



MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY HELD
IN THE COUNCIL CHAMBERS
October 8, 2020

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

Absent:

CALL TO ORDER

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

ADOPTION OF AGENDA

RC20-385 Moved by Councillor Poetker that Council adopt the agenda of the October 8, 2020 Regular Council meeting with the addition of items: 10.d Temporarily Wanham Lagoon Closure, 11.f RMA Fall meeting regarding RCMP Spirit River detachment, and 13.a Closed session re Personnel FOIP section 17(1).

CARRIED

ADOPTION OF MINUTES

Regular Council Meeting
September 24, 2020

RC20-386 Moved by Councillor Joudrey that Council approve the minutes of the September 24, 2020 Regular Council meeting as presented.

CARRIED

COUNCILLOR REPORTS

Reeve Manzulenko

Reeve Manzulenko provided a verbal update to Council regarding the phone call he had with ATB regarding the Wanham Branch Closure letter Council had sent ATB.

Deputy Reeve Carbone

Councillor Carbone provided a verbal update to Council regarding an email from Mr. Phillip Smith of Smith Search regarding past services provided during County's CAO search.

Don Hugues entered meeting at 9:10 a.m.

RC20-387 Moved by Councillor Duvall that Council direct Administration to send written correspondence to Mr. Phillip Smith of Smith Search, concerning his contributions to the CAO search.

CARRIED

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CAO: _____



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Councillor Poetker Councillor Poetker provided a verbal update to Council regarding oil and gas activity in Birch Hills County, orphaned wells and outstanding taxes.

Councillor Wendland No Report.

Councillor Reum No Report.

Councillor Duvall No Report.

Gordon McKinnon entered meeting at 9:15 a.m.

Councillor Joudrey Councillor Joudrey provided a verbal update to the written report she provided Council on the Grande Spirit Foundation meeting on she attended on September 25, 2020 and the Stronger Together - Library Conference meeting she attended via Zoom on October 1 and 2, 2020.

Lucy Stevenson
Tax/Development Clerk
and Frank Baker entered meeting at 9:22 a.m.

RC20-388 Moved by Councillor Wendland that Council accept the Councillors' reports for information.

CARRIED

Meeting was recessed at 9:25 a.m.

Meeting was resumed at 9:30 a.m. with the following public in attendance Don Huges, Gordon McKinnon and Frank Baker.

RC20-389 Moved by Deputy Reeve Carbone that Council recess the Regular Council meeting of October 8, 2020 to go into Public hearing.

CARRIED

RC20-390 Moved by Councillor Reum that Council open the Public Hearing related to Bylaw No. 2020-07, to Amend Bylaw 2019-06 to Redistrict Lots 1 & 2 Block 6 Plan 525HW from Hamlet General District to Recreational District.

CARRIED

INITIALS: REEVE: _____

CAO: _____



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DELEGATION

None.

PUBLIC HEARING

LUB Amendment Bylaw
2020-07

Birch Hills County was required to hold a Public Hearing regarding Bylaw 2020-07; a bylaw to amend the Birch Hills County Land Use Bylaw (LUB), the amendment is to Redistrict Lots 1 & 2 Block 6 Plan 525HW from Hamlet General District to Recreational District. Bylaw 2020-07 will be presented for second and third reading as part of today's Regular Council Meeting agenda.

Reeve Manzulenko introduced the members of Council and staff, and outlined the purpose of the Public Hearing, that being the Bylaw No. 2020-07, to Amend LUB Bylaw 2019-06 to Redistrict Lots 1 & 2 Block 6 Plan 525HW from Hamlet General District to Recreational District.

Lucy Stevenson Birch Hills County Tax/Development Clerk presented a verbal summary about an application for a LUB amendment that Administration had received. Rick Bastow, CAO provided a verbal summary and provided clarification to Council on questions related to LUB amendment.

Don Huges spoke to the concerns he felt about the Bylaw No. 2020-07 would bring to the hamlet in Tangent and is not in favor.

