

**BIG LAKES COUNTY  
COUNCIL MEETING**

August 8, 2018

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, August 8, 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  
Vic Abel, Director of Public Works  
Pat Olansky, Director of Planning & Development  
Kaleb Brink, Grants Officer  
John McDermott, Fire Chief  
Lucia Girard, Tax Clerk

Press: Richard Froese, South Peace News

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

**ADDITIONS TO  
THE AGENDA:**

Range Road 160 South of Enilda Pot Hole

**2018-14-364** **MOVED BY COUNCILLOR NYGAARD** that the August 8, 2018 agenda be adopted as presented.

**CARRIED UNANIMOUSLY**

**MINUTES:** Correction in the minutes under the In Camera section should read “Reeve Matthews declared pecuniary interest and stepped out of the meeting at 3:06 p.m.” and “Reeve Matthews returned to the meeting.”

**2018-14-365** **MOVED BY COUNCILLOR WELCH** that the July 25, 2018 Regular Council Meeting minutes be adopted as amended.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING  
FROM MINUTES:**

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

Mr. Brideau provided Council with further information regarding the West Prairie River Water Quality Information Session.

**2018-14-366** **MOVED BY COUNCILLOR KILLEEN** that the action list be received for information.

**CARRIED UNANIMOUSLY**

**2018-14-367** **MOVED BY COUNCILLOR WELCH** that administration be directed to investigate the indigenous funding for communities under 5000 and bring back the information to council.

**CARRIED UNANIMOUSLY**

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

Mr. Brideau advised that the road tour scheduled for August 9, 2018 will be rescheduled.

**2018-14-368** **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

**CARRIED UNANIMOUSLY**

**ADMINISTRATION:**

***INTERMUNICIPAL DEVELOPMENT***

**PLAN:** Council considered exempting Big Lakes County from the Inter-municipal Development Plan (IDP).

**2018-14-369** **MOVED BY COUNCILLOR CHARROIS** that Council direct administration, based on Ministerial Order No. MSL: 047/18, to request an exemption from the Minister of Municipal Affairs from the requirements in Sections 605 and 631 of the Municipal Government Act (MGA) for the municipalities of Northern Sunrise County and Big Lakes County to create an Inter-municipal Development Plan (IDP) between the two parties, as the common boundaries between the two is composed entirely of provincial Crown Land.

**CARRIED UNANIMOUSLY**

**DELEGATION:**

**D. BISSELL:** Councillor Bissell was presented with the Canadian Volunteer Fire Services Association Long Service Medal for his 40 years of dedication to the Big Lakes County Fire Services.

A break was taken at 10:31 a.m. to 10:40 a.m.

**ADMINISTRATION**  
**CON'T:**

***WEST PRAIRIE RIVER WATER***

**QUALITY UPDATE:** Mr. Brideau provided council with an update on the West Prairie River Water Quality during the action list.

**2018-14-370** **MOVED BY COUNCILLOR STEWART** that the update on the West Prairie River Water Quality Update be received for information.

**CARRIED UNANIMOUSLY**

**CORPORATE  
SERVICES:**

**CHEQUE LIST:** Council was presented with the cheque lists for July 26, 2018.

**2018-14-371** **MOVED BY COUNCILLOR STEWART** that cheques #78481 to #78637 in the amount of \$2,185,051.11 for the period ending July 26, 2018 be received for information.

**CARRIED UNANIMOUSLY**

**EW PRATT:** Council considered sponsoring the EW Pratt Effective Behaviour Strategy Program in the amount of \$200.

**2018-14-372** **MOVED BY COUNCILLOR CHARROIS** that a sponsorship donation in the amount of \$200 be approved for EW Pratt student awards, specifically directed towards the Effective Behaviour Strategy Program.

**DEFEATED**

**2018-14-373** **MOVED BY COUNCILLOR STEWART** administration be directed to investigate and bring back options to council on a Big Lakes County bursary program.

**CARRIED UNANIMOUSLY**

***HIGH PRAIRIE  
HORSESHOE  
CLUB:***

Council considered sponsoring the High Prairie Horseshoe Club Alberta Open in the amount of \$200.

**2018-14-374** **MOVED BY COUNCILLOR WELCH** that a 2018 Sponsorship Grant in the amount of \$200 be approved for the High Prairie Horseshoe Club Alberta Open.

