



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
NOVEMBER 23, 2017

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

Absent: None

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

Danny Zahara from The Signal, entered the meeting at 9:00 a.m.

ADDITIONS TO THE AGENDA

Business Arising out of the Minutes
8a. Municipal Library Board and Peace Library System

ADOPTION OF THE AGENDA

RC17-390 Moved by Councillor Wendland that Council adopt the agenda as amended.

CARRIED

ADOPTION OF THE MINUTES

Inaugural (Organizational) Meeting
October 26, 2017

RC17-391 Moved by Councillor Paradis that Council approve the minutes of the October 26, 2017 Inaugural (Organizational) Meeting as presented.

CARRIED

Regular Council Meeting
October 26, 2017

RC17-392 Moved by Councillor Bogdanek that Council approve the minutes of the October 26, 2017 Regular Council Meeting as presented.

CARRIED

INITIALS: Reeve: _____

CAO: _____



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COUNCILLOR REPORTS

Reeve Manzulenko

Reeve Manzulenko reported on the AAMDC Convention he attended in Edmonton November 13 to 17.

Deputy Reeve Carbone

Deputy Reeve Carbone reported on the AAMDC Convention he attended in Edmonton November 13 to 17.

Councillor Wendland

Councillor Wendland provided a written report and verbal update on the EOEP – MUNI 101 training she had attended in Grande Prairie on November 2 and 3, the PVCRTS meeting in Fairview on November 7, the PREDA meeting in Grande Prairie on November 10, and the AAMDC Convention in Edmonton November 13 to 17.

Sergeant, Ryan Frost entered the meeting at 9:26 a.m.

DELEGATIONS

Sgt. Ryan Frost

Detachment

Commander – Spirit River

RCMP- 9:30 a.m.

Council was presented with a verbal report on policing activity from the past quarter, and Sgt. Ryan Frost explained to Council a concern he had related to inconsistent speed limit signage along Hwy 733 (northbound vs southbound) in the Heart Valley school area.

Sergeant, Ryan Frost exited the meeting at 10:02 a.m.

RC17-393 Moved by Councillor Joudrey that Council accept Sergeant Frost’s report for information.

CARRIED

COUNCILLOR REPORTS

(Cont’d)

Councillor Paradis

Councillor Paradis had provided a written report and provided verbal updates on the EOEP – MUNI 101 training she had attended in Grande Prairie on November 2 and 3, the Smoky River Firefighters Association Fundraiser in Falher on November 4, the CPPARC Meeting in Spirit River on November 8, and the AAMDC Convention in Edmonton November 13 to 17.

Councillor Reum

Councillor Reum reported on the CPWMC meeting he

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attended on November 22 in Rycroft and that he had attended the AAMDC Convention in Edmonton November 13 to 17.

Councillor Bogdanek

Councillor Bogdanek reported on the EOEP – MUNI 101 training she had attended in Grande Prairie on November 2 and 3, and that she had attended the AAMDC Convention in Edmonton November 13 to 17.

Councillor Joudrey

Councillor Joudrey had provided a written report and provided verbal updates on the Grande Spirit Foundation Management Committee Meeting she had attended in Grande Prairie on October 27, the Eaglesham Agricultural Society – Pumpkin Festival in Eaglesham on October 29, the EOEP – MUNI 101 training in Grande Prairie on November 2 and 3, the Remembrance Day Service in Eaglesham on November 11, and the AAMDC Convention in Edmonton November 13 to 17, where she was the winner of a draw for a \$1000.00 donation to the charity of her choice that had been donated by WSP.

RC17-394 Moved by Councillor Wendland that Council accept the Councillor Reports for information.

CARRIED

RC17-395 Moved by Councillor Joudrey that Council support her decision to designate the Eaglesham Royal Purple Elks as the recipient of the WSP sponsored prize of a donation of \$1,000 to the charity of one’s choice that she had won while attending the AAMDC Convention.

CARRIED

The meeting was recessed at 10:15 a.m.
The meeting was reconvened at 10:25 a.m.

**CHIEF ADMINISTRATIVE
OFFICER’S REPORTS**

CAO Report

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

Dion Hynes entered the meeting at 10:33 a.m.

Dion Hynes the Director of Public Works provided Council with verbal updates to his written report that was included in the CAO’s report that was distributed to Council.

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Ryan Armstrong entered the meeting at 10:48 a.m.

Dion Hynes exited the meeting at 11:00 a.m.

RC17-396 Moved by Deputy Reeve Carbone that Council direct Administration to prepare two letters for the Reeve’s signature, one addressed to Mr. Ryan Konowalyk to follow up on the discussions that Council and CAO Minderlein had with him during the AAMDC Convention related to Alberta Transportation capital projects, our priorities for future projects, and the status of highway maintenance by Ledcor in Birch Hills County, and one addressed to the Minister of Transportation related to the meeting attended by Deputy Reeve Carbone and CAO Minderlein related to future highway maintenance contracts in the Province of Alberta.

