

**BIG LAKES COUNTY  
COUNCIL MEETING**

April 22, 2015

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, April 22, 2015 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  
Frank Sutherland, Grouard  
Edward Podollan, Joussard  
Robert Nygaard, Faust  
Ann Stewart, S. Sunset House/Gilwood

Absent: Ray Dupres, Enilda /Big Meadow

Administration: William Kostiw, CAO  
Bill Landiuk, Executive Director of Corp. Services  
Jeri Romaniuk, Exec. Director of Inter-Gov. Relations  
Jessica Martinson, Recording Secretary  
Pat Olansky, Director of Planning & Development  
Alma Mallock, Manager of Administration  
Leo Tobin, Fire Chief  
Robbie Klatt, Ag Fieldman/ ASB Manger  
Andrew Austin, GIS Technician  
Suzanne Allan, Manager of Community Development  
Ted Laszczak, Manager of Utilities

Delegation: Jeff Alliston with Hawking Epp Dumont LLP  
Michael Strebchuk  
Jennifer Stewart  
Brian Deynaka

Press: Monica Lockett, 93.5 Prairie FM  
Chris Clegg, South Peace News

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

**AGENDA:** EW Pratt California Chargers  
EW Pratt High School Gradation  
Controlled Burns

**2015-08-262** **MOVED BY COUNCILLOR KILLEEN** that the April 22, 2015 agenda be approved as amended.

**CARRIED UNANIMOUSLY**

**MINUTES:**

**2015-08-263** **MOVED BY COUNCILLOR NYGAARD** that the minutes of the April 8, 2015 Regular Council Meeting be adopted as presented.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING  
FROM MINUTES:**

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

**2015-08-264** **MOVED BY COUNCILLOR STEWART** that Deputy Reeve Marx and Councillor Killeen be approved to attend the 2015 ESRD Submit taking place on June 23, 2015 in Whitecourt, AB.

**CARRIED UNANIMOUSLY**

**2015-08-265**                    **MOVED BY COUNCILLOR SUTHERLAND** that the action list be received for information.

**CARRIED UNANIMOUSLY**

**ADMINISTRATION:**

***COUNTY APPAREL POLICY***

**ADMIN-48:**                    Council considered adopting the County Apparel Policy Admin-48.

**2015-08-266**                    **MOVED BY COUNCILLOR NYGAARD** that the County Apparel Policy Admin-48 be approved as presented.

**CARRIED**

***PROCEDURAL BYLAW***

**02-2015:**                    Council considered approving Bylaw 02-2015 Procedural Bylaw.

**2015-08-267**                    **MOVED BY COUNCILLOR STEWART** that second reading be approved for Procedural Bylaw 02-2015 as amended by adding the words “or displayed on the screen” to Section 15(2).

**CARRIED UNANIMOUSLY**

***NEW COUNTY LOGO:***

Council considered 4 submissions for the New County Logo.

**2015-08-268**                    **MOVED BY COUNCILLOR NYGAARD** that submission #4 be approved as the new Big Lakes County Logo.

**DEFEATED**

**2015-08-269**                    **MOVED BY COUNCILLOR CHARROIS** that administration be directed to work with the creator of the logo submissions to change the colors of submission #4 to submission #3 and to add the fish and that the amended logo be approved as the new Big Lakes County Logo.

**CARRIED**

***PEACE LIBRARY SYSTEM***

***FEEDBACK***

**REQUEST:**                    Council reviewed a letter from Peace Library System regarding Feedback

**2015-08-270**                    **MOVED BY COUNCILLOR KILLEEN** that the Plan of Service Survey for Peace Library System be forwarded to Big Lakes County Library Board to complete on behalf of Big Lakes County Council.

**CARRIED UNANIMOUSLY**

***EW PRATT HIGH SCHOOL***

***GRADUCATION:***

Council reviewed a request from the 2015 EW Pratt Graduation Committee to attend and speak on May 9, 2015 @ 2:00 p.m.

**2015-08-271**                    **MOVED BY COUNCILLOR STEWART** that Reeve Matthews or his alternate be approved to attend and speak at the EW Pratt 2015 Graduation Ceremony taking place on May 9, 2015 @ 2:00 p.m.

