

**BIG LAKES COUNTY  
COUNCIL MEETING**

July 25, 2018

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, July 25, 2018 at 10:00 a.m.

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

Administration: Roy Brideau, CAO  
Heather Nanninga, Director of Corporate Services  
Jessica Martinson, Recording Secretary  
Amanda Backs, Development Officer  
Vic Abel, Director of Public Works  
Pat Olansky, Director of Planning & Development  
Sylvia Jezewski, Administrative Assistant  
Hailey Leonardis, Summer Student  
John McDermott, Fire Chief

Delegations: Gerald Sawan

Press: Richard Froese, South Peace News

**CALL TO ORDER:** Reeve Matthews called the meeting to order at 10:00 a.m.

**ADDITIONS TO  
THE AGENDA:**

Physio Therapy at the new hospital – *Withdrawn*  
Highway #2

**2018-13-312** **MOVED BY COUNCILLOR CHARROIS** that the July 25, 2018 agenda be adopted as amended.

**CARRIED UNANIMOUSLY**

**MINUTES:**

**2018-13-313** **MOVED BY COUNCILLOR NYGAARD** that the June 27, 2018 Regular Council Meeting minutes be adopted as presented.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING  
FROM MINUTES:**

***ACTION LIST:*** Council reviewed the action list.

**2018-13-314** **MOVED BY COUNCILLOR BISSELL** that the action list be received for information.

**CARRIED UNANIMOUSLY**

Councillor Stewart arrived to the meeting at 10:14 a.m.

**STAFF REPORTS:** Council was presented with the Staff Reports.

**2018-13-315** **MOVED BY COUNCILLOR STEWART** that the following staff report be received for information:

- Director of Corporate Services
- Director of Planning & Development
- Director of Public Works
- Deputy CAO

**CARRIED UNANIMOUSLY**

**FARM FAMILY AWARD  
PRESENTATION:**

***2018 FARM FAMILY***

**AWARD:** Reeve Matthews presented Dwayne & Chris Pollock with the 2018 Farm Family Award. The Farm Family Award is awarded to farm families from northern and central Alberta communities who have been recognized as the recipients of the BMO Farm Family Award. The award honours both their farming business practices and community involvement.

Congratulations to Dwayne & Chris Pollock!

A break was taken from 11:04 a.m. to 11:14 a.m.

**ADMINISTRATION:**

***PROCEDURAL  
BYLAW 13-2018:***

Council was presented with the draft Procedural Bylaw 13-2018.

**2018-13-316** **MOVED BY COUNCILLOR NYGAARD** that First Reading be provided to Bylaw No. 13-2018.

**CARRIED UNANIMOUSLY**

**2018-13-317** **MOVED BY COUNCILLOR STEWART** that Second Reading be provided to Bylaw No. 13-2018.

**CARRIED UNANIMOUSLY**

**2018-13-318** **MOVED BY COUNCILLOR KILLEEN** that unanimous approval be given to Bylaw No. 13-2018 to proceed to third reading.

**CARRIED UNANIMOUSLY**

**2018-13-319** **MOVED BY DEPUTY REEVE MARX** that Third Reading be provided to Bylaw No. 13-2018.

**CARRIED UNANIMOUSLY**

***SPECIAL COUNCIL***

***MEETINGS:*** Council considered scheduling Special Council meeting for November 29, 2018 and December 3, 2018.

**2018-13-320** **MOVED BY COUNCILLOR CHARROIS** that Special Council meetings be scheduled for November 29, 2018 and December 3, 2018 beginning at 10:00 a.m. in the Big Lakes County Council Chambers to discuss personnel matters.

**CARRIED UNANIMOUSLY**

***RAIL SAFETY WEEK:***

Council was presented with a draft resolution to support Public Rail Safety Week September 23-29, 2018.

**2018-13-321** **MOVED BY COUNCILLOR KILLEEN** that the resolution to support Public Rail Safety Week September 23-29, 2018 be approved.

**CARRIED UNANIMOUSLY**

***TRIANGLE HOEDOWN***

***JAMBOREE:*** Council reviewed an invitation for Reeve Matthews to attend and provide a welcome message at the opening of the Triangle Hoedown Jamboree.

**2018-13-322** **MOVED BY COUNCILLOR WELCH** that Reeve Matthews be approved to attend and provide a welcome message at the opening of the Triangle Hoedown Jamboree taking place on July 27, 2018 at 11:45 a.m.

