

**BIG LAKES COUNTY
COUNCIL MEETING
December 8, 2021**

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, December 8, 2021 at 10:00 a.m.

PRESENT WERE: Reeve: Robert Nygaard, Faust
Deputy Reeve: Jim Zabolotniuk, N. Gilwood/Triangle
Councillor: Tyler Airth, HP East/Banana Belt
Jeff Chalifoux, Grouard
Roberta Hunt, Kinuso
Richard Mifflin, Jousard
Lane Monteith, Enilda/Big Meadow
Ann Stewart, S. Sunset House/Gilwood
Garrett Zahacy, Prairie Echo/Salt Prairie

Administration: Jordan Panasiuk, CAO
Brett Hawken, Director of Community & Protective Services
Bronte Collett, Communications Coordinator
Eunice McCauley, Human Resources Manager
Jessica Plante, Recording Secretary
Mo Choudhary, Director of Corporate Services
Pat Olansky, Director of Planning & Development
Vic Abel, Director of Public Works

Press: Richard Froese, South Peace News

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

**ADDITIONS TO
THE AGENDA:**

2021-24-494 **MOVED BY COUNCILLOR MONTEITH** that the December 8, 2021 agenda be adopted as presented.

CARRIED

MINUTES:

2021-24-495 **MOVED BY COUNCILLOR MIFFLIN** that the November 10, 2021 Regular Council Meeting Minutes be adopted as presented.

CARRIED

**BUSINESS ARISING
FROM MINUTES:**

ACTION LIST: Councillor Hunt arrived at the meeting at 10:12 a.m.

2021-24-496 **MOVED BY COUNCILLOR AIRTH** that the action list be received for information.

CARRIED

DELEGATION:***KAPAWE'NO FIRST NATION:***

Chief Sydney Halcrow, Councillor Debbie Chalifoux, Councillor Pamela Halcrow and Jason Walker with Kapawe'no First Nation presented Council with a request regarding to obtain land within Grouard that the County is proposing to sell. Chief Halcrow also expressed an interest in working with the County on several projects including fire protection, tourism, etc. A letter of support was also requested to help support the efforts of obtaining the Queen's lots east of the Grouard bridge.

A break was taken from 11:07 a.m. to 11:15 a.m.

PUBLIC HEARING:***LAND USE BYLAW AMENDMENT 14-2021:***

2021-24-497 **MOVED BY COUNCILLOR MONTEITH** that the public hearing for Bylaw 14-2021 be called to order at 11:15 a.m.

CARRIED

2021-24-498 **MOVED BY COUNCILLOR AIRTH** that the public hearing for Bylaw 14-2021 be closed at 11:22 a.m.

CARRIED

2021-24-499 **MOVED BY COUNCILLOR STEWART** that second reading be given to Land Use Bylaw Amendment 14-2021.

CARRIED

2021-24-500 **MOVED BY COUNCILLOR MONTEITH** that third reading be given to Land Use Bylaw Amendment 14-2021.

CARRIED

STAFF REPORTS:

2021-24-501 **MOVED BY COUNCILLOR AIRTH** that the following Staff Reports be received for information:

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

CARRIED

ADMINISTRATION:***MEMBER AT LARGE APPOINTMENTS:***

2021-24-502 **MOVED BY COUNCILLOR STEWART** that Peter Blacha be appointed to the Intermunicipal Subdivision and Development appeal board for a 2-year term.

CARRIED

2021-24-503 **MOVED BY COUNCILLOR MIFFLIN** that Peter Blacha be appointed to the Assessment Review Board for a 1-year term expiring October 2022.

CARRIED

CORPORATE SERVICES:***STATEMENT OF OPERATIONS – SEPTEMBER 30, 2021, AND OCTOBER 31, 2021:***

2021-24-504 **MOVED BY COUNCILLOR MONTEITH** that the Statement of Operations for the nine-months ended September 30, 2021, and ten-months end October 31, 2021, be received for information.

CARRIED

The meeting recessed for lunch break at 12: 05 p.m. and reconvened at 12:46 p.m.