**CARRIED UNANIMOUSLY**

***EW PRATT CALIFORNIA***

***CHARGERS:***

Council was presented with a request from EW Pratt California Chargers to clean the ditches along Highway 749 Gilwood Road and Snipe Lake Road up to Highway #2.

**2015-08-272**                    **MOVED BY COUNCILLOR KILLEEN** that administration be directed to assign \$20,000 at a cost of \$100 per/km for hamlet and roadside clean up.

**CARRIED**

**2015-08-273** **MOVED BY DEPUTY REEVE MARX** that administration be directed to assign 20 kms of road to the EW Pratt California Chargers for cleanup of the ditches at a cost of \$100 per/km.

**CARRIED**

**CORPORATE SERVICES:**

**CHEQUE LIST:** Council was presented with the cheque list for April 8, 2015.

**2015-08-274** **MOVED BY DEPUTY REEVE MARX** that cheques #64497 to #64612 in the amount of \$443,672.16 for the period ending April 8, 2015 be received for information.

**CARRIED UNANIMOUSLY**

***OPERATING & CAPITAL BUDGET & TAX BYLAW:***

Council considered setting a special council meeting date to review and approve the 2015 operating and capital budget and review the 2015 tax bylaw.

Councillor Podollan stepped out of the meeting at 10:43 a.m.

**2015-08-275** **MOVED BY COUNCILLOR SUTHERLAND** that a special council meeting be scheduled for April 30, 2015 at 9:00 a.m. to adopt the 2015 operating and capital budgets and provide first reading to the 2015 tax bylaw.

**CARRIED UNANIMOUSLY**

**PLANNING & DEVELOPMENT:**

***LAND USE BYLAW AMENDMENT 01-2015:***

Council considered providing second and third reading to Land Use Bylaw Amendment 01-2015.

Councillor Podollan returned to the meeting at 10:45 a.m.

Reeve Matthews abstained from voting as he wasn't present for first reading of Land Use Bylaw Amendment 01-2015. Deputy Reeve Marx assumed the chair.

**2015-08-276** **MOVED BY COUNCILLOR NYGAARD** that second reading be provided to Bylaw 01-2015.

**CARRIED UNANIMOUSLY**

**2015-08-277** **MOVED BY COUNCILLOR KILLEEN** that third reading be provided to Bylaw 01-2015.

**CARRIED UNANIMOUSLY**

Reeve Matthews returned to the chair.

***FAUST HARBOUR DEVELOPMENTS:***

Council reviewed a request for Variance to General Servicing Standards for Subdivision File 13-26 Faust Harbour Developments Ltd.

**2015-08-278** **MOVED BY COUNCILLOR NYGAARD** that the County declines the ditch grades and approves variance to the gutter grades as requested for Faust Harbour Developments Subdivision File 13-26.

**DEFEATED**

**2015-08-279** **MOVED BY COUNCILLOR STEWART** that the County declines the variance to the gutter grades and ditch grades as request for Faust Harbour Developments Subdivision File 13-26.

**CARRIED**

**2015-08-280** **MOVED BY COUNCILLOR NYGAARD** that the County approves the variance to the environmental protection setback as requested for Faust Harbour Developments Subdivision File 13-26.

**CARRIED UNANIMOUSLY**

A break was taken from 11:09 a.m. to 11:20 a.m.

**PUBLIC WORKS:**

**NEW EQUIPMENT:** Council considered proceeding to Request for Quotations for One New Self-Propelled Sweeper, Front End Loader and Bucket and Skid Steer.

**2015-08-281** **MOVED BY COUNCILLOR CHARROIS** that administration be approved to send Request For Quotations for One New Self-Propelled Sweeper.

**CARRIED UNANIMOUSLY**

**2015-08-282** **MOVED BY DEPUTY REEVE MARX** that administration be approved to send Request for Quotations for One New Front End Loader and Bucket.

**CARRIED UNANIMOUSLY**

**2015-08-283** **MOVED BY COUNCILLOR SUTHERLAND** that administration be approved to send request for quotations for One New Skid Steer.

