

**BIG LAKES COUNTY
COUNCIL MEETING**

January 27, 2016

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, January 27, 2016 at 10:00 a.m.

PRESENT WERE: Reeve: Ken Matthews, N. Gilwood/Triangle
 Deputy Reeve: David Marx, Prairie Echo/Salt Prairie
 Councillor: Donald Charrois, HP East/Banana Belt
 Ken Killeen, Kinuso
 Ron Matula, Enilda/Big Meadow
 Frank Sutherland, Grouard
 Ann Stewart, S. Sunset House/Gilwood

Absent: Robert Nygaard, Faust
 Edward Podollan, Jousard

Administration: William Kostiw, CAO
 Bill Landiuk, Exec. Director of Corporate Services
 Vic Abel, Director of Public Works and Utilities
 Jessica Martinson, Recording Secretary
 Ted Laszczak, Manager of Utilities
 Andrew Austin, GIS Technician
 Suzanne Allan, Manager of Community Development

Press: Chris Clegg, South Peace News

CALL TO ORDER: Reeve Matthews called the meeting to order at 10: 02 a.m.

AGENDA:

2016-04-050 **MOVED BY COUNCILLOR KILLEEN** that the January 27, 2016 agenda be adopted as presented.

CARRIED UNANIMOUSLY

MINUTES:

2016-04-051 **MOVED BY DEPUTY REEVE MARX** that the minutes of the January 13, 2016 Regular Council Meeting be adopted as presented.

CARRIED UNANIMOUSLY

**BUSINESS ARISING
FROM MINUTES:**

ACTION LIST: Council reviewed the action list.

2016-04-052 **MOVED BY DEPUTY REEVE MARX** that the action list be received for information.

CARRIED UNANIMOUSLY

ADMINISTRATION:

***GRAND OPENING OF
NEW HALL AT
TRIANGLE:***

Council reviewed an invitation from the Pioneer Threshermans Association to attend the New Hall Grand Opening on May 7, 2016.

2016-04-053 **MOVED BY COUNCILLOR KILLEEN** that Reeve Matthews and Councillor Stewart be approved to attend and present a gift at the Pioneer Threshermans Association New Hall Grand Opening on May 7, 2016.

CARRIED UNANIMOUSLY

**NORTHERN ALBERTA
ELECTED LEADERS**

MEETING: Council was advised that Honourable Danielle Larivee, Minister of Municipal Affairs and Service Alberta will be in attendance at the next Northern Alberta Elected Leaders Meeting scheduled for March 4, 2016 in Slave Lake.

2016-04-054 **MOVED BY COUNCILLOR STEWART** that Reeve Matthews and Deputy Reeve Marx be approved to attend the Northern Alberta Elected Leaders Meeting on March 4, 2016 in Slave Lake.

CARRIED UNANIMOUSLY

**NORTHERN LAKES
COLLEGE CEC:**

Council was presented with the resignation from Councillor Sutherland on the Northern Lakes College – Community Education High Prairie Committee.

2016-04-055 **MOVED BY COUNCILLOR MATULA** that the resignation from Councillor Sutherland on the Northern Lakes College Community Education High Prairie Committee be accepted and that a new member of Council be appointed.

CARRIED UNANIMOUSLY

Reeve Matthews called for nominations on the Northern Lakes College Community Education High Prairie Committee. Councillor Stewart nominated Councillor Matula; Councillor Matula declined Councillor Sutherland nominated Councillor Charrios, Councillor Charrois declined. Deputy Reeve Marx nominated Councillor Stewart. Reeve Matthews called a second and third time for nominations.

2016-04-056 **MOVED BY DEPUTY REEVE MARX** that nominations for the Northern Lakes College Community Education High Prairie Committee cease.

CARRIED UNANIMOUSLY

Reeve Matthews declared Councillor Stewart as member to the Northern Lakes College Community Education High Prairie Committee.

