



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
MAY 25, 2017

Present: Reeve Marvin Doran
Deputy Reeve Gerald Manzulenko
Councillor Jack Macauley
Councillor Paul Reum
Councillor Kathrin Langlois
Councillor Cheryl Bogdanek

Absent: Councillor Terry Carbone
Chief Administrative Officer Hermann Minderlein
Legislative Administrator Denise Joudrey

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

ADDITIONS TO THE AGENDA

- 9. New Business
e. Upcoming CPRWMC
f. Committee for CPHC
g. Building for the Future - Setting Directions Together May 26 - Grande Prairie
h. Invite to AAMDC Member Visit
i. Declaration - June 5 - 11 as Seniors Week
10. For Information
c. 2017 MSI & GTF allocations
d. PLS Annual Report

ADOPTION OF THE AGENDA

RC17-212 Moved by Councillor Bogdanek that Council adopt the agenda as amended.

CARRIED

ADOPTION OF THE MINUTES
Regular Council Meeting
May 11, 2017

RC17-213 Moved by Deputy Reeve Manzulenko that Council approve the minutes of the May 11, 2017 Regular Council Meeting as presented.

CARRIED

DELEGATIONS

Ian Phillips
Shaw Communications

Council participated in a Conference Call with Ian Phillips, Government Relations Manager, Shaw Communications Inc. where he outlined a grant funding proposal being submitted by his firm that would bring highspeed fiber optic internet line from

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

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



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Dawson Creek through to Westlock, with a connection point to be constructed in Watino. He was requesting a letter of support from Birch Hills County.

**RC17-214 Moved by Deputy Reeve Manzulenکو** that Council accept the Ian Phillips conference call for information.

**CARRIED**

**COUNCILLOR REPORTS**

**Reeve Doran**

Reeve Doran reported on a Northern Alberta Transportation Advisory Meeting he attended in Manning on May 15, 2017.

**Deputy Reeve  
Manzulenکو**

No Report

**Councillor Macauley**

No Report

**Councillor Reum**

No Report

**Councillor Bogdanek**

No Report

**Councillor Langlois**

Councillor Langlois reported on a PLS Board Meeting she attended on May 13, 2017 in Grande Prairie.

**Councillor Carbone**

Absent – No Report

**RC17-215 Moved by Councillor Bogdanek** that Council accept the Councillor Reports for Information.

**CARRIED**

**CHIEF ADMINISTRATIVE  
OFFICER’S REPORTS**

**CAO Report**

CAO Minderlein provided verbal updates on the written report he had provided to Council.

**RC17-216 Moved by Councillor Langlois** 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 May 17, 2017.

**RC17-217 Moved by Deputy Reeve Manzulenکو** that Council receive the CAO Action Log for information.

**CARRIED**

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

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



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**BYLAWS**  
**Fees and Charges**  
**Bylaw 2017-05**

Council was presented with Fees and Charges Bylaw 2017-05 that included the new rates for road closure lease fees as per **GC17-18** and some “housekeeping”.

**RC17-218 Moved by Deputy Reeve Manzulenko** that Council provide first reading to Birch Hills County Bylaw 2017-05, the Fees and Charges Bylaw.

**CARRIED**

**RC17-219 Moved by Councillor Bogdanek** that Council provide second reading Birch Hills County Bylaw 2017-05, the Fees and Charges Bylaw.

**CARRIED**

**RC17-220 Moved by Councillor Bogdanek** that Council provide unanimous approval to a resolution to present Birch Hills County Bylaw 2017-05, the Fees and Charges Bylaw at this meeting.

**CARRIED UNANIMOUSLY**

**RC17-221 Moved by Councillor Langlois** that Council provide third reading to Birch Hills County Bylaw 2017-05, the Fees and Charges Bylaw.

**CARRIED**

**UNFINISHED BUSINESS**

**No Unfinished Business**

**NEW BUSINESS**  
**Request for donation**  
**of door prize**

Council was provided with a request received from Colette Charbonneau on behalf of the Wanham Plowing Match for the donation of a silent auction item(s).

**RC17-222 Moved by Deputy Reeve Manzulenko** that Council direct Administration to provide the Wanham Plowing Match with two (2) lawn chairs with the Birch Hills County logo and a BBQ tool set also marked with the Birch Hills County logo to be used by them for the silent auction.

**CARRIED**

**RC17-223 Moved by Deputy Reeve Manzulenko** that Council forward the two complementary Plowing Match tickets received

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



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to the CAO and his wife to attend.

**CARRIED**

**Elected Officials Training**

Council was requested to provide direction to Administration regarding Elected Officials Training that under the updated

Municipal Government Act will be required to be offered to all elected officials following the municipal elections this fall.

**RC17-224 Moved by Councillor Langlois** that Council Rescind Resolution 17-178.

**CARRIED**

**RC17-225 Moved by Councillor Langlois** that Council direct administration to reserve eight positions for the two day Elected Officials Seminar that will be offered by the Elected Officials Education Program – EOEP in Grande Prairie once the dates have been announced, and reserve adequate accommodations for the sessions.

**CARRIED**

**Request for support**

Council is being provided with a request received from Shaw Communications Inc to obtain a letter of support from Birch Hills County to strengthen their application to the Connect to Innovate Program.

**RC17-226 Moved by Deputy Reeve Manzulenکو** that Council direct Administration to draft a letter of support for Reeve Doran’s signature providing the County’s support for Shaw Communications Inc. to strengthen their application to the Connect to Innovate Program.

**CARRIED**

**Appointment of Weed and Pest Inspectors**

Council was presented with a request to appoint Weed and Pest Inspectors for Birch Hills County.

**RC17-227 Moved by Councillor Bogdanek** that Council appoint the following Birch Hills County, Agricultural Service Staff; Amanda Ouellet, Amelia Gies, Payton Damer, Kali Peebles, Rhaynel Davidson, Hannah Norman, Teneille Jarvis, Mariah Gillespie and Kaly Beaudoin as Weed and Pests Inspectors under the Agricultural Pests Act.

**CARRIED**

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

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



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**Upcoming CPRWMC Meeting**

Council was presented with an email from the CPRWMC regarding the organization of a CPRWMC Meeting for Commission Members and CAO's.

**RC17-228 Moved by Councillor Bogdanek** that Council direct Administration to forward a letter to CPRWMC informing them that Birch Hills County Council supports the idea of disbanding the CPRWMC upon renewal date.

**CARRIED**

**Committee for CPHC**

Council was presented with an email request from the Committee for CPHC requesting for representation at their next meeting.

**RC17-229 Moved by Deputy Reeve Manzulenko** that Council accept the email from the Committee for CPHC for information.

**CARRIED**

**Building for the Future**

Council was presented with an email invitation from parioplan, to attend a one day Conference on the future directions for the County of Grande Prairie. Building on the momentum of the Growing the North Conference. Meeting is scheduled for May 26, 2017 at the Entrerc Centre in Grande Prairie.

**RC17-230 Moved by Deputy Reeve Manzulenko** that Council approve Reeve Doran's attendance at the Building the Future Symposium in Grande Prairie on May 26, 2017.

**CARRIED**

**Invitation to AAMDC AAMD&C Visit**

Council was presented with an email received from the M.D. of Spirit River for members of Birch Hills County Council to attend an AAMDC Member Visit on June 19, 2017.

**RC17-231 Moved by Councillor Bogdanek** that Council accept the AAMDC Member visit for information.

**CARRIED**

**Declaration of Seniors Week**

Council was presented with information that June 5 – 11, 2017 is Seniors' Week 2017.

**RC17-232 Moved by Councillor Bogdanek** that Council Declare June 5-11, 2017, to be Seniors' Week in Birch Hills County.

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

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



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**FOR INFORMATION**  
**PLS Board Meeting**  
**Highlights**

Council was provided with Peace Library System Board Meeting Highlights from May 13, 2017.

**April Bank Reconciliation**

Council was provided with the April 30, 2017 Bank Reconciliation and May 18, 2017 Register Report for cheques issued.

**RC17-233 Moved by Councillor Langlois** that Council accepts the PLS Board Meeting Highlights and the April 30, 2017 Bank Reconciliation and May 18, 2017 Register of Cheques documentation for information.

CARRIED

**2017 MSI & GTF Allocations**

Council was presented with their 2017 MSI and GTF allocations.

**RC17-234 Moved by Deputy Reeve Manzulenko** that Council direct administration to send a thank you letter for the funding received from 2017 MSI and GTF allocations.

CARRIED

**PLS Annual Report**

Council was presented with the Peace Library System's 2016 Annual Report.

**RC17-235 Moved by Deputy Reeve Manzulenko** that Council accept the PLS Annual Report for information.

CARRIED

**CORRESPONDENCE**

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

1. Mackenzie Regional Charity Golf – September 6, 2017
2. Grand Opening Smokey River Emergency Services Station – June 23, 2017
3. Media Release by Town of Peace River re: Air Ambulance
4. AAMDC re AAMDC District Boundaries

**Media Release by**  
**Town of Peace River**

**RC17-236 Moved by Councillor Bogdanek** that Council direct Administration to draft a letter of support to the Town of Peace River regarding Air Ambulance Centralization.

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

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



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**CARRIED**

**RC17-237 Moved by Deputy Reeve Manzulenko** that Council accepts the correspondence provided for information.

**CARRIED**

Recess 10:34 am – 10:40 am

**IN-CAMERA**

**RC17-238 Moved by Councillor Langlois** that Council move in-camera at 10:40 a.m. to discuss the CAO’s Performance Appraisal

**CARRIED**

CAO Minderlein left the meeting

**RC17-239 Moved by Councillor Bogdanek** that Council reconvene the regular meeting at 11:52 a.m.

**CARRIED**

CAO Minderlein rejoined the meeting

Deputy Reeve Manzulenko exited the meeting

Lunch Recess  
11:52 am – 12:30 pm

**ADJOURNMENT**

Being that there were no other items for discussion, Reeve Doran adjourned the meeting at 12:45 p.m.

*Original Signed*

\_\_\_\_\_  
**REEVE  
MARVIN DORAN**

*Original Signed*

\_\_\_\_\_  
**CAO  
HERMANN MINDERLEIN**

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

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