**CARRIED UNANIMOUSLY**

**UTILITIES:**

**AGREEMENT WITH EAST PRAIRIE METIS SETTLEMENT:**

Council considered entering into an agreement with East Prairie Metis Settlement to assist in operations of their water plant.

**2015-08-284** **MOVED BY COUNCILLOR PODOLLAN** that the agreement for assisted operations at the East Prairie Metis Settlement Water Plant be tabled indefinitely.

**CARRIED UNANIMOUSLY**

**AGREEMENT WITH SUCKER CREEK FIRST NATIONS:**

Council considered entering into an agreement with Sucker Creek First Nations to assist in operations of their water plant.

**2015-08-285** **MOVED BY COUNCILLOR STEWART** that agreement with Sucker Creek First Nations to provide operating services at their Water Treatment Plant be tabled indefinitely.

**CARRIED UNANIMOUSLY**

**GENERATORS:** Council considered purchasing 9 Generators, 9 Automatic Transfer Switch (ATF) and 7 Manual Transfer Switch (MTS).

**2015-08-286** **MOVED BY COUNCILLOR CHARROIS** that the purchase of 9 Generators, 9 Automatic Transfer Switches and 7 Manual Transfer Switches for the Water Plants, Lift Stations and Pumping Stations be tabled.

**CARRIED UNANIMOUSLY**

**INSTALLATION GENERATORS & LIFT STATION:**

Council considered obtaining a local contractor to fabricate/install the Lift Station in Kinuso and generators at Water Plants and Lift Stations in our County.

**2015-08-287** **MOVED BY COUNCILLOR NYGAARD** that the fabricate/install for the Lift Station in Kinuso and generators at Water Plants and Lift Stations be tabled.

**CARRIED UNANIMOUSLY**

***MODIFYING WINDOWS  
IN COUNTY***

***BUILDING'S:*** Council considered modifying the windows in the office and shop.

**2015-08-288** **MOVED BY COUNCILLOR PODOLLAN** that administration be directed obtain WSP to install and get cost for some windows in the office and shop and the administration building roof.

**CARRIED UNANIMOUSLY**

***INSTALLATION 9  
CONCRETE PADS FOR  
GENERATORS AND  
FENCE:***

Council considered hiring a local contractor to install 9 concrete pads for generators and a fence at the water plants and lift stations.

**2015-08-289** **MOVED BY COUNCILLOR KILLEEN** that the installation of 9 concrete pads for generators and the fence at the water plants and lift stations be tabled.

**CARRIED UNANIMOUSLY**

**COMMUNITY  
SERVICES:**

***LITTLE SMOKY SKI***

***AREA AGREEMENT:*** Council considered providing funding to the Little Smoky Ski Hill.

**2015-08-290** **MOVED BY COUNCILLOR NYGAARD** that funding be continued for the 2015 year in the amount of 10,000.

**DEFEATED**

**2015-08-291** **MOVED BY COUNCILLOR CHARROIS** that funding be continued for the 2015 year in the amount of \$20,000 for the Little Smoky Ski Hill and that administration be directed to establish a new funding agreement in 2016 with an increase in annual funding commitment contingent upon an operating efficiency audit being conducted and a long term sustainability plan developed.

**CARRIED**

**2015-08-292** **MOVED BY DEPUTY REEVE MARX** that funding for the Little Smoky Ski Hill come from the Capital Facilities Reserve (Community Funding) 6-72-10-00-712 if needed.

**CARRIED UNANIMOUSLY**

**PUBLIC FORUM:**

***P. SLOAN:*** Pat Sloan presented Council concerns and suggestions for better communication with rate payers.

The meeting recessed for lunch at 11:54 a.m. and reconvened at 12:47 p.m.

**2015-08-293** **MOVED BY DEPUTY REEVE MARX** that motion 2015-06-202 be rescinded.

**CARRIED UNANIMOUSLY**

**2015-08-294** **MOVED BY COUNCILLOR SUTHERLAND** that Council meets with the M.D. of Opportunity and the MD of Lesser Slave River on April 29, 2015.

**CARRIED UNANIMOUSLY**

**FIRE SERVICES:**

***CONTROLLED  
BURNS:***

Administration advised they would like to proceed with controlled burns.

