

**BIG LAKES COUNTY
COUNCIL MEETING
October 10, 2018**

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, October 10, 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
Richard Simard, Joussard
Fern Welch, Grouard

Absent: Robert Nygaard, Faust

Administration: Jordan Panasiuk, Deputy CAO
Heather Nanninga, Director of Corporate Services
Victoria Pegg, Recording Secretary
Vic Abel, Director of Public Works
Pat Olansky, Director of Planning & Development

Press: Richard Froese, South Peace News

CALL TO ORDER: Reeve Matthews called the meeting to order at 10:01 a.m.

**ADDITIONS TO
THE AGENDA:** Kinuso Water Co-op
Fall Workshop
Grouard Funding Request

2018-19-511 **MOVED BY COUNCILLOR STEWART** that the October 10, 2018 agenda be adopted as amended.

CARRIED UNANIMOUSLY

MINUTES:

2018-19-512 **MOVED BY COUNCILLOR WELCH** that the September 12, 2018 Regular Council Meeting minutes, the September 13, 2018 Special Council Meeting minutes and the October 1, 2018 Special Council Meeting minutes be adopted as presented.

CARRIED UNANIMOUSLY

**BUSINESS ARISING
FROM MINUTES:**

ACTION LIST: Council reviewed the action list.

Councillor Bissell asked administration to look into the lighting at the Enilda Transfer Station.

Council asked administration for an update on the status of the Rural Addressing signs. Administration advised that signs are currently on order.

2018-19-513 **MOVED BY COUNCILLOR CHARROIS** that the action list be received for information.

CARRIED UNANIMOUSLY

STAFF REPORTS:

STAFF REPORTS: Council was presented with the following Staff Reports:

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

Councillor Bissell asked administration who owns the new tower that was set up in the Hamlet of Enilda. Administration to follow up.

Councillor Welch asked administration to look into the status of line painting with Alberta Transportation for the new pavement north of the bridge in Grouard and asked administration look into the status of the pot holes on Highway 750.

2018-19-514 **MOVED BY DEPUTY REEVE MARX** that the following reports be received for information:

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

CARRIED UNANIMOUSLY

ADMINISTRATION:

***BIG LAKES
CHARITY GOLF
TOURNAMENT:***

Council considered hosting the 6th Annual Big Lakes Charity Golf Tournament.

2018-19-515 **MOVED BY DEPUTY REEVE MARX** that the Big Lakes Charity Golf Tournament discussions be tabled for further information.

CARRIED UNANIMOUSLY

REMEMBRANCE DAY

CEREMONY: Council was presented with an invitation to attend the Royal Canadian Legion Remembrance Day Ceremony taking place on November 11, 2018 at 10:45 a.m.

2018-19-516 **MOVED BY COUNCILLOR STEWART** that the Reeve or his alternate be approved to attend and provide a few words on behalf of the County during the Royal Canadian Legion Remembrance Day Ceremony taking place on November 11, 2018.

CARRIED UNANIMOUSLY

A break was taken from 10:59 a.m. to 11:13 a.m.

***FALL
WORKSHOP:***

Council was presented with additional information on the upcoming Fall Workshop taking place November 5-6, 2018 in Jousard, AB

2018-19-517 **MOVED BY DEPUTY REEVE MARX** that the discussion on the Fall Workshop taking place November 5-6, 2018 in Jousard, AB be received for information.

CARRIED UNANIMOUSLY

CORPORATE SERVICES:

CHEQUE LISTS: Council was presented with the cheque lists for September 12, 2018 and September 19, 2018.

2018-19-518 **MOVED BY COUNCILLOR STEWART** that cheques #79043 to #79167 in the amount of \$893,289.32 for the period ending September 12, 2018 and that cheques #79168 to #79246 in the amount of \$1,826,075.40 for the period ending September 19, 2018 be received for information.

CARRIED UNANIMOUSLY

STATEMENT OF OPERATIONS: Council was presented with the August 31, 2018 Statement of Operations.

2018-19-519 **MOVED BY COUNCILLOR CHARROIS** that the August 31, 2018 Statement of Operations be received for information.

CARRIED UNANIMOUSLY

CHANGE TO TAXABLE INCOME FOR COUNCILLORS:

Council was presented with information regarding changes to the taxable income for Councillors.

2018-19-520 **MOVED BY COUNCILLOR STEWART** that the upcoming changes to the Income Tax Act be accepted as information.

CARRIED UNANIMOUSLY

FINANCIAL STATEMENTS GOLF TOURNAMENT:

Council was presented with the December 31, 2017 Golf Tournament Financial Statements

2018-19-521 **MOVED BY DEPUTY REEVE MARX** that the December 31, 2017 Golf Tournament Financial Statements be received for information.