RC20-391 Moved by Councillor Wendland that Council adjourn the Public Hearing related to Bylaw No. 2020-07, to Amend Bylaw 2019-06 to Redistrict Lots 1 & 2 Block 6 Plan 525HW from Hamlet General District to Recreational District.

CARRIED

LUB Amendment Bylaw
2020-08

Birch Hills County was required to hold a Public Hearing regarding Bylaw 2020-08; a bylaw to amend the Birch Hills County Land Use Bylaw (LUB), the amendment is to Redistrict Lot 1 Block 1 Plan 1025856 from Agriculture District to Recreational District. Bylaw 2020-08 will be presented for second and third reading as part of today's Regular Council Meeting agenda.

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CAO: _____



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RC20-392 Moved by Councillor Poetker that Council open the Public Hearing related to Bylaw No. 2020-08, to Amend Bylaw 2019-06 to Redistrict Lot 1 Block 1 Plan 1025856 from Agriculture District to Recreational District.

CARRIED

Lucy Stevenson Birch Hills County Tax/Development Clerk presented a verbal summary about an application for a LUB amendment that Administration had received. Rick Bastow, CAO provided a verbal summary and provided clarification to Council on questions related to LUB amendment.

Gordon McKinnon spoke to neighboring recreational in Watino, lack of the Smoky River access from proposed lots, land around the proposed lots is all agricultural district and he is not in favor of Bylaw 2020-08.

Frank Baker spoke to the proposed lots could increase tax revenue, population and the ability to sell the land if proposed lots go ahead he is in favor of Bylaw 2020-08.

RC20-393 Moved by Councillor Reum that Council adjourn the Public Hearing related to Bylaw No. 2020-08, to Amend Bylaw 2019-06 to Redistrict Lot 1 Block 1 Plan 1025856 from Agriculture District to Recreational District.

CARRIED

RC20-394 Moved by Councillor Duvall that Council resume Regular Council meeting of October 8, 2020.

CARRIED

Lucy Stevenson
Tax/Development Clerk,
Don Huges, Gordon
McKinnon and Frank
Baker exited meeting.

Meeting was recessed at
10:20 p.m.

Meeting was resumed at
10:30 p.m. with no public
present.

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**CHIEF ADMINISTRATIVE
OFFICER'S REPORTS**

CAO Bastow provided a verbal update to the written report provided on events since September 24, 2020.

RC20-395 Moved by Councillor Wendland that Council enter the Municipal Operating Support Transfer (MOST) memorandum of agreement.

CARRIED

RC20-396 Moved by Deputy Reeve Carbone that Council receive the CAO's Rick Bastow written reports and verbal updates for information.

CARRIED

CAO Action Log

Council reviewed the CAO Action Log updated to September 25, 2020.

RC20-397 Moved by Councillor Reum that Council receive the CAO Action Log for information.

CARRIED

UNFINISHED BUSINESS

RMA – Assessment Model Review re RC20-379, SC20-390 and RC20-335

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

RC20-398 Moved by Deputy Reeve Carbone that Council direct Administration to monitor Assessment Model Review developments and provide Council with an updated situation report as part of the October 20, 2020 regularly scheduled Council Meeting and direct Administration to continue participating in the RMA led response. Further, direct Administration to defer Municipal Viability review until the Ministry of Municipal Affairs provides a timeline for implementing final Assessment Model Review decision, estimated to be announced in 2021.

CARRIED

Saddle (Burnt) River Crossing re RC20-242

Administration was seeking Council direction regarding the Saddle (Burnt) River crossing.

RC20-399 Moved by Councillor Duvall that Council provide Administration with approval to advertise a request for proposal (RFP) outlining deliverables and timeline for successful completion of Saddle (Burnt) River crossing options with funding to come from Capital Reserves.

CARRIED

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RC20-400 Moved by Councillor Poetker that Council remove from table item from August 13, 2020 Regular Council meeting pertaining to direction from Council regarding road network maintenance and roadway improvements.