**2015-08-295** **MOVED BY COUNCILLOR KILLEEN** that administration be directed to work with Environment and Sustainable Resource Development (ESRD) on controlled burns in the municipality.

**CARRIED UNANIMOUSLY**

**INFORMATION/  
CORRESPONDENCE:**

**2015-08-296** **MOVED BY COUNCILLOR KILLEEN** that the following items of correspondence be received for information:

- High Prairie Fire Chief Ken Melnyk 's February monthly fire report
- High Prairie Fire Chief Ken Melnyk's March monthly fire report
- Letter from the High Prairie Elks Pro Rodeo RE: Updated Itinerary for the 2015 Rodeo
- Information about the Alberta Sand & Gravel Association
- Councillor Attendance Report for March 2015
- A letter from the STARS Foundation extending a heartfelt thank you to Big Lakes County

**CARRIED UNANIMOUSLY**

**MEETING  
SCHEDULE:**

April 21, 2015	10:00 a.m.	Municipal Planning Commission
April 24, 2015	9:00 a.m.	Finance Committee Meeting
April 29 & 30, 2015		FCSS Conference

**IN CAMERA:**

**2015-08-297** **MOVED BY DEPUTY REEVE MARX** to go into camera at 1:08 p.m. to discuss legal and labour matters.

**CARRIED UNANIMOUSLY**

**2015-08-298** **MOVED BY COUNCILLOR NYGAARD** to come out of camera at 1:34 p.m.

**CARRIED UNANIMOUSLY**

**TENDERS:*****ASPHALT CRACK  
SEALING:***

2015 Asphalt Cracksealing Contact.

**2015-08-299** **MOVED BY DEPUTY REEVE MARX** that the tenders for the 2015 Asphalt Cracksealing Contract be opened at 1:35p.m.

**CARRIED UNANIMOUSLY**

**Tenders Received:**

R & N Maintenance \$158,510.00  
Federal Joint Sealing Company of Canada \$112,660.00

**2015-08-300** **MOVED BY DEPUTY REEVE MARX** that the tender for 2015 Asphalt Cracksealing be awarded to the lowest qualified tender subject to budget.

**CARRIED UNANIMOUSLY**

***ROADWAY LINE  
PAINTING:***

2015 Roadway Line Painting Contract

**2015-08-301** **MOVED BY DEPUTY REEVE MARX** that the tenders for the 2015 Roadway Line Painting Contract be opened at 1:38 p.m.

**CARRIED UNANIMOUSLY**

**Tenders Received:**

Lafrentz Road Marking - \$61,275.58  
AAA Striping and Seal Coating Service - \$38,815.20  
R& N Maintenance - \$38,749.39

**2015-08-302** **MOVED BY COUNCILLOR KILLEEN** that tender for 2015 Roadway Line Painting be awarded to lowest qualified tender.

**CARRIED UNANIMOUSLY**

**TWO NEW RIDING  
MOWERS:**

Supply &amp; Delivery of Two (2) New Riding Mowers.

**2015-08-303****MOVED BY DEPUTY REEVE MARX** that the quotations for the Supply & Delivery of Two (2) New Riding Mowers be opened at 1:41p.m.**CARRIED UNANIMOUSLY****Tenders Received:****Martin Deerline – High Prairie**

X300 - \$3,263.63

Z915B - \$11,973.36

**Prairie Coast Equipment – Grande Prairie**

X300- \$3,184.00

**Deerland Equipment – Athabasca**

Z915B- \$8,910.25

X300-\$3,629.18

**2015-08-304****MOVED BY COUNCILLOR CHARROIS** that the quotations for the Supply & Delivery of Two (2) New Riding Mowers be awarded to lowest qualified bidder subject to budget.**CARRIED UNANIMOUSLY****ONE NEW 15FT.****BATWING MOWER:**

Supply &amp; Delivery of One (1) New 15 ft. Batwing Mower.