NADC: Council was presented with an invitation from the Northern Alberta Development Council to attend a presentation on Alberta's Forest Products Industry on Monday February 8, 2016.

2016-04-057 **MOVED BY COUNCILLOR STEWART** that Councillor Killeen and Deputy Reeve Marx be approved to attend the Alberta's Forest Products Industry presentation being hosted by the Northern Alberta Development Council on February 8, 2016.

CARRIED UNANIMOUSLY

**REMOVAL OF
FENCELINE:**

Council was presented with a letter from Alberta Environment and Parks regarding the removal of a fenceline within Range Road 183 right of way adjacent to crown land at Sec. 22-72-18-W5.

2016-04-058 **MOVED BY DEPUTY REEVE MARX** that approval be provided to Alberta Environment and Parks to proceed with the removal of the fenceline located at Range Road 183 right of way adjacent to crown land at Sec. 22-72-18-W5.

CARRIED UNANIMOUSLY

**MUNICIPAL
COLLABORATION
COURSE:**

Council considered attending the Essentials of Municipal Collaboration course on February 4 & 5, 2016 in Grande Prairie.

2016-04-059 **MOVED BY DEPUTY REEVE MARX** that the Municipal Collaboration course on February 4 & 5, 2016 in Grande Prairie be received for information.

CARRIED UNANIMOUSLY

INTER-MUNICIPAL

AGREEMENT: Council was presented with proposed changes to the Inter-Municipal Cost Sharing Agreement with the Town of High Prairie. Councillor suggested the following be added:

- Municipal Library 2a. Wording should read “Town of High Prairie Library Board” rather than “Municipal Library Board”.
- Recreation Services 4g. Should read “The Recreation Board shall be responsible for summer general maintenance and vegetation control alongside the Walking Trails”.

2016-04-060 **MOVED BY COUNCILLOR SUTHERLAND** that the health section on the Inter-Municipal Cost Sharing Memorandum of Agreement between the Town of High Prairie and Big Lakes County remain the same until 2019.

CARRIED UNANIMOUSLY

2016-04-061 **MOVED BY DEPUTY REEVE MARX** that the Inter-Municipal Cost Sharing Memorandum of Agreement between the Town of High Prairie and Big Lakes County be approved as amended with the following changes:

- Municipal Library 2a. Wording should read “Town of High Prairie Library Board” rather than “Municipal Library Board”.
- Recreation Services 4g. Should read “The Recreation Board shall be responsible for summer general maintenance and vegetation control alongside the Walking Trails”.

CARRIED UNANIMOUSLY

AAMD&C: Council considered inviting the Town of Swan Hills and the Town of High Prairie as guests to the AAMD&C Conference taking place March 14-16, 2016 in Edmonton.

2016-04-062 **MOVED BY COUNCILLOR CHARROIS** that administration be directed to send invitations to the Town of Swan Hills and Town of High Prairie to attend the AAMD&C Convention taking place March 14-16, 2016 at the Shaw Conference Centre in Edmonton as a Big Lakes County guest.

CARRIED UNANIMOUSLY

CORPORATE
SERVICES:

CHEQUE LIST: Council was presented with the cheque lists for January 13, 2016.

2016-04-063 **MOVED BY COUNCILLOR SUTHERLAND** that cheques #69875 to #69957 in the amount of \$501,027.69 for the period ending January 13, 2016, be received for information.

CARRIED UNANIMOUSLY

A break was taken from 10:59 a.m. to 11:12 a.m.

TAX PENALTY
FORGIVENESS:

Council considered tax penalty forgiveness for roll number 043206.

2016-04-064 **MOVED BY COUNCILLOR STEWART** that the cancellation of outstanding tax penalties in the amount of \$272.20 for roll number 043206; with the understanding that the principal amount will be paid in the amount of \$1,124.07.

CARRIED UNANIMOUSLY

BANKING & INVESTMENT

SERVICES: Council considered which bank to use for Big Lakes County’s Banking and Investment Services.

