

**BIG LAKES COUNTY
COUNCIL MEETING
August 24, 2016**

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, August 24, 2016 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
Ron Matula, Enilda/Big Meadow
Robert Nygaard, Faust
Edward Podollan, Joussard
Ann Stewart, S. Sunset House/Gilwood
Frank Sutherland, Grouard

Administration: Garry Peterson, Interim CAO
Jessica Martinson, Recording Secretary
Vic Abel, Director of Public Works
Pat Olansky, Director of Planning & Development
Ted Laszczak, Director of Utilities & Safety
Suzanne Allan, Director of Community Services

Press: Richard Froese, South Peace News

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

AGENDA: In Camera – Legal Matters

2016-25-671 **MOVED BY COUNCILLOR KILLEEN** that the August 24, 2016 agenda be adopted as presented.

CARRIED UNANIMOUSLY

MINUTES:

2016-25-672 **MOVED BY COUNCILLOR CHARROIS** that the minutes of the August 10, 2016 Regular Council Meeting be adopted as presented.

CARRIED UNANIMOUSLY

**BUSINESS ARISING
FROM MINUTES:**

ACTION LIST: Council reviewed the action list.

2016-25-673 **MOVED BY COUNCILLOR SUTHERLAND** that the action list be received for information.

CARRIED UNANIMOUSLY

ADMINISTRATION:

SIGNING

AUTHORITY: Council discussed the signing authority for the County.

2016-23-674 **MOVED BY COUNCILLOR STEWART** that Mark Schonken be approved for signing authority.

CARRIED UNANIMOUSLY

***APLIN EXECUTIVE
SEARCH:***

Council reviewed an engagement letter from Aplin Executive Search to help assist in the recruitment of a new Chief Administrative Officer.

2016-23-675 **MOVED BY COUNCILLOR KILLEEN** that administration be approved to sign the Engagement letter with Aplin Executive Search dated August 17, 2016.

CARRIED UNANIMOUSLY

CORPORATE SERVICES:

CHEQUE LIST: Council was presented with the cheque lists for August 10, 2016 and August 17, 2016.

2016-25-676 **MOVED BY COUNCILLOR KILLEEN** that cheques #71789 to #71924 in the amount of \$511,903.15 for the period ending August 10, 2016 and that cheques #71925 to #71985 in the amount of \$528,366.46 for the period ending August 17, 2016 be received for information.

CARRIED UNANIMOUSLY

TAX PENALTY FORGIVENESS:

Council considered providing Tax Penalty Forgiveness to Roll #047663.

2016-25-677 **MOVED BY COUNCILLOR STEWART** that the tax penalty request for Roll #047663 be denied.

DEFEATED

2016-25-678 **MOVED BY COUNCILLOR MATULA** that the cancellation of penalties for Tax Roll #047663 be tabled for further information.

CARRIED UNANIMOUSLY

FINANCIAL STATEMENT:

Council was presented with the financial statement for the period ending July 31, 2016.

2016-25-679 **MOVED BY DEPUTY REEVE MARX** that the financial statement for the period ending July 31, 2016 be received for information.

CARRIED UNANIMOUSLY

OCTOBER BUDGET MEETING:

Council considered having a Special Council Meeting in October to review the assumptions for the 2017 Capital and Operating Budgets.

2016-25-680 **MOVED BY COUNCILLOR CHARROIS** that a Special Council meeting be scheduled for Thursday, October 13, 2016 beginning at 10:00 a.m. to review the assumptions for the 2017 Capital and Operating budgets.

CARRIED UNANIMOUSLY

DECEMBER BUDGET MEETINGS:

Council reviewed dates for the budget meetings in December.

2016-25-681 **MOVED BY COUNCILLOR STEWART** that Special Council meetings be set for Monday, December 5, 2016 and Tuesday, December 6, 2016 beginning at 10:00 a.m. for the purpose of adopting the 2017 interim Capital and Operating budgets.

CARRIED UNANIMOUSLY

COUNTY SERVER: Council considered purchasing a new server for the County Administration Office.

2016-25-682 **MOVED BY COUNCILLOR STEWART** that administration be directed to cancel the telephone replacement for 2016 and transfer funds to the Computer Replacement budget and that administration re-budget for the telephone system replacement as part of the 2017 budget.