**2015-08-305****MOVED BY COUNCILLOR NYGAARD** that the quotations for the Supply & Delivery of One (1) New 15 ft. Batwing Mower be opened at 1:47p.m.**CARRIED UNANIMOUSLY****Tenders Received:**

Leading Edge Sales &amp; Rentals Ltd. \$27,750.00

Flaman Rentals, Sales &amp; Service - \$28,250.00

Martin Deerline – High Prairie \$28,300.00

Frank Flaman Sales - \$28,250.00

Prairie Coast Equipment - \$28,500.00

Martin Deerline – High Prairie \$28,300.00

**2015-06-306****MOVED BY COUNCILLOR STEWART** that the quotations for the Supply & Delivery of One (1) New 15 ft. Batwing Mower be awarded to lowest qualified bidder subject to budget.**CARRIED UNANIMOUSLY****ONE OFF ROAD****UTILITY VEHICLE:**

Supply &amp; Delivery of One (1) New Off-Road Utility Vehicle (Side-by side)

**2015-08-307****MOVED BY DEPUTY REEVE MARX** that the quotations for the Supply & Delivery of One (1) New Off-Road utility Vehicle (side-by-side) be opened at 1:53 p.m.**CARRIED UNANIMOUSLY****Tenders Received:****Monahan Ford Kawasaki** - \$10,999.00**Heberts Motor Sports**\$13,205.99**Martin Deerline – High Prairie**

Option 1-\$11,100.00

Option 2-\$11,460.00

Option 3-\$13,898.53

**2015-08-308****MOVED BY COUNCILLOR KILLEEN** that the quotations for the Supply & Delivery of One (1) New Off-Road utility Vehicle (side-by-side) be awarded to lowest qualified bidder subject to budget.**CARRIED UNANIMOUSLY**

A break was taken from 1:57 p.m. to 2:07 p.m.

**DELEGATION:**

***HAWKINGS EPP  
DUMONT LLP:***

Jeff Alliston with Hawking Epp Dumont LLP presented Council with a report on the actual results of the 2014 audit.

**2015-08-309**

**MOVED BY COUNCILLOR NYGAARD** that the 2014 Audited Financial Statements be approved as presented.

**CARRIED UNANIMOUSLY**

***M. STREBCHUK:***

Michael Strebchuk, Brian Deynaka and Jennifer Stewart presented Council with water drainage issues across lands that they own or manage around (Range Road 182 and Township Road 740 (Gilwood and Snipe Lake Roads)).

***ATCO:***

Amanda Mattern with ATCO Electric spoke to Council about Hamlet Infrastructure and scheduled tour dates.

**IN CAMERA:**

**2015-08-310**

**MOVED BY COUNCILLOR NYGAARD** to go into camera at 2:57 p.m. to discuss legal and labour matters.

**CARRIED UNANIMOUSLY**

**2015-08-311**

**MOVED BY COUNCILLOR KILLEEN** to come out of camera at 3:50 p.m.

**CARRIED UNANIMOUSLY**

**2015-08-312**

**MOVED BY COUNCILLOR NYGAARD** that the Stop Work Order discussion for Faust Harbour Developments be tabled for further discussion and that the inclusion of the engineering and standards manual be included with the Municipal Development Plan (MDP) and Land Use Bylaw (LUB) review agreement with WSP.

**CARRIED UNANIMOUSLY**

**2015-08-313**

**MOVED BY COUNCILLOR STEWART** that the Stop Order Work Order for Faust Harbour Developments not be removed.

**CARRIED UNANIMOUSLY**

**2015-08-314**

**MOVED BY DEPUTY REEVE MARX** that administration be directed to arrange an inspection of the Gilwood area water management requests.

**CARRIED UNANIMOUSLY**

**2015-08-315**

**MOVED BY COUNCILLOR PODOLLAN** that the Heart River Engineering study completed by WSP be approved.

**CARRIED UNANIMOUSLY**

**NEXT MEETING:**

The next Regular Council Meeting will be held on May 13, 2015 at the County Administration Building.

**ADJOURNMENT:**

**2015-08-316**

**MOVED BY COUNCILLOR SUTHERLAND** that the meeting be adjourned at 3:59 p.m.

**CARRIED UNANIMOUSLY**

---

Ken Matthews, Reeve

---

William (Bill) Kostiw, C.A.O