**CARRIED UNANIMOUSLY**

***AUDIT SERVICES  
EXTENSION:***

Council considered re-appointing the Metrix Group LLP (formerly Hawkings EPP Dumont) for an additional two-year term, ending with the 2019 audit.

**2018-14-375** **MOVED BY DEPUTY REEVE MARX** that administration re-appointing the Metrix Group LLP (formerly Hawkings EPP Dumont) for an additional two-year term, ending with the 2019 audit.

**CARRIED UNANIMOUSLY**

***ASSESSMENT REVIEW  
BOARD BYLAW  
15-2018:***

Council was presented with changes to Section 454 of the *Municipal Government Act*, which requires municipalities to establish a Local Assessment Review Board (ARB) and Composite Assessment Review Board. Furthermore, council must appoint a council member to the ARB.

**2018-14-376** **MOVED BY COUNCILLOR STEWART** that first reading be provided to Bylaw No. 15-2018.

**CARRIED UNANIMOUSLY**

**2018-14-377** **MOVED BY COUNCILLOR NYGAARD** that second reading be provided to Bylaw No. Bylaw 15-2018.

**CARRIED UNANIMOUSLY**

**2018-14-378**      **MOVED BY COUNCILLOR SIMARD** that unanimous approval be given to Bylaw No. 15-2018 to proceed to third reading.

**CARRIED UNANIMOUSLY**

**2018-14-379**      **MOVED BY COUNCILLOR CHARROIS** that third reading be provided to Bylaw No. Bylaw 15-2018.

**CARRIED UNANIMOUSLY**

**PLANNING & DEVELOPMENT:**

**BYLAW 17-2018:**      Council considered amending the Land Use Bylaw to include “cabin” as a use in the Hamlet Mixed Use District.

**2018-14-380**      **MOVED BY COUNCILLOR SIMARD** that first reading be provided to Bylaw No. 17-2018.

**CARRIED UNANIMOUSLY**

**2018-14-381**      **MOVED BY COUNCILLOR NYGAARD** that a public hearing for Bylaw No. 17-2018 be set for September 12, 2018 at 1:30 p.m. in the Council Chambers of the Big Lakes County Administration Building.

**CARRIED UNANIMOUSLY**

**2018-14-382**      **MOVED BY COUNCILLOR SIMARD** notices of the public hearing related to Bylaw No. 17-2018 be placed in the *South Peace News*.

**CARRIED UNANIMOUSLY**

**PREPARING FOR THE CANNABIS ACT:**

Council considered providing First Reading to Land Use Bylaw Amendment 11-2018 Preparing for the Cannabis Act.

Councillor Nygaard stepped out to the meeting at 11:24 a.m. and returned at 11:28 a.m.

**2018-14-383**      **MOVED BY COUNCILLOR CHARROIS** that first reading be provided to Bylaw 11-2018.

**CARRIED**

**2018-14-384**      **MOVED BY COUNCILLOR KILLEEN** that a public hearing for Bylaw 11-2018 be set for September 12, 2018 at 1:30 p.m. in the Council Chambers of the Big Lakes County Administration Building.

**CARRIED**

**2018-14-385**      **MOVED BY DEPUTY REEVE MARX** that notices of the Public Hearing related to Bylaw 11-2018 be placed in the *South Peace News*.

**CARRIED**

**PUBLIC WORKS:**

**CAPITAL BUDGET AMENDMENT:**

Council considered amending the capital budget in the amount of \$205,000 for the BF 74080 Culvert Installation Project.

**2018-14-386**      **MOVED BY COUNCILLOR STEWART** that the 2018 Capital Budget for Bridge File 74080 Culvert Installation & Other Work be increased by \$205,000 to be funded from the General Transportation Reserve.

**CARRIED UNANIMOUSLY**

**2018-14-387** **MOVED BY DEPUTY REEVE MARX** that the tender for BF 74080 Culvert Installation & Other Work be awarded to 1690082 Alberta Ltd., in the amount of \$456,588.00 excluding site occupancy and GST.

**CARRIED UNANIMOUSLY**

**POT HOLE:** Councillor Bissell expressed concerns regarding a pot hole on Range Road 160 South of Enilda. Administration be directed to work on replacing the culvert.

The meeting recessed for lunch at 11:57 a.m. to 12:45 p.m.

**UTILITIES:**

***WATER MEETING***

**HIGHLIGHTS:** Council was presented with the highlights from the July 26, 2018 Water Workshop.

**2018-14-388** **MOVED BY COUNCILLOR NYGAARD** that the highlights from the July 26, 2018 Water Workshop be received for information.

