Birch Hills County

Meeting Minutes

Regular Council August 23, 2022 - 09:00 AM

Present:	**Deputy Reeve:** Albert Poetker	Ward 1
	Councillor: Deanne Wendland	Ward 2
	Councillor: Paul Reum	Ward 3
	Councillor: Denise Joudrey	Ward 6
	Councillor: Karen Portelance	Ward 7
Absent:	**Reeve:** Gerald Manzulenko	Ward 4
	Councillor: Mel Duvall	Ward 5
STAFF:	**CAO**	Larry Davidson
	Executive Assistant / Legislative Coordinator	Bailey Smith

1 **Call the Meeting to Order**

Called the meeting to order at 9:00 a.m.

Resolution No: RC22-314 **2** **Adoption of the Agenda**

Moved By: Paul Reum

That Council adopts the agenda of the August 23 Regular Council Meeting.

CARRIED

3 **Adoption of the Minutes**

Resolution No: RC22-315 **3.1** **Adoption of July 12,2022 Regular Council Minutes**

Moved By: Denise Joudrey

That Council approves the minutes of the Regular Council Meeting on July 12, 2022

CARRIED

Resolution No: RC22-316

3.2 Special Council Meeting Minutes
Moved By: Deanne Wendland

That Council approves the minutes of the Special Council Meeting on August 4, 2022

CARRIED

4 Delegations

5 Councillor Reports

5.1 Reeve Manzulenko's Report

-Absent

5.2 Deputy Reeve Poetker's Report

-Attended the RMA G5 Meeting on July 5

5.3 Councillor Wendland's Report

-Attended an NTab meeting on July 22, 2022.

5.4 Councillor Reum's Report

-No Report

5.5 Councillor Duvall's Report

-Absent

5.6 Councillor Joudrey's Report

-Attended a Central Peace Attraction & Retention Committee Meeting on August 10, 2022.
-Attended the RMA G5 Meeting on July 5

5.7 Councillor Portelance's Report

-Attended the RMA G5 Meeting on July 5
-Attended the FCSS Spirit River Meeting on August 9th

Resolution No: RC22-317

5.8 Motion to Accept Councillor Reports
Moved By: Denise Joudrey

That Council accepts the verbal reports provided as information.

CARRIED

	6	**Chief Administrative Officer Report**
Resolution No: RC22-318	**6.1**	**CAO Report** **Moved By:** Paul Reum That Council accepts the CAO's verbal update to accompany the written report provided to Council as information. **CARRIED** *Fire Chief, Tom Morgan enters meeting at 9:40am.*
Resolution No: RC22-319	**6.2**	**CAO Action Log** **Moved By:** Deanne Wendland That Council receives the CAO Action Log for information. **CARRIED**
	7	**Business Arising out of the Minutes (Unfinished Business)**
	8	**Bylaws**
	9	**New Business**
	9.1	**a. Council**
Resolution No: RC22-320	**9.1.1**	**Revised Fire Invoice** **Moved By:** Paul Reum That Council approve of the removal of the Eaglesham pumper from invoice #INV012242 for a revised amount of $3,260.00. **CARRIED** *Fire Chief Tom Morgan exits meeting at 10:17am*
Resolution No: RC22-321	**9.1.2**	**RFD - Transfer Clean-up Order Invoice to Tax Roll** **Moved By:** Deanne Wendland That Council authorize administration to apply the outstanding stop order cleanup costs of $2,265.00 to tax roll #315563. **CARRIED** Recess called at 10:25am. Meeting called back at 10:28am.
Resolution No: RC22-322	**9.1.3**	**RFD - Contracted Bylaw Services** **Moved By:** Karen Portelance Direct administration to negotiate a seasonal annual agreement for Bylaw Services and identify costs for budget purposes & report back to Council. **CARRIED**

Resolution No: RC22-323 **9.1.4** **RFD – Home Support, Central Peace FCSS**
Moved By: Karen Portelance

That Council direct administration to inform Central Peace FCSS that we wish to continue to offer the home support program in the same manner currently and further inform FCSS that should another model for home support be considered that Central Peace FCSS conduct the necessary due diligence & share a report with BHC for a decision.

