.1 of the Land Use Bylaw; and

3. direct Administration to publicize the Land Use Bylaw Amendment Bylaw 2021 - 02 on the Birch Hills County Webpage.

BYLAW NO. 2021 - 02

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 use of Recreational Vehicles as temporary structures on site during the construction of the principal building;

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 to section 9.1, accessory, namely 9.1.2 m) the use of Recreational Vehicles as temporary structures on site during the construction of the principal building.

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

READ a first time this 23th day of February, 2021.

READ a second time this 23rd day of March, 2021.

READ a third and final time this 23rd day of March, 2021.

SIGNED this __ day of _____, 2021.

_____
Reeve
Gerald Manzulenko

_____
Chief Administrative Officer
Rick Bastow

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**
Meeting Date:	March 23, 2021	**CAO:** RB
Originated By:	Shawna Schwerdt L.O./E.A	**Manager:**
Item Title:	Councillor Absences	**Presenter:** CAO Bastow

DESCRIPTION:

Council is being provided with information related to the absences from this meeting, and are requested to authorize the absence of Councillor Mel Duvall.

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.

Councillor Duvall had discussed at Council Regular March 9, 2021 meeting advising of his absence that he would be away for personal reasons and unable to attend the March 23rd, 2021 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 Councillor Mel Duvall from the March 23, 2021Regular 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 Councillor Mel Duvall from the March 23, 2021 Regular Council meetings due to personal reasons".

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved for Submission**	
Meeting Date:	March 23, 2021	**CAO:** RB	
Originated By:	CAO Bastow	**Manager:**	
Item Title:	AFSC Branch Amalgamations	**Presenter:** CAO Bastow	

DESCRIPTION:
Administration is seeking Council direction concerning response to AFSC Branch Amalgamations.

BACKGROUND:

Five one-employee AFSC offices will be amalgamated with neighboring offices, and 37 branches will remain available to serve Albertans in rural communities, province-wide.

The High Prairie, High River, Rimbey, Smoky Lake, and Spirit River branch offices will be closed permanently as of May 1, 2021.

DISCUSSION / BENEFITS / DISADVANTAGES:

AFSC has indicated that offices will be closed in order to ensure fiscal responsibility and best use of taxpayer dollars. As part of its review process, AFSC undertook consultation with approximately 250 clients to discuss service needs and preferences.

AFSC findings indicated, the five one-employee offices did not provide full-service offerings, had limited foot traffic, served a smaller client base, and are in close proximity to other AFSC offices.

COST / SOURCE OF FUNDING:

N/A

OPTIONS:
Council may choose to:

1. Direct Administration to issue a letter to AFSC outlining why closure of the Spirit River branch is detrimental to the Central Peace.

2. Request Administration revisit the request for decision and present at a future regularly scheduled Council meeting.

3. Direct administration to refrain from issuing a letter to AFSC.

ATTACHMENT:
None

RECOMMENDED ACTION:

It is Administration's recommendation that Council determine the appropriate action to take.

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved for Submission**	
Meeting Date:	March 23, 2021	**CAO:** RB	
Originated By:	CAO Bastow	**Manager:**	
Item Title:	2021 VSI Requisition	**Presenter:** CAO Bastow	

DESCRIPTION:
Administration is seeking Council direction regarding 2021 VSI Requisition.

BACKGROUND:
The VSI Board of Directors implemented a 10% contingency increase to help offset the likelihood for in-year request for additional funding. 2021 Requisitions have been adjusted to reflect the value of 2020 claims plus the 10% contingency.

In November 2020, Birch Hills County provided notification it intended to participate in the 2021 VSI program

DISCUSSION / BENEFITS / DISADVANTAGES:

The 10% increase raises Birch Hills county 2021 requisition to $19, 500. The 2021 Budget forecast a cost of $17,100

COST / SOURCE OF FUNDING:

Account 2-63-10-00-735

OPTIONS:
Council may choose to:

1. Direct Administration to remit the $19,500.00 in payment of 2021 VSI requisition.

2. Direct administration to refrain from remitting the 2021.

ATTACHMENT:
None

RECOMMENDED ACTION:

Direct Administration to remit the $19,500.00 in payment of 2021 VSI requisition.

Request for Decision (RFD)

Meeting:	**Regular Council Meeting**	**Reviewed/ Approved for Submission**	
Meeting Date:	March 23, 2021	**CAO: RB**	
Originated By:	Shelley Braun, DCS	**Director:**	**SDB**
Item Title:	Bank Reconciliation, Cheque Register	**Presenter:**	

BACKGROUND / PROPOSAL:

Council is being provided with the February 28, 2021 Bank Reconciliation and February 28, 2021 Register Report for cheques issued.