CARRIED

RC17-397 Moved by Deputy Reeve Carbone that Council receive the CAO’s written report and updates for information.

CARRIED

DELEGATIONS

(Cont’d)

**Ryan Armstrong
WSP- 11:00 a.m.**

Ryan Armstrong attended the meeting on behalf of WSP to formally recognize Councillor Joudrey as the winner of the donation of \$1000.00 to a charity of her choice, and to present Council with a gift from WSP. A picture of WSP representative Ryan Armstrong presenting the gift to Councillor Joudrey was taken, and will be provided to the local newspaper and posted on the County’s website.

Council advised Ryan Armstrong that Council had passed Resolution RC17-395 that Council supported Councillor Joudrey’s decision to have the \$1000.00 donated to the Eaglesham Royal Purple Elks.

Ryan Armstrong exited the meeting at 11:06 a.m.

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CAO: _____



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**CHIEF ADMINISTRATIVE
OFFICER'S REPORTS**

(Cont'd)

CAO Action Log

Council reviewed the CAO Action Log that had been updated to November 23, 2017.

RC17-398 Moved by Councillor Paradis that Council receive the CAO Action Log for information.

CARRIED

BYLAWS

**Bylaw 2017-08,
Council Code of
Conduct Bylaw**

Council was presented with Bylaw 2017-08, the Council Code of Conduct Bylaw.

RC17-399 Moved by Councillor Bogdanek that Council provide first reading to Birch Hills County Bylaw 2017-08, the Code of Conduct Bylaw.

CARRIED

RC17-400 Moved by Councillor Joudrey that Council provide second reading to Birch Hills County Bylaw 2017-08, the Code of Conduct Bylaw.

CARRIED

RC17-401 Moved by Councillor Bogdanek that Council provide unanimous approval to a resolution to present Birch Hills County Bylaw 2017-08, the Code of Conduct Bylaw for third reading at this meeting.

CARRIED UNANIMOUSLY

RC17-402 Moved by Councillor Paradis that Council provide third reading to Birch Hills County Bylaw 2017-08, the Code of Conduct Bylaw;

CARRIED

RC17-403 Moved by Deputy Reeve Carbone that Council rescind the Code of Ethics Policy that was adopted by Council on September 11, 2011 and last amended on November 12, 2012 by Resolution RC12-419.

CARRIED

RC17-404 Moved by Deputy Reeve Carbone that Council direct Administration to:

INITIALS: Reeve: _____

CAO: _____



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1. post a copy of Bylaw 2017-08, the Code of Conduct Bylaw, on the County’s website;
2. include a copy of Bylaw 2017-08, the Code of Conduct Bylaw in future nomination/election packages; and
3. bring the Procedural Bylaw No. 2014-06 back to Council at a future Governance meeting regarding the review requirements for Bylaw 2017-08, the Code of Conduct Bylaw.

CARRIED

UNFINISHED BUSINESS

**Municipal Library Board
and Peace Library System**

Council was requested to appoint Kathrin Langlois as a member-at-large to the Municipal Library Board.

RC17-405 Moved by Councillor Paradis that Council appoint Kathrin Langlois the Municipal Library Board for a term of three (3) years.

CARRIED

NEW BUSINESS

**2018 Interim
Operating Budget**

Council was requested to approve an interim Operating and Maintenance Budget for 2018.

RC17-406 Moved by Deputy Reeve Carbone that Council adopt the 2017 Operating Budget as the 2018 Interim Operating Budget with:

Total Revenues of \$7,586,236.40 comprised of:

Operating Revenues (sales, grants, etc.) of	\$1,608,133.77;
Revenue Drawn from Operating Reserves of \$	293,196.45; and
Municipal Property Tax Revenue of	\$5,684,906.18; and

Total Expenses of \$10,205,036.40 comprised of:

Operating Expenses of	\$7,586,236.40; plus
Amortization Expense of	\$2,618,800.00

Which results in a balanced budget before the amortization expense of \$2,618,800.00.

CARRIED

Shelley Braun and
Dion Hynes entered
the meeting at 11:29 a.m.

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**2018 Capital
Budget – Initial Draft**

Council was provided with the initial draft of the 2018 Capital Budget. Shelley Braun Director of Corporate Services and Dion Hynes offered verbal support in order to provide any clarification that may be deemed necessary and to obtain any input deemed appropriate.

RC17-407 Moved by Councillor Wendland that Council receive the presentation regarding the 2018 Capital Budget for information.

CARRIED

RC17-408 Moved by Councillor Paradis that Council direct Administration to continue to revise the 2018 Capital Budget based on Council’s observations and updated information that becomes available, and provide Council with the updated Capital Budget at the December 14, 2017 Regular Council meeting for adoption, or direction for additional updates.

CARRIED

Danny Zahara exited the meeting at 12:25 p.m.

Recessed for lunch at 12:25 p.m.
Resumed the meeting at 1:00 p.m.