CARRIED UNANIMOUSLY

**PLANNING &
DEVELOPMENT:*****PUBLIC LAND SALE***

BID RESULTS: Council was informed that no bids were received in the Public Land Sale of Plan 772 2085, Block 2, Lot 38 (Hamlet of Grouard).

2016-25-683 **MOVED BY DEPUTY REEVE MARX** that the Director of Planning & Development's report regarding the public land sale bid results for Plan 772 2085, Block 2, Lot 38 in the Hamlet of Grouard be received for information.

CARRIED UNANIMOUSLY

UTILITIES:***WATER PUMPING
STATION FOR
KINUSO:***

Council was informed that the grant funding for the Spruce Point/Kinuso Pumping station has been denied. Administration advised they are working to find in-house funding for the project.

2016-25-684 **MOVED BY COUNCILLOR KILLEEN** that the Spruce Point/ Kinuso Pumping Station project update report from the Director of Utilities and Safety be received for information.

CARRIED UNANIMOUSLY

POLICY ADMIN-07: Council was presented with amendments to the Safety Program Policy Admin-07.

2016-25-685 **MOVED BY COUNCILLOR STEWART** that the Safety Program Policy Admin-07 be approved with the following word changes:

- 3b. The Chairperson, in conjunction with the Safety Coordinator, shall select a minimum of four (4) committee members and no more than seven (7) members based upon the following criteria:
 - Expressed interest;
 - A cross-section of duties/ responsibilities/ work environments;
 - Per OH&S legislation, a majority of non-management employees must be maintained;
 - Terms of Committee member appointment shall be 3 years; and
 - Should a member be unable to meet their responsibilities to the committee, the Chair (in conjunction with the Safety Coordinator) may appoint a replacement at any time.

CARRIED UNANIMOUSLY

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

***TAX PENALTY
FORGIVENESS
CON'T:***

Council further reviewed the request regarding the cancellation of tax penalties for Tax Roll #047663. Administration advised the principal amount has not been paid to date.

2016-25-686 **MOVED BY COUNCILLOR MATULA** that Council approves the cancellation of penalties for Tax Roll #047663 - \$594.64 and gives the ratepayer time to pay.

DEFEATED

2016-25-687 **MOVED BY COUNCILLOR STEWART** that Council denies the cancellation and that administration mail a letter to the ratepayer explaining the penalty fees and councils decision.

CARRIED

COMMUNITY SERVICES:***COMMUNITY ASSOCIATION FINANCIAL***

REVIEWS: Council was presented with a summary of the Community Association Financial Reviews.

2016-25-688 **MOVED BY COUNCILLOR NYGAARD** that the summary of the 2015/2016 Community Association Financial Reviews be received for information.

CARRIED UNANIMOUSLY

LITTLE SMOKY SKI HILL:

Council was presented with an update regarding the Little Smoky Ski Hill.

2016-25-689 **MOVED BY COUNCILLOR CHARROIS** that administration be directed to obtain an updated income statement from the Little Smoky Ski Hill.

CARRIED UNANIMOUSLY

2016-25-690 **MOVED BY COUNCILLOR CHARROIS** that motion 2015-15-564 be maintained and \$10,000 from the 2016 annual operating budget be approved for the Little Smoky Ski Hill.

CARRIED UNANIMOUSLY

AGRICULTURE:***POLICY AMENDMENT***

ASB-08: Council reviewed a request to amend the Agriculture Rental Equipment Policy ASB-08.

2016-25-691 **MOVED BY COUNCILLOR SUTHERLAND** that the Agriculture Rental Equipment Policy ASB-08 be amended as follows:

- Clause 1 from “local residents” to “ratepayers”
- Formatting changes as presented.

CARRIED UNANIMOUSLY

INFORMATION/ CORRESPONDENCE:

2016-25-692 **MOVED BY COUNCILLOR KILLEEN** that the following items of correspondence be received for information:

- Councillor Attendance Report for July 2016
- VSI Services Second Quarter Report Dated July 26, 2016
- Letter from Doug Macaulay, ASB Program Manger Dated July 11, 2016 re: Grant Funding
- Letter from Veronica Bliska, Reeve for the M.D. of Peace Dated August 8, 2016 re” 100th Anniversary Celebration

CARRIED UNANIMOUSLY

MEETING SCHEDULE:

September 15, 2016	02:00 p.m.	Tolko FMA Meeting
September 16, 2016	09:00 a.m.	ASB Meeting
September 17, 2016	10:00 a.m.	Fly-In Breakfast
September 20, 2016	10:00 a.m.	Municipal Development Committee

PUBLIC TIME:

P. SLOAN: Pat Sloan advised Council that the public cannot hear at the back of the Council chambers and suggested that council may need to purchase microphones. Ms. Sloan also thanked Council for the opportunity to be present and listen in on the council meetings.