DISCUSSION / BENEFITS / DISADVANTAGES:

February 28, 2021 Bank Reconciliation adjustment details are as follows:

28-Feb-21	Interest	$223.86
1-Feb-21	GST	($4.82)
1-Feb-21	Service Charges	($291.55)
1-Feb-21	Option Pay Double Payment	(35.37)
28-Feb-21	Split Deposits	(3253.78)
		(3361.66) Originator: Marlene McLaughlin

February 28, 2021 Pre-authorized Payments were as follows:

01-Feb-21	I Want Wireless	$52.45
09-Feb-21	Local Authorities Pension Plan	$31,677.01
09-Feb-21	Receiver General	$56,239.19
11-Feb-21	Manulife	$11,439.31
15-Feb-21	Telus	$1,260.94
17-Feb-21	Campus Energy Buildings	$8,260.33
17-Feb-21	Campus Energy Streetlights	$3,066.13
22-Feb-21	Birch Hills Gas	$1,926.62
24-Feb-21	Access gas	$9.68
24-Feb-21	Enterprise Fleet Management	$4,857.92
		$118,789.58 Originator: Lisa Price

ATTACHMENT(s):

Bank Reconciliation (Posting Journal) for Bank Statement ending February 28, 2021.
February 28, 2021 Vendor Cheque Register – Total cheques issued $311,123.17
Note: * cheques have been voided.

RECOMMENDED ACTION:

That Council accept the February 28, 2021 Bank Reconciliation and February 28, 2021 Register of Cheques documentation for information.

Bank Reconciliation

Audit Trail Code: CMADJ00000285
Chequebook ID: ATB PRIMARY
Description: ALBERTA TREASURY BRANCH

Bank Statement Ending Balance: $200,543.37
Bank Statement Ending Date: 2/28/2021
Cutoff Date: 2/28/2021

Statement Ending Balance	$200,543.37
Outstanding Cheques (-)	$27,162.03
Deposits in Transit (+)	$260.00
Adjusted Bank Balance	$173,641.34
Chequebook Balance as of Cutoff	$177,003.00
Adjustments	-$3,361.66
Adjusted Book Balance	$173,641.34
Difference	$0.00