**CARRIED UNANIMOUSLY**

***DISTRICT 4 MEETING:***

Council considered attending the RMA District 4 Meeting.

**2018-13-323** **MOVED BY DEPUTY REEVE MARX** that Councillor Stewart, Reeve Matthews, Councillor Bissell, Councillor Nygaard, Councillor Welch and Councillor Simard be approved to attend the RMA District 4 Meeting taking place on August 10, 2018 at the St. Isidore Cultural Centre.

**CARRIED UNANIMOUSLY**

***MUNICIPAL INTERNSHIP***

***PROGRAM:*** Council considered hosting a Municipal Intern.

**2018-13-324** **MOVED BY COUNCILLOR KILLEEN** at Big Lakes County approves to host an administrative intern and that administration be directed to submit the grant application for September 1, 2018.

**CARRIED UNANIMOUSLY**

***WEST PRAIRIE RIVER WATER QUALITY INFORMATION***

***SESSION:*** Council considered co-hosting the West Prairie River Water Quality Information Session.

**2018-13-325** **MOVED BY COUNCILLOR KILLEEN** that the discussion on co-hosting the West Prairie River Water Quality Information Session with Lesser Salve Watershed Council be tabled for further information.

**CARRIED**

Councillor Welch requested that the Physio Therapy be removed from the agenda

**CORPORATE SERVICES:**

**CHEQUE LIST:** Council was presented with the cheque lists for June 27, 2018 and July 6, 2018.

**2018-13-326** **MOVED BY COUNCILLOR STEWART** that cheques #78242 to #78395 in the amount of \$1,622,253.36 for the period ending June 27, 2018 and that that cheques #78396 to #78480 in the amount of \$146,616.16 for the period ending July 6, 2018 be received for information.

**CARRIED UNANIMOUSLY**

**STATEMENT OF OPERATIONS:** Council reviewed the Statement of Operations for the period ending June 30, 2018.

**2018-13-327** **MOVED BY COUNCILLOR NYGAARD** that the Statement of Operations for the period ending June 30, 2018 be received for information.

**CARRIED UNANIMOUSLY**

**JUNE 30, 2018 CAPITAL BUDGET UPDATE:**

Council was presented with the June 30, 2018 Capital Budget Update.

**2018-13-328** **MOVED BY DEPUTY REEVE MARX** that the Capital Budget update for June 30, 2018 be accepted for information.

**CARRIED UNANIMOUSLY**

**PUBLIC FORUM:**

**B. TINDALL:** Bob Tindall asked Council for an update on the Banana Belt Connector Road. Mr. Brideau advised Mr. Tindall to attend the October/ November Council meeting when council is discussing their 5 year plan.

Reeve Matthews thanked Mr. Tindall.

**CORPORATE SERVICES CON'T:**

**BOILER PURCHASES:** Council considered replacing the boilers in the Faust and Grouard Fire halls.

**2018-13-329** **MOVED BY COUNCILLOR STEWART** that administration be approved to replace the boilers in the Faust and Grouard fire halls at an estimated cost of \$20,000 each, with the funds being drawn from Building Reserves.

**CARRIED UNANIMOUSLY**

The meeting recessed for lunch at 11:54 a.m. and reconvened at 12:46

**p.m. SCHEDULE OF FEES BYLAW AMENDMENT:**

Council was presented with changes to the Schedule of Fees Bylaw. Council requested that administration correct the wording for the summer and Snowplowing grading.

**2018-13-330** **MOVED BY COUNCILLOR CHARROIS** that first reading be provided to Bylaw 16-2018 Schedule of Fees Bylaw as amended.

**CARRIED**

**2018-13-331** **MOVED BY COUNCILLOR CHARROIS** that second reading be provided to Bylaw 16-2018 Schedule of Fees Bylaw as amended.

**CARRIED**

**2018-13-332** **MOVED BY DEPUTY REEVE MARX** that unanimous approval be given to Bylaw No. 16-2018 Schedule of Fees Bylaw to proceed to third reading.

**DEFEATED****DELEGATION:**

**G. SAWAN:** Gerald Sawan presented council with concerns regarding his water bill. Mr. Sawan advised council that he requested the water to be turned off and it hadn't been done for 2 weeks so he is wondering why his bill is so high.

**2018-13-333** **MOVED BY DEPUTY REEVE MARX** that administration be directed to follow up and provide council and Mr. Sawan an explanation on his outstanding water bill.