CARRIED UNANIMOUSLY

OPERATING GRANT KINOSAYO MUSEUM:

Council considered providing an operating grant to the Kinosayo Museum.

2018-19-522 **MOVED BY DEPUTY REEVE MARX** that an operating grant in the amount of \$15,000 be approved for the Kinosayo Museum.

CARRIED UNANIMOUSLY

LETTER OF SUPPORT – HP SCHOOL DIVISION:

Council was presented with a letter of support that was provided to the High Prairie School Division for their Mental Health Capacity Building Enhancement Funding Application.

2018-19-523 **MOVED BY COUNCILLOR STEWART** that the letter of support that was provided to the High Prairie School Division for their Mental Health Capacity Building Enhancement Funding Application be received for information.

CARRIED UNANIMOUSLY

**ADMIN 59
RESERVES:**

Council was presented with a new policy ADMIN 59 Reserves.

2018-19-524

MOVED BY COUNCILLOR CHARROIS that the Reserves Policy Admin-59 be approved as presented.

CARRIED UNANIMOUSLY

**PLANNING &
DEVELOPMENT:**

***IDP TERMS OF
REFERENCE:***

Council was presented with the Big Lakes County and Town of High Prairie Intermunicipal Development Plan Terms of Reference.

2018-19-525

MOVED BY COUNCILLOR BISSELL that the Big Lakes County & Town of High Prairie Intermunicipal Development Plan Terms of Reference and Internal Review Committee Terms of Reference be approved.

CARRIED UNANIMOUSLY

PUBLIC TIME:

B. TINDALL:

Bob Tindall asked Council to consider placing money in the 2019 budget for the development of the Banana Belt Connector Road. Mr. Tindall also inquired about cemetery maintenance funding and was advised by administration to apply for grant funding. Mr. Tindall expressed concerns about the county graveling the Tolko haul road because he felt Tolko should be covering this cost rather than the County. Administration to follow up.

Reeve Matthews thanked Mr. Tindall.

**PLANNING &
DEVELOPMENT
CON'T:**

***LESSER SLAVE
WATERSHED
MANAGEMENT
PLAN:***

Council considered supporting the Lesser Slave Watershed Management Plan.

Councillor Stewart stepped out of the meeting at 11:51 a.m. and returned at 11:52 a.m.

2018-19-526

MOVED BY COUNCILLOR SIMARD that Big Lakes County agrees to support the Lesser Slave Integrated Watershed Management Plan and agrees to utilize the IWMP as a guide and planning tool.

CARRIED

The meeting recessed for lunch at 12:03 p.m. and reconvened at 1:00 p.m.

Golf Cheque presentations took place \$15,000 was provided to the High Prairie Health Foundation, \$5,000 to the Heart and Stroke Foundation and \$5,000 to the Stollery Children's Hospital Foundation.

**PLANNING &
DEVELOPMENT
CON'T:**

BYLAW 21-2018:

Council considered providing First Reading to Land Use Bylaw Amendment Bylaw 21-2018.

2018-19-527

MOVED BY COUNCILLOR SIMARD that First Reading be given to Bylaw 21-2018.

CARRIED UNANIMOUSLY

2018-19-528

MOVED BY COUNCILLOR KILLEEN that a Public Hearing for Bylaw 21-2018 be set for November 14, 2018 at 1:30 p.m. in the Council Chambers of the Big Lakes County Administration Building.

CARRIED UNANIMOUSLY

2018-19-529

MOVED BY COUNCILLOR CHARROIS that notices of the Public Hearing related to Bylaw 21-2018 be placed in the South Peace News.

CARRIED UNANIMOUSLY

PUBLIC WORKS:

***ALBERTA TRANSPORTATION
INFRASTRUCTURE***

PRIORITIES: Council considered a list of priorities to be submitted to Alberta Transportation.

Councillor Welch asked to have the Hilliard's Bay Road pavement added to the list of priorities. Council agreed to add Hilliard's Bay Road Pavement as item number 4.

2018-19-530

MOVED BY COUNCILLOR STEWART that the prioritized list of Alberta Transportation Infrastructure Projects be submitted to Alberta Transportation.