2016-04-065 **MOVED BY COUNCILLOR CHARROIS** that Big Lakes County use the Royal Bank of Canada (High Prairie branch) and investment services be provided by RBC Dominion Securities for a three (3) year period with an option of a two (2) one (1) year extensions subject to Councils approval.

CARRIED UNANIMOUSLY

PLANNING & DEVELOPMENT:

LAND USE BYLAW AMENDMENT 01-2016:

Council was presented with Land Use Bylaw Amendment 01-2016 subdivision of Plan 892 2041, Block 8, Lot 1 which is the location of the former fire hall in the Hamlet of Kinuso.

2016-04-066 **MOVED BY COUNCILLOR KILLEEN** that First Reading be given to Bylaw 01-2016.

CARRIED UNANIMOUSLY

2016-04-067 **MOVED BY COUNCILLOR STEWART** that a Public Hearing date be set for March 9, 2016 at 1:15 p.m. in the Council Chambers of the Big Lakes County Administration Building for Land Use Bylaw Amendment 01-2016.

CARRIED UNANIMOUSLY

2016-04-068 **MOVED BY COUNCILLOR SUTHERLAND** that notices of the Public Hearing for Land Use Bylaw Amendment 01-2016 be placed in the South Peace News.

CARRIED UNANIMOUSLY

MDP/LUB: Council considered a proposal from V3 Companies of Canada Ltd. to complete the review and rewrite of the Municipal Development Plan and Land Use Bylaw.

2016-04-069 **MOVED BY COUNCILLOR CHARROIS** that the contract with V3 Companies of Canada Ltd. to complete the Municipal Development Plan and Land Use Bylaw project be approved for the total amount of \$23,000.00 plus GST.

CARRIED UNANIMOUSLY

COUNTY FLAG: Council was presented with the final draft of the new County flag.

2016-04-070 **MOVED BY COUNCILLOR SUTHERLAND** that the new County flag design be approved as presented.

CARRIED UNANIMOUSLY

PUBLIC WORKS:

REQUEST FOR QUOTATIONS: Council considered sending out Requests for Quotations for One New Plow/Gravel Truck and attachments.

2016-04-071 **MOVED BY DEPUTY REEVE MARX** that administration be approved to send out Request for Quotations for One New Plow/Gravel Truck and attachments and to close at a future Council meeting.

CARRIED UNANIMOUSLY

REQUEST FOR QUOTATIONS: Council considered sending out Requests for Quotations for One New Motor Grader.

2016-04-072 **MOVED BY COUNCILLOR MATULA** that administration be approved to send out Request for Quotations for One New Motor Grader and to close at a future Council meeting.

CARRIED UNANIMOUSLY

UTILITIES:

WATER LINE FROM RIVERBEND

WATER CO-OP TO

TRIANGLE HALL: Discussion was held regarding a water line from Riverbend Water Co-op to Triangle Hall.

2016-04-073 **MOVED BY COUNCILLOR STEWART** that the pre-design stage of the project of installing a water line from Riverbend Co-op to the Triangle Hall be tabled until the March 9, 2016 Regular Council Meeting.

CARRIED UNANIMOUSLY

WATER RESERVOIR &

TRUCK FILL AT TRIANGLE

HALL: Discussion was held regarding a water reservoir and truck fill in Triangle Hall.

2016-04-074 **MOVED BY COUNCILLOR KILLEEN** the pre-design process for stand pipe water system reservoir/boosting station at Triangle Hall be tabled until the March 9, 2016 Regular Council Meeting.

CARRIED UNANIMOUSLY

WATER RESERVOIR &

TRUCK FILL IN

KINUSO: Discussion was held regarding a water reservoir and truck fill in Kinuso.

PUBLIC TIME:

P. SLOAN: Pat Sloan approached Council to ask when the Municipal Development Plan (MDP) and Land Use Bylaw (LUB) drafts will be available and asked if the public sessions date will be placed on the website. Administration advised that a draft MDP and LUB are not available at this time and that the dates would be placed on the website once they were set.

