

**BIG LAKES COUNTY
COUNCIL MEETING
March 28, 2018**

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, March 28, 2018 at 10:00 a.m.

PRESENT WERE: Reeve: Ken Matthews, N. Gilwood/Triangle
Councillor: Donald Bissell, Enilda/Big Meadow
Donald Charrois, HP East/Banana Belt
Ken Killeen, Kinuso
Robert Nygaard, Faust
Richard Simard, Jousard
Ann Stewart, S. Sunset House/Gilwood
Fern Welch, Grouard

Absent: David Marx, Prairie Echo/Salt Prairie

Administration: Roy Brideau, CAO
Jordan Panasiuk, Deputy CAO
Heather Nanninga, Director of Corporate Services
Vic Abel, Director of Public Works
Pat Olansky, Director of Planning and Development
Jessica Martinson, Recording Secretary
Ted Laszczak, Director of Utilities
MJ Valiquette, Grants Officer
Trent McLaughlin, T&L Engineering

Delegations: Meghan Payne, Lesser Slave Watershed Council
Josh Friesen, Community Futures Lesser
Slave Lake Region
Robin-Lee Vance, Community Futures Lesser
Slave Lake Region

Press: Richard Froese, South Peace News

CALL TO ORDER: Reeve Matthews called the meeting to order at 10:03 a.m.

AGENDA: Reeve Matthews presented Council with the excellence award for business retention and expansion efforts from Economic Developers Alberta.

Reeve Matthews advised that the following items have been removed from the agenda:

- KinMerc Oil & Gas Inc. Delegation
- GE Alfalfa report
- 2018 FCM Asset Management Grant Application

2018-06-110 **MOVED BY COUNCILLR KILLEEN** that the March 28, 2018 agenda be adopted as amended.

CARRIED UNANIMOUSLY

MINUTES:

2018-06-111 **MOVED BY COUNCILLOR NYGAARD** that the March 14, 2018 Regular Council Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM MINUTES:

ACTION LIST: Council reviewed the action list.

2018-06-112 **MOVED BY COUNCILLOR KILLEEN** that the action list be received for information.

CARRIED UNANIMOUSLY

ADMINISTRATION:

TOWN OF H.P CAPITAL PROJECTS:

Council considered approving the Capital Projects for the Town of High Prairie.

2018-06-113 **MOVED BY COUNCILLOR KILLEEN** that Big Lakes County approves the following 2018 Capital Projects for the Town of High Prairie

- 56th Avenue from 50th Street West to the River (Curb, gutter, sidewalks, overlay, and water services)
- 52nd Avenue from 48th Street to 49th Street (Curb, gutter, sidewalks, overlay)
- Evergreen Reservoir upgrades
- Recoating of the Water Treatment Clarifiers
- Paving of the High Prairie Arena Parking Lot

CARRIED UNANIMOUSLY

CORPORATE SERVICES:

CHEQUE LIST: Council was presented with the cheque list for March 14, 2018.

2018-06-114 **MOVED BY COUNCILLOR WELCH** that cheques #77345 to #77465 in the amount of \$1,309,578.39 for the period ending March 14, 2018 be received for information.

CARRIED UNANIMOUSLY

BIG MEADOW COMMUNITY HALL ROOF REPAIRS:

Council was presented with additional information regarding the Big Meadow Community Association capital project grant application for roof repairs to their hall.

2018-06-115 **MOVED BY COUNCILLOR NYGAARD** that the capital project grant application from Big Meadow Community Hall for their roof repairs be denied.

CARRIED

SWAN HILLS GRIZZLIES:

Council considered sponsoring the Swan Hills Grizzlies Minor Hockey Association Fundraiser.

2018-06-116 **MOVED BY COUNCILLOR CHARROIS** that a sponsorship grant in the amount of \$150 and a donation of a silent auction item (valued at \$100) be approved for the Swan Hills Minor Hockey Association Fundraiser.

CARRIED

H.P. AGRICULTURAL SOCIETY 2018

SPRING RODEO: Council considered sponsoring the High Prairie Agricultural Society 2018 Spring Rodeo.

2018-06-117 **MOVED BY COUNCILLOR STEWART** that a sponsorship grant in the amount of \$300 be approved for the High Prairie Agricultural Society 2018 Spring Rodeo.

CARRIED UNANIMOUSLY

CVFSA NATIONAL TRAINING

CONFERENCE: Council considered sponsoring the CVFSA 2018 National Training Conference.