Big Lakes County Priorities for AT Infrastructure Projects (In order of priority):

- 1.a. Repair or overlay of Highway 679 from Rge Rd 163 (Peavine Paved Access Road) east to Highway 750 to facilitate removal of the year round road ban.
- 1.b. In conjunction with the work to Highway 679, Big Lakes County is interested in commencing the asphalt rehabilitation phase for the Peavine Paved Access Road (Rge Rd 163/ Twp Rd 780/ Rge Rd 160), as per the agreement between Alberta Transportation and the M. D. of Big Lakes dated June 4, 1997. As in the past, the County is prepared to provide any assistance required to bring this project to fruition.
- 2.a. Highway 749 Overlay
- 2.b. In conjunction with the overlay of Highway 749, Big Lakes County requests that intersection improvements be completed at the intersection of Highway 749 and Township Road 740 (Gilwood Road). Southbound Trucks turning off Highway 749 entering Township Road 740 westbound require both lanes to complete the corner safely due to the alignment of the approach.
3. Highway 747 Overlay
4. Hilliard's Bay Road Pavement
5. Installation of street lights at the Junction of Highway 749 and Township Road 750 (High Prairie Bypass Road).
6. Installation of street lights at the Junction of Highway 750 and Hilliard's Bay Road.

CARRIED UNANIMOUSLY

M. FORTIER: Council considered forgiving the sewer changes for Michel Fortier.

2018-19-531 **MOVED BY DEPUTY REEVE MARX** that the sewer charges from the July/August billing in the amount of \$242.05 not be forgiven on the property of Michel Fortier in the Hamlet of Jousard.

CARRIED UNANIMOUSLY

J. GOURDE: Council considered waving the penalties on the utility account of Jacques Gourde in the Hamlet of Enilda.

2018-19-532 **MOVED BY COUNCILLOR BISSELL** that the monthly 2% penalties on the utility account of Jacques Gourde in the Hamlet of Enilda, be waived for the duration of the payment plan.

CARRIED UNANIMOUSLY

ROAD CONSTRUCTION

REQUEST: Council was presented with a road construction request from Doug Campbell for 3.7 km of road to be constructed on Township Road 754 and Range Road 172.

2018-19-533 **MOVED BY COUNCILLOR SIMARD** that the request for construction of 3.7 km of road at Township Road 754 and Range Road 172 be received for information.

CARRIED UNANIMOUSLY

ALUS PROGRAM: Council was presented with information on the ALUS Program and the WRRP Grant Application.

2018-19-534 **MOVED BY COUNCILLOR STEWART** that administration be directed to submit the WRRP Grant Application and the ALUS Pilot project be approved subject to the success of the WRRP Grant.

CARRIED UNANIMOUSLY

PEST

INSPECTION: Council considered providing a courtesy call prior to administration inspecting fields.

2018-19-535 **MOVED BY COUNCILLOR SIMARD** that administration be directed to preform courtesy calls prior to pest inspecting fields.

CARRIED UNANIMOUSLY

REQUEST FOR ROAD

CONSTRUCTION: Council reviewed a request from Kemp Honey Ltd. To construct a road to access their property located at SW 7-74-18-W5.

2018-19-536 **MOVED BY COUNCILLOR SIMARD** that one half mile of road construction on Range Road 190 to access SW 7-74-18-W5 be approved for the 2019 budget year in the amount of \$250,000.

CARRIED UNANIMOUSLY

KINUSO RURAL WATER CO-OP:

Councillor Killeen asked administration when the County will be taking over the Kinuso Rural Water Co-op. Administration advised that the County is waiting on easements from the Kinuso Water Co-op.

2018-19-537 **MOVED BY COUNCILLOR KILLEEN** that a letter be provided to Councillor Killeen which outlines the Kinuso Rural Water Co-op's outstanding requirements required to complete the Kinuso Rural Water Co-op transfer to the County.

CARRIED UNANIMOUSLY

PUBLIC HEARING RE:
BYLAW #19-2018:

2018-19-538 **MOVED BY COUNCILLOR STEWART** that the public hearing for Bylaw #19-2018 be called to order at 1:36 p.m.

CARRIED UNANIMOUSLY

2018-19-539 **MOVED BY DEPUTY REEVE MARX** that the meeting come out of public hearing at 1:39 p.m.

CARRIED UNANIMOUSLY

BYLAW #19-2018: Being a bylaw to amend the Land Use Bylaw definition for Bed and Breakfast Operation and the General Regulations under Section 6.4.1 (e) for Bed and Breakfast Operations.

2018-19-540 **MOVED BY COUNCILLOR STEWART** that second reading be provided to Bylaw No. 19-2018.

CARRIED UNANIMOUSLY

2018-19-541 **MOVED BY COUNCILLOR SIMARD** that third reading be provided to Bylaw No. 19-2018.