A break was taken from 11:51 a.m. to 12:34 p.m.

IN CAMERA:

2016-04-075 **MOVED BY COUNCILLOR STEWART** that the meeting go into camera at 12:34 p.m. to discuss legal matters.

CARRIED UNANIMOUSLY

2016-04-076 **MOVED BY DEPUTY REEVE MARX** that the meeting come out of camera at 12:39 p.m.

CARRIED UNANIMOUSLY

2016-04-077 **MOVED BY DEPUTY REEVE MARX** that the pre-design be approved and that administration be directed to apply for funding for a concrete reservoir/boosting station in Kinuso.

CARRIED UNANIMOUSLY

BY-LAW 22-2010

SCHEDULE OF FEES

BYLAW

AMENDMENT:

Council considered amending the Schedule of Fees Bylaw 22-2010. Discussion was held regarding the wording “New Connection to Main \$2,500 (Refunded upon Satisfactory Connection & Restoration of Surface)”.

2016-04-078 **MOVED BY COUNCILLOR STEWART** that Schedule “A” of the Schedule of Fees Bylaw 22-2010 be tabled for further review and clarification of the wording “New Connection to Main \$2,500 (Refunded upon Satisfactory Connection & Restoration of Surface)”.

CARRIED UNANIMOUSLY

***RIVERBEND WATER
PUMPING STATION:***

Council considered doing modifications at the Riverbend Water Pumping Station.

2016-04-079 **MOVED BY DEPUTY REEVE MARX** that administration be approved to start pre-design modifications of the Riverbend Pumping Station, subject to a final purchase agreement approved by council.

CARRIED UNANIMOUSLY

**COMMUNITY
SERVICES:**

***BENEFIT DANCE
DONATION
REQUEST:***

Council considered providing a donation to the Whalen family who lost their home.

2016-04-080 **MOVED BY COUNCILLOR STEWART** that two (2) county hoodies and two (2) mugs be donated to the Whalen benefit dance being hosted by the Pioneer Threshermans Association on February 6, 2016.

CARRIED

***CEMETERY
MAINTENANCE
REQUEST:***

Council was presented with information regarding cemeteries within the County. Administration advised that the county has 17 cemeteries according to the study conducted in 2005.

2016-04-081 **MOVED BY DEPUTY REEVE MARX** that administration be directed to send the information regarding cemeteries to the First Nations.

DEFEATED

***REGIONAL COLLABORATION
INITIATIVE:***

Council considered whether or not to continue involvement with the Regional Collaboration Committee initiative.

2016-04-082 **MOVED BY COUNCILLOR CHARROIS** that the Regional Collaboration Committee initiative be tabled until the March 9, 2016 Regular Council Meeting for review of the Final Report (Collaborative Governance Initiative) completed by Ilana Zinyk Consulting.

CARRIED UNANIMOUSLY

DELEGATION:

***SWAN VALLEY
CEMETERY
ASSOCIATION:***

Jim Sheldon, President, Cheryl Sheldon, Secretary and Barry Boisvert, Director with the Swan Valley Cemetery presented Council with their concerns of ownership title, records inventory and maintenance at the Cemetery.

Administration advised they will look into the Swan Valley Cemetery joining the Kinuso Community League, a records management data base and ways to help with maintenance for cemeteries within the County.

2016-04-083 **MOVED BY COUNCILLOR STEWART** that administration provide a comprehensive overview of the current state of cemeteries (including the 2005 Cemetery Inventory) and feasible options for the County by May 2016.

CARRIED UNANIMOUSLY

FCSS:

***FAMILY DAY
EVENTS:***

Council was presented with an invitation to attend Family Day Pancake Breakfast in each community.

2016-04-084 **MOVED BY DEPUTY REEVE MARX** that the invitation to attend family day events in each community be received for information.

