



**MINUTES OF A REGULAR COUNCIL MEETING
FOR BIRCH HILLS COUNTY
HELD IN THE COUNCIL CHAMBERS
SEPTEMBER 8, 2016**

Present:	Reeve Deputy Reeve Councillor Councillor Councillor Councillor	Marvin Doran Gerald Manzulenko Paul Reum Cheryl Bogdanek Kathrin Langlois Terry Carbone
	Chief Administrative Officer Legislative Administrator	Hermann Minderlein Rochelle Kolosky

Absent:	Councillor	Jack Macauley
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CALL TO ORDER: **Reeve Doran** called the meeting to order at 9:00 a.m.

AGENDA **RC16-319 Moved by Councillor Bogdanek** that Council adopt the agenda as amended:
Additions: 12. a) Land
 b) Legal
Remove: 4. a) Nuthall, as they are unable to attend.

CARRIED

MINUTES

**Regular Council Meeting
August 11th, 2016**

Council requested that administration take a second look at the minutes and bring back to the September 22nd Regular Council meeting.

**Agriculture Service
Board
August 11th, 2016**

RC16-320 Moved by Councillor Carbone that Council approve the minutes of the August 11, 2016 Agriculture Service Board Meeting as amended:
Change the second “unfinished” business to “new” business

CARRIED

DELEGATIONS

The delegates had to cancel.

COUNCILLOR REPORTS

Reeve Doran Reeve Doran reported on the Northern Transportation Advisory Council meeting that he attended on September 1st, as well as

INITIALS: Reeve: _____

CAO: _____



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Peace Region Economic Development Association on September 2nd.

Northern Lakes College has requested if the local Municipalities could provide a letter of support, for them to lobby the Government for extra funds.

**Deputy Reeve
Manzulenko**

Deputy Reeve Manzulenko reported on the AAMDC Zone 4 meeting, that he, along with more of Council attended on August 12th in Grande Prairie.

Councillor Macauley

Councillor Macauley was absent.

Councillor Reum

No report.

Councillor Bogdanek

Councillor Bogdanek reported on the meeting with the Minister that she attended in Falher on August 9th, and she mentioned various Grande Spirit Foundation meetings. Also, she reported on the Medical Center meeting that was held on September 7th.

Councillor Langlois

No report.

Councillor Carbone

No report.

RC16-321 Moved by Councillor Langlois that Council accept Councillor Reports for Information.

CARRIED

**CHIEF ADMINISTRATIVE
OFFICER'S REPORT**

CAO Minderlein provided a written report for Council and verbal updates as and where required.

RC16-322 Moved by Councillor Carbone that Council schedule the Organizational meeting for October 13th, 2016 at 9:00 A.M. in the Council Chambers at the Birch Hills County administration building in Wanham, and that administration follow the advertisement requirements as set out in the Municipal Government Act.

CARRIED

CAO Report

RC16-323 Moved by Councillor Bogdanek that Council receive the CAO's written report with verbal updates for information.

INITIALS: Reeve: _____

CAO: _____



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CAO Action Log

RC16-324 Moved by Deputy Reeve Manzulenko that Council receive the CAO's Action Log for information.

CARRIED

BYLAWS

There were no Bylaws.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

G5 Principles and Protocols DRAFT

A Draft Principles and Protocols document was presented to and accepted by the attendees at the G5 meeting held in Saddle Hills County on August 9, 2016. Although accepted by the attendees of the meeting, the document still requires the signatures of the Chief Elected Officer (CEO) and Chief Administrative Officer (CAO) from each the member municipalities.

RC16-325 Moved by Councillor Carbone that Council authorize the Reeve Doran and Chief Administrative Officer Minderlein to sign the G5 Central Peace Municipalities - Principals and Protocols as presented and with any changes that may be deemed necessary to correct errors or provide additional clarification, provided that the original intent of the document remains unaltered.

CARRIED

Grand Prairie Search And Rescue Association

Birch Hills County has received a request for funding from the Technical Search and Rescue Association whose headquarters are located in from Grande Prairie.

RC16-326 Moved by Deputy Reeve Manzulenko that Council direct Administration to include the Technical Search and Rescue Association's request for up to \$15,000 operating funding annually and for assistance with funding a building space for consideration during the County's 2017 budget deliberations, and to provide the Technical Search and Rescue Association with a letter advising them of Council's decision and request that they provide a more detailed information regarding their request..

INITIALS: Reeve: _____

CAO: _____



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Recess called at 9:56 a.m.
Meeting reconvened at 10:02 a.m.

Dion Hynes entered the meeting at 10:02 a.m.

**Dispositions of
Gravel Pits**

Recently Birch Hills County has received letters of intent from Alberta Environment and Parks about County held gravel dispositions. Some decisions need to be made regarding these dispositions.

