



MINUTES OF A REGULAR COUNCIL MEETING  
FOR BIRCH HILLS COUNTY HELD  
IN THE COUNCIL CHAMBERS  
October 20, 2020

**Present:**

<b>Reeve</b>	Gerald Manzulenko
<b>Deputy Reeve</b>	Terry Carbone
<b>Councillor</b>	Albert Poetker
<b>Councillor</b>	Deanne Wendland
<b>Councillor</b>	Paul Reum
<b>Councillor</b>	Mel Duvall
<b>Councillor</b>	Denise Joudrey
<b>CAO</b>	Rick Bastow
<b>Legislative Officer</b>	Shawna Schwerdt

**Absent:**

**CALL TO ORDER**

**Reeve Manzulenko** called the meeting to order at 9:52 a.m.

**ADOPTION OF AGENDA**

**RC20-419 Moved by Deputy Reeve Carbone** that Council adopt the agenda of the October 20, 2020 Regular Council meeting with the addition of item 9.a.vi GSF Fundraiser and item 9.b.iv Zargon Oil & Gas Ltd Insolvent.

**CARRIED**

**ADOPTION OF MINUTES**

Regular Council Meeting  
October 8, 2020

**RC20-420 Moved by Councillor Poetker** that Council approve the minutes of the October 8, 2020 Regular Council meeting as presented.

**CARRIED**

Kevin Chrenek RBC entered meeting at 9:53 a.m.

Shelley Braun Director of Corporate Services entered meeting at 9:53 a.m.

**DELEGATIONS**

Kevin Chrenek, RBC

Kevin Chrenek, Chrenek Dion & Associates of RBC Dominion Securities provided Council with an update on the County's investments with his firm.

**RC20-421 Moved by Councillor Reum** that Council accept the investment presentation by Kevin Chrenek,

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

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



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Chrenek Dion & Associates of RBC Dominion  
Securities for information.

**CARRIED**

Kevin Chrenek and DCS  
Braun exited meeting at  
10:41 a.m.

**COUNCILLORS**  
**REPORTS**

**Reeve Manzulenko**

None.

**Deputy Reeve Carbone**

Deputy Reeve Carbone provided a verbal update to  
the Central Peace Medical Services Corporation he  
attended on October 19, 2020.

**Councillor Poetker**

Councillor Poetker provided a verbal update to Council  
on the Federation of Canadian Municipalities (FCM)  
virtual meeting he attended in Birch Hills County  
Council chambers regarding the FCM Annual General  
Meeting (AGM) on October 15, 2020.

**Councillor Wendland**

No Report.

**Councillor Reum**

No Report.

**Councillor Duvall**

No Report.

**Councillor Joudrey**

Councillor Joudrey provided a verbal update to Council  
on the Alberta Library Trustees' Association face to  
face meeting she attended in Spruce Grove, AB on  
October 17, 2020.

Councillor Poetker exited  
meeting at 11:07 a.m. and  
returned to meeting at  
11:09 a.m.

**RC20-422 Moved by Councillor Duvall** that Council  
accept the Councillors' Reports for information.

**CARRIED**

Meeting was recessed at  
11:15 a.m.

Meeting was resumed at  
11:20 a.m. with no public  
present.

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

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



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**CHIEF ADMINISTRATIVE  
OFFICER'S REPORTS**

CAO Bastow provided a verbal update to written report provided to Council on events since October 8, 2020.

**RC20-423 Moved by Councillor Joudrey** that Council receive the CAO's Rick Bastow written reports and verbal updates for information.

**CARRIED**

CAO Action Log

Council reviewed CAO Action Log updated to October 14, 2020.

**RC20-424 Moved by Councillor Joudrey** that Council receive the CAO Action Log for information.

**CARRIED**

**UNFINISHED BUSINESS**

RMA – Assessment Model Review re RC20-398

Council was provided with updated analysis of proposed assessment changes that will impact Birch Hills County.

Sergeant Bryce Tarzwell entered meeting at 11:31 a.m.

**DELEGATION  
CONTINUED**

Sergeant Bryce Tarzwell

Sergeant Bryce Tarzwell from the Spirit River Royal Canadian Mounted Police (RCMP) detachment gave a verbal presentation regarding an update on activities to Council.

Lucy Stevenson Tax and Development Clerk entered meeting at 11:55 a.m.

**RC20-425 Moved by Councillor Reum** that Council accept the verbal activity update provided by Sergeant Bryce Tarzwell from the Spirit River Royal Canadian Mounted Police (RCMP) Detachment report for information.

**CARRIED**

Sergeant Bryce Tarzwell exited meeting at 12:03 p.m.

