



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
MARCH 29, 2018

Present: Reeve Gerald Manzulenko
Deputy Reeve Terry Carbone
Councillor Deanne Wendland
Councillor Cheryl Bogdanek
Councillor Denise Joudrey
CAO Hermann Minderlein
Legislative Officer Shawna Schwerdt

Absent: Councillor Ginette Paradis
Councillor Paul Reum

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

Lucy Stevenson Tax/
Assessment Administrator
Development Clerk
entered the meeting at
9:00 a.m.
Chris Tschetter entered
the meeting at 9:00 a.m.
Martin Gulick entered the
meeting at 9:00 am.

ADOPTION OF AGENDA RC18-092 Moved by Councillor Joudrey that
Council adopt the agenda of the March 29, 2018
Regular Council Meeting as presented.

CARRIED

ADOPTION OF MINUTES
Regular Council Meeting
March 1, 2018

RC18-093 Moved by Councillor Wendland that
Council approve the minutes of the March 1, 2018
Regular Council Meeting as presented.

CARRIED

Meeting was recessed at
9:03 a.m.

Denise van Rootselaar
from the Signal entered
the meeting at 9:07 a.m.

Terry Carbone entered the
meeting at 9:15 a.m.

INITIALS: Reeve: _____

CAO: _____



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Meeting was reconvened
at 9:15 a.m.

PUBLIC HEARING
Bylaw 2018-01 Road
Closure Bylaw–
9:15 a.m.

Birch Hills County is required to hold a Public Hearing
regarding Bylaw 2018-01 Road Closure Bylaw.

RC18-094 Moved by Councillor Bogdanek that
Council go into Public Hearing related to Bylaw No.
2018-01 Road Closure Bylaw.

CARRIED

Reeve Manzulenko introduced the members of Council
and staff.

Reeve Manzulenko outlined the purpose of the Public
Hearing, that being the Bylaw No. 2018-01 Road
Closure Bylaw.

Lucy Stevenson presented a verbal summary about an
application for a Road Allowance Lease that
Administration had received. Hermann Minderlein
provided a verbal summary and provided clarification
to Council on questions related to the road closure.

Jean Sylvain entered
meeting at 9:25 a.m.

Chris Tschetter presented his request to have one
fence line with a minimum number of gates. He
provided clarification to Council on questions related to
the road closure.

Martin Gulick presented his clarification to what a
grazing license was versus a grazing lease. He
provided information on the different accesses to
green zone and his concerns with a road closure
limiting these access points.

Chris Tschetter reiterated that he was willing to allow
foot, horse, and/or ATV access and to install any
signage that Council deems necessary to ensure
access.

INITIALS: Reeve: _____

CAO: _____



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Staff reminded Council that there had been written submissions received relating to the Road Closure and they had been included in the agenda package.

RC18-095 Moved by Councillor Joudrey that Council adjourn the Public Hearing related to Bylaw No. 2018-01 Road Closure Bylaw.

CARRIED

Chris Tschetter and Martin Gulick left the meeting at 9:55 a.m.

Reeve Manzulenko recessed the meeting at 9:55 a.m.

Reeve Manzulenko reconvened the meeting at 10:00 a.m.

Shelley Braun, Dion Hynes, and Amanda Ouellet entered the meeting at 10:00 a.m.

DELEGATIONS

**Jean Sylvain –
2017 Financial
Statement/Audit Report
presentation**

Council was presented with 2017 Financial Statement Presentation.

IN-CAMERA

RC18-096 Moved by Deputy Reeve Carbone that Council move in-camera at 10:56 a.m. for discussion related to the draft 2017 Financial Statement.

CARRIED

Denise van Rootselaar left meeting at 10:56 a.m.

RC18-097 Moved by Councillor Bogdanek that Council reconvene the Regular Council Meeting at 11:15 a.m.

CARRIED

Denise van Rootselaar

INITIALS: Reeve: _____

CAO: _____



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entered the meeting at 11:15 a.m.

Jean Sylvain exited the meeting at 11:15 a.m.

RC18-098 Moved by Deputy Reeve Carbone that Council approves the draft financial statements for the year ended December 31, 2017 as presented with the deficit of \$2,060,129.00.

CARRIED

Braun, Hynes, Ouellet and Stevenson exited the meeting at 11:17 a.m.