CARRIED UNANIMOUSLY

AGRICULTURE:

***APPOINTMENT OF
AGRICULTURAL
INSPECTORS:***

Council considered appointment Mrs. Suzanne Allan as an inspector for Big Lakes County under the Alberta Agriculture Pests Act (RSA 2014) and the Alberta Weed Control Act (RSA 2011).

2016-04-085 **MOVED BY COUNCILLOR CHARROIS** that Mrs. Suzanne Allan be appointed as an inspector for Big Lakes County under the Alberta Agriculture Pests Act (RSA 2014) and the Alberta Weed Control Act (RSA 2011).

CARRIED UNANIMOUSLY

**INFORMATION/
CORRESPONDENCE:**

2016-04-086 **MOVED BY COUNCILLOR KILLEEN** that the following items of correspondence be received for information:

- Councillor Attendance Report – December 2015
- High Prairie Municipal Library Board Meeting Minutes
- Achimowin News Flash – January 13 & January 20, 2016
- Request for Proposals to Host Either the March 6-9 or September 11-14, 2018 meetings of FCM's Board of Directors
- AAMDC Inter-municipal Finance Survey Results 2015
- 2016 AB Smart City Symposium April 12-13, 2016
- Peace Library System Plan of Service 2016-2018
- Legislature Committees Seek Albertans input on Legislation Review
- Invitation to the Wetland Seminar February 4, 2016
- Invitation to attend the Wetlands Workshop – February 19, 2016 being hosted by the Mighty Peace Watershed Alliance
- High Prairie School Division Board of Trustee Minutes Dated January 20, 2016
- Letter to the M.D. of Smoky River No. 130 from the Town of High Prairie regarding the Little Smoky Ski Hill Agreement Dated December 16, 2015
- FCM- Canada Infrastructure Report Card

CARRIED UNANIMOUSLY

A break was taken from 2:10 p.m. to 2:31 p.m.

IN CAMERA:

2016-04-087 **MOVED BY COUNCILLOR CHARROIS** to go into camera at 2:31 p.m. to discuss labour matters.

CARRIED UNANIMOUSLY

2016-04-088 **MOVED BY COUNCILLOR MATULA** to come out of camera at 2:08 p.m.

CARRIED UNANIMOUSLY

2016-04-089 **MOVED BY COUNCILLOR CHARROIS** that the Consulting Agreement with Progress Unlimited Ltd be approved as presented.

CARRIED UNANIMOUSLY

2016-04-090 **MOVED BY COUNCILLOR STEWART** that the Short Term Disability Policy Admin-42 be approved as of January 1, 2016 with the following amendments being added:

- 3 b. Full time staff will be granted six (6) leave credits upon a 3 month probation period completion with these days being part of the 85 days.
- 16. This policy automatically rescinds and supersedes any other current sick leave polices.

CARRIED UNANIMOUSLY

2016-04-091 **MOVED BY COUNCILLOR SUTHERLAND** that a letter of support be provided to the Kapwe'no First Nation Daycare Society to seek licensing of the daycare from the Province of Alberta.

CARRIED UNANIMOUSLY

2016-04-092 **MOVED BY COUNCILLOR SUTHERLAND** that Reeve Matthews and Councillor Killeen be approved to attend the Swan River First Nations meeting on February 2, 2016.

CARRIED UNANIMOUSLY

2016-04-093 **MOVED BY COUNCILOR MATULA** that the engineering discussions be received for information.

CARRIED UNANIMOUSLY

MEETING

SCHEDULE: February 16, 2016 10:00 a.m. Municipal Planning Commission

NEXT MEETING: The next Regular Council Meeting will be held on February 17, 2016 at the County Administration Building.

ADJOURNMENT:

2016-04-094 **MOVED BY COUNCILLOR KILLEEN** that the meeting be adjourned at 3:15 p.m.

CARRIED UNANIMOUSLY

Ken Matthews, Reeve

William (Bill) Kostiw, C.A.O