

**BIG LAKES COUNTY  
SPECIAL COUNCIL MEETING  
July 25, 2016**

Minutes of the Big Lakes County Special Council Meeting held at the County Administration Building in High Prairie, Alberta on Monday, July 25, 2016 at 10:00 a.m.

**PRESENT WERE:** Reeve: Ken Matthews, Gilwood North/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

Absent: Ann Stewart, S. Sunset House/Gilwood South  
Frank Sutherland, Grouard

Administration: William (Bill) Kostiw, CAO  
Jessica Martinson, Recording Secretary

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

**2016-22-577** **MOVED BY COUNCILLOR NYGAARD** that the Waiver of Notice of Meeting and Business Conducted be approved and signed for matters specifically related to human resources and legal matters.

**CARRIED UNANIMOUSLY**

**2016-22-578** **MOVED BY COUNCILLOR MATULA** that the agenda for the July 25, 2016 Special Council Meeting for the purpose of discussing human resources and legal matters be adopted as presented.

**CARRIED UNANIMOUSLY**

**IN CAMERA:**

**2016-22-579** **MOVED BY DEPUTY REEVE MARX** to go into camera at 10:06 a.m. to discuss human resource and legal matters.

**CARRIED UNANIMOUSLY**

**2016-22-580** **MOVED BY COUNCILLOR NYGAARD** to come out of camera at 10:33 a.m.

**CARRIED UNANIMOUSLY**

**2016-22-581** **MOVED BY COUNCILLOR CHARROIS** that Mr. Garry Peterson be hired as Interim Chief Administrative Officer (CAO) until October 31, 2016 or as required and authorizes the Reeve and Deputy Reeve to complete and sign the necessary documents.

**CARRIED UNANIMOUSLY**

**2016-22-582** **MOVED BY DEPUTY REEVE MARX** that the outgoing Chief Administrative Officer (CAO) be approved to coach and provide information to the Interim CAO as required until August 31, 2016 as discussed and authorize the Reeve and Deputy Reeve to complete and sign this agreement.

**CARRIED UNANIMOUSLY**

**2016-22-583** **MOVED BY COUNCILLOR KILLEEN** that the forensic audit/ report conducted by Brownlee LLP be received for information.

**CARRIED UNANIMOUSLY**

**2016-22-584**            **MOVED BY COUNCILLOR NYGAARD** that administration be directed to prepare updated policies on signing authority, contract management, in camera council conduct and payroll procedures.

**CARRIED UNANIMOUSLY**

**2016-22-585**            **MOVED BY DEPUTY REEVE MARX** that administration be directed to prepare an updated bylaw on tax recovery, property tax penalties and council procedural bylaw.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT:**

**2016-22-586**            **MOVED BY COUNCILLOR MATULA** that the meeting adjourn at 10:37 a.m.

**CARRIED UNANIMOUSLY**

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Ken Matthews, Reeve

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William (Bill) Kostiw, C.A.O.