Appointment of Auditor

Council was requested to appoint an auditor as required by Section 280(1) of the Municipal Government Act.

RC17-409 Moved by Councillor Joudrey that Council appoint Sylvain & Company from Falher, AB to complete the financial audit for the year ending December 31, 2017.

CARRIED

**2018 Federation of
Canadian Municipalities
Conference**

Council was requested to provide Administration direction regarding arrangements required for the 2018 FCM Conference to be held in Halifax, NS from May 31 to June 4, 2018.

RC17-410 Moved by Councillor Joudrey that Council select two Councillors to attend the FCM Convention in Halifax, NS from May 31 to June 3, 2017.

CARRIED

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RC17-411 Moved by Councillor Wendland that Council appoint Councillor Paradis and Councillor Joudrey as the two Councillors to attend the FCM Convention in Halifax, NS from May 31 to June 3, 2017.

CARRIED

RC17-412 Moved by Deputy Reeve Carbone that Council approve CAO Minderlein to select the best option for him to attend, either the Canadian Association Municipal Administrators (CAMA) convention, in Fredericton, NB May 28 to 30 or the FCM Convention in Halifax, NS from May 31 to June 3, based on Agenda and time availability.

CARRIED

**Cancellation of Penalty
Charges for the West
Smoky Recreation Centre**

Council was requested to approve the cancellation of penalty charges for the West Smoky Recreation Centre (Arena).

RC17-413 Moved by Councillor Wendland that Council approve the cancellation of the \$1,871.91 in penalties for the West Smoky Recreation Centre (Arena).

CARRIED

**Development Permit 14-17-19
(IWW Tower)**

Council was requested to pass a resolution related to Development Permit 14-17-19 for IWantWireless for the placement of a communication tower at Lot 1 Plan 0122228 in Belloy.

RC17-414 Moved by Councillor Bogdanek that Council pass the following resolution:

WHEREAS IWantWireless proposes to erect a wireless telecommunication tower on certain lands more particularly described as, Lot 1 Plan 0122228,

AND WHEREAS proponents of telecommunication towers are regulated by Industry Canada on behalf of the Government of Canada and as part of their approval, Industry Canada requires proponents to consult with land use authorities as provided for in CPC -2-0-03;

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CAO: _____



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AND WHEREAS IWantWireless has consulted with Birch Hills County and the Birch Hills County Development Authority have no objections to the proposed telecommunications tower;

AND WHEREAS IWantWireless has consulted with the public by notifying all property owners and occupants within three (3) times the tower height and has provided thirty (30) days for written public comment;

AND WHEREAS there is no significant land use issues identified by the consultant,

NOW THEREFORE BE IT RESOLVED THAT
The Development Officer be instructed to advise IWantWireless that

1. IWantWireless has satisfactorily completed its consultation with Birch Hills County.;
2. Birch Hills County is satisfied with IWantWireless public consultation process and does not require further consultation with the public; and
3. Birch Hills County concurs with IWantWireless proposal to construct a wireless telecommunication facility comprising of a 100 feet telecommunication tower.

CARRIED

**Office Closure
December 14, 2017
11:00 a.m. – 1:30 p.m.**

Council was requested to authorize Administration to close the Birch Hills County Office from 10:45 a.m. until 1:30 p.m. on December 14, 2017.

RC17-415 Moved by Councillor Reum that Council authorize the closure of the Birch Hills County Office from 10:45 am to 1:30 pm on December 14, 2017, and direct that Administration advertise the closure.

CARRIED

Recessed Regular Council meeting and went to ASB meeting at 1:30 p.m.

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CAO: _____



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Resumed Regular Council Meeting at 3:07 p.m.
Shelley Braun entered meeting at 3:07 p.m.

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 October 31, 2017
2. 2017 O&M Budget Variance Summary
3. Municipal Sustainable Initiative Funding
4. Federal Gas Tax Funding Program
5. December 2017 Early Payroll Cutoff

RC17-416 Moved by Councillor Wendland that Council accept the information items for information.

CARRIED

Shelley Braun exited meeting at 3:20 p.m.

CORRESPONDENCE

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

1. Letter re VSI
2. Letter re CAEPLA-PRMLC v NGTL re NEB ADR

RC17-417 Moved by Paradis that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

RC17-418 Moved by Councillor Bogdanek that Council move in-camera at 3:21 p.m.

CARRIED

RC17-419 Moved by Councillor Bogdanek that Council reconvene the regular meeting at 4:30 p.m.

CARRIED

ADJOURNMENT

Being that there were no other items for discussion, Reeve Manzulenکو adjourned the meeting at 4:30 p.m.

NEXT REGULAR COUNCIL MEETING DATE – December 14, 2017

Original to be signed by
GERALD MANZULENKO
REEVE

Original to be signed by
HERMANN MINDERLEIN
CAO

INITIALS: Reeve: _____

CAO: _____