CARRIED

Resolution No: RC22-324 **9.1.5** **RFD - Smoky River Road Tour**
Moved By: Paul Reum

That Council direct administration to engage a drone operator for the Smoky River Road Realignment project.

TABLED

Recess Called at 11:21am

Meeting called back at 11:29am.

Resolution No: RC22-325 **9.1.6** **RFD - Councillor Absence**
Moved By: Karen Portelance

That Council approve the absence of Reeve Manzulenko and Councillor Duvall from the August 23rd Regular Council meeting due to personal reasons.

CARRIED

9.2 **RFD - G5 Dinner, Promotional Item**

Directs administration to research local options.

TABLED

9.3 **b. Administration**

Resolution No: RC22-326 **9.3.1** **Director Of Corporate Services Report**
Moved By: Deanne Wendland

That Council accepts the Director of Corporate Service's verbal update to accompany the written report provided to Council as information.

CARRIED

Resolution No: RC22-327 **9.3.2** **RFD - Admin Training**
Moved By: Karen Portelance

That Council authorize administration to register up to five (5) staff for the Workplace Leadership Success workshop in Grande Prairie September 26th at a cost of $310/person.

CARRIED

Resolution No: RC22-328 **9.3.3** **RFD - Appointment of Director of Corporate Services**
Moved By: Deanne Wendland

That Council rescind Shelley Braun's appointment as Director of Corporate Services and appoint Mir Ali effective September 12, 2022.

CARRIED

9.3.4 **RFD - Signing Authority**

9.3.4.1 **Motions Regarding Signing Authority**

Resolution No: RC22-329 **9.3.4.2** **Banking**
Moved By: Denise Joudrey

Remove Shelley Braun, our former Director of Corporate Services from electronic access to all ATB Financial, ATB Securities Inc., CIBC and RBC Dominion Securities Inc. accounts and authorize Mir Ali, as the new Director of Corporate Services to have access. as of September 12, 2022.

CARRIED

Resolution No: RC22-330 **9.3.4.3** **Visa Card**
Moved By: Paul Reum

Remove Shelley Braun's authority to hold and use a CIBC Aerogold Visa Card for Business Plan and authorize Mir Ali, as the new Director of Corporate Service, to obtain a Visa Card within the same provisions as outlined in RC21-353.

CARRIED

Resolution No: RC22- 331 **9.3.4.4** **Visa Card - Agriculture**
Moved By: Deanne Wendland

Remove Amanda Ouellet from our CIBC Aerogold Visa card account.

CARRIED

Resolution No: RC22 - 332 **9.3.4.5** **Visa Card - Manager of Infrastructure**
Moved By: Denise Joudrey

Authorize Administration to provide a CIBC Aerogold Visa card to Michael Coy within the terms outlined with the same provisions as outlined in RC21-353 .

CARRIED

Resolution No: RC22 - 333 **9.3.4.6** **Signing Authority**
Moved By: Karen Portelance

That Council remove Shelley Braun, former Director of Corporate Services, and appoint Mir Ali, Director of Corporate Services signing authority with any two (2) to sign, consisting of one elected official and one county employee for all ATB Financial, ATB Securities Inc. ATB Investment Management Inc., CIBC and RBC Dominion Securities to the following members of Council and staff:Reeve Gerald Manzulenko;
Councillor; Reum
Councillor; Wendland
CAO Larry Davidson and Director of Corporate Services Mir Ali.

CARRIED

Resolution No: RC22-334 **9.3.4.7** **CIBC Aerogold Visa Credit Limit**
Moved By: Deanne Wendland

That Council approve a change in the CIBC Visa Aerogold credit limit from $15,000 to $25,000.

CARRIED

Resolution No: RC22-335 **9.3.5** **RFD - CRA Directors**
Moved By: Deanne Wendland

That Council update the list of Birch Hills County Canada Revenue Agency (CRA) Directors by assigning Mir Ali, Director of Corporate Services to replace Shelley Braun and instruct staff to draft a letter to the Canada Revenue Agency BNS unit advising of the change."