CARRIED UNANIMOUSLY

COMMUNITY SERVICES:

ARROW TECHNOLOGY

GROUP: Council was presented with information from Arrow Technology Group who would like to build a 150 feet self-support communications tower in the Hamlets of Faust & Jousard.

2018-19-542 **MOVED BY COUNCILLOR SIMARD** that the request from Arrow Technology Group to construct a communications tower in the Hamlets of Jousard and Faust be tabled until the conclusion of the Big Lakes County Broadband Project.

CARRIED UNANIMOUSLY

PUBLIC HEARING RE:
BYLAW #18-2018:

2018-19-543 **MOVED BY COUNCILLOR SIMARD** that the public hearing for Bylaw #18-2018 be called to order at 2:02 p.m.

CARRIED UNANIMOUSLY

2018-19-544 **MOVED BY COUNCILLOR WELCH** that the meeting come out of public hearing at 2:07 p.m.

CARRIED UNANIMOUSLY

BYLAW #18-2018: Being a bylaw to restrict the areas where cannabis can be consumed.

2018-19-545 **MOVED BY COUNCILLOR STEWART** that second reading be provided to Bylaw No. 18-2018.

CARRIED UNANIMOUSLY

2018-19-546 **MOVED BY COUNCILLOR WELCH** that third reading be provided to Bylaw No. 18-2018.

CARRIED UNANIMOUSLY

COMMUNITY SERVICES CON'T:

LITTLE SMOKY RECREATION AREA GOVERNANCE BOARD

AGREEMENT: Council considered approving the Little Smoky Recreation Area Governance Board Agreement.

2018-19-547 **MOVED BY COUNCILLOR STEWART** that the Little Smoky Recreation Area Governance Board Agreement be approved.

CARRIED UNANIMOUSLY

2018-19-548 **MOVED BY COUNCILLOR SIMARD** that a budget overage in the amount of \$50,000 be approved for the purposes of the initial 2019 contribution funding to come from 2-15-10-85-735.

CARRIED UNANIMOUSLY

1ST CANADA INTERNATIONAL HEMP FIBER PROCESSING SYMPOSIUM:

Council considered sponsoring the 1st International Hemp Fiber Processing Symposium.

2018-19-549 **MOVED BY COUNCILLOR BISSELL** that a sponsorship in the amount of \$750 be approved from the North West Alberta feature dinner at the 1st Canada International Hemp Fiber Processing Symposium and that administration be directed to provide a promotional item for the gift bags.

CARRIED

INFORMATION/ CORRESPONDENCE:

2018-19-550 **MOVED BY COUNCILLOR SIMARD** that the following information / correspondence be received for information:

- Thank you Email from Red Sky Condominium Association
- Peace Library System Board Meeting Highlights
- Peace Region Agricultural Service Board letter re: Neonicotinoid Product Phase Out
- Thank you Card from the Royal Canadian Legion
- High Prairie School Division No. 48 Minutes
- Letter from Municipal Affairs dated September 24, 2018 re: IDP Exemption with Northern Sunrise County
- Letter from Municipal Affairs dated September 26, 2018 re: IDP Exemption with Town of Swan Hills
- Letter from Clear Hills County dated September 11, 2018 re: Restriction of Genetically Engineered Alfalfa
- Natural Resource Conservation Board 2017-2018 Annual Report

CARRIED UNANIMOUSLY

MEETING SCHEDULE:

October 16, 2018	10:00 a.m.	MPC
October 19, 2018	09:00 a.m.	ASB
October 23, 2018	10:00 a.m.	Organizational Meeting

NEXT MEETING: The next Regular Council Meeting will be held on October 24, 2018 at the County Administration Building.

A break was taken from 2:26 p.m. to 2:37 p.m.

IN CAMERA:

2018-19-551 **MOVED BY COUNCILLOR BISSELL** that the meeting go into camera At 2:39 p.m. to discuss land negotiations as per section 27, Freedom of Information and Protection Act.

CARRIED UNANIMOUSLY

In Attendance – In Camera:
Big Lakes County Council
Jordan Panasiuk, Deputy CAO
Vic Abel, Director of Public Works
Jessica Martinson, Executive Assistant

2018-19-552 **MOVED BY DEPUTY REEVE MARX** that the meeting come out of camera at 3:21p.m.

CARRIED UNANIMOUSLY

2018-19-553 **MOVED BY DEPUTY REEVE MARX** that administration be directed to proceed with negotiations as per in camera discussions.

CARRIED UNANIMOUSLY

GROUARD FUNDING REQUEST:

Council discussed different options for the Grouard’s funding request.

2018-19-554 **MOVED BY COUNCILLOR WELCH** that administration be directed to bring back options for the Grouard funding request as per discussions.