PLANNING & DEVELOPMENT:***REQUEST FOR LAND USE BYLAW AMENDMENT – ACCESSORY BUILDING SETBACKS WITHIN THE COMMUNAL RECREATION DISTRICT:***

Councillor Chalifoux returned to the meeting at 12:51 p.m.

Councillor Zahacy returned to the meeting at 12:59 p.m.

2021-24-505 **MOVED BY COUNCILLOR MIFFLIN** that administration be directed to provide more information to Council regarding rear and side yard setbacks for primary and accessory building within residential Land Use Districts.

CARRIED

DIVESTITURE OF SURPLUS COUNTY-OWNED LAND:

2021-24-506 **MOVED BY COUNCILLOR AIRTH** that the discussion on the surplus County-owned lands be tabled for further information.

DEFEATED

2021-24-507 **MOVED BY COUNCILLOR ZABOLOTNIUK** that approval be given to disperse of the presented listing of surplus County-owned lands.

CARRIED

REQUEST FOR LICENSE TO UTILIZE ENVIRONMENTAL RESERVE LAND:

2021-24-508 **MOVED BY COUNCILLOR ZABOLOTNIUK** that administration be directed to prepare a bylaw in accordance with Section 676 of the Municipal Government Act for use of an environmental reserve for a purpose not specified in section 671(1) of the Act to enable the County to issue a license to an applicant to utilize a portion of an environmental reserve lot through the issuance of a license specific to Plan 370KS, Lot P1 within Winagami Lake Provincial Park.

CARRIED

A break was taken from 2:02 p.m. to 2:14 p.m.

DEVELOPMENT AGREEMENT – DEVELOPMENT PERMIT #21-D0113; SE 6-74-18-W5:

2021-24-509 **MOVED BY COUNCILLOR AIRTH** that the Development Agreement for Development Permit #21-D0113 be tabled until the January 27, 2021 Regular Council Meeting.

CARRIED

PUBLIC WORKS:***GRADER OPERATIONS COST ANALYSIS:***

2021-24-510 **MOVED BY COUNCILLOR HUNT** that the grader operations cost analysis report be received for information.

CARRIED

COMMUNITY & PROTECTIVE SERVICES:

SCHEDULE OF FEE'S BYLAW – AG RENTAL PROGRAM UPDATES:

2021-24-511 **MOVED BY COUNCILLOR ZABOLOTNIUK** that Council no longer invest dollars into the “ASB equipment reserve” towards the rental program and that the County discontinues the rental program by December 31, 2024.

CARRIED

2021-24-512 **MOVED BY COUNCILLOR ZAHACY** that \$12,500 remains in the interim operating budget as a placeholder until a recommendation comes forward to Council for final budget.

CARRIED

VET RECRUITMENT GRANT PROGRAM:

2021-24-513 **MOVED BY COUNCILLOR HUNT** that Council agrees to a yearly \$40,000 grant program to recruit a large animal vet to work within Big Lakes County.

CARRIED

KAPAWE’NO/BIG LAKES COUNTY FIRE SERVICES AGREEMENT:

2021-24-514 **MOVED BY COUNCILLOR CHALIFOUX** that Council agrees to the fire service agreement between Big Lakes County and Kapawe’no First Nation.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

2021-24-515 **MOVED BY COUNCILLOR AIRTH** that the information/correspondence be received for information.

CARRIED

ADJOURNMENT:

2021-24-516 **MOVED BY COUNCILLOR AIRTH** that the meeting be adjourned at 3:29 p.m.

CARRIED

Robert Nygaard, Reeve

Jordan Panasiuk, CAO

PUBLIC HEARING
(Land Use Bylaw Amendment 14-2021)
December 8, 2021

Minutes of the Big Lakes County Public Hearing for Land Use Bylaw Amendment 20-2021 held at the County Administration Building in High Prairie, Alberta on Wednesday, December 8, 2021, commencing at 11:00 a.m.

