



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
NOVEMBER 8, 2018**

Present:	Reeve	Gerald Manzulenko
	Councillor	Albert Poetker
	Councillor	Deanne Wendland
	Councillor	Paul Reum
	Councillor	Denise Joudrey
	CAO	Hermann Minderlein
	Legislative Officer	Shawna Schwerdt

Absent:	Deputy Reeve	Terry Carbone
	Councillor	Mel Duvall

CALL TO ORDER

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

ADOPTION OF AGENDA

RC18-395 Moved by Councillor Poetker that Council adopt the agenda of the November 8, 2018 Regular Council Meeting with additional item:

COUNCILLOR REPORTS

5.f Councillor Poetker

5.g Councillor Duvall

NEW BUSINESS

9.d 2019 Capital Budget

9.j Upcoming Regular Council Meeting

FOR INFORMATION

10.c 2018 Capital Budget Variance.

CARRIED

ADOPTION OF MINUTES

Organizational Council Meeting
October 25, 2018

RC18-396 Moved by Councillor Wendland that Council approve the minutes of the October 25, 2018 Organizational Council Meeting as presented.

CARRIED

Regular Council Meeting
October 25, 2018

RC18-397 Moved by Councillor Joudrey that Council approve the minutes of the October 25, 2018 Regular Council Meeting as presented.

CARRIED

COUNCILLOR REPORTS

Reeve Manzulenko No Report.

Deputy Reeve Carbone Absent.

INITIALS: Reeve: _____

CAO: _____



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Councillor Wendland Councillor Wendland provided a verbal update to Council to her written report regarding the Peace Regional Agricultural Service Board meeting she attended in Clear Hills County at the David Thompson Hall on October 30, 2018, the Peace Region Economic Development Alliance (PREDA) on November 2, 2018 where she had been appointed to the board of directors, and the Peace Valley Conservation Recreation Tourism and Society (PVCRTS) meeting she attended on November 6, 2018.

Councillor Poetker Councillor Poetker provided a verbal update to Council on the Peace Valley Conservation Recreation Tourism and Society (PVCRTS) meeting he attended on November 6, 2018 and the Peace Regional Agricultural Service Board meeting that he had attended on October 30, 2018.

Councillor Reum No Report.

Councillor Duvall Absent.

Councillor Joudrey Councillor Joudrey provided a verbal update to Council on the written report she supplied regarding the Grande Spirit Foundation meeting she attended in Clairmont on October 26, 2018 and the October 30, 2018 Peace Regional Agricultural Service Board meeting.

RC18-398 Moved by Councillor Wendland that Council accept the Councillor Reports for information.

CARRIED

DELEGATIONS None.

CHIEF ADMINISTRATIVE OFFICER'S REPORTS

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

RC18-399 Moved by Councillor Reum that Council receive the CAO's written report and verbal updates as information.

INITIALS: Reeve: _____

CAO: _____



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CAO Action Log **CARRIED**
 Council reviewed the CAO Action Log updated to October 31, 2018 provided in the Agenda Package.

RC18-400 Moved by Councillor Poetker that Council receive the CAO Action Log for information.

CARRIED

BYLAWS

Central Peace
 Assessment Review
 Board Bylaw 2018-09

Council was presented with Bylaw 2018-09 a bylaw for the joint establishment of an assessment review board.

RC18-401 Moved by Councillor Wendland that Council provide 1st reading to Birch Hills County Bylaw 2018-09, the “Central Peace Assessment Review Board Bylaw”.

CARRIED

RC18-402 Moved by Councillor Joudrey that Council provide 2nd reading to Birch Hills County Bylaw 2018-09, the “Central Peace Assessment Review Board Bylaw”.

CARRIED

RC18-403 Moved by Councillor Reum that Council provide unanimous approval to Birch Hills County Bylaw 2018-09, the “Central Peace Assessment Review Board Bylaw”.

