

**BIG LAKES COUNTY  
COUNCIL MEETING**

January 8, 2020

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, January 8, 2020 at 10:00 a.m.

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

Absent: Ken Matthews, N. Gilwood/Triangle  
Fern Welch, Grouard

Administration: Jordan Panasiuk, CAO  
Heather Nanninga, Director of Corporate Services  
Jessica Martinson, Recording Secretary  
Vic Abel, Director of Public Works  
Pat Olansky, Director of Planning & Development  
Victoria Zahacy, Communications Coordinator  
Brett Hawken, Municipal Intern

Delegations: Glenda Farnden, Stars  
Jason Arthur, Stars

Press: Richard Froese, South Peace News

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

**ADDITIONS TO  
THE AGENDA:**

**2020-01-001** **MOVED BY COUNCILLOR KILLEEN** that the January 8, 2020 agenda be adopted as presented.

**CARRIED**

**MINUTES:**

**2020-01-002** **MOVED BY COUNCILLOR BISSELL** that the December 11, 2019 Regular Council Meeting minutes be adopted as presented.

**CARRIED**

**2020-01-003** **MOVED BY COUNCILLOR CHARROIS** that the December 16, 2019 Special Council meeting minutes be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
FROM MINUTES:**

***ACTION LIST:***

**2020-01-004** **MOVED BY COUNCILLOR NYGAARD** that the action list be received for information.

**CARRIED**

**PUBLIC WORKS:*****FIRST RESPONDER:***

**2020-01-005**      **MOVED BY COUNCILLOR BISSELL** that administration be approved to enter into a formal “MFR” (Medical First Responder) agreement with Alberta Health Services.

**CARRIED****STAFF REPORTS:**

**2020-01-006**      **MOVED BY COUNCILLOR BISSELL** that the following staff reports be received for information:

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

**CARRIED**

**2020-01-007**      **MOVED BY COUNCILLOR KILLEEN** that administration be directed to send a letter to Hon. Grant Hunter, Associate Minister of Red Tape to express Council's concerns with Safety Codes Permitting agencies in Northern Alberta.

**CARRIED****ADMINISTRATION:*****NORTHERN HOSPITALITY NIGHT EVENTS:***

**2020-01-008**      **MOVED BY COUNCILLOR STEWART** that all members of Council be approved to attend the February 20, 2020 Northern Hospitality Night being hosted by the County of Grande Prairie, Birch Hills County, Saddle Hills County and the MD of Greenview.

**CARRIED****CORPORATE SERVICES:*****CHEQUE LISTS:***

**2020-01-009**      **MOVED BY COUNCILLOR CHARROIS** that cheques #83870 to #84058 in the amount of \$2,650,794.71 for the period ending December 11, 2019 and cheques #84059 to #84182 in the amount of \$539,129.92 for the period ending December 20, 2018 be received for information.

**CARRIED*****OPERATING GRANTS – MULTIPLE GROUPS:***

**2020-01-010**      **MOVED BY COUNCILLOR NYGAARD** that the following group be approved for funding support at the budgeted amounts:

- High Prairie Golden Age Club - \$5,000
- High Prairie & District Food Bank \$2,500
- High Prairie & District Golf Club -\$5,000
- Kinusayo Museum -\$20,000
- Kinuso Community Association - (Hamlet Recreation Program) -\$66,474.06
- Kinuso Community Association – (Cemetery/ Facility Program) - \$0.00
- Kinuso Seniors Citizens Club -\$10,000
- Northern Lakes College – Native Cultural Arts Museum -\$20,000

**CARRIED**

A break was taken from 10:44 a.m. to 11:00 a.m.

**DELEGATION:**

**STARS:** Glenda Farnden, Sr. Municipal Relations Liaison & Jason Arthur, Aviation Project Manager with Stars presented Council with an update on the Stars operations. A cheque presentation also took place for \$25,000.

**CORPORATE SERVICES CON'T:*****INTERIM BUDGET AMENDMENT – FIRE PPE:***

**2020-01-011** **MOVED BY COUNCILLOR NYGAARD** that an additional \$32,431 be approved for account 2-23-10-00-519 for the 2020 budget year.

**CARRIED*****ROYAL CANADIAN LEGION MILITARY SERVICE RECOGNITION BOOK:***

**2020-01-012** **MOVED BY COUNCILLOR STEWART** that funding support be approved in the amount of \$542.86 plus GST for the Royal Canadian Legion's 2020 Military Service Recognition Book.

**CARRIED**

The meeting recessed for lunch at 11:58 a.m. and reconvened at 12:32 p.m.