COUNCILLOR REPORTS
Reeve Manzulenko

Reeve Manzulenko updated those present on the change of name for the Alberta Association of Municipalities District and Counties (AAMDC) to the Rural Municipalities of Alberta (RMA).

Deputy Reeve Carbone

Deputy Reeve Carbone provided a verbal update to the written report he provided to Council regarding the AAMDC/RMA Spring Convention he attended in Edmonton from March 19th to 21st, 2018.

Councillor Paradis

Absent. No Report.

Councillor Wendland

Councillor Wendland provided a verbal update to the written report she provided Council regarding the Municipal Elected Officials Course for Alberta Emergency Management Agency (AEMA) Meeting she attended on March 8th in Rycroft, the Northern Transportation Advisory Bureau (NTAB) Meeting she attended on March 9th in Clairmont and the AAMDC/RMA Spring Convention she attended in Edmonton from March 19th to 21st, 2018.

Councillor Reum

Absent. No Report.

Councillor Bogdanek

Councillor Bogdanek provided a verbal update to Council regarding the AAMDC/RMA Spring Convention she attended in Edmonton from March 19th to 21st, 2018.

Councillor Joudrey

Councillor Joudrey provided a verbal update to the

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CAO: _____



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written report she provided Council regarding the Municipal Elected Officials Course for Alberta Emergency Management Agency (AEMA) Meeting she attended on March 8th in Rycroft, the Central Peace Professional Attraction & Retention Meeting she attended on March 14th in Spirit River, the Grande Spirit Foundation she attended on March 15th at Lakeview Seniors' Lodge in Clairmont, the AAMDC/RMA Spring Convention in Edmonton from March 19th to 21st and the Peace Library System Meeting she attended on March 24th, in Grande Prairie.

RC18-099 Moved by Councillor Bogdanek that Council accept the Councillor Reports for information.

CARRIED

**CHIEF ADMINISTRATIVE
OFFICER'S REPORTS**

CAO Report

Sergeant, Ryan Frost entered the meeting at 11:45 a.m.

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

RC18-100 Moved by Councillor Bogdanek that Council appoint Darcy Parlee as the member representing Ward 3 on the Birch Hills County Recreation Board for a three (3) year term.

CARRIED

RC18-101 Moved by Councillor Joudrey that Council appoint Doris Mazurek as the member representing Ward 6 on the Birch Hills County Recreation Board for a three (3) year term.

CARRIED

RC18-102 Moved by Deputy Reeve Carbone that Council receive the CAO's written report and updates as information.

CARRIED

DELEGATIONS CON'T

**Sgt. Ryan Frost
Detachment Commander**

INITIALS: Reeve: _____

CAO: _____



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**– Spirit River RCMP –
11:50 a.m.**

Council was presented with a verbal report on policing activity from the past quarter. Sgt. Frost touched on the possibility of a presentation to G5 about advanced policing information session.

RC18-103 Moved by Councillor Bogdanek that Council accept Sergeant Frost’s report for information.

CARRIED

Meeting was recessed for Lunch at 12:35 p.m.

Meeting reconvened at 1:20 p.m.

Sergeant, Ryan Frost exited the meeting at 1:20 p.m.

CAO Action Log

Council reviewed the CAO Action Log updated to March 22, 2018 provided in the Agenda Package.

RC18-104 Moved by Councillor Wendland that Council receive the CAO Action Log for information.

CARRIED

BYLAWS

2018-01, a Road Closure Bylaw

Council was provided with Bylaw 2018-01, a Road Closure Bylaw.

RC18-105 Moved by Deputy Reeve Carbone that Council table Bylaw 2018-01 until later in the meeting.

CARRIED

2018-02, the Fees Bylaw

Council was presented with Bylaw 2018-02, the “Fees Bylaw.

RC18-106 Moved by Councillor Bogdanek that Council provide first reading to Birch Hills County Bylaw 2018-02, the Fees, Rates and Charges Bylaw.

CARRIED

RC18-107 Moved by Councillor Wendland that

INITIALS: Reeve: _____

CAO: _____



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Council provide second reading Birch Hills County Bylaw 2018-02, the Fees, Rates and Charges Bylaw

CARRIED

RC18-108 Moved by Councillor Joudrey that Council provide unanimous approval to a resolution to present Birch Hills County Bylaw 2018-02, the Fees, Rates and Charges Bylaw at this meeting.

CARRIED UNANIMOUSLY

RC18-109 Moved by Councillor Bogdanek that Council provide third reading to Birch Hills County Bylaw 2018-02, the Fees, Rates and Charges Bylaw.