Ranges: From: To: From: To:
Cheque Number First Last Cheque Date 2/01/21 2/28/21
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
0032728	BHILLSFARM01	B HILLS FARMING CO LTD	2/12/21	ATB PRIMARY	PMCHQ00001372	$4,620.00
0032729	COUNTY01	COUNTY OF GRANDE PRAIRIE NO 1	2/12/21	ATB PRIMARY	PMCHQ00001372	$10,226.18
0032730	CPWASTE01	CENTRAL PEACE REGIONAL WASTE	2/12/21	ATB PRIMARY	PMCHQ00001372	$2,329.50
0032731	LEMOINEG01	LEMOINE, GILBERT	2/12/21	ATB PRIMARY	PMCHQ00001372	$162.50
0032732	MCKAYM01	MCKAY, MIKE	2/12/21	ATB PRIMARY	PMCHQ00001372	$162.50
0032733	PARADISD01	PARADIS, DANNY	2/12/21	ATB PRIMARY	PMCHQ00001372	$81.25
0032734	PLIBRARY01	PEACE LIBRARY SYSTEM	2/12/21	ATB PRIMARY	PMCHQ00001372	$4,946.31
0032735	PREDA01	PEACE REGION ECONOMIC DEV ALLI	2/12/21	ATB PRIMARY	PMCHQ00001372	$2,630.65
0032736	SIGNAL01	LOMOSAD MEDIA INC.	2/12/21	ATB PRIMARY	PMCHQ00001372	$3,821.14
0032737	THIBAULTCON01	THIBAULT CONTRACTING LTD	2/12/21	ATB PRIMARY	PMCHQ00001372	$3,812.55
0032738	TSPRV01	TOWN OF SPIRIT RIVER	2/12/21	ATB PRIMARY	PMCHQ00001372	$500.00
0032739	WSP01	WSP CANADA	2/12/21	ATB PRIMARY	PMCHQ00001372	$6,416.55
0032740	ABCARE01	ALBERTA CARE	2/23/21	ATB PRIMARY	PMCHQ00001374	$262.50
0032741	ABFIRECHF01	ALBERTA FIRE CHIEFS ASSO	2/23/21	ATB PRIMARY	PMCHQ00001374	$189.00
0032742	ABONECALL01	ALBERTA ONE CALL CORPORATION	2/23/21	ATB PRIMARY	PMCHQ00001374	$210.00
0032743	ACEINILIFE01	CHUBB LIFE INSURANCE OF CANADA	2/23/21	ATB PRIMARY	PMCHQ00001374	$317.22
0032744	ALSLAB01	ALS CANADA LTD	2/23/21	ATB PRIMARY	PMCHQ00001374	$1,838.55
0032745	BEARCOM01	BEARCOM CANADA CORP	2/23/21	ATB PRIMARY	PMCHQ00001374	$336.00
0032746	FIRSTCHOICE01	FIRST CHOICE ELECTRICAL SUPPLY	2/23/21	ATB PRIMARY	PMCHQ00001374	$148.81
0032747	HACH01	HACH SALES & SERVICE CANADA LT	2/23/21	ATB PRIMARY	PMCHQ00001374	$401.86
0032748	HITECH01	HITECH BUSINESS SYSTEMS LTD	2/23/21	ATB PRIMARY	PMCHQ00001374	$1,232.19
0032749	JDFINANCIAL01	JOHN DEERE FINANCIAL	2/23/21	ATB PRIMARY	PMCHQ00001374	$745.03
0032750	JOUDRY01	JOUDREY, DENISE	2/23/21	ATB PRIMARY	PMCHQ00001374	$40.00
0032751	LANDTIT01	THE GOVERNMENT OF ALBERTA	2/23/21	ATB PRIMARY	PMCHQ00001374	$73.00
0032752	NEWHARVEST01	NEW HARVEST MEDIA INC	2/23/21	ATB PRIMARY	PMCHQ00001374	$1,785.00
0032753	PARADISD01	PARADIS, DANNY	2/23/21	ATB PRIMARY	PMCHQ00001374	$81.25
0032754	PATSAU01	PAT'S AUTO SUPPLY GP LTD	2/23/21	ATB PRIMARY	PMCHQ00001374	$246.30
0032755	PITNEYWORKS01	PITNEYWORKS	2/23/21	ATB PRIMARY	PMCHQ00001374	$2,100.00
0032756	PRINCESS01	PRINCESS AUTO	2/23/21	ATB PRIMARY	PMCHQ00001374	$367.49
0032757	RENTCO01	RENTCO EQUIPMENT LTD.	2/23/21	ATB PRIMARY	PMCHQ00001374	$1,463.26
0032758	REYMI01	REYNOLDS MIRTH RICHARDS	2/23/21	ATB PRIMARY	PMCHQ00001374	$1,800.92
0032759	UFAFALHER01	UFA FALHER FARM SUPPLY	2/23/21	ATB PRIMARY	PMCHQ00001374	$34.66
0032760	WANHAMW01	WANHAM WAREHOUSE	2/23/21	ATB PRIMARY	PMCHQ00001374	$203.47
0032761	WAPGRV01	WAPITI GRAVEL SUPPLIERS	2/23/21	ATB PRIMARY	PMCHQ00001374	$166,905.81
0032762	WENDLAND01	WENDLAND, DEANNE	2/23/21	ATB PRIMARY	PMCHQ00001374	$57.00
0032763	PETTY01	BRAUN, SHELLEY	2/25/21	ATB PRIMARY	PMCHQ00001375	$359.45
0032764	MANZULG01	MANZULENKO, GERALD	2/25/21	ATB PRIMARY	PMCHQ00001375	$60.00
0032765	CARBONET01	CARBONE, TERRY	2/25/21	ATB PRIMARY	PMCHQ00001375	$165.00
0032767	MANBEN01	MANULIFE FINANCIAL GROUP BENEF	2/16/21	ATB PRIMARY	PMPAY00001189	$559.79
EFT0000017	AAMDC01	RURAL MUNICIPALITIES OF ALBERT	2/12/21	ATB PRIMARY	PMCHQ00001371	$9,237.79
EFT0000018	BHCCOMMUNITY01	Birch Hills County	2/12/21	ATB PRIMARY	PMCHQ00001371	$1,275.75
EFT0000019	BHCOUNTYINT01	BIRCH HILLS COUNTY	2/12/21	ATB PRIMARY	PMCHQ00001371	$1,228.50
EFT0000020	CODESACONST01	CODESA CONSTRUCTION LTD	2/12/21	ATB PRIMARY	PMCHQ00001371	$7,717.50
EFT0000021	MESHER01	MESHER, LEON	2/12/21	ATB PRIMARY	PMCHQ00001371	$157.50
EFT0000022	PICOTTEJ01	PICOTTE, JAMES STUART	2/12/21	ATB PRIMARY	PMCHQ00001371	$260.47
EFT0000023	PRDISPOSAL01	PRAIRIE DISPOSAL LTD	2/12/21	ATB PRIMARY	PMCHQ00001371	$136.50
EFT0000024	SCOTTJ01	SCOTT, JOANNE	2/12/21	ATB PRIMARY	PMCHQ00001371	$81.25
EFT0000025	SRHMHW01	SPIRIT RIVER HOME HARDWARE	2/12/21	ATB PRIMARY	PMCHQ00001371	$61.90
EFT0000026	SSEMENIUK01	STEVE SEMENIUK CONSULTING % 18	2/12/21	ATB PRIMARY	PMCHQ00001371	$3,780.00
EFT0000027	ABELEVAT01	AB ELEVATING DEVICES & AMUSEME	2/23/21	ATB PRIMARY	PMCHQ00001373	$341.25
EFT0000028	ATCOELEC02	ATCO ELECTRIC	2/23/21	ATB PRIMARY	PMCHQ00001373	$3,719.49
EFT0000029	CITYGP01	CITY OF GRANDE PRAIRIE	2/23/21	ATB PRIMARY	PMCHQ00001373	$18,037.43
EFT0000030	CO-OPGIROUX01	GIROUXVILLE GENERAL CO-OP	2/23/21	ATB PRIMARY	PMCHQ00001373	$18,115.15
EFT0000031	CODESACONST01	CODESA CONSTRUCTION LTD	2/23/21	ATB PRIMARY	PMCHQ00001373	$10,804.50
EFT0000032	COLLIE01	MIKE & JANET COLLIE	2/23/21	ATB PRIMARY	PMCHQ00001373	$200.00
EFT0000033	COYM01	COY, MICHAEL	2/23/21	ATB PRIMARY	PMCHQ00001373	$228.00