CARRIED

RC18-404 Moved by Councillor Poetker that Council provide 3rd reading to Birch Hills County Bylaw 2018-09, the “Central Peace Assessment Review Board Bylaw”.

CARRIED

RC18-405 Moved by Councillor Wendland that Council direct Administration to update the County’s website with a copy of Bylaw 2018-09, the “Central Peace Assessment Review Board Bylaw”.

CARRIED

UNFINISHED BUSINESS

2019 Land Fill Contract
 Tenders

Council was provided with information regarding the 2019 Land Fill Contract Tenders for landfill supervisor.

RC18-406 Moved by Councillor Joudrey that Council direct administration to accept the tender bid from

INITIALS: Reeve: _____

CAO: _____



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Steve Semeniuk Consulting for the 2-year landfill supervisor contract.

CARRIED

Meeting was recessed at 10:00 a.m.

Meeting was resumed at 10:12 a.m.

NEW BUSINESS

Authorization for Councillor Absence

Council was provided with information related to the absence of Councillors from Regular Council Meetings, and being requested to authorize the absence of Deputy Reeve Carbone and Councillor Duvall from the November 8, 2018 Regular Council Meeting.

Director of Corporate Services Shelley Braun entered meeting at 10:18 a.m.

RC18-407 Moved by Councillor Wendland that Council approve the absence of Deputy Reeve Carbone and Councillor Duvall from the November 8, 2018 Regular Council Meeting.

CARRIED

Appointment of Auditor

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

RC18-408 Moved by Councillor Poetker that Council appoint Sylvain & Company from Falher, AB to complete the financial audit for the year ending December 31, 2018.

CARRIED

2019 FCSS Funding Agreement

Council was presented with the 2019 Family and Community Support Services (FCSS) Funding Agreement.

RC18-409 Moved by Councillor Wendland that Council authorize Administration to enter into an agreement on behalf of Birch Hills County for 2019 FCSS funding with the Human Services division of the Alberta Government.

CARRIED

INITIALS: Reeve: _____

CAO: _____



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2019 Capital Budget –
Initial Draft

Council was provided with the initial draft of the 2019 Capital Budget in order to provide any clarification that may be deemed necessary and to obtain any input deemed appropriate.

RC18-410 Moved by Councillor Reum that Council direct Administration to take note of any observations raised by Council during the presentation regarding the 2019 Capital Budget, continue to revise the 2019 Capital Budget based on Council’s observations and updated information that becomes available, and provide Council with the updated 2019 Capital Budget at the December 13, 2018 Council meeting for adoption, or direction for additional updates.

CARRIED

Director of Corporate
Services Shelley Braun
exited meeting at
10:52 a.m.

Offer to Purchase PT SE
15-76-1 W6

Council was presented with a request received by Birch Hills County from Burt & Cindy Barkman to purchase Part of the SE 15-76-1 W6, roll 060202 for \$6,000.00.

RC18-411 Moved by Councillor Joudrey that Council Accept the Offer to Purchase submitted by Burt & Cindy Barkman to purchase Part of the SE 15-76-1 W6 for \$6,000.00.

CARRIED

Director of Agriculture
Amanda Ouellet and
Assistant Agriculture
Fieldman Kathrin Langlois
entered meeting at
10:58 a.m.

2019 Provincial ASB
Conference

Council was provided with information regarding the 2019 Provincial Agriculture Service Board Conference.

INITIALS: Reeve: _____

CAO: _____



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RC18-412 Moved by Councillor Poetker that Council Authorize six members of the Agriculture Service Board (ASB) exception will be Reeve Manzulenko who is unavailable to attend, and the following two Birch Hills County staff members Director of Agriculture Amanda Ouellet and Agriculture Assistant Fieldman Kathrin Langlois to attend the three day Provincial ASB Conference on January 21-23, 2019.

CARRIED

Councillor Denise Joudrey exited the meeting at 11:23 a.m.

VSI 50/50

Council was presented with a request to approve the 50/50 cost share for the Veterinary Services Insurance (VSI) program.