**CARRIED UNANIMOUSLY****CORPORATE SERVICES CON'T:*****RECREATION BOARD******CAPITAL***

***PAYMENT:*** Council considered releasing funds from the Recreation Board Capital Reserve Account.

**2018-13-334** **MOVED BY DEPUTY REEVE MARX** that the transfer of \$49,635.00 from unrestricted surplus to the High Prairie Recreation Board Reserve account be approved.

**CARRIED UNANIMOUSLY**

**2018-13-335** **MOVED BY COUNCILLOR STEWART** that the withdrawal of \$10,798.83 from the High Prairie Recreation Board Reserve account.

**CARRIED****PLANNING & DEVELOPMENT:*****IDP AWARD OF******CONSULTING***

***CONTRACT:*** Council considered awarding the Intermunicipal Development Plan Contract to GSA Consulting Inc. (Green Space Alliance).

**2018-13-336** **MOVED BY COUNCILLOR NYGAARD** that GSA Consulting Inc. (Green Space Alliance) be awarded the contract for the Big Lakes County/Town of High Prairie Intermunicipal Development Plan in the amount of \$49,100.

**CARRIED UNANIMOUSLY**

***BYLAW 08-2018:*** Council considered providing First Reading to Bylaw 08-2018 Hamlet of Faust Area Structure Plan.

**2018-13-337** **MOVED BY COUNCILLOR NYGAARD** that first reading be provided to Bylaw 08-2018.

**CARRIED UNANIMOUSLY**

**2018-13-338**      **MOVED BY DEPUTY REEVE MARX** that a public hearing for Bylaw 08-2018 be set for August 22, 2018 at 1:00 p.m. in the Council Chambers of the Big Lakes County Administration Building.

**CARRIED UNANIMOUSLY**

**2018-13-339**      **MOVED BY COUNCILLOR CHARROIS** that notices of the Public Hearing related to Bylaw 08-2018 be placed in the South Peace News.

**CARRIED UNANIMOUSLY**

**PUBLIC HEARING RE:**  
**BYLAW #06-2018:**

**2018-13-340**      **MOVED BY DEPUTY REEVE MARX** that the public hearing for Bylaw #06-2018 be called to order at 1:32 p.m.

**CARRIED UNANIMOUSLY**

**2018-13-341**      **MOVED BY DEPUTY REEVE MARX** that the meeting come out of public hearing at 1:35 p.m.

**CARRIED UNANIMOUSLY**

**BYLAW #06-2018:** Being a bylaw to add Airport Protection Overlay District

**2018-13-342**      **MOVED BY COUNCILLOR STEWART** that second reading be provided to Bylaw No. 06-2018.

**CARRIED UNANIMOUSLY**

**2018-13-343**      **MOVED BY COUNCILLOR KILLEEN** that third reading be provided to Bylaw No. 06-2018.

**CARRIED UNANIMOUSLY**

**PLANNING &**  
**DEVELOPMENT**  
**CON'T:**

**BYLAW 09-2018:** Council considered providing First Reading to Bylaw 09-2018 Hamlet of Grouard Area Structure Plan.

**2018-13-344**      **MOVED BY COUNCILLOR NYGAARD** that first reading be provided to Bylaw 09-2018.

**CARRIED UNANIMOUSLY**

**2018-13-345**      **MOVED BY COUNCILLOR STEWART** that a public hearing for Bylaw 09-2018 be set for August 22, 2018 at 1:15 p.m. in the Council Chambers of the Big Lakes County Administration Building.

**CARRIED UNANIMOUSLY**

**2018-13-346**      **MOVED BY COUNCILLOR SIMARD** that notices of the Public Hearing related to Bylaw 09-2018 be placed in the South Peace News.

**CARRIED UNANIMOUSLY**

**BYLAW 10-2018:** Council considered providing First Reading to Bylaw 10-2018 Hamlet of Jousard Area Structure Plan.

**2018-13-347**      **MOVED BY COUNCILLOR SIMARD** that first reading be provided to Bylaw 10-2018.

**CARRIED UNANIMOUSLY**

**2018-13-348** **MOVED BY DEPUTY REEVE MARX** that a public hearing for Bylaw 10-2018 be set for August 22, 2018 at 1:30 p.m. in the Council Chambers of the Big Lakes County Administration Building.