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
EFT0000034	DUVALLM01	DUVALL, MEL	2/23/21	ATB PRIMARY	PMCHQ00001373	$100.00
EFT0000035	GFLENVI01	GFL ENVIRONMENTAL INC.	2/23/21	ATB PRIMARY	PMCHQ00001373	$6,368.48
EFT0000036	GREGG01	GREGG DISTRIBUTORS S.R. LTD.	2/23/21	ATB PRIMARY	PMCHQ00001373	$824.87
EFT0000037	INTERSELEC01	INTERSTELLER ELECTRIC LTD	2/23/21	ATB PRIMARY	PMCHQ00001373	$82.95
EFT0000038	NMETALIC01	NORTHERN METALIC SALES (GP) L	2/23/21	ATB PRIMARY	PMCHQ00001373	$3,407.99
EFT0000039	PIEBIAKM01	PIEBIAK, MARTINE	2/23/21	ATB PRIMARY	PMCHQ00001373	$219.50
EFT0000040	SCOTTJ01	SCOTT, JOANNE	2/23/21	ATB PRIMARY	PMCHQ00001373	$81.25
EFT0000041	SRHMHW01	SPIRIT RIVER HOME HARDWARE	2/23/21	ATB PRIMARY	PMCHQ00001373	$314.35
EFT0000042	WSP01	WSP CANADA	2/23/21	ATB PRIMARY	PMCHQ00001373	$2,648.11
Total Cheques: 65					Total Amount of Cheques:	$311,123.17

Tracy Casavant

From: Shawna Schwerdt
Sent: Monday, March 15, 2021 1:57 PM
To: Tracy Casavant
Subject: FW: Invitation to attend Spring 2021 Municipal Leaders' Caucus
Attachments: Agenda - Spring 2021 MLC.pdf

From: cao
Sent: Friday, March 12, 2021 9:05 AM
To: Shawna Schwerdt
Subject: FW: Invitation to attend Spring 2021 Municipal Leaders' Caucus

Include in meeting package

From: President
Sent: Wednesday, March 10, 2021 3:08 PM
Subject: Invitation to attend Spring 2021 Municipal Leaders' Caucus

On behalf of the Alberta Urban Municipalities Association, I would like to invite you to register for our annual Spring Municipal Leaders' Caucus, being held virtually through Zoom on April 14, 15, and 16, 2021.

This year's Caucus is a great opportunity to discuss key issues affecting your community, including COVID recovery, red tape reduction, municipal finances, and the upcoming municipal election. Delegates will also have the opportunity to ask provincial Ministers questions about top-of-mind concerns on Government Day (April 16). A copy of the draft agenda for Caucus is attached.

The cost for attending the Municipal Leaders' Caucus is $50 for regular members and $75 for associate and non-members. Visit the Municipal Leaders' Caucus event page for more details on registration and the agenda.