***UTILITY AND TAX WRITE OFFS:***

**2020-01-013** **MOVED BY COUNCILLOR CHARROIS** that the write offs of utility account 390970.1, outstanding penalties from tax rolls 316200 and 465273, and municipal taxes for rolls 309886 (2018 and 2019) and 465226 (2019) be approved.

**CARRIED****PLANNING & DEVELOPMENT:*****VOLUNTEER APPRECIATION WEEK 2020:***

**2020-01-014** **MOVED BY COUNCILLOR NYGAARD** that the Volunteer Appreciation event procedures be approved as presented.

**CARRIED****PUBLIC WORKS:*****DUST CONTROL POLICY (PW12) AMENDMENT:***

**2020-01-015** **MOVED BY COUNCILLOR NYGAARD** that Policy PW 12, Dust Control Policy, be amended by revising the General Provisions, Item 6 to remove the comment on fees; and the Fees Section, Item 1 to indicate that the fees charged will be as set out in the current Schedule of Fees Bylaw.

**CARRIED*****PRIVATE DRIVEWAY SNOWPLOWING POLICY (PW-02) AMENDMENT:***

**2020-01-016** **MOVED BY COUNCILLOR STEWART** that Policy PW 02, Private Driveway Snowplowing Policy, be amended by revising the General Provisions, Section 4 by removing the fees dollar amount and replaced it with the statement that the fees charged will be as set out in the current Schedule of Fees Bylaw.

**CARRIED**

**PRIVATE DRIVEWAY GRADING POLICY (PW-15) AMENDMENT:**

**2020-01-017**      **MOVED BY COUNCILLOR NYGAARD** that that Policy PW 15, Private Driveway Grading Policy, be amended by revising the Policy Statement to indicate that Council for the County has deemed it appropriate to provide the service of grading private driveways on a cost recovery basis, following completion of road maintenance activities; and in Section 4 to remove the fees dollar amount and replace it to indicate that the fees charged will be set out in the current Schedule of Fees Bylaw.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

**2020-01-018**      **MOVED BY COUNCILLOR CHARROIS** that the information/correspondence be received for information.

**CARRIED**

**PUBLIC HEARING:**

**BYLAW 23-2019 LAND USE BYLAW AMENDMENT:**

**2020-01-019**      **MOVED BY COUNCILLOR MARX** that the public hearing for Bylaw 23-2019 be called to order at 1:01 p.m.

**CARRIED**

**2020-01-020**      **MOVED BY COUNCILLOR BISSELL** that the meeting come out of public hearing at 1:04 p.m.

**CARRIED**

**2020-01-021**      **MOVED BY COUNCILLOR MARX** that second reading be provided to Bylaw 23-2019 Land Use Bylaw Amendment.

**CARRIED**

**2020-01-022**      **MOVED BY COUNCILLOR STEWART** that third reading be provided to Bylaw 23-2019 Land Use Bylaw Amendment.

**CARRIED**

**PUBLIC HEARING:**

**BYLAW 25-2019 LAND USE BYLAW AMENDMENT:**

**2020-01-023**      **MOVED BY COUNCILLOR KILLEEN** that the public hearing for Bylaw 25-2019 be called to order at 1:15 p.m.

**CARRIED**

**2020-01-024**      **MOVED BY COUNCILLOR MARX** that the meeting come out of public hearing at 1:20 p.m.

**CARRIED**

**2020-01-025**      **MOVED BY COUNCILLOR MARX** that second reading be provided to Bylaw 25-2019 Land Use Bylaw Amendment.

**CARRIED**

**2020-01-026**      **MOVED BY COUNCILLOR CHARROIS** that third reading be provided to Bylaw 25-2019 Land Use Bylaw Amendment.

**CARRIED**

**CLOSED SESSION:**

**2020-01-027**      **MOVED BY COUNCILLOR MARX** that the meeting go into closed session at 1:20 p.m. to discuss legal and land matters as per section 27, Freedom of Information and Protection Act.

**CARRIED**

**2020-01-028**      **MOVED BY COUNCILLOR BISSELL** that the meeting come out of closed session at 1:44 p.m.

**CARRIED**

**2020-01-029**      **MOVED BY COUNCILLOR STEWART** that administration be approved to provide the High Prairie School Division No. 48 with written notice that Big Lakes County will not be conducting the School Board election in 2021.

**CARRIED**

**2020-01-030**      **MOVED BY COUNCILLOR CHARROIS** that Council agrees to the CAO Performance evaluation process and consultant as discussed.