PRESENT WERE: Reeve: Robert Nygaard, Faust
 Deputy Reeve: Jim Zabolotniuk, N. Gilwood/Triangle
 Councillor: Tyler Airth, HP East/Banana Belt
 Jeff Chalifoux, Grouard
 Roberta Hunt, Kinuso
 Richard Mifflin, Jousard
 Lane Monteith, Enilda/Big Meadow
 Ann Stewart, S. Sunset House/Gilwood
 Garrett Zahacy, Prairie Echo/Salt Prairie

Administration: Jordan Panasiuk, CAO
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 Jessica Plante, Recording Secretary
 Mo Choudhary, Director of Corporate Services
 Pat Olansky, Director of Planning & Development
 Vic Abel, Director of Public Works
 Bronte Collett, Communications Coordinator
 Amanda Backs, Development Officer

Press: Richard Froese, South Peace News

CALL TO ORDER: Reeve Nygaard called the public hearing to order at 11:15 a.m.

The County's Land Use Bylaw does not have provisions for a Caretaker's Residence in the Highway Commercial District. An amendment to the Land Use Bylaw was approved in the Fall of 2020 to allow for dwellings as discretionary uses on properties in the Highway Commercial District, to accommodate highway commercial properties with existing dwellings.

The definition of Caretaker's Residence is a dwelling that is secondary or accessory to the principal industrial or commercial use on the same lot and is used for the purposes of providing living accommodation for the owner or operator of the principal use. Dwelling or dwelling unit is defined as a building or portion of a building consisting of one (1) or more rooms operated or intended to be operated as a permanent residence for a household, containing cooking, sleeping and sanitary facilities only for that unit. Includes all buildings built in accordance with the provincial and municipal building code and meant for permanent residence.

The current definitions, however, may not suit all circumstances. For instance, the owner or operator of the business may not be the intended occupant of a caretaker's residence, and that residence may not be a building that conforms with the above definition. Bylaw 26-2020 allowed for the provision of a dwelling as a discretionary use in the Highway Commercial District, which would typically house the business owner. In reviewing other land use bylaws, the following definition seems to better suit the intention of this use:

Caretaker/Security Residence: an accessory development that provides accommodation for the sole purpose of security personnel and/or the accommodation for required on-site employees.

In addition, administration feels that it would be proactive to add the following definition and use:

Dwelling – Live Work Unit: a building that contains a dwelling unit that is secondary to a floor space dedicated for the purpose of conducting work or providing a service with an internal connection between the two uses. For example, a dwelling unit is located above a convenience store; the convenience store is the primary land use, and the owner of the convenience store lives in the attached dwelling unit. This is different than home occupations, where the dwelling unit is the primary use, and the occupation is the secondary use.

The following amendments to the Land Use Bylaw are recommended:

Section 1.7 Definitions be amended to include Dwelling – Live Work Unit: a building that contains a dwelling unit that is secondary to a floor space dedicated for the purpose of conducting work or providing a service with an internal connection between the two uses. For example, a dwelling unit is located above a convenience store; the convenience store is the primary land use, and the owner of the convenience store lives in the attached dwelling unit. This is different than home occupations, where the dwelling unit is the primary use, and the occupation is the secondary use.

Definition of Caretaker’s Residence be amended to read:

Caretaker/Security Residence: an accessory development that provides accommodation for the sole purpose of security personnel and/or the accommodation for the owner, operator, or required on-site employees.

Section 7.15.2 Highway Commercial uses be amended to include Caretaker/Security Residence and Dwelling – Live Work Unit as discretionary uses.

Section 7.9.2 Hamlet Commercial uses be amended to include Dwelling – Live Work Unit as a discretionary use.

As a Discretionary Use, the Development Authority is not bound to an approval and can add appropriate conditions in consideration of the land and location in the County.

The bylaw was given first reading by Council at their regular meeting of October 27, 2021.

Notice of the public hearing were advertised on the County website, Facebook page and placed on the bulletin board of the County Administration Office. No comments have been received.

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

The public hearing was closed at 11:22 a.m.

Robert Nygaard, Reeve

Jordan Panasiuk, CAO