If you have any questions about Spring Municipal Leaders' Caucus, please email registration@auma.ca or call 780-431-4528.

We hope you can join us!

Barry Morishita | President
Mayor, City of Brooks

Toll Free: 310-AUMA | 877-421-6644 | www.auma.ca

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Agenda for Spring 2021 Municipal Leaders' Caucus
April 14, 15, and 16, 2021
Via Zoom
Subject to Change

Wednesday, April 14	
3:00 p.m.	President's Opening Remarks
3:05 p.m.	Mental Health Session
3:15 p.m.	Education/Engagement Session I – Municipalities' Role in Red Tape Reduction
4:00 p.m.	Break
4:15 p.m.	Education/Engagement Session II – COVID Recovery
5:00 p.m.	Break
5:15 p.m.	Education/Engagement Session III – Municipal Finances and Reserves
6:00 p.m.	Closing Remarks

Thursday, April 15	
9:00 a.m.	Opening Remarks
9:05 a.m.	Mental Health Session
9:15 a.m.	Opposition Leader's Remarks
9:30 a.m.	Education/Engagement Session IV – 2021 Municipal Election
10:30 a.m.	Break
10:45 a.m.	AUMA President's Report
11:15 a.m.	AUMA Board Dialogue Session
11:30 a.m.	Requests for Decision
11:55 a.m.	Closing Remarks

Friday, April 16	
9:00 a.m.	Opening Remarks
9:05 a.m.	Mental Health Session
9:15 a.m.	Minister of Municipal Affairs' Remarks and/or Premier's Remarks
9:30 a.m.	Ministers' Dialogue Session I
10:30 a.m.	Break
10:50 a.m.	Ministers' Dialogue Session II
11:50 a.m.	Closing Remarks

Executive Summary

The 2020-21 Board Governance Review Committee (BGRC) undertook extensive research including a member survey, board member interviews, review of association policies, and a jurisdictional scan to develop recommendations on how to improve the RMA's board governance processes. The review was loosely divided into six governance themes:

- Membership
- Board Structure
- Board Roles and Responsibilities
- Board Election Process
- Member Input
- Board Compensation

Based on their research, the BGRC has developed the following 11 recommendations for review and voting by the membership. There are no recommendations for changes in the focus areas of membership, board roles and responsibilities, and board compensation. There are recommendations for changes in the focus areas of board structure, board election process, and member input.

The recommendations are listed in no specific order:

Recommendation 1: That the Regional Municipality of Wood Buffalo (RMWB) be moved into RMA District 5 to better align with RMWB's economic and intermunicipal focuses and to reduce the size of RMA District 4. Favor

Recommendation 2a: That RMA implement a nomination deadline for all available board of director positions two weeks prior to the start of each year's fall convention. If no nominations are received prior to the deadline, nominations from the floor at convention will be accepted. Favor

Recommendation 2b: That RMA develop an election policy that outlines the procedures and rules of the election process for the RMA board of directors. Favor

Recommendation 2c: That RMA implement the use of a returning officer to oversee the election process for the RMA Board of Directors. Favor
clarification cost?

Recommendation 3: That the RMA's resolution process be amended to require that resolutions be supported by a district prior to being submitted to the RMA's resolution session, with the exception of emergent resolutions. Favor

Recommendation 4: That RMA encourage districts to adopt the practice of voting by secret ballot on all resolutions, whether it be paper ballot or through the use of technology. Favor

Recommendation 5: That all RMA resolutions require a voting result of three-fifths majority at RMA's resolution sessions to be considered endorsed by the RMA. Favor

Recommendation 6: That RMA encourage districts to adopt the practice of requiring three-fifths majority on all resolutions to be considered endorsed at the district level. Favor

Recommendation 7: That RMA formalize their use of technology in supporting governance and member engagement, and encourage members to similarly embrace their use of technology, including through the following means:

Favor

- **Establish a virtual use policy to guide the association in using communications technology to support effective governance.**
- **Encourage all RMA members to permanently maintain the capability to video conference, at minimum in council chambers to allow the RMA to facilitate continued outreach.**
- **Support all chief elected officials and chief administrative officers (CAO) in distributing RMA communications to council members by specifically stating this request in correspondence to CAOs.**

Favor

Recommendation 8: That RMA conduct member engagement through already established communications channels and utilize technology to diversify opportunities for member engagement through virtual means.