2018-06-118 **MOVED BY COUNCILLOR NYGAARD** that a sponsorship grant in the amount of \$1,500 be approved for the CVFSA National Training Conference.

CARRIED UNANIMOUSLY

PLANNING & DEVELOPMENT:

EMERGENCY MANGEMENT:

Council considered appointing a new Director and Deputy Directors of Emergency Management.

2018-06-119 **MOVED BY COUNCILLOR WELCH** that Fire Chief John McDermott be appointed as Director of Emergency Management and that Pat Olansky and Vic Abel be appointed as Deputy Directors of Emergency Management.

CARRIED

A break was taken from 10:50 a.m. to 11:00 a.m.

DELEGATIONS:

LSWC: Meghan Payne, with the Lesser Slave Watershed Council presented council with the Lesser Slave Integrated Watershed Management Plan.

Reeve Matthews thanked Ms. Payne for her presentation.

The meeting recessed for lunch at 11:48 a.m. and reconvened at 12:31 p.m.

2018-06-120 **MOVED BY COUNCILLOR STEWART** that the presentation from Meghan Payne with the Lesser Slave Watershed Council be received for information and that administration be directed to bring back a recommendation on the Lesser Slave Integrated Watershed Management Plan.

CARRIED UNANIMOUSLY

CORPORATE SERVICES CON'T:

GRANT POLICY

ADMIN-55: Council was presented with the new proposed Admin-55 Grants Policy. The following changes were made:

The definition of Seniors Transportation/ Facility Funding was changed to read “Seniors Transportation/Facility Funding” shall mean yearly grant funding provided to established Community Organizations consisting of senior citizen members, subject to County Council approval.”

Section 4.5 was changed to read
4.5 “Operating Funding may be allotted to local seniors societies towards Seniors Transportation/Facilities operations and programming. This funding is approved in Big Lakes County council annual budgetary deliberations.”

2018-06-121 **MOVED BY COUNCILLOR NYGAARD** that the new amalgamated Grants Policy Admin-55 (Policy No. Admin-39, Admin-44, Admin-45) be approved as amended.

CARRIED

PUBLIC HEARING RE: BYLAW #01-2018:

2018-06-122 **MOVED BY COUNCILLOR WELCH** that the public hearing for Bylaw #01-2018 be called to order at 1:36 p.m.

CARRIED UNANIMOUSLY

2018-06-123 **MOVED BY COUNCILLOR NYGAARD** that the meeting come out of public hearing at 1:42 p.m.

CARRIED UNANIMOUSLY

BYLAW #01-2018: Bylaw No. 01-2018 to amend the Land Use Bylaw to include Industrial Camp as a use in the Agricultural District.

2018-06-124 **MOVED BY COUNCILLOR CHARROIS** that second reading be provided to Bylaw No. 01-2018.

CARRIED UNANIMOUSLY

2018-06-125 **MOVED BY COUNCILLOR NYGAARD** that third reading be provided to Bylaw No. 01-2018.

CARRIED UNANIMOUSLY

DELEGATION CON'T:

COMMUNITY FUTURES

LESSER SLAVE

LAKE REGION: Josh Friesen, General Manager and Robin-Lee Vance, Community Engagement Coordinator with Community Futures Lesser Slave Lake Region presented Council with an update on the services that Community Futures offers.

Reeve Matthews thanked Mr. Friesen and Ms. Vance for their presentation.

A break was taken from 1:59 p.m. to 2:08 p.m.

2018-06-126

MOVED BY COUNCILLOR CHARROIS that the presentation from Community Futures Lesser Slave Lake Region be received for information.

CARRIED UNANIMOUSLY

**PLANNING &
DEVELOPMENT
CON'T:**

***LAND USE BYLAW
REQUIREMENTS:***

Council was presented with additional information regarding Land Use Bylaw Requirements for Demolition Permits and Accessory Buildings within the Agriculture District.

Councillor Welch returned to the meeting at 2:11 p.m.

2018-06-127

MOVED BY COUNCILLOR STEWART that the report regarding demolition permits and accessory buildings in the Agriculture District be received for information.

CARRIED UNANIMOUSLY

UTILITIES:

***RURAL WATER
SERVICE EXPANSION
POLICY:***

Council discussed the draft Rural Water Service Expansion Policy.

