



**MINUTES OF A REGULAR COUNCIL MEETING  
FOR BIRCH HILLS COUNTY  
HELD IN THE COUNCIL CHAMBERS  
March 30, 2017**

**Present:**

- |   |                           |
|---|---------------------------|
| <b>Reeve</b>                            | <b>Marvin Doran</b>       |
| <b>Deputy Reeve</b>                     | <b>Gerald Manzulenko</b>  |
| <b>Councillor</b>                       | <b>Jack Macauley</b>      |
| <b>Councillor</b>                       | <b>Paul Reum</b>          |
| <b>Councillor</b>                       | <b>Cheryl Bogdanek</b>    |
| <b>Councillor</b>                       | <b>Kathrin Langlois</b>   |
| <b>Councillor</b>                       | <b>Terry Carbone</b>      |
| <br>                                    |                           |
| <b>Chief Administrative Officer</b>     | <b>Hermann Minderlein</b> |
| <b>Director of Corporate Services</b>   | <b>Shelley Braun</b>      |
| <b>Director of Agriculture Services</b> | <b>Amanda Ouellett</b>    |
| <b>Director of Public Works</b>         | <b>Dion Heins</b>         |
| <b>Legislative Administrator</b>        | <b>Denise Joudrey</b>     |

**CALL TO ORDER:**

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

**ADDITIONS TO THE AGENDA**

**9. NEW BUSINESS**

h. Pavement in Wanham

**11. CORRESPONDENCE**

e. Letter from Dmitri Boychuk

**AGENDA**

**RC17-117 Moved by Councillor Bogdanek** that Council adopt the agenda as amended.

**CARRIED**

**MINUTES**

**Regular Council Meeting  
March 9, 2017**

**RC17- 118 Moved by Councillor Reum** that Council approve the minutes of the March 9, 2017 Regular Council Meeting as presented.

**CARRIED**

**Governance Committee  
Meeting Feb. 23, 2017**

**RC17- 119 Moved by Deputy Reeve Manzulenko** that Council approve the minutes of the February 23, 2017 Governance Committee Meeting as presented.

**CARRIED**

**DELEGATIONS**

**Jean, Sylvain &  
Company**

Council was presented with 2016 Financial statement Presentation.

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

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



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**2016 Financial Statement**      **RC17-120 Moved by Councillor Bogdanek** that Council approves the draft financial statements for the year ended December 31, 2016 as presented and with corrections discussed to the 2015 Reserve balances in note 13.

**CARRIED**

Recess 10:30 am – 10:40 am

**COUNCILLOR REPORTS**

**Reeve Doran**                                      **AAMDC Spring Convention**  
Reeve Doran reported on a Central Peace Health Centre Corporation Meeting he attended on March 24, 2017 in Spirit River and the AAMD&C Convention he attended in Edmonton from March 20<sup>th</sup> – 22<sup>nd</sup>, 2017.

**Deputy Reeve  
Manzulenko**                                      No report

**Councillor Macauley**                              Councillor Macauley reported on the AAMD&C Spring Convention she attended from March 20<sup>th</sup> – 22<sup>nd</sup>, in Edmonton and a Grande Spirit Foundation Meeting he attended.

**Councillor Reum**                                      Councillor Reum reported on the AAMD&C Spring Convention he attended on March 20<sup>th</sup> – 22<sup>nd</sup>, 2017 in Edmonton.

**Councillor Bogdanek**                              Councillor Bogdanek reported on the AAMD&C Spring Convention she attended on March 20 – 22<sup>nd</sup>, 2017 in Edmonton.

**Councillor Langlois**                              Councillor Langlois reported on the AAMD&C Spring Convention she attended from March 20<sup>th</sup> – 22<sup>nd</sup>, 2017 in Edmonton and the Central Peace Library Meeting she attended on March 25, 2017 in Grande Prairie.

**Councillor Carbone**                              Councillor Carbone reported on the AAMD&C Spring Convention she attended on March 20, 2017 in Edmonton and a Health Centre Meeting he attended on March 24, 2017 in Spirit River.