RC16-327 Moved by Deputy Reeve Manzulenکو that Council direct staff to provide Alberta Environment and Parks with letters of intent, survey, conservation and reclamation plans with changes to classification and intentions on each disposition with funding to be subject to 2017 operating budget as follows:

- a. SML 960055 reduce size leased and reclassify to DML;
- b. SML 970004 develop CRBP and survey;
- c. SML 960060 cancel and reclaim;
- d. SML 960057 cancel or transfer ownership to pit operator;
- e. DLO 0841068 cancel; and
- f. SML 960058 update existing plan.

CARRIED

Dion Hynes left the meeting at 10:25 a.m.

**Fair Market Value on
Tax Sale Properties**

Council for Birch Hills County is being requested to establish reserve selling prices for properties that may be up for sale by auction on October 3, 2016.

RC16-328 Moved by Councillor Bogdanek that Council establish the reserve bids for properties that may be up for sale by auction on October 3, 2016 as follows:

- 1. The reserve bid for roll 315246 is to be set at \$ 3,000;
- 2. The reserve bid for roll 315264 is to be set at \$ 5,500;
- 3. The reserve bid for roll 315265 is to be set at \$ 3,000;
- 4. The reserve bid for roll 315387 is to be set at \$ 1,500; and
- 5. The reserve bid for roll 315337 is to be set at \$ 3,300;

CARRIED

**Disaster Recovery
Program Receivable**

Council is being requested to authorize the write-off of \$37,974.57 that was part of the \$375,080 set up as a receivable

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CAO: _____



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from the Alberta Disaster Recovery Program for 2013 flooding costs.

RC16-329 Moved by Deputy Reeve Manzulenko that Council approve write off of an outstanding receivable set up against the Disaster Recovery Program for 2013 spring flooding costs in amount of \$37,974.57, and direct that this be coded to account 2-32-70-38-249, Contingency – Other Professional Services and funded from Unrestricted Surplus 6-00-00-00-910.

CARRIED

FOR INFORMATION

Council was provided with the following documents:

- a) High Prairie Forest Resource Advisory Council Inaugural Meeting Minutes;
- b) Grande Spirit Foundation Fundraiser Invitation; and
- c) Website Visitor Statistics July 1st to July 31st

RC16-330 Moved by Deputy Reeve Manzulenko that Council request administration bring the Dine and Dance Fundraiser back to the September 22nd, 2016 Regular Council meeting with recommendations on who should go, and if/what shall be donated as a silent auction item.

CARRIED

RC16-331 Moved by Deputy Reeve Manzulenko that Council accept the information provided for information.

CARRIED

CORRESPONDENCE

Council was provided with the following documents:

- a) Letter from Canadian Natural Resources Limited Re: 2017 Budget/Property Taxes;
- b) Thank You Letter-MD of Peace no.135;
- c) MFR Geosystems Corp;
- d) Thank You Letter-MD of Spirit River no.133; and
- e) TransCanada

RC16-332 Moved by Councillor Langlois that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

- a) Land
- b) Legal

INITIALS: Reeve: _____

CAO: _____



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RC16- 333 Moved by Councillor Bogdanek that Council move in-camera at 11:20 a.m.

CARRIED

RC16- 334 Moved by Deputy Reeve Manzulenko that Council reconvene the regular meeting at 11:35 a.m.

CARRIED

Hermann Minderlein left the meeting at 11:34 a.m. for Council to discuss CAO performance.

RC16- 335 Moved by Councillor Bogdanek that Council move in-camera at 11:36 a.m.

CARRIED

RC16- 336 Moved by Councillor Bogdanek that Council reconvene the regular meeting at 11:53 a.m.

CARRIED

RC16-337 Moved by Deputy Reeve Manzulenko that:

1. The six month performance review period for Chief Administrative Officer Hermann Minderlein is deemed to have been successfully completed effective September 8, 2016;
2. It is the opinion of Council that Chief Administrative Officer Hermann Minderlein has met or exceeded all of the rating factors contained in the Birch Hills County "Performance Evaluation Form for County CAO";
3. Chief Administrative Officer Hermann Minderlein's rate of pay be elevated to Step 4 of the Birch Hills County 2016 pay grid for the Chief Administrative Officer position effective September 8, 2016; and
4. Council for Birch Hills County has made the decision to forego the completion of the Birch Hills County "Performance Evaluation Form for County CAO" at this point in time, and commits to completing a Birch Hills County "Performance Evaluation Form for County CAO" on or before the one year anniversary date of Chief Administrative Officer Hermann Minderlein's employment, that being April 11. 2017.

UNANIMOUSLY CARRIED

ADJOURNMENT

Being that there was no further business, Reeve Doran adjourned the meeting at 11:58 a.m.

INITIALS: Reeve: _____

CAO: _____



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Original Signed

**REEVE
MARVIN DORAN**

Original Signed

**CAO
HERMANN MINDERLEIN**

INITIALS: Reeve: _____

CAO: _____