2018-06-128

MOVED BY COUNCILLOR STEWART that the Rural Water Service Expansion Policy be approved with connection to the house up to a maximum distance of 150m from the distribution line. Service lines that exceed the 150m will pay an additional \$50 per meter.

CARRIED

***WATER LEAK-
STRAWBERRY
SERVICE:***

Council considered forgiving a portion of the water charges on the Utility Bill from November – December 2017, due to a water leak on the property of Strawberry Service.

2018-06-129

MOVED BY COUNCILLOR NYGAARD that a portion of the water charges not be forgiven due to a water leak on a the Strawberry Services property within the Kinuso Rural Water Co-op.

CARRIED

***WATER LEAK-
BIG MEADOW:***

Council considered forgiving water charges for a water leak on the property of Mitch Smith and Vivian Rosychuck within Big Meadow.

2018-06-130

MOVED BY COUNCILLOR SIMARD that the water charges of \$1,954.07 not be forgiven due to a water leak on the property of Mitch Smith and Vivian Rosychuk on behalf of Martha Rosychuk (renter) in Big Meadow.

CARRIED

**ENILDA WATER
RESERVOIR**

AWARD: Council considered awarding the construction of the Enilda Water Reservoir to AGS Mechanical Contractors Ltd.

2018-06-131 **MOVED BY COUNCILLOR KILLEEN** that the construction of the Enilda Water Reservoir be awarded to AGS Mechanical Contractors Ltd. in the amount of \$812,000.00 plus GST.

CARRIED UNANIMOUSLY

**COMMUNITY
SERVICES:**

***SCHEDULE OF
FEES BYLAW:***

Council was presented with the schedule of fees bylaw.

The following amendment was discussed - Rural Residential Connection Fee: \$20,000/ hookup up to 150m, anything exceeding will be an additional \$50 per meter.

2018-06-132 **MOVED BY COUNCILLOR SIMARD** that the Schedule of Fees Bylaw 02-2018 be tabled until the April 11, 2018 Regular Council meeting with amendments.

CARRIED UNANIMOUSLY

AGRICULTURE:

***CLUBROOT
POSITIVE QUARTER
SECTIONS:***

Council considered contacting FOIP and legal representatives with regards to releasing the locations of the clubroot positive quarter sections.

2018-06-133 **MOVED BY COUNCILLOR KILLEEN** that administration be directed to consult FOIP and with legal representatives with the intention of possibly releasing the locations of clubroot positive quarter sections to the public.

CARRIED UNANIMOUSLY

***RENTAL EQUIPMENT
INSURANCE:***

Council considered ceasing the rental of the land rollers and yard scrapers and auctioning the equipment off.

2018-06-134 **MOVED BY COUNCILLOR CHARROIS** that administration be directed to cease the rental of the land rollers and yard scrapers and to auction the equipment off.

CARRIED

***NAHPI SUPPORT
FOR CDEA:***

Council considered signing the Collaborative Partnership Agreement with CDEA and join the NAHI initiative.

2018-06-135 **MOVED BY COUNCILLOR STEWART** that Big Lakes County approves to sign the Collaborative Partnership Agreement with CDEA and join the NAHI initiative, providing funding in the amount of \$5,000 in 2018 and additionally \$5,000 in 2019 with the funding coming from the contingency account.

CARRIED UNANIMOUSLY

**VSI PROGRAM
REVIEW:**

Council considered having administration review the VSI Program.

2018-06-136

MOVED BY COUNCILLOR CHARROIS that administration be directed to review the VSI program.

CARRIED UNANIMOUSLY

FIRE SERVICES:

**2018 FRIAA
FIRESMART
GRANT**

APPLICATION:

Council considered applying for the 2018 FRIAA FireSmart Grant.

2018-06-137

MOVED BY COUNCILLOR NYGARRD that Big Lakes County supports the 2018 FRIAA FireSmart application for its proposed vegetation management (\$130,000) Project that will take place in the Hamlets of Grouard & Faust.

CARRIED

**2018 FCC
AGRISPIRIT
FUND**

APPLICATION:

Council considered applying for the 2018 FCC AgriSpirit Fund.

2018-06-138

MOVED BY COUNCILLOR SIMARD that Big Lakes County supports the application towards the FCC AgriSpirit Fund with a project to purchase bunker gear for its firefighters for the maximum available funding amount \$25,000.

CARRIED UNANIMOUSLY

2018-06-139

MOVED BY COUNCILLOR STEWART that the meeting be approved to proceed past 4:30 p.m.