CARRIED

Lunch called at 12:10pm.

Meeting called back at 12:42

Resolution No: RC22-336 **9.3.6** **RFD - Asset Management**
Moved By: Denise Joudrey

Be it resolved that Birch Hills County Council directs staff to apply for the asset management cohort program opportunity from the RMA, AUMA, and IAMA.

Be it therefore resolved that the Birch Hills County Council commits staff and other personnel to participating in the asset management cohort program to advance our asset management program.

Be it further resolved that the Birch Hills County Council commits financial support from its budget toward the costs of this initiative for staff travel and accommodation.

CARRIED

Resolution No: RC22-337 **9.3.7** **June Bank Reconciliation**
Moved By: Deanne Wendland

That Council accepts the June Bank Reconciliation and vendor cheque register as information.

CARRIED

Resolution No: RC22-338 **9.3.8** **July Bank Reconciliation**
Moved By: Deanne Wendland

That Council accepts the July Bank Reconciliation and vendor cheque register provided to Council as information.

CARRIED

9.4 **c. Emergency Services**

Resolution No: RC22-339 **9.4.1** **Fire Chief Report**
Moved By: Paul Reum

That Council accepts the Fire Chiefs verbal update to accompany the written report provided to Council as information.

CARRIED

9.5 **d. Public Works**

Resolution No: RC22-340 **9.5.1** **Director of Public Works Report**
Moved By: Deanne Wendland

That Council accepts the Director of Public Work's verbal update to accompany the written report provided to Council as information.

CARRIED

Resolution No: RC22-341 **9.5.2** **RFD - Dreamers Lake**
Moved By: Paul Reum

That Council approve the scope of work & fee of $28,400 plus GST for AE to complete the Dreamers Lake regulatory approvals and utilize 6-00-00-00-711 Tax Rate Stabilization reserve to fund the project.

CARRIED

9.6 **e. Agriculture**

Resolution No: RC22-342 **9.6.1** **RFD - Roadside Spraying**
Moved By: Karen Portelance

That Council authorize administration to enter into a two-year agreement with an option for the second year with Klon Services Ltd. to provide roadside spraying @ $70/ditch mile and site specific spraying to a maximum of $10,000 for 2022.

CARRIED

Recess called at 1:40pm.

Meeting called back at 1:42pm.

Resolution No: RC22-343

9.6.2 RFD - C.O.C.O Mowing Request
Moved By: Deanne Wendland

That Council direct administration to assist with mowing services in preparation of the Sept. 17 Harvest Fest event, and further decline the opportunity to provide annual mowing services.

CARRIED

10 For Information

10.1 RCMP - Spirit River

10.2 V.S.I

10.3 RCMP - McLennan

10.4 Orphan Wells Association

10.5 Grande Spirit Foundation

10.6 Government of Alberta

10.7 Queen Elizabeth II's Platinum Jubilee Medal Nominations

10.8 Rural Townhall

Resolution No: RC22-344

10.9 Motion to Accept Information
Moved By: Denise Joudrey

That Council accepts the documentation provided as information.

CARRIED

11 Correspondence

Resolution No: RC22-345

12 Closed Session
Moved By: Karen Portelance

That Council goes into Closed Session at 2:11p.m. to discuss the following;

- Legal - FOIP 17, 23, 24

CARRIED

12.1 Legal - FOIP 17, 23, 24

Resolution No: RC22-346 **13** **Open Session**
Moved By: Karen Portelance

That Council reconvene to open session @ 3:01pm.

CARRIED

Resolution No: RC22-347 **13.1** **Legal**
Moved By: Karen Portelance

That Council direct administration to proceed with enforcement of an unsightly order as discussed.

CARRIED

14 **Adjournment**

That the meeting be adjourned at 3:03p.m. Being that there is no further business,

X

Albert Poetker
Deputy Reeve, Chair

X

Larry Davidson
Chief Administration Officer