Reeve Matthews thanked Ms. Sloan.

C. MCREE:

Carl McRee with Poplar Point request council to reverse their decision on motion #2016-24-653 regarding the clean-up of the trail on the undeveloped portion of Township Road 740. Mr. McRee advised Council that people are using the trail and entering on to his private property. Mr. McRee presented Council with pictures of the trail and a letter from his lawyer regarding ownership of Poplar Point Lakeshore. Mr. McRee is requesting council to close the road allowance and to not open up the trail.

Reeve Matthews thanked Mr. McRee for his presentation.

The meeting recessed for lunch at 11:57 a.m. and reconvened at 12:49 p.m.

IN CAMERA:**2016-25-693**

MOVED BY COUNCILLOR KILLEEN to go into camera at 12:49 p.m. to discuss legal matters.

CARRIED UNANIMOUSLY

2016-25-694

MOVED BY COUNCILLOR SUTHERLAND to come out of camera at 1:28 p.m.

CARRIED UNANIMOUSLY

2016-25-695

MOVED BY COUNCILLOR NYGAARD that the report provided regarding the helicopter tour of flood areas be received for information.

CARRIED UNANIMOUSLY

2016-25-696

MOVED BY COUNCILLOR MATULA that administration be directed to follow up with Miller Thompson regarding legal matters.

CARRIED UNANIMOUSLY

2016-25-697

MOVED BY COUNCILLOR CHARROIS that administration be directed to submit shovel ready projects to Ryan Konowalyk with Alberta Transportation.

CARRIED UNANIMOUSLY

PUBLIC HEARING RE**BYLAW #10-2016:****2016-25-698**

MOVED BY DEPUTY REEVE MARX that public hearing for Bylaw #10-2016 be called to order at 1:30 p.m.

CARRIED UNANIMOUSLY

2016-25-699

MOVED BY DEPUTY REEVE MARX that the meeting come out of public hearing at 1:32 p.m.

CARRIED UNANIMOUSLY

BYLAW #10-2016:

Being a bylaw to redistrict Plan 122 3538, Block 1, Lot 3 from Agriculture (AG) District to Country Residential (CR) District

2016-25-700

MOVED BY COUNCILLOR CHARROIS that second reading be approved for Bylaw 10-2016.

CARRIED UNANIMOUSLY

2016-25-701

MOVED BY COUNCILLOR STEWART that third reading be approved for Bylaw 10-2016.

CARRIED UNANIMOUSLY

Deputy Reeve Marx stepped out of the meeting at 1:33 p.m. to 1:35 p.m.

Councillor Podollan left the meeting at 1:33 p.m.

**TOWNSHIP ROAD
740 - TRAIL:**

Discussion continued regarding the undeveloped portion of Township Road 740.

2016-25-702

MOVED BY COUNCILLOR NYGAARD that the presentation from Carl McRee be received for information and that administration be directed to investigate the trail located on the undeveloped portion of Township Road 740 and follow up with legal council regarding ownership of the land between the common property and the lake.

CARRIED UNANIMOUSLY

A break was taken from 1:47 p.m. to 2:01 p.m.

**PUBLIC HEARING RE
BYLAW #11-2016:**

2016-25-703

MOVED BY COUNCILLOR MATULA that public hearing for Bylaw #11-2016 be called to order at 2:01 p.m.

CARRIED UNANIMOUSLY

2016-25-704

MOVED BY DEPUTY REEVE MARX that the meeting come out of public hearing at 2:03 p.m.

CARRIED UNANIMOUSLY

BYLAW #11-2016:

Being a bylaw to increase tax penalties.

2016-25-705

MOVED BY COUNCILLOR NYGAARD that second reading be approved for Bylaw 11-2016.