CARRIED

Road Network Committee
re RC20-306

Council was requested to review the tabled item from August 13, 2020 meeting pertaining to direction from Council regarding road network maintenance and roadway improvements.

RC20-401 Moved by Councillor Poetker that Council approve Road Network Committee - Terms of Reference as presented and direct Administration to move forward with establishing the committee as per a draft bylaw and bring back to a future Regular Council meeting.

CARRIED

Geotechnical - Smoky
River Flood re RC20-379

Council was requested to revisit and amend phase 1 geotechnical budget.

RC20-402 Moved by Councillor Reum that Council approves a budget of up to \$2500.00 for the geotechnical assessment of the Hamlet of Watino and portions of the Smoky River Road that were impacted during the July 2020 flood.

CARRIED

Westvale Well re
RC20-083

Council was provided with information regarding the water cost analysis associated with Council motion RC20-083.

RC20-403 Moved by Councillor Reum that Council rescind motion RC20-083 with the understanding that data from the Westvale well will be presented to Council as part of 2022 Budget discussions.

CARRIED

Meeting was recessed at
11:35 a.m.

Meeting was resumed at
11:40 a.m. with no public
present.

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Lucy Stevenson Tax and Development entered meeting at 11:35 a.m.

BYLAWS

LUB Amendment Bylaw 2020-07

Administration presented Council with Bylaw 2020-07, a Land Use Bylaw Amendment to Redistrict Lots 1 & 2 Block 6 Plan 525HW from Hamlet General District to Recreational District.

RC20-404 Moved by Councillor Poetker that Council refrain from amending the Land Use Bylaw 2020-07 to redistrict from Hamlet General District to Recreational District.

CARRIED

Meeting was recessed at 12:15 p.m.

Meeting was resumed at 12:40 p.m. with no public present.

LUB Amendment Bylaw 2020-08

Administration 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.

RC20-405 Moved by Councillor Duvall that Council provide 2nd reading to the Bylaw 2020-08, a bylaw to amend Bylaw 2019-06, to Redistrict Lot 1 Block 1 Plan 1025856 from Agriculture District to Recreational District, and bring back bylaw 2020-08 to the October 20, 2020.

CARRIED

Lucy Stevenson Tax and Development Clerk exited meeting at 1:11 p.m.

Bylaw 2020-09 Regional Fire Services Bylaw

Council was presented with the draft Regional Fire Services Bylaw 2020-09 for a second time.

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RC20-406 Moved by Councillor Poetker that Council receive this item for information and direct Administration to 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

Bylaw 2020-02 Fees,
Rates and Charges Bylaw

Council was presented with the current Fees, Rates and Charges Bylaw 2020-02 that includes the current rates attached as “Schedule A”.

RC20-407 Moved by Councillor Wendland that Council receive this item for information and direct Administration to bring the current Fees, Rates and Charges Bylaw 2020-02 bylaw back at a future Council meeting.

CARRIED

NEW BUSINESS
Councillors Absence

Council was provided with information related to the absences of Councillors at meetings.

RC20-408 Moved by Deputy Reeve Carbone that Council receive the information on absences for information, all Council was in attendance for October 8, 2020 Regular Council meeting.

CARRIED

Shelley Braun Director of
Corporate Services entered
meeting at 1:53 p.m.

2021 Operating &
Maintenance Budget
Review

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

Meeting was recessed at
2:45 p.m.

Meeting was resumed at
2:50 p.m. with no public
present.

Lucy Stevenson Tax and

INITIALS: REEVE: _____

CAO: _____



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Development entered meeting 3:05 p.m.

RC20-409 Moved by Deputy Reeve Carbone that Council accepts the 2021 Draft 1 Operating and Maintenance Budget 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

Shelley Braun Director of Corporate Services exited meeting at 3:08 p.m.

Double F & Company Agreement

Council was provided copies of three (3) unsigned drafts of the Access Easement Agreements with Double F & Company.