RC18-413 Moved by Councillor Wendland that Council direct Administration to forward a letter to Veterinary Services Insurance (V.S.I.) program stating that Birch Hills County approves the 50/50 cost share for the V.S.I. agreement.

CARRIED

Wild Boar Agreement

Council was presented with an agreement from Alberta Agriculture and Forestry. This agreement will be for the Implementation of Wild Boar Containment Standards under the Agricultural Pests Act and will be effective for 5 years starting January 1, 2019 and ending December 31, 2023.

RC18-414 Moved by Councillor Wendland that Council authorize the signing of a 5-year agreement with Alberta Agriculture and Forestry (AF) for the Implementation of Wild Boar Containment Standards under the Agricultural Pests Act on behalf of Birch Hills County.

CARRIED

County Office Closure

Council was presented with a request to authorize Administration to close the Birch Hills County Office from 12:00 p.m. to 1:00 p.m. on December 13, 2018.

RC18-415 Moved by Councillor Poetker that Council authorize the closure of the Birch Hills County Office

INITIALS: Reeve: _____

CAO: _____



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from 12:00 p.m. to 1:00 p.m. on December 13, 2018,
and direct that Administration advertise the closure.

CARRIED

Director of Agriculture
Amanda Ouellet and
Agriculture Assistant
Fieldman Kathrin Langlois
exited the meeting at
10:56 a.m.

Meeting was recessed for
Lunch at 11:55 a.m.

Meeting reconvened at
12:45 p.m.

Upcoming Meeting

Council discussed dates for a potential session
necessary for council to discuss several matters with
staff, to provide new councillors with background
information on these matters as well as information
regarding pecuniary interests, confidentiality, and other
matters normally made available through Councillor
training opportunities following municipal elections.

RC18-416 Moved by Councillor Wendland that
Council approve a Councillor Workshop to be held in
Birch Hills County Council Chambers for 1:00 p.m. on
the 6th of December, 2018.

CARRIED

FOR INFORMATION

2018 Operating and
Maintenance (O&M)
Budget Variance Reports

Council was provided with a copy of the Budget
Variance Reports.

RC18-417 Moved by Councillor Reum that Council
receive the presentation regarding the 2018 Operating
and Maintenance (O&M) Budget Variance Summary for
information and direct Administration to bring the 2018
O&M Budget Variance Summary back to a future
Council meeting.

CARRIED

INITIALS: Reeve: _____

CAO: _____



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2018 Capital Budget
Variance Detail

RC18-418 Moved by Councillor Reum that Council receive the presentation regarding the 2018 Capital Budget Variance Detail for information and direct Administration to bring the 2018 Capital Budget Variance Detail back to a future Council meeting.

CARRIED

Director of Public Works
Dion Hynes and Director
of Corporate Services
Shelley Braun entered
meeting at 1:20 p.m.

Disaster Recovery
Program

Council was provided with information regarding the Disaster Recovery Program (DRP) for 2018.

RC18-419 Moved by Councillor Poetker that Council accept the presentation related to the 2018 Spring Flooding Event for information.

CARRIED

Director of Public Works
Dion Hynes and Director
of Corporate Services
Shelley Braun exited
meeting at 2:15 p.m.

CORRESPONDENCE

Council was provided with a copy of the following letters:

- a. letter received from Alberta Community and Social Services dated October 11, 2018 re Family Violence Prevention Month in Alberta
- b. letter received from Alberta Municipal Affairs dated October 18, 2018 re Extension deadline permitted for Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development (IDP).

RC18-420 Moved by Councillor Wendland that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

None.

INITIALS: Reeve: _____

CAO: _____



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ADJOURNMENT

Being that there was no further business, Reeve
Manzulenko adjourned the meeting at 2:17 p.m.

Original to be signed
**GERALD MANZULENKO
REEVE**

Original to be signed
**HERMANN MINDERLEIN
CAO**

INITIALS: Reeve: _____
CAO: _____