**CARRIED UNANIMOUSLY**

**2018-13-349** **MOVED BY DEPUTY REEVE MARX** that notices of the Public Hearing related to Bylaw 10-2018 be placed in the South Peace News.

**CARRIED UNANIMOUSLY**

Councillor Nygaard declared pecuniary interest and stepped out of the meeting at 1:42 p.m.

***DEVELOPMENT  
PERMIT APPLICATION  
18-D0098:***

Council considered delegating the Development Officer authority for applications related to accessory building in Bay Shore Resort Inc. that are designated under the Land Use Bylaw as Direct Control in the Hamlet of Faust.

**2018-13-350** **MOVED BY DEPUTY REEVE MARX** that the authority for development be delegated to the Development Officer for applications related to accessory building in Bay Shore Resort Inc. that are designated under the Land Use Bylaw as Direct Control in the Hamlet of Faust.

**CARRIED UNANIMOUSLY**

Councillor Nygaard returned to the meeting at 1:48 p.m.

***SDAB MEMBERS:*** Council considered appointing members to the Big Lakes County Subdivision and Development Appeal Board.

**2018-13-351** **MOVED BY DEPUTY REEVE MARX** that Roxanne Perron, Pat Cooke, and Ken Wilson be appointed to the Big Lakes County Subdivision and Development Appeal Board.

**CARRIED UNANIMOUSLY**

**PUBLIC WORKS:**

***AMDENDING  
SPEED LIMIT  
BYLAW 05-2011:***

Council considered amending the speed limit to 50 km/hr from Red Sky Developments west to Range Road 140.

**2018-13-352** **MOVED BY COUNCILLOR SIMARD** that first reading be given to Speed Limit Bylaw Amendment 14-2018.

**CARRIED UNANIMOUSLY**

**2018-13-353** **MOVED BY COUNCILLOR SIMARD** that second reading be given to Speed Limit Bylaw Amendment 14-2018.

**CARRIED UNANIMOUSLY**

***HIGHWAY #2:*** Councillor Killeen expressed concerns regarding the safety concerns about the condition of Highway 2 after the flooding this spring. Administration to follow up and bring back information to the next meeting.

**UTILITIES:**

**J. COMMINS:** Council consider waving the sewer charges for Jeffery Commins.

**2018-13-354** **MOVED BY COUNCILLOR NYGAARD** that the sewer charges from the March/ April and May/June billing in the amount of \$1,165.33 be forgiven due to a water leak on the property of Jeffery Commins in the Hamlet of Faust.

**CARRIED UNANIMOUSLY**

**COMMUNITY SERVICES:*****LITTLE SMOKY RECREATION AREA:***

Council was presented with information on the Little Smoky Recreation Area.

**2018-13-355** **MOVED BY COUNCILLOR WELCH** that Big Lakes County agrees in principal to become 1/3 partners on the Little Smoky Recreation Area and for administration to work with the MD of Smoky River and MD of Greenview to bring back a final governance agreement to council.

**CARRIED UNANIMOUSLY**

***BROADBAND CONTRACT:***

Steve Epply presented Council with information on the Broadband Contract. Council considered awarding the Broadband Internet Development contract to Taylor Warwick & Magna Engineering Services.

**2018-13-356** **MOVED BY COUNCILLOR SIMARD** that the contract for Broadband Internet Development be awarded to Taylor Warwick & Magna Engineering Services and agree to contribute \$466,157.00 toward the contact.

**CARRIED UNANIMOUSLY**

**INFORMATION/ CORRESPONDENCE:**

**2018-13-357** **MOVED BY COUNCILLOR SIMARD** that Reeve Matthews be approved to attend and provide greetings on behalf of the County at the High Prairie Elks Pro Rodeo taking place on July 31, 2018 and August 1, 2018.

**CARRIED**

**2018-13-358** **MOVED BY COUNCILLOR CHARROIS** that the following information/correspondence be received for information:

- Councillor Attendance Reports June 2018
- Letter from Hon. Ricardo Miranda, Minister of Culture and Tourism dated June 28, 2018 re: Stars of Alberta Volunteer Awards
- Letter from the High Prairie Elks Pro Rodeo dated June 28, 2018 re: 2018 High Prairie Elks Pro Rodeo
- Letter from Alberta Recreation and Parks Association dated June 22, 2018
- Letter from Northern Sunrise County re: Presentation from Doug Griffiths, 13 Ways to Kill a Community

**CARRIED UNANIMOUSLY**



**MEETING SCHEDULE:**

July 31- Aug 1, 2018 All Day Elks Pro Rodeo  
August 21, 2018 10:00a.m. MPC

A break was taken from 2:51 p.m. to 3:06 p.m.