**RC20-426 Moved by Councillor Wendland** that Council direct Administration to monitor Assessment Model Review developments and provide Council with an updated situation report as part of the November 12, 2020 regularly scheduled Council Meeting and direct Administration to continue participating in the RMA led response.

**CARRIED**

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

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



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**BYLAWS**

2020-08 LUB Amendment  
re Redistrict Lot 1 Block 1  
Plan 1025856 from  
Agriculture District to  
Recreational District

Administration was presented Council with Bylaw  
2020-08, a Land Use Bylaw Amendment to Redistrict  
Lot 1 Block 1 Plan 1025856 from Agriculture District to  
Recreational District.

**RC20-427 Moved by Councillor Poetker** that Council  
table the Land Use Bylaw Amendment Bylaw 2020-08  
as presented to the November 12, 2020 Regular  
Council meeting.

**CARRIED**

Lucy Stevenson Tax and  
Development Clerk exited  
meeting at 12:08 p.m.

Tom Morgan entered  
meeting at 12:08 p.m.

Meeting was recessed for  
lunch at 12:08 p.m.

Meeting was resumed at  
12:41 p.m. with no public  
present.

Draft Regional Fire  
Services Bylaw 2020-09

Council was presented with the current Regional Fire  
Services Bylaw 2020-03.

**RC20-428 Moved by Councillor Joudrey** that Council  
receive this item for information and direct  
Administration to continue to bill as current and  
continue to advertise Bylaw 2020-09, the draft  
Regional Fire Services Bylaw as per the 11-04-18  
Public Participation Policy and Procedural Bylaw 2019-  
15 and bring back public's input to the November 12,  
2020 Regular Council meeting.

**CARRIED**

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

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



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Tom Morgan and Councillor Paul Reum exited meeting at 1:22 p.m.

Shelley Braun Director of Corporate Services, Dion Hynes Director of Public Works, and Amanda Ouellet Director of Agriculture entered meeting at 1:22 p.m.

**NEW BUSINESS**

2021 Budget Consultation

Administration sought direction from Council regarding implementing a public survey for the 2021 County budget.

Shawna Schwerdt L.O./E.A. exited meeting at 1:50 p.m. Lucy Stevenson Tax and Development Clerk entered meeting and took over as recorder.

**RC20-429 Moved by Councillor Wendland** that Council directs Administration to implement the 2021 County budget survey and bring results back to the regularly scheduled Council meeting to be held on November 26, 2021.

**CARRIED**

Councillor Denise Joudrey exited meeting at 2:32 p.m. and entered meeting at 2:34 p.m.

2021 Capital Budget

Council was provided with Version 1 of the 2021 Capital Budget in order to provide any clarification that may be deemed necessary.

Lucy Stevenson Tax and Development Clerk exited meeting at 3:01 p.m. Shawna Schwerdt L.O./E.A. entered meeting and took over as recorder.

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



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**RC20-430 Moved by Councillor Wendland** that Council receive the presentation regarding the 2021 Capital Budget Version 1 for information and direct Administration to take note of any observations raised by Council during the presentation.

**CARRIED**

Deputy Reeve Terry  
Carbone exited meeting at  
3:15 p.m.

2021 Operating and  
Maintenance Budget  
Version 1

Council was requested to review the 2021 Operating and Maintenance Budget Version 1.

**RC20-431 Moved by Councillor Poetker** that Council accepts the 2021 Operating and Maintenance Budget Version 1 as information and direct Administration to make the indicated changes and bring it back to a future Regular Meeting of Council to be held on or before December 31, 2020.

**CARRIED**

DCS Braun and DPW  
Hynes exited at 3:20 p.m.

Alberta Provincial Police  
Service Transition Study

Council was provided with a status update on the Alberta Provincial Police Service Transition Study.

**RC20-432 Moved by Councillor Poetker** that Council direct Administration to monitor Alberta Provincial Police Service Transition Study developments and provide Council with an updated situation report at a future Regular Meeting of Council.

**CARRIED**

Regional Water Utility

Administration sought direction from Council regarding MNP draft terms of reference for the Governance Model Study - Regional Water Utility.

**RC20-433 Moved by Councillor Wendland** that Council directs Administration to confirm its acceptance of the MNP - Regional Water Utility Terms of Reference, and reconfirm Reeve Manzulenko, Councilor Poetker and CAO Bastow as the Council and Administration representatives.

**CARRIED**

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

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



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GSF re Invitation  
Fundraiser

Council was presented with a request for support received from the Friends of the Grande Spirit Foundation (GSF) regarding their Harvest Dinner Fundraiser to be held on November 14, 2020.