Recommendation 9: That all districts are encouraged to select a district chair and vice chair through a regular election process and that the chair and vice chair positions be filled by someone other than an RMA district director. Term Clarification

Favor

Recommendation 10: That RMA formalize the role of districts as affiliate groups/ bodies to RMA. This would include acknowledgement of districts' roles in gathering member input, networking, and communicating. This will be facilitated via an affiliation agreement between each district and the RMA outlining one another's roles, responsibilities and other parameters, including but not limited to the following:

- **That RMA maintain support to districts such as video conferencing support, a webpage with support materials, and speaker information sharing.**
- **That district chairs and vice chairs participate on an RMA-led issue sub-committee to provide RMA with input on emerging issues.**

No

Recommendation 11: That the RMA President's term be limited to six years (three two-year terms) to ensure there is renewal within leadership. All other board of director positions will not have term limits.

Each recommendation will be voted on by the RMA membership. For recommendations that are endorsed by the membership, RMA board and staff will develop implementation processes. The RMA board will report back to the membership on progress made within one year. Recommendations not endorsed by the membership will not be followed up on.

ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays

AR100314

Dear Chief Elected Officials:

This letter is to inform you of changes to the Government of Alberta's Disaster Recovery Program (DRP), which are in effect for DRPs that occur in 2021 and onward and are outlined in the 2021 Disaster Assistance Guidelines.

In response to the rising cost and frequency of disasters in Alberta, we have made changes to the DRP. These changes are intended to share the responsibility of disasters with all those who are impacted and to make the program more sustainable for future events. Changes will ensure that assistance is available for Albertans when they need it most.

While conditions for eligibility remain the same for qualifying applicants, the following cost-sharing arrangements and funding limits have been added to the program:

Local authority and private sector applicants (including homeowners)
We are implementing a 90:10 cost-sharing arrangement.

- DRP assistance is limited to 90 per cent of eligible disaster expenses, instead of 100 per cent.
- The remaining 10 per cent of eligible assistance will be subtracted from the amount payable to the applicant. No payment to the program will be required.

Homeowners only
We are implementing a funding limit of up to $500,000 per homeowner application and a limit on assistance to one time per property.

- For disaster events that occur in 2021 onward, qualifying homeowner applicants will only be able to access DRP assistance once per property address. Financial assistance from the program will not be provided to future applicants who own property at the same physical location.

.../2

132 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

Printed on recycled paper

- The one-time funding limit is not cumulative. For example, if an applicant has received $100,000 worth of assistance under the new policy, they would not qualify for any funding in the future.
- This change will not be applied retroactively. If a homeowner has received assistance before 2021, this does not count as meeting the one-time assistance limit.
- Homeowner addresses that receive DRP assistance will be posted online to the Government of Alberta website to provide transparency about DRP funding limits and up-to-date information for prospective homeowners, developers, and real estate professionals. The funding received stays with the property; therefore, a new homeowner would not be able to access disaster recovery funding for that same property in the future.

Being prepared improves individual and community resilience by lessening the impacts of disasters, shortening recovery time, and reducing economic disruption. Individuals and communities are encouraged to take measures to prepare for disasters and to look at ways of reducing their disaster risks. Learn how you can prepare for emergencies and disasters by visiting us at alberta.ca/emergency-preparedness.aspx.

Please refer to the enclosed information sheet for more information on changes to the Disaster Recovery Program and the Alberta Disaster Assistance Guidelines, or visit us online at www.alberta.ca/drp.

If you have any additional questions, please call 1-888-671-1111 or email drp.info@gov.ab.ca.

Sincerely,

Ric McIver
Minister

Attachment: Information Sheet

cc: Chief Administrative Officers

Classification: Protected A

Disaster Recovery Program Changes

Overview

The Disaster Recovery Program (DRP) provides financial assistance to qualifying applicants to help restore uninsurable property lost or damaged by a disaster to its basic, pre-disaster functional condition.

DRPs provide financial assistance as a last resort to assist those affected by a disaster.

Program changes

For DRPs that occur in 2021, the Government of Alberta has set homeowner funding limits and implemented cost-sharing mechanisms between the government and program applicants.

Why changes were made

The cost and frequency of disasters in Alberta are increasing, and the province needs a more sustainable approach to disaster recovery. By implementing a stronger framework to deal with emergencies and disasters, these changes help ensure the DRP can continue to be available for Albertans when they need it most.

Homeowner-funding limits

The province is implementing a homeowner funding limit of up to $500,000 per application for eligible costs and a limit of one-time assistance per property, regardless of the transfer of ownership. The one-time funding limit is not cumulative, so if an applicant has received any amount of assistance under the new policy, they would not qualify for funding in the future.