CARRIED UNANIMOUSLY

ADJOURNMENT:

2018-19-555 **MOVED BY COUNCILLOR BISSELL** that the meeting be adjourned at 3:23 p.m.

CARRIED UNANIMOUSLY

Ken Matthews, Reeve

Jordan Panasiuk, Deputy CAO

BIG LAKES COUNTY

**PUBLIC HEARING
(LAND USE BYLAW 19-2018)
October 10, 2018**

Minutes of the Big Lakes County Public Hearing for Land Use Bylaw Amendment 19-2018 held at the County Administration Building in High Prairie, Alberta on Wednesday, October 10, 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
Richard Simard, Joussard
Fern Welch, Grouard

Absent: Robert Nygaard, Faust

Administration: Jordan Panasiuk, Deputy CAO
Heather Nanninga, Director of Corporate Services
Victoria Pegg, Recording Secretary
Vic Abel, Director of Public Works
Pat Olansky, Director of Planning & Development

Press: Richard Froese, South Peace News

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

Big Lakes County received an application from Arlen and Diane Quartly to amend the Land Use Bylaw definition for “Bed and Breakfast Operation” and the General Regulations under Section 6.4.1 (e) for “Bed and Breakfast Operations.”

The reasons for the amendment is to bring the County’s Land Use Bylaw Consistent with the provincial “Bed and Breakfast health standards and guidelines: and the Alberta Building Code. Mr. & Mrs. Quartly have purchased a dwelling approved as a Bed and Breakfast in the Hamlet of Joussard. This dwelling has six bedrooms and they would like to be able to utilize more of the space for the Bed and Breakfast operations.

The Land Use Bylaw currently defines a Bed and Breakfast as a single detached dwelling or modular home where temporary lodging or sleeping accommodation with no more than three guest rooms is provided with a breakfast meal to the travelling public. This use shall be subordinate to the principal use of the dwelling. Section 6.4 of the Land Use Bylaw contains regulations for Bed and Breakfast Operations and Section 6.4.1 (e) also stipulates that Bed and Breakfast Operations shall contain a maximum of three guest suites.

First reading was given by Council on August 22, 2018. The public hearing was advertised as per Sections 230 and 606(1) of the Municipal Government Act for the 2 consecutive weeks prior to the hearing in the South Peace News. No submissions opposed or in favor of the amendment have been received. The MPC reviewed the application at its September 18, 2018 meeting and was in support of the proposed amendment.

Reeve Matthews called for comments from the public. No one was in attendance.

The public hearing was closed at 1:39 p.m.

Ken Matthews, Reeve

Jordan Panasiuk, Deputy CAO

**BIG LAKES COUNTY
PUBLIC HEARING
(Public Order Bylaw 18-2018)
October 10, 2018**

Minutes of the Big Lakes County Public Hearing for Public Order Bylaw 18-2018 held at the County Administration Building in High Prairie, Alberta on Wednesday, October 10, 2018, commencing at 1:45 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
Richard Simard, Joussard
Fern Welch, Grouard

Absent: Robert Nygaard, Faust

Administration: Jordan Panasiuk, Deputy CAO
Heather Nanninga, Director of Corporate Services
Victoria Pegg, Recording Secretary
Vic Abel, Director of Public Works
Pat Olansky, Director of Planning & Development

Press: Richard Froese, South Peace News

CALL TO ORDER: Reeve Mathews called the public hearing to order at 2:02 p.m.

Cannabis will be legal across Canada on October 17, 2018. In order to restrict the areas where cannabis can be consumed requires a bylaw. Amendments to the Countys Public Order Bylaw have been drafted based on discussions held with Council at their workshop held in June.

If passed by council, this bylaw will restrict the public's use of cannabis (smoking, vaping or other forms of consumption) on County property, which will include any sidewalks, lane, street, boulevard, road, road allowance, right-of-way, park, recreational facility or building owned by the county within its boundaries.

This bylaw exempts any person who is authorized to possess cannabis with a medical document issued pursuant to the Access to Cannabis for Medical Purposes Regulation.

First reading was given by Council on August 22, 2018. The County's solicitor has subsequently reviewed the Bylaw and provided additional recommended changes as presented. The public hearing was advertised as per Sections 230 and 606(1) of the Municipal Government Act for the 2 consecutive weeks prior to the hearing in the South Peace News.

No written submissions either in favor or opposed to the proposed amendment were received. Reeve Mathews called for comments from the public. No one was in attendance.

The public hearing was closed at 2:21 p.m.

Ken Matthews, Reeve

Jordan Panasiuk, Deputy CAO