**RC20-434 Moved by Councillor Poetker** that Council spend up to \$200 to be coded to account 2-11-10-00-735 Grants to Individuals or Organizations for silent auction items for the Grande Spirit Foundation Harvest Dine and Dance Non-Event on November 14, 2020 and Silent Auction run from November 9 to November 14, 2020.

**CARRIED**

**RC20-435 Moved by Councillor Duvall** that Council direct Administration to forgo the traditional buying of items to donate and instead write a cheque for the \$200.00 donation for the Grande Spirit Foundation Harvest Dine and Dance Non-Event on November 14, 2020 and Silent Auction run from November 9 to November 14, 2020 as a cash item.

**CARRIED**

Office Closure

Council was requested to authorize Administration to close the Birch Hills County Office from 12:00 p.m. to 2:00 p.m. on December 10, 2020.

**RC20-436 Moved by Councillor Poetker** that Council authorize the closure of the Birch Hills County Office from 12:00 p.m. to 2:00 p.m. on December 10, 2020, and direct that Administration advertise the closure.

**CARRIED**

Lucy Stevenson Tax and  
Development Clerk entered  
meeting at 3:32 p.m.

Iwantwireless.ca Ltd.  
Agreement

Council was provided with a copy of the unsigned anniversary of agreement letter for the Access Easement Agreements with Iwantwireless.ca Ltd. (IWW).

**RC20-437 Moved by Councillor Joudrey** that Council authorize Administration to notify Iwantwireless.ca Ltd. that there will be no change to their 2 Access Easement Agreements at this time.

**CARRIED**

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

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





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Quality Management Plan (QMP)

Council was presented with the draft Quality Management Plan as part of an updated accreditation.

**RC20-438 Moved by Councillor Wendland** that Council authorize Administration to enter into the updated Quality Management Plan.

**CARRIED**

Zargon Oil & Gas Ltd Insolvent

Administration provided Council with correspondence from Zargon Oil & Gas Ltd. surrounding their agreement with Blue Sky Resources Ltd. with the request to Council to support the proposal agreement.

**RC20-439 Moved by Councillor Poetker** that Council support the proposal from Zargon Oil & Gas Ltd. surrounding their agreement with Blue Sky Resources Ltd. and direct Administration to execute the requested confirmation.

**CARRIED**

Lucy Stevenson Tax and Development Clerk exited meeting 3:38 p.m.

2020 Peace Region ASB Conference Resolutions

Administration provided Council with the 2 Resolutions that will be presented at the 2020 Peace Region Agriculture Service Board Conference resolutions for discussion.

**RC20-440 Moved by Councillor Poetker** that Council review and discuss proposed resolutions in advance of the regional ASB conference and accept discussion for information.

**CARRIED**

Veterinary Services Insurance AGM Information Package

Council was presented with the Veterinary Services Insurance AGM dated for November 13, 2020 information package.

**RC20-441 Moved by Councillor Duvall** that Council accepts the V.S.I. Annual General Meeting (AGM) package for information.

**CARRIED**

Veterinary Services Incorporated (VSI) 50/50

Council was requested to approve the 50/50 cost share for the Veterinary Services Incorporated (VSI) program.

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

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





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**RC20-442 Moved by Councillor Poetker** that Council direct Administration to forward a letter to Veterinary Services Incorporated (V.S.I.) program stating Birch Hills County approves the 50/50 cost share for the V.S.I. agreement.

**CARRIED**

**INFORMATION**

Council was provided with copies of the following documents:

1. Bank Reconciliation ends September 30, 2020; and
2. Ministerial Order re DRP Confirmation for Spring 2020 dated August 7, 2020.

**RC20-443 Moved by Councillor Poetker** that Council accept the items presented for information.

**CARRIED**

**CORRESPONDENCE**

Council was provided with copies of the following documents:

- a. Letter to Philip Smith re RC20- Smith Search dated October 8, 2020;
- b. Letter to Ronald Jonzon re Increase Cell Service availability in Birch Hills County dated October 9, 2020;
- c. Letter to Double F & Company/AB North re RC20-410 dated October 14, 2020;
- d. Letter to Craig Perreault re RC20-404 dated October 14, 2020.

**RC20-444 Moved by Councillor Duvall** that Council accept the correspondence provided for information.

**CARRIED**

**ADJOURNMENT**

Being that there was no further business, Reeve Manzulenکو adjourned the meeting at 3:55 p.m.

Original to be signed

GERALD MANZULENKO  
REEVE

Original to be signed

RICK BASTOW  
CAO

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

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