Establishing a homeowner funding limit helps government reinforce the intent of the DRP, which is to contribute to a ready and resilient Alberta and be the payer of last resort. Homeowners may choose to opt out of receiving DRP assistance if they are able to cover damages on their own. This would allow their property to qualify for future assistance if a DRP is approved in their community and they meet the program qualification criteria at that time.

Limits to properties

- Limits to assistance are applied to the property address only, not the applicant.
- A new property owner will not qualify for DRP assistance if the previous owner already accessed the one-time funding limit.

Posting addresses online

- If a homeowner applicant accessed funding through a DRP for a disaster that occurred in 2021 and onward, the property address and legal land description will be posted on the Government of Alberta website. The post will indicate that the address (legal land description) is not eligible for future DRP funding.
- This will help prospective buyers and developers become aware of funding limits that apply to specific addresses.

90:10 cost-sharing

Cost-sharing mechanisms for municipalities and private-sector applicants are based on a 90:10 formula, where the province covers 90 per cent of eligible disaster costs and the applicant covers the remaining 10 per cent.

For more information: alberta.ca/drp

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What you can do as a community

The Alberta Emergency Management Agency encourages all Albertans and communities to:

- Purchase adequate insurance.
- Have reserve funds.
- Invest in mitigation and infrastructure maintenance.
- Restrict future property development in high-risk areas.

Living in high-risk areas

Albertans living in high-risk areas may experience a natural disaster of one kind or another. The Government of Alberta continues to provide DRP assistance to all qualifying applicants; however, homeowners living in high-risk areas are encouraged to consider relocating or mitigating risks to their properties.

Flood maps are available at https://floods.alberta.ca/.

Purchasing insurance

It is important for Albertans to become educated about their disaster risks and ensure they are adequately insured. There are more insurance options on the market now than ever before.

High-risk areas

Homeowners living in high-risk areas who are not able to access overland flood insurance are also subject to the cost-sharing and one-time funding limit.

Flood insurance

Financial assistance for disaster recovery continues to be available to eligible applicants to help cover costs related to uninsurable loss and damages. Albertans are advised to check with several insurance companies to compare policy coverage limits, exclusionary language (e.g. concurrent causation clauses), and premiums when purchasing any flood insurance.

Federal government disaster assistance

Since 2015, the federal government has significantly reduced federal support through the Disaster Financial Assistance Arrangements. This has increased the provincial liability for DRP costs. In addition to this, the federal government does not typically reimburse for repeat assistance in flood-prone areas.

Indigenous communities

The federal government continues to fund all eligible disaster-related costs on First Nations reserve land.

First Nations applicants living off reserve, as well as other members of Indigenous communities are eligible for the same benefits and limits as other Albertans applying to the DRP.

The 90:10 cost-sharing arrangements will also apply to Métis Settlement communities as it would for all other communities.

For more information

Online: alberta.ca/drp

Call us: 1-888-671-1111

Email: DRP.info@gov.ab.ca

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Classification: Public

March 11, 2021

Alberta Energy Regulator (AER) – Directive 067 Feedback

RE: Proposed Changes to AER Directive 067

At the February 25, 2021, regular County Council meeting, Council passed a motion to express support for Thorhild County and other municipalities, including Athabasca County, impacted by Directive 067, which fails to address non-payment of levied municipal taxes by license holders of provincially regulated oil and gas properties.

Many rural municipalities rely heavily on tax revenue from the oil and gas industry and the current problem with the orphan wells is creating a heavy financial burden for them.

Athabasca County supports the request that the following changes be made to Directive 067:

1. *"Section 5 - Maintaining Eligibility" the AER should immediately revoke the licenses of continuing viable Licence Holders choosing not to pay all (or any) of their municipal tax obligations.*

2. *"Section 4.5) - Unreasonable Risk (Obtaining General Licence Eligibility)" the AER should not authorize or permit the purchase or transfer of any licences involving an existing oil or gas licence holder (or operator) currently in default of any municipal tax obligation anywhere in Alberta and*

3. *"Section 4.5) - Unreasonable Risk (Obtaining General License Eligibility)" the AER should initiate steps with the assistance of the Alberta Government (Municipal Affairs) to ensure that municipalities are recognized as secured creditors (through any bankruptcy involving Licence Holders) to secure and collect that municipality's (and the province's) taxes levied and owed.*

Alberta's rural communities are the municipalities that own and safely maintain the infrastructure necessary for the oil and gas industry to succeed. As a partner in this success, the fair assessment and collection of municipal taxes (including provincial taxes levied for schools and seniors housing) is foundational to the support and maintenance of this infrastructure.

...2

Thank you for your attention to this matter and we look forward to your response. Please contact me by e-mail at [redacted] should you wish to discuss this matter further.