CARRIED

RC18-110 Moved by Deputy Reeve Carbone that Council direct Administration to advertise Bylaw 2018-02.

CARRIED

Hynes entered the meeting at 2:30 p.m.

UNFINISHED BUSINESS

2018 Contract Mowing Tender

Council was provided with information regarding the results of the tender for the Road Side Mowing Contract.

RC18-111 Moved by Councillor Wendland that Council accept the tender bid from Delbert Sargeant for the roadside contract mowing and increase the budget for Account Number 2-63-70-22-249 to reflect the contract tender bid price of \$71,100.00.

CARRIED

Hynes exited the meeting at 2:35 p.m.

2018-01 Road Closure Bylaw Continued

RC18-112 Moved by Council Bogdanek that Council remove from table the 2018-01 Road Closure Bylaw.

CARRIED

Dion Hynes and Lucy Stevenson entered the meeting at 2:40 p.m.

RC18-113 Moved by Councillor Joudrey that

INITIALS: Reeve: _____

CAO: _____



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Council table 2018-01 Road Closure Bylaw until the April 12, 2018 Regular Council Meeting and direct Administration to bring back additional information including a map with information related to ownership of affected lands, leases and/or licenses of those lands, what conditions may be included in a lease if the road was closed including termination clauses, and any relevant history related to similar bylaws that had been defeated.

CARRIED

Dion Hynes and Lucy Stevenson exited meeting at 2:50 p.m.

Approval of Birch Hills County Library Board Auditor Appointment

Council was provided with information regarding the appointment of Tracey Mollison to complete the Birch Hills County Library Board audit.

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

CARRIED

Elected Eaglesham Fire Department Deputy Fire Chief

Council was requested to formalize the appointment of Mark Wurz to the position of Deputy Fire Chief for the Eaglesham Fire Department.

RC18-115 Moved by Councillor Wendland that Council appoint Mark Wurz as the Deputy Fire Chief for the Eaglesham Fire Department for a term to coincide with the balance of terms of the previously appointments of the Birch Hills County Fire Department detachments and ending on November 30th, 2019.

CARRIED

NEW BUSINESS

INITIALS: Reeve: _____

CAO: _____



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**Wanham Plowing Match
Request for Support**

Council was provided with a Sponsorship Request Application that Administration received on March 16 from the Wanham Plowing Match for their event on June 22-24, 2018.

RC18-116 Moved by Deputy Reeve Carbone that Council approve the grant of \$800.00 to the Wanham Plowing Match from expense account 2-11-10-00-73-5, Council - Grants – Individuals & Organizations to support the Children's Program, Horseshoe Event, and Exhibits.

CARRIED

RC18-117 Moved by Councillor Wendland that Council direct Administration to provide mowing for the campsite and the plowing competition location utilizing the roadside mower and staff time prior to the event and permit the use of heavy equipment by a volunteer staff member in support of the truck pull event.

CARRIED

Remuneration Sheet

Council was provided with a new remuneration and travel expense form.

RC18-118 Moved by Deputy Reeve Carbone that Council accept the new Councillor Remuneration Statement sheet, and direct Administration to make it available for use by Council.

CARRIED

FOR INFORMATION

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

1. Bank Reconciliation for Period ended February 28, 2018
2. 2017 Investment Reports

RC18-119 Moved by Councillor Bogdanek that Council accept the information items for information.

CARRIED

CORRESPONDENCE

Council was provided with a copy of the following

INITIALS: Reeve: _____

CAO: _____



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correspondence that had been received or sent by the County:

1. Email re Municipal Affairs Initiation of a New Performance Measure
2. Invitation to GPRC Convocation
3. Letter RE PERC Application Approval
4. Letter re County of Grande Prairie approval – Intermunicipal Collaboration
5. Letter re M.D. of Smoky River approval – Intermunicipal Collaboration

Denise van Rootselaar
exited meeting 2:53 p.m.

RC18-120 Moved by Councillor Wendland that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

None.

ADJOURNMENT

Being that there was no further business, Reeve Manzulenکو adjourned the meeting at 3:15 p.m

NEXT REGULAR COUNCIL MEETING DATE – April 12, 2018

Original Signed by

**GERALD MANZULENKO
REEVE**

Original Signed by

**HERMANN MINDERLEIN
CAO**

INITIALS: Reeve: _____

CAO: _____