CARRIED UNANIMOUSLY

A break was taken from 4:03 p.m. to 4:11 p.m.

IN CAMERA:

2018-06-140

MOVED BY COUNCILLOR BISSELL that the meeting go into camera at 4:11 p.m. to discuss legal, labour and land matters as per section 27, Freedom of Information and Protection Act.

CARRIED UNANIMOUSLY

*In Attendance – In Camera:
Big Lakes County Council
Roy Brideau, CAO
Jordan Panasiuk, Deputy CAO
Pat Olansky, Director of Planning & Development
Vic Abel, Director of Public Works
Jessica Martinson, Executive Assistant*

2018-06-141

MOVED BY COUNCILLOR SIMARD that the meeting come out of camera at 5:05 p.m.

CARRIED UNANIMOUSLY

2018-06-142

MOVED BY COUNCILLOR SIMARD that motion 2018-04-094 be rescinded.

CARRIED UNANIMOUSLY

2018-06-143 **MOVED BY COUNCILLOR SIMARD** that administration be directed to advise Alberta Infrastructure that Big Lakes County would like to purchase Pt. SW 9-74-13-W5.

CARRIED UNANIMOUSLY

2018-06-144 **MOVED BY COUNCILLOR CHARROIS** that motion 2018-04-090 be rescinded.

CARRIED UNANIMOUSLY

2018-06-145 **MOVED BY COUNCILLOR CHARROIS** that administration be directed to proceed with the land acquisition as per in camera discussions.

DEFEATED

MEETING SCHEDULE:

April 10, 2018		Area Structure Plan - Jossard
April 11, 2018		Area Structure Plan – Faust
April 12, 2018		Area Structure Plan – Grouard
April 17, 2018	10:00 a.m.	Municipal Planning Commission

NEXT MEETING: The next Regular Council Meeting will be held on April 11, 2018 at the County Administration Building.

ADJOURNMENT:

2018-06-146 **MOVED BY COUNCILLOR WELCH** that the meeting be adjourned at 5:10 p.m.

CARRIED UNANIMOUSLY

Ken Matthews, Reeve

Roy Brideau, CAO

**BIG LAKES COUNTY
PUBLIC HEARING
(LAND USE BYLAW 01-2018)
March 28, 2018**

Minutes of the Big Lakes County Public Hearing for Land Use Bylaw Amendment 01-2018 held at the County Administration Building in High Prairie, Alberta on Wednesday, March 28, 2018 commencing at 1:30 p.m.

PRESENT WERE: Reeve: Ken Matthews, N. Gilwood/Triangle
Councillor: Donald Bissell, Enilda/Big Meadow
Donald Charrois, HP East/Banana Belt
Ken Killeen, Kinuso
Robert Nygaard, Faust
Richard Simard, Jousard
Ann Stewart, S. Sunset House/Gilwood
Fern Welch, Grouard

Absent: David Marx, Prairie Echo/Salt Prairie

Administration: Roy Brideau, CAO
Jordan Panasiuk, Deputy CAO
Heather Nanninga, Director of Corporate Services
Vic Abel, Director of Public Works
Pat Olansky, Director of Planning and Development
Jessica Martinson, Recording Secretary
Ted Laszczak, Director of Utilities

Press: Richard Froese, South Peace News

CALL TO ORDER: Reeve Mathews called the public hearing to order at 1:36 p.m.

An application was received from Dale Giroux to amend the Land Use Bylaw to add "Industrial Camp" as a discretionary use in the Agriculture District. An industrial camp is neither permitted nor discretionary in the Agriculture District. To legally allow the camp to remain on the parcel, a land use bylaw amendment is required. Administration is recommending the industrial camp be added as a Discretionary Use within the Agriculture District. As a discretionary use, the development authority is not bound to an approval and can add appropriate conditions in consideration of the land and location in the county.

The definition of a storage facility was also included in the Land Use Bylaw and that the use be included as discretionary use within certain land use districts.

The public hearing was duly advertised in the March 13 and 20, 2018 issues of the South Peace News and posted on the County website and Facebook pages. The Municipal Planning Commission reviewed the application at their March 27, 2018 MPC meeting and recommended approval.

Reeve Matthews called for comments from the public. Mr. Brideau read aloud a letter of concern from Williscroft Brothers opposed to the bylaw change. No one was in attendance.

The public hearing was closed at 1:42 p.m.

Ken Matthews, Reeve

Roy Brideau, CAO