RC20-410 Moved by Councillor Poetker that Council authorize Administration to enter into three (3) access easement agreements on behalf of Birch Hills County in the amount of \$600 each, to be paid annually with Double F & Company.

CARRIED

Lucy Stevenson Tax and Development exited meeting 3:12 p.m.

Dion Hynes Director of Public Works entered meeting at 3:15 p.m.

Grader Tender Contract

Council was provided with information regarding the current tendering for the grader tender contract.

RC20-411 Moved by Councillor Joudrey that Council direct Administration to release the tender for the three-year contract grader with a closing date to be determined by the Director of Public works with the results presented to Council at a future regular council meeting.

CARRIED

Contract Tender for Landfill

Council was provided with information regarding the

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Site contract tender for landfill supervisor.

RC20-412 Moved by Councillor Wendland that Council direct Administration to advertise the possible closure of the Peoria Landfill/Transfer Station and bring public feedback to the November 12th, 2020 Regular Council meeting and release the tender for contract supervisor for landfills/transfer site with two options as discussed with the closing date to be decided by the Director of Public Works with the results presented to Council at a future Regular Council meeting.

CARRIED

Road Inspectors Contract Council was provided with information regarding the current tendering for Road Inspectors contract.

RC20-413 Moved by Councillor Duvall that Council direct Administration to administer and conduct road inspection for permits in house with the current staff.

CARRIED

Temporarily Closure Wanham Lagoon Discussion on clarification on the current temporarily closed Wanham Lagoon.

RC20-414 Moved by Deputy Reeve Carbone that Council receive the discussion on the current temporarily closed Wanham Lagoon for information.

CARRIED

Dion Hynes Director of Public Works exited meeting at 3:41 p.m.

FOR INFORMATION

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

1. Letter from RMA re Interim Alberta Police Advisory Board Survey on Provincial Policing Priorities dated September 25, 2020;
2. Letter from Municipal Affairs re deadline for outstanding IDP/ICF dated September 22, 2020;
3. Website Statistics July 1, 2020 to September 30, 2020;
4. Letter from Grande Prairie Volunteer Services Bureau dated September 29, 2020;
5. Letter from Town of Peace River re PREDA

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Membership dated October 2, 2020.

RC20-415 Moved by Councillor Duvall that Council accept the items presented for information.

CARRIED

CORRESPONDENCE

Council was provided with copies of the following documents:

- a. Letter to ATB re RC20-371 Wanham Branch closing dated October 2, 2020 (Page 266);
- b. Letter to Saddle Hills County re Thank You Letter to Brian Ballard re Retirement dated October 2, 2020 (Page 267);
- c. Letter to Honourable Premier Jason Kenney re RC20-382 Support for Stollery Children’s Hospital dated October 2, 2020 (Page 268);
- d. Letter to Minister Transportation re RC20-373 dated October 2, 2020 (Page 270);
- e. Letter to AEP re RC20-336 Water Monitoring Smoky River dated October 2, 2020 (Page 272); and
- f. Municipal Operating Support Transfer (MOST) Guidelines.

RC20-416 Moved by Councillor Wendland that Council accept the items presented for correspondence.

CARRIED

Shawna Schwerdt
L.O./E.A. exited meeting at
3:45 p.m.

RC20-417 Moved by Councillor Poetker that Council move into closed session at 3:45 p.m.

CARRIED

CLOSED SESSION

Personnel FOIP section 17(1).

RC20-418 Moved by Councillor Poetker that Council move out closed session at 3:50 p.m.

CARRIED

Meeting was recessed at
3:50 p.m.

Meeting was resumed at
3:55 p.m. with no public
present.

INITIALS: REEVE: _____

CAO: _____



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Shawna Schwerdt
L.O./E.A. entered meeting
at 3:55 p.m.

ADJOURNMENT

Being that there was no further business, Chair
Manzulenko adjourned the meeting at 3:57 p.m.

Original to be signed

**GERALD MANZULENKO
REEVE**

Original to be signed

**RICK BASTOW
CAO**

INITIALS: REEVE: _____

CAO: _____