

**BIG LAKES COUNTY
COUNCIL MEETING
May 10, 2023**

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, May 10, 2023, 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
	Lane Monteith, Enilda/ Big Meadow
	Richard Mifflin, Jousard
	Ann Stewart, S. Sunset House/ Gilwood
Absent:	Garrett Zahacy, Prairie Echo/ Salt Prairie
Administration:	Jerry Gautreau, Chief Administrative Officer
	Kevin Cymbaluk, Director of Public Works
	Brett Hawken, Director of Community & Protective Services
	Pat Olansky, Director of Planning & Development
	David Reynolds, Director of Corporate Services
	Jessica Plante, Recording Secretary
	Eunice McCauley, Human Resources Manager
Press:	Richard Froese, South Peace News

CALL TO ORDER: Reeve Nygaard called the meeting to order at 10:13 a.m.

ADDITIONS TO THE AGENDA:

2023-11-228 **MOVED BY COUNCILLOR MONTIETH** that the May 10, 2023, agenda be adopted as presented.

CARRIED

MINUTES:

2023-11-229 **MOVED BY COUNCILLOR MIFFLIN** that the April 19, 2023, Special Council Meeting minutes be adopted as presented.

CARRIED

2023-11-230 **MOVED BY COUNCILLOR HUNT** that the April 26, 2023, Regular Council Meeting minutes be adopted as presented.

CARRIED

BUSINESS ARISING FROM MINUTES:

ACTION LIST:

2023-11-231 **MOVED BY COUNCILLOR AIRTH** that the action list be received for information.

CARRIED

STAFF REPORTS:

2023-11-232 **MOVED BY COUNCILLOR CHALIFOUX** 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:***POLITICAL FUND RAISERS POLICY COUNCIL-09:***

2023-11-233 **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that the amendments to the Political Fund Raisers Policy Council-09 be approved.

CARRIED

PLANNING & DEVELOPMENT:***SALE OF PLAN 5688MC, BLOCK 2, LOT 20:***

2023-11-234 **MOVED BY COUNCILLOR MIFFLIN** that Council accepts the bid submitted by Stephen Nanooch in the amount of \$4,300 plus GST for the purchase of Plan 5688MC, Block 2, Lot 20, and that the County enters into an Agreement for Sale of Land with Mr. Nanooch.

CARRIED

A break was taken from 10:57 a.m. to 11:10 a.m.

PUBLIC WORKS:***HAMLET UPGRADE POLICY REVIEW:***

Councillor Airth stepped out of the meeting at 11:22 a.m. and returned at 11:26 a.m.

2023-11-235 **MOVED BY COUNCILLOR AIRTH** that the Hamlet Upgrade Policy Review discussion be tabled for further clarification until later in the meeting.

CARRIED

PUBLIC TIME:***WILDFIRE
UPDATE:***

Loretta Payne, Karen Lauck and Vince Payne attended before Council to seek answers regarding the recent wildfire events that took place in the Banana Belt community.

Councillor Stewart stepped out of the meeting at 12:08 p.m. and returned at 12:11 p.m.

COMMUNITY & PROTECTIVE SERVICES:***SWAN RIVER FIRST NATION FIRE SERVICES AGREEMENT:***

Councillor Airth stepped out of the meeting at 12:12 p.m.

2023-11-236 **MOVED BY COUNCILLOR MIFFLIN** that the Fires Services Agreement be approved with Swan River First Nation.

CARRIED

Councillor Airth returned to the meeting at 12:14 p.m.

RESCIND RN PROGRAM – NORTHERN LAKES COLLEGE BRIEFