



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
MAY 28, 2020

Present: Councillor Albert Poetker
Councillor Deanne Wendland
Councillor Paul Reum
Councillor Denise Joudrey

Present: CAO Rick Bastow
Director of Corporate Services Shelley Braun
Legislative Officer Shawna Schwerdt

Absent: Reeve Gerald Manzulenko
Deputy Reeve Terry Carbone
Councillor Mel Duvall

CALL TO ORDER

Councillor Poetker called the meeting to order at 9:00 a.m.

Councillor Joudrey nominated Councillor Reum to chair the May 28, 2020 Regular Council meeting.

Councillor Poetker second the nomination.

Councillor Reum assumed chair for the May 28, 2020 Regular Council meeting in the absence of Reeve Manzulenko and Deputy Reeve Carbone and welcomed new CAO Rick Bastow.

ADOPTION OF AGENDA

RC20-208 Moved by Councillor Joudrey that Council adopt the agenda of the May 28, 2020 Regular Council meeting with the addition of 6.d Road Conditions.

CARRIED

ADOPTION OF MINUTES

Regular Council Meeting
April 23, 2020

RC20-209 Moved by Councillor Wendland that Council approve the minutes of the April 23, 2020 Regular Council meeting as presented.

CARRIED

DELEGATIONS

None.

COUNCILLOR REPORTS

Reeve Manzulenko

Absent. No Report.

Deputy Reeve Carbone

Absent. No Report.

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CAO: _____



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Councillor Poetker

No Report.

Councillor Wendland

No Report.

Councillor Reum

Councillor Reum provided a verbal update to Council on the Central Peace Regional Waste Management Commission meeting he attended virtually on May 5, 2020 and the virtual RMA meeting he attended on May 8, 2020.

Councillor Duvall

Absent. No Report.

Councillor Joudrey

Councillor Joudrey provided a verbal update to Council on the written report she supplied regarding the virtual RMA meeting she attended on May 8, 2020, the Grande Spirit Foundation meeting she attended in Grande Prairie on May 22, 2020 and the Peace Library System meeting she attended virtually on May 23, 2020.

RC20-210 Moved by Councillor Poetker that Council accept the Councillors' Reports for information.

CARRIED

**CHIEF ADMINISTRATIVE
OFFICER'S REPORTS**

Shelley Braun Director of Corporate Services provided Council with a verbal update to the written report she provided regarding events that took place during her term as Interim CAO from April 23, 2020 to May 17, 2020.

CAO Bastow provided Council with a verbal update to the written report he provided on events since starting as new CAO on May 18, 2020.

RC20-211 Moved by Councillor Wendland that Council receive the Interim CAO Shelley Braun's written report and verbal updates for information.

CARRIED

RC20-212 Moved by Councillor Poetker that Council receive the CAO's Rick Bastow written report and verbal updates for information.

CARRIED

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CAO: _____



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RC20-213 Moved by Councillor Wendland that Council receive the CAO's including Directors' reports for information.

CARRIED

CAO Action Log

Council reviewed the CAO Action Log updated to May 21, 2020.

RC20-214 Moved by Councillor Poetker that Council receive the CAO Action Log for information.

CARRIED

Meeting was recessed at 9:30 a.m.

Meeting was resumed at 9:40 a.m. with no public present.

Dion Hynes Director of Public Works entered meeting at 9:40 a.m.

Director of Public Works Dion Hynes presented Council with pictures and videos of the water levels at both the County's gravel pits (Windy and Watino) and a video of the ice damage in the pits area at the council meeting.

RC20-215 Moved by Councillor Wendland that Council receive the Road Conditions update for information.

CARRIED

UNFINISHED BUSINESS

Upcoming Council meeting

Council was requested to review the upcoming Calendar as it relates to Council Meetings, Statutory Holidays, and provide Administration with direction as to what, if any action should be taken to reschedule meetings.

RC20-216 Moved by Councillor Poetker that Council table item 7.a Upcoming Council meetings and bring back to June 11, 2020 Regular Council meeting.

CARRIED

Saddle (Burnt) River Crossing

Council was provided with information regarding the Saddle (Burnt) River Crossing.

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RC20-217 Moved by Councillor Poetker that Council direct Administration to proceed with the paleontological assessment and reach out initially to the M.D. of Greenview to investigate the potential of working with their engineering department or bring back costs from other engineering companies to Council to identify implementable options for the Saddle (Burnt) River Crossing.

CARRIED

Dion Hynes Director of Public Works exited meeting at 10:33 a.m.

BYLAWS

None.

NEW BUSINESS

Community Enhancement Grant Application - Peoria

Council was provided with a request for \$550.00 in funding under the Community Enhancement Program that was submitted by Ms. Jana Toes on behalf of the residents of Peoria.

RC20-218 Moved by Councillor Wendland that Council approve the reimbursement, or the payment of invoices, of an amount not exceeding \$550.00 based on the request submitted by Ms. Jenna Toews on behalf of the residents of Peoria as a Community Enhancement Grant for the planting and care of brightly colored annual flowers by the sign and throughout the hamlet of Peoria.

CARRIED

CAO Interview Travel Costs

Council was presented with onsite Chief Administrative Officer interview travel costs for formal approval.

RC20-219 Moved by Councillor Joudrey that Council approve the reimbursement of travel costs related to in-person CAO interview costs to a maximum of \$500.00 per candidate.

CARRIED

CAO Appointment

Council was presented with a request to appoint the Chief Administrative Officer (CAO).

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RC20-220 Moved by Councillor Wendland that Council appoint Rick Bastow to be the Chief Administrative Officer (CAO) for Birch Hills County effective May 18, 2020 and direct administration to implement salary, pension, and benefits as indicated in the employment agreement signed April 16, 2020.

CARRIED

Signing of Municipal Documents

Council was requested to review the authorized signatories for agreements and cheques.

RC20-221 Moved by Councillor Poetker that Council:

1. authorize electronic access for all ATB Financial, ATB Securities Inc. CIBC and RBC Dominion Securities Inc. accounts to the following members of staff: CAO, Rick Bastow; and Director of Corporate Services, Shelley Braun;
2. that Council authorize CIBC Corporate Classic Visa Cards in the limit of \$15,000.00 in the names of CAO, Rick Bastow; Director of Corporate Services, Shelley Braun; Director of Public Works, Dion Hynes; Director of Agriculture, Amanda Ouellet; with Shelley Braun being the Visa card coordinator;
3. that Council appoint the signing authority, any two (2) to sign, consisting of one elected official and one county employee for all ATB Financial, ATB Securities Inc. ATB Investment Management Inc., CIBC and RBC Dominion Securities to the following members of Council and staff: Reeve Gerald Manzulenko; Councillor; Reum Councillor; Wendland CAO Rick Bastow and Director of Corporate Services Shelley Braun.

CARRIED

CIBC Business Plus Visa Cards

Council was requested to authorize a change from the current CIBC Corporate Classic Visa Card to a CIBC Business Plus Visa Card.

RC20-222 Moved by Councillor Poetker that Council direct Administration to add Rick Bastow to the current existing CIBC Corporate Classic Visa Card and bring back the request to authorize a change from the current CIBC Corporate Classic Visa Card to a CIBC Business Plus Visa Card to the June 11, 2020 Regular Council meeting.

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CARRIED

Power Source PaySimply
Credit Card Payment

Council was presented with the Power Source PaySimply credit card payment option.

RC20-223 Moved by Councillor Wendland that Council authorize the approval of Power Source PaySimply for on-line credit card payments to accept property tax.

CARRIED

CAO Appointment to
Boards and Committees
BHC Intermunicipal
Committee.

Council was requested to appoint the new Chief Administrator Officer (CAO) Rick Bastow, to sit as a board member of the Birch Hills County (BHC) Intermunicipal Committee.

RC20-224 Moved by Councillor Joudrey that Council receive the Birch Hills County Intermunicipal Committee as information and appoint new Chief Administrative Officer (CAO) Rick Bastow to sit on the Birch Hills County Intermunicipal Committee for the remainder of the 2020 term and direct administration to mail a letter updating the Intermunicipal Committee of this information.

CARRIED

CAO Appointment to
Boards and Committees
(CPMSC)

Council was requested to appoint the new Chief Administrator Officer (CAO) Rick Bastow, to the Boards and Committees that being the Central Peace Medical Services Corporation (Part 9 Company) that oversees the operation of the Central Peace Health Center.

RC20-225 Moved by Councillor Poetker that Council receives the presentation regarding the Central Peace Medical Services Corporation (CPMSC) (Part 9 Company) for information and direct that the new Chief Administrative Officer Rick Bastow attend meetings of the G5 Central Peace Clinic Management Committee, to provide advice and administrative support to the Committee, and to report back to Council on those

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CAO: _____



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meetings when the member appointed from Council is unable to attend or report back and direct administration to mail a letter updating CPMSC of this information.

CARRIED

CAO Appointment to
Boards and Committees
(CPRARB)

Council was requested to appoint the new Chief Administrator Officer (CAO) Rick Bastow, which was done earlier this meeting, to the Boards and Committees that being the Central Peace Regional Assessment Review Board.

RC20-226 Moved by Councillor Wendland that Council receive the Central Peace Regional Assessment Review Board (CPRARB) appointments for information and appoint new Chief Administrative Officer (CAO) Rick Bastow to the Central Peace Regional Assessment Review Board for the remaining term, until October 2020 and that his appointment is subject to him maintaining up-to-date credentials; and direct Administration to mail a letter updating CPRARB of this information.

CARRIED

CAO Appointment to
Boards and Committees
(CPREMSC)

Council was requested to appoint the new Chief Administrator Officer (CAO) Rick Bastow, to the Boards and Committees that being the Central Peace Regional Emergency Management Services Committee.

RC20-227 Moved by Councillor Joudrey that Council receive the Central Peace Regional Emergency Management Services Committee (CPREM) appointments for information and appoint new Chief Administrative Officer (CAO) Rick Bastow, the Director of Emergency Management (DEM) to the CPREM for the remaining term, until October 2020 and direct administration to mail a letter updating CPREM of this information.

CARRIED

CAO Appointment to
Boards and Committees
(NAEL)

Council was requested to appoint the new Chief Administrator Officer (CAO) Rick Bastow, to the Boards

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CAO: _____



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and Committees that being the Northern Alberta Elected Leaders (NAEL).

RC20-228 Moved by Councillor Poetker that Council receive the Northern Alberta Elected Leaders (NAEL) appointments for information and appoint new Chief Administrative Officer (CAO) Rick Bastow, to NAEL for the remaining term, until October 2020 and direct administration to mail a letter updating NAEL of this information.

CARRIED

Meeting was recessed at 11:11 a.m.

Meeting was resumed at 11:15 a.m. with no public present.

Appointment of Weed & Pest Inspectors

Council was requested to appoint inspectors for the period May 15, 2020 to October, 2020 in accordance with the *Agricultural Pests Act* and the *Weed Control Act*.

Amanda Ouellet Director of Agriculture entered meeting at 11:15 a.m.

Amanda Ouellet Director of Agriculture exited meeting at 11:28 a.m.

RC20-229 Moved by Councillor Poetker that Council appoint the following Birch Hills County Agricultural Service Staff as weed and pest inspectors under the *Agricultural Pests Act* and the *Weed Control Act*: Kennedy Langlois, Jaylin Ouellet, Caelan Mitchell, Tate O’Greysik, Darcy Vandelight, Madison Langlois, Payton Emerson.

CARRIED

FOR INFORMATION

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

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CAO: _____



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- 1. 2020 Budget and Mill Rate Media Release dated April 23, 2020;
2. 2020 Notice of Mailing of Combined Tax and Assessment Notices dated May 11, 2020;
3. Bulletin for draft Road Use Agreement Policy dated April 27, 2020 and see item 11.a;
4. BHC Disaster Recovery Program (DRP) Media release re Spring Overland Flooding dated May 6, 2020;
5. Big Lakes County Golf Tournament re Cancelled dated April 16, 2020;
6. Bank Reconciliation – April 30, 2020;
7. BHC 2020 Investment Summary as of May 15, 2020;
8. MSI approval letter dated May 19, 2020;
9. 2020 ARHW Media Release dated May 7, 2020;
10. 2020 Budget Variance Operating and Maintenance; and
11. 2020 McLennan RCMP Community Engagement Poster Email dated May 22, 2020.

RC20-230 Moved by Councillor Wendland that Council accept the items presented for information.

CARRIED

CORRESPONDENCE

Council was updated that item 10.c Bulletin for draft Road Use Agreement Policy dated April 27, 2020 was emailed out to respondents that emailed in for the April 23, 2020 Council meeting.

RC20-231 Moved by Councillor Poetker that Council accept the correspondence provided for information.

CARRIED

CLOSED SESSION

None.

ADJOURNMENT

Being that there was no further business, Reeve Manzulenko adjourned the meeting at 11:37 a.m.

Original to be signed
PAUL REUM
COUNCILLOR

Original to be signed
RICK BASTOW
CAO

INITIALS: Councillor: _____

CAO: _____