Sincerely,

Larry Armfelt
Reeve

cc: MLA Glenn van Dijken
MLA Laila Goodridge
Provincial Caucus
Rural Municipalities of Alberta (RMA)
Alberta Urban Municipalities of Alberta (AUMA)

Saddle Hills COUNTY

2021-03-09

Honourable Ric McIver, Minister of Municipal Affairs

Honourable Minister Ric McIver,

On behalf of Saddle Hills County Council, I would like to express our support for the Rural Municipalities of Alberta (RMA) position on unpaid oil and gas taxes and our concern for the impact this burden will have on many of Alberta's rural communities.

This growing concern is putting rural municipalities at risk. Many municipalities are struggling and most do not have the ability to broaden their tax base to make up the shortfall.

Saddle Hills County has taken an aggressive approach to economic growth and we are hoping our efforts and investments will help our municipality and region to grow and prosper. The issue of unpaid oil and gas taxes has the potential to be disruptive and even damaging to many rural Alberta municipalities.

Timely payment of taxes is essential for rural municipalities to provide the services and maintain the infrastructure for industry to access and develop our natural resources.

Thank you for your attention to these matters. We remain supportive of your government's efforts on behalf of rural municipalities in Alberta.

Alvin Hubert
Reeve

Cc:
Mr. Todd Loewen, MLA Central Peace-Notley
Birch Hills County, MD of Spirit River, Town of Spirit River, Village of Rycroft

March 15, 2021

Municipal District of Spirit River No. 133
Attn: Dan Dibbelt, CAO & Dianne Nellis, Assistant CAO
Box 389 Spirit River, AB T0H 3G0

Dear Mr. Dibbelt,

Re: Inter-Municipal Collaboration Framework Agreement

At March 9, 2021 Regular Council meeting, Birch Hills County Council passed the following resolution:

> **RC21-125** **Moved by Councillor Poetker** that Council approve that the Reeve and Chief Administrative Officer are authorized to sign the Intermunicipal Collaboration Framework Agreement between Birch Hills County and the Municipal District of Spirit River No. 133.

You will find enclosed a signed agreement for your records.

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

Sincerely,

Rick Bastow, CAO
Birch Hills County

Encl
Cc: Birch Hills County Council
Shelley Braun DCS

/ss

Shawna Schwerdt

From: MA ICF <icf@gov.ab.ca>
Sent: Tuesday, March 16, 2021 1:06 PM
To: Shawna Schwerdt; MA ICF
Cc: cao; Dan Dibbelt; Dianne Nellis; Shelley Braun
Subject: RE: ICF Notification Birch Hills County and MD of Spirit River

Shawna

Thanks for the verification that Birch Hills County passed your ICF and IDP with the MD of Spirit River and the other municipalities listed.

We have accounted for all of other ICFs on the list below as being completed, except for the MD of Spirit River and Birch Hills County.

Dianne, to complete the verification of this ICF will need an email with the date the ICF was passed by the MD of Spirit River.

Please note that there is no legislative requirement to notify the Minister or Ministry of your completion of your IDP.

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

Thanks

Michael Scheidl
Manager, Intermunicipal Relations

Classification: Protected A

From: Shawna Schwerdt
Sent: Tuesday, March 16, 2021 12:00 PM
To: MA ICF <icf@gov.ab.ca>

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Attention: Municipal Affairs,

We are emailing you today to let Municipal Affairs know that Birch Hills County now has completed it's last ICF with M.D. of Spirit River.

Dates that Birch Hills County Council passed their IDP's & ICF's are:

MD or County	IDP	ICF
M.D. Smoky	September 26, 2019.	September 26, 2019.
County of Grande Prairie No. 1	October 24, 2019.	November 28, 2019.
Saddle Hills County	October 24, 2019.	November 28, 2019.
M.D. Peace	Mutually agreed IDP not required February 13, 2020 Resolution RC20-045.	February 13, 2020.
M.D. Fairview	Exempt	February 13, 2020.
M.D. Greenview	Exempt	February 27, 2020.
Northern Sunrise County	Exempt	February 13, 2020.
M.D. Spirit River	Mutually agreed IDP not required February 9, 2021 Resolution RC21-092.	March 9, 2021

Please kindly reply that you received this information successfully and let us know if there is anything else you require regarding this.

Thanks,

Shawna Schwerdt
Executive Assistant/Legislative Officer
Birch Hills County
4601–50th Street (Box 157)
Wanham, Alberta T0H 3P0
Ph: 780.694.3793
Fax: 780.694.3788
www.birchhillscounty.com

Birch Hills County