CARRIED UNANIMOUSLY

2016-25-706

MOVED BY COUNCILLOR SUTHERLAND that third reading be approved for Bylaw 11-2016.

CARRIED UNANIMOUSLY

NEXT MEETING:

The next Regular Council Meeting will be held on September 14, 2016 at the County Administration Building.

ADJOURNMENT:

2016-25-707

MOVED BY COUNCILLOR SUTHERLAND that the meeting be adjourned at 2:04 p.m.

CARRIED UNANIMOUSLY

Ken Matthews, Reeve

Garry Peterson, Interim C.A.O

**BIG LAKES COUNTY
PUBLIC HEARING
(LAND USE BYLAW AMENDMENT 10-2016)
August 24, 2016**

Minutes of the Big Lakes County Public Hearing for an amendment to the Land Use Bylaw held at the County Administration Building in High Prairie, Alberta on Wednesday, August 24, 2016 commencing at 1:30 p.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
Ron Matula, Enilda/Big Meadow
Robert Nygaard, Faust
Edward Podollan, Joussard
Ann Stewart, S. Sunset House/Gilwood
Frank Sutherland, Grouard

Administration: Garry Peterson, Interim CAO
Jessica Martinson, Recording Secretary
Vic Abel, Director of Public Works
Pat Olansky, Director of Planning & Development
Ted Laszczak, Director of Utilities & Safety
Suzanne Allan, Director of Community Services
Suzanne Allan, Director of Community Services

CALL TO ORDER:

Reeve Matthews called the public hearing to order at 1:30 p.m.

Big Lakes County received an application from Alfred Urban & Marilyn Veysey to redistrict Plan 122 3538, Block 1, Lot 3 from Agriculture (AG) District to Country Residential (CR) District.

The applicant is proposing to subdivide Plan 122 3538, Block 1, Lot 3 into two lots.

The Municipal Development Plan (Section 2.5.5) States that within the same footprint of a large single parcel out of a quarter section, the County may allow for additional lots within the context of a rural-residential development.

Maximum parcel density is two single parcels plus the balance of the quarter section notwithstanding fragmented parcels as per the LUB. Plan 122 3538, Block 1, Lot 3 constitutes part of a fragmented portion of the quarter section. Further subdivision within this quarter section requires re-districting to Country Residential District.

Bylaw 10-2016 was provided first reading by Council on July 27, 2016.

The public hearing was duly advertised in the August 10 and 17, 2016 issues of the South Peace News. Notices were mailed to adjacent landowners and various referral agencies for comment. No submission either in favour or opposed to the redistricting were received.

The MPC reviewed the application at its August 16, 2016 meeting and had no concerns with the proposal.

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

The public hearing was closed at 1:32 p.m.

Ken Matthews, Reeve

Garry Peterson, Interim C.A.O

**BIG LAKES COUNTY
PUBLIC HEARING
(TAX PENALTY BYLAW AMENDMENT 11-2016)
August 24, 2016**

Minutes of the Big Lakes County Public Hearing for an amendment to the Land Use Bylaw held at the County Administration Building in High Prairie, Alberta on Wednesday, August 24, 2016 commencing at 2:00 p.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
Ron Matula, Enilda/Big Meadow
Robert Nygaard, Faust
Edward Podollan, Joussard
Ann Stewart, S. Sunset House/Gilwood
Frank Sutherland, Grouard

Administration: Garry Peterson, Interim CAO
Jessica Martinson, Recording Secretary
Vic Abel, Director of Public Works
Pat Olansky, Director of Planning & Development
Ted Laszczak, Director of Utilities & Safety
Suzanne Allan, Director of Community Services

CALL TO ORDER: Reeve Matthews called the public hearing to order at 2:01 p.m.

Big Lakes County is proposing to revising the penalty bylaw and increasing penalties for the Tax Bylaw.

Proposed changes are:

- July 7.5% Remain the Same
- January 14.5% increase

Bylaw 11-2016 was provided first reading by Council on July 27, 2016.

The public hearing was duly advertised in the August 17 and 24, 2016 issues of the South Peace News.

Reeve Matthews called for comments from the public.
Milt Sloan spoke against the Bylaw as he feels it's not necessary.

The public hearing was closed at 2:03 p.m.

Ken Matthews, Reeve

Garry Peterson, Interim C.A.O