**RC17-121 Moved by Councillor Langlois** that Council accept Councillor Reports for Information.

**CARRIED**

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

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



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**CHIEF ADMINISTRATIVE  
OFFICER'S REPORT**

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

**CAO Report**

**RC17-122 Moved by Deputy Reeve Manzulenko** that Council receive the CAO's written report with verbal updates for information.

**CARRIED**

**CAO Action Log**

Council reviewed the CAO Action Log that had been provided with updates to March 27, 2017.

**RC17-123 Moved by Deputy Reeve Manzulenko** that Council receive the CAO Action Log for information.

**CARRIED**

Lunch Recess called at 11:40 a.m.  
Meeting reconvened at 12:17 p.m.

**BYLAWS**

Nil

**UNFINISHED BUSINESS**

**RC17-059  
Peace Wapiti Public School  
Division No.76 Request for  
Swimming Lessons**

Council was presented with letters from Peace Wapiti School Division No.76 in response to correspondence sent by Birch Hills County.

**RC17-124 Moved by Deputy Reeve Manzulenko** that Council receive the letters received from Peace Wapiti Public School Division No. 76 Superintendent Sheldon Rowe and Principal Bob Zahara regarding funding requested to provide swimming lessons for students of Peace Wapiti Hutterite schools for information.

**CARRIED**

**RC 17-086  
Agricultural Incinerator**

Council was presented with an update on the 2016 capital project for an incinerator for agricultural use that was carried over into 2017 as approved by Resolution RC17-066.

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

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



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**RC17-125 Moved by Councillor Carbone** that Council authorize the construction of an agricultural incinerator by Hell and Back Welding Ltd. for the quoted cost of \$19,250.00 plus GST and direct Administration to include this project in an updated 2017 Capital Budget under expense code 4-63-10-00-630 with revenues to come from the MSI Capital Funding Program.

**CARRIED**

**NEW BUSINESS**

**Semi Annual Investment Policy Review**

Council was presented with the Birch Hills County Investment Policy and 2017 YTD Investment Summary.

The 2017 YTD Investment Summary provides Council with the requested investment information of nature, maturity, amount, yield, percentage of total portfolio and total assets in the investment portfolio.

**RC17-126 Moved by Councillor Langlois** that Council accept the Birch Hills County 2017 YTD Investment Summary for information.

**CARRIED**

**2 Maturing GIC's ATB & CIBC**

Council was provided with the 2016 actual & 2017 current Investment Portfolio Summary which includes short and long term investments of Guaranteed Investment Certificates, Coupons and Bonds.

**RC17-127 Moved by Deputy Reeve Manzulenko** that Council request administration to provide further information regarding reinvesting the GICs and return the information to the April 13, 2017 Regular Council Meeting for decision.

**CARRIED**

**Assessment Values Updates**

Council was provided with an update on the current assessment values provided by Municipal Affairs and our Assessors at Northern Sunrise, and how these may affect potential municipal tax revenues in 2017.

**RC17-128 Moved by Councillor Carbone** that Council receive the presentation related to Current Assessment Values

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

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



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and Municipal Tax Revenue projections for information and direct Administration to factor this information into future 2017 Operating and Maintenance Budget calculations.

**CARRIED**

**Cancelation of Taxes**

Council was requested to authorize the write off a debt related to taxes held by Birch Hills County for in the name of Shoreline Energy Corp. that is deemed to be uncollectable.

**RC17-129 Moved by Deputy Reeve Manzulenko** that Council authorize the write-off of outstanding Tax Arrears for Shoreline Energy Corp. Roll 316258 in the amount of \$1,168.35, and direct Administration to charge the expense for this to account 2-12-10-00-990, General Admin, Other.

**CARRIED**

**Cash Lease Agreement Application**

Council was presented with a request submitted by David Mitchell to lease the lands contained within the Eaglesham Airport property at the NW 36-78-26 W5 as he is now the congruent land owner.

**RC17-130 Moved by Councillor Carbone** that the item Cash Lease Agreement Application be tabled until the end of the meeting.