**IN CAMERA:**

**2018-13-359**

**MOVED BY COUNCILLOR BISSELL** that the meeting go into camera at 3:06 p.m. to discuss legal and labour matters as per section 27, Freedom of Information and Protection Act.

**CARRIED UNANIMOUSLY**

*In Attendance – In Camera:*

- Big Lakes County Council*
- Roy Brideau, CAO*
- Jessica Martinson, Executive Assistant*
- Heather Nanninga, Director of Corporate Services*

Reeve Matthews declared pecuniary interest and stepped out of the meeting at 3:06 p.m.

*Jessica Martinson & Heather Nanninga were asked to leave the meeting at 3:10 p.m.*

**2018-13-360**

**MOVED BY COUNCILLOR SIMARD** that the meeting come out of camera at 4:05 p.m.

**CARRIED UNANIMOUSLY**

**2018-13-361**

**MOVED BY COUNCILLOR SIMARD** that council supports the asset management agreement between the High Prairie & District Recreation Board and the Town of High Prairie to transfer assets from the Recreation Board to the Town.

**CARRIED UNANIMOUSLY**

Reeve Matthews returned to the meeting.

**2018-13-362**

**MOVED BY COUNCILLOR SIMARD** that the presentation from Kin Merc oil and Gas be received for information.

**CARRIED UNANIMOUSLY**

**NEXT MEETING:**

The next Regular Council Meeting will be held on August 8, 2018 at the County Administration Building.

**ADJOURNMENT:**

**2018-13-363**

**MOVED BY COUNCILLOR BISSELL** that the meeting be adjourned at 4:12 p.m.

**CARRIED UNANIMOUSLY**

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Ken Matthews, Reeve

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Roy Brideau, CAO

**BIG LAKES COUNTY  
PUBLIC HEARING  
(LAND USE BYLAW 06-2018)  
July 25, 2018**

Minutes of the Big Lakes County Public Hearing for Land Use Bylaw Amendment 06-2018 held at the County Administration Building in High Prairie, Alberta on Wednesday, July 25, 2018, 2018 commencing at 1:30 p.m.

**PRESENT WERE:**

Reeve: Ken Matthews, N. Gilwood/Triangle  
Deputy Reeve: David Marx, Prairie Echo/Salt Prairie  
Councillor: Donald Bissell, Enilda/Big Meadow  
Donald Charrois, HP East/Banana Belt  
Ann Stewart, S. Sunset House/Gilwood  
Ken Killeen, Kinuso  
Robert Nygaard, Faust  
Richard Simard, Joussard  
Fern Welch, Grouard

Administration: Roy Brideau, CAO  
Heather Nanninga, Director of Corporate Services  
Jessica Martinson, Recording Secretary  
Amanda Backs, Development Officer  
Vic Abel, Director of Public Works  
Pat Olansky, Director of Planning & Development  
Sylvia Jezewski, Administrative Assistant  
Hailey Leonardis, Summer Student  
John McDermott, Fire Chief

Press: Richard Froese, South Peace News

**CALL TO ORDER:** Reeve Mathews called the public hearing to order at 1:32 p.m.

During the Municipal Development Plan and Land Use Bylaw update process, the Airport Vicinity District (AV) was deleted from the previous land use bylaw because the High Prairie Airport Vicinity Protection Area Regulation (AR 378/82) and Swan Hills Airport Vicinity Protection Area Regulation (AR 112/88) were both repealed by the Province with Alberta Regulation 99/97. It was to be replaced by an Airport Overlay. First reading was given to Bylaw 06-2018 on June 27, 2018.

The public hearing was duly advertised in the July 11 & 18, 2018 issues of the South Peace News and posted on the County website.

The Municipal Planning Commission reviewed the application at their July 17, 2018 meeting and provided the following comment – is the approach/take off zone long enough to accommodate larger aircrafts. No written submission was received opposed of the proposed amendment.

Reeve Matthews called for comments from the public. Conan Ochran was present and asked for the clarification on the height restrictions and lighting restrictions. Administration provided Mr. Ochran with calcification.

The public hearing was closed at 1:35 p.m.

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Ken Matthews, Reeve

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Roy Brideau, CAO