**CARRIED UNANIMOUSLY**

***UTILITY SERVICING***

**POLICY:** Council was presented changes to the Utility Servicing Policy that were discussed during the Water Workshop on July 26, 2018

**2018-14-389** **MOVED BY COUNCILLOR NYGAARD** that administration rescind the "Rural Water Policy WS-06" and replace with the attached "Water & Sewer Servicing Policy" as amended.

**CARRIED**

***REFUND OF WATER***

***CONNECTION***

**DEPOSITS:** Deposits were collected for the proposed add-ons and connections for the Triangle project. Based on council's new direction to install main lines, with residents installing the water lines from main lines to their homes, council considered refunding the deposits to residents.

**2018-14-390** **MOVED BY COUNCILLOR STEWART** that administration write letters and refund the \$500 deposit made by residents for the connection to the Rural Water Service.

**CARRIED UNANIMOUSLY**

A break was taken from 2:13 p.m. to 2:26 p.m.

***SCHEDULE OF FEES***

***BYLAW***

**AMENDMENT:** Council considered amending the Schedule of Fees Bylaw to include current services offered for which there was no previous fee listed.

Amendments to the bylaw include:

Water connection fee existing lines (already paid for as of 2016) \$8,000/hook up (Paid debentures will not be required to re-pay)

Water connection fee new county funded projects initiated after 2016 \$15,000/hook up

Sewer connection fee \$7000/ hook up (Paid debentures will not be required to re-pay)

**2018-14-391** **MOVED BY DEPUTY REEVE MARX** that first reading be provided to Bylaw No. 20-2018 Schedule of Fees Bylaw as amended.

**CARRIED**

**2018-14-392** **MOVED BY COUNCILLOR STEWART** that second reading be provided to Bylaw No. Bylaw 20-2018 Schedule of Fees Bylaw as amended.

**CARRIED**

**2018-14-393** **MOVED BY COUNCILLOR CHARROIS** that unanimous approval be given to Bylaw No. 20-2018 to proceed to third reading.

**DEFEATED**

*Councillor Welch requested that the vote be recorded:  
In Favor – Reeve Matthews, Deputy Reeve Marx, Councillor Charrois, Councillor Killeen, Councillor Bissell, Councillor Stewart, Councillor Nygaard  
Opposed – Councillor Welch, Councillor Simard*

**INFORMATION/  
CORRESPONDENCE:**

**2018-14-394** **MOVED BY COUNCILLOR WELCH** that the following information/correspondence be received for information:

- Letter from the Hon. Shaye Anderson dated July 25, 2018 re: changes to the Municipal Government Act regarding intermunicipal collaboration frameworks and intermunicipal development plans with our neighbours.

**CARRIED UNANIMOUSLY**

**IN CAMERA:**

**2018-14-395** **MOVED BY DEPUTY REEVE MARX** that the meeting go into camera at 3:04 p.m. to discuss legal 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  
Vic Abel, Director of Public Works*

**2018-14-396** **MOVED BY COUNCILLOR STEWART** that the meeting come out of camera at 3:22 p.m.

**CARRIED UNANIMOUSLY**

**2018-14-397** **MOVED BY COUNCILLOR STEWART** that the 2018 Capital Budget be amended by increasing the High Prairie Airport Upgrades budget by \$1,337,246.50 to be funded from the Transportation General Reserve.

**CARRIED UNANIMOUSLY**

**2018-14-398** **MOVED BY COUNCILLOR CHARROIS** that the tender for the High Prairie Airport Upgrades be awarded to Ruel Bro. Contracting in the amount of \$2,903,840.00 excluding site occupancy and GST.

**CARRIED UNANIMOUSLY**

**MEETING  
SCHEDULE:**

August 21, 2018	10:00a.m.	MPC
August 22, 2018	10:00 a.m.	Regular Council Meeting
August 24, 2018	9:00 a.m.	ASB Meeting

**NEXT MEETING:** The next Regular Council Meeting will be held on August 22, 2018 at the County Administration Building.

**ADJOURNMENT:**

**2018-14-399**

**MOVED BY COUNCILLOR BISSELL** that the meeting be adjourned at 3:29 p.m.

**CARRIED UNANIMOUSLY**

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Ken Matthews, Reeve

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Roy Brideau, CAO