**CARRIED**

**ADJOURNMENT:**

**2020-01-031**      **MOVED BY COUNCILLOR BISSELL** that the meeting be adjourned at 1:46 p.m.

**CARRIED UNANIMOUSLY**

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Richard Simard, Reeve

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Jordan Panasiuk, CAO

**PUBLIC HEARING**  
**(Land Use Bylaw Amendment Bylaw 23-2019)**  
**January 8, 2020**

Minutes of the Big Lakes County Public Hearing for Land Use Bylaw Amendment Bylaw 23-2019 held at the County Administration Building in High Prairie, Alberta on Wednesday, January 8, 2020, commencing at 1:00 p.m.

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

Absent: Ken Matthews, N. Gilwood/Triangle  
Fern Welch, Grouard

Administration: Jordan Panasiuk, CAO  
Heather Nanninga, Director of Corporate Services  
Jessica Martinson, Recording Secretary  
Vic Abel, Director of Public Works  
Pat Olansky, Director of Planning & Development  
Victoria Zahacy, Communications Coordinator  
Brett Hawken, Municipal Intern

Press: Richard Froese, South Peace News

**CALL TO ORDER:** Reeve Simard called the public hearing to order at 1:01 p.m.

Big Lakes County received an application from Gemini Concrete Pumping Inc. to redistrict Plan 972 3447, Block 1, Lot 1 within SW 28-74-17-W5 from the Rural Industrial (RI) District to the Country Residential (CR) District.

This property was redistricted from Country Residential District to the Commercial/Industrial District in 2014 to accommodate a cement pump trucking and storage business. This business and a more recent dunnage mill have both ceased operations on the site. The applicants is proposing to sell the property for country residential purposes, so it is appropriate to redistrict the parcel back to a Country Residential District.

The bylaw was given first reading by Council at the November 27, 2019 Regular Council Meeting.

The public hearing was duly advertised in the December 24, 2019 and January 8, 2020 issues of the South Peace News and posted on the County website, Facebook page and January resident newsletter.

Notice of the public hearing was also sent to adjacent landowners, Alberta Transportation, All First Nations/ Metis Settlements, all adjacent municipalities and no comments were received.

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

The public hearing was closed at 1:04 p.m.

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Richard Simard, Reeve

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Jordan Panasiuk, CAO

**PUBLIC HEARING**  
**(Land Use Bylaw Amendment Bylaw 25-2019)**  
**January 8, 2020**

Minutes of the Big Lakes County Public Hearing for Land Use Bylaw Amendment Bylaw 25-2019 held at the County Administration Building in High Prairie, Alberta on Wednesday, January 8, 2020, commencing at 1:15 p.m.

**PRESENT WERE:**

Reeve: Richard Simard, Joussard  
 Councillor: Donald Bissell, Enilda/Big Meadow  
 Donald Charrois, HP East/Banana Belt  
 Ken Killeen, Kinuso  
 David Marx, Prairie Echo/Salt Prairie  
 Robert Nygaard, Faust  
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Absent: Ken Matthews, N. Gilwood/Triangle  
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 Victoria Zahacy, Communications Coordinator  
 Brett Hawken, Municipal Intern

Press: Richard Froese, South Peace News

**CALL TO ORDER:** Reeve Simard called the public hearing to order at 1:15 p.m.

Big Lakes County is proposing an amendment to the Land Use Bylaw to redistrict the following lands in the Hamlet of Grouard from the Urban Reserve (UR) District to the Hamlet Residential (HR) District:

Plan 122 0144, Block B, Lot 1	Plan 832 0217, Lot 4B
Plan 782 0824, Lot 29A	Plan 782 2329, Lot 2
Plan 782 1022, Lot 1	Plan 782 2329, Lot 3
Plan 782 1022, Lot 2	Plan 782 2329, Lot 8
Plan 782 1022, Lot 5	Plan 782 2329, Lot 9
Plan 782 1022, Lot 6	Plan 782 2329, Lot 10

The County received an application for development permit to construct a dwelling addition on one of the above parcels. During a review of the application it came to the attention of the Development Officer that the lot was designated as being within the Urban Reserve District in the Land Use Bylaw. Further research indicated that several lots with existing residential development are designated as Urban Reserve. The general purpose of the Urban Reserve District is to allow some development within lands that are identified for future urban growth. The uses are limited and do not include residential development. As such, the development permit application does not comply with the Land Use Bylaw in its current state.

The bylaw was given first reading by Council at their regular meeting of November 27, 2019.

The public hearing was duly advertised in the December 24, 2019 and January 8, 2020 issues of the South Peace News and posted on the County website, Facebook page and January resident newsletter.

Notice of the public hearing was also sent to adjacent landowners, Alberta Transportation, All First Nations/ Metis Settlements, all adjacent municipalities and no comments were received.

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

The public hearing was closed at 1:20 p.m.

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Richard Simard, Reeve

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Jordan Panasiuk, CAO