**CARRIED**

**Solid Waste & Recycling**

Council was provided with information on the quote provided by Green For Life Environmental Inc. for services provided to the County.

**RC17-131 Moved by Deputy Reeve Manzulenko** that Council direct Administration to enter into a five year agreement with Green For Life Environmental Inc. for services for the next 5 years for solid waste, 40 yard bin emptying and hamlet recycling and for used oil, oil filter, and oil jug recycling based on the quote provided.

**CARRIED**

**Offer to Purchase**

Council was presented with a request received by Birch Hills from Vivienne Carbone of Tangent to purchase Part of the SW 33-78-24 W5 in Tangent for above its assessed value.

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

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



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Councillor Carbone declared a potential pecuniary interest regarding this item, and left the Council Chambers at \_\_\_\_ PM

**RC17-132 Moved by Councillor Langlois** that Council accept the Offer to Purchase submitted from Vivienne Carbone of Tangent to purchase Part of the SW 33-78-24 W5 in Tangent for above its assessed value, that being \$4,500.00.

**CARRIED**

**RC17-133 Moved by Deputy Reeve Manzulenko** that Council resind Motion: RC17-132.

**CARRIED**

**RC17-134 Moved by Councillor Bogdanek** that Council accept the Offer to Purchase submitted from Vivienne Carbone of Tangent to purchase Part of the SW 33-78-24 W5 in Tangent for above its assessed value, that being \$4,500.00.

**CARRIED**

Councillor Carbone returned to the Council Chambers at \_\_\_\_ PM

**Cash Lease Agreement Application**

**RC17-135 Moved by Deputy Reeve Manzulenko** that Council approve a lease for the lands known as the Eaglesham Airport located at the NW 36-78-26 W5 to David Mitchell for a period of *two (2) years, the balance of the current lease holders lease* based on the rates laid out in Bylaw 2015-08, the "Establishing Fees and Charges Bylaw" plus applicable property taxes.

**CARRIED**

**FOR INFORMATION**

Council was provided with the February 2017 Bank Reconciliation & Cheque List.

**RC17-136 Moved by Councillor Bogdanek** that Council accept the February 2017 Bank Reconciliation & Cheque List for information.

**CARRIED**

**CORRESPONDENCE**

Council was provided with copies of the following correspondence that had been received by the County:

**Letter from MP Arnold**

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

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



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**Viersen** **RC17-137 Moved by Deputy Reeve Manzulenko** that Council accept the Letter from MP Arnold Viersen for information.

**MSI Approval(s)** **RC17-138 Moved by Deputy Reeve Manzulenko** that Council accept the MSI approval letters for information and direct Administration to prepare a letter addressed to the Minister of Municipal Affairs and our MLA for Reeve Doran’s signature expressing the county’s gratitude for the funding, and reinforcing the benefits that this program provides to Birch Hills County and its residents.  
**CARRIED**

**Seniors Games Hosting** **RC17-139 Moved by Councillor Carbone** that Council accept the Letter soliciting applications to host the 2018 Alberta Seniors’ Games for information.  
**CARRIED**

**Letter from Dmitri Boychuk** **RC17-140 Moved by Deputy Reeve Manzulenko** that Council accept the Dmitri Boychuk’s email addressed to Reeve Doran for information and direct staff to draft a letter addressed to the Minister of Transportation and our MLA listing projects requiring attention by the Minister in Birch Hills County and bring the letter back for Councils review at the April 13, 2017 Regular Council Meeting.  
**CARRIED**

**IN-CAMERA** There were no In-camera items  
**CARRIED**

**ADJOURNMENT** Being that there were no other items for discussion, Reeve Doran adjourned the meeting at 1:30 p.m.

*Original Signed*  
\_\_\_\_\_  
**REEVE  
MARVIN DORAN**

*Original Signed*  
\_\_\_\_\_  
**CAO  
HERMANN MINDERLEIN**

**INITIALS: Reeve:** \_\_\_\_\_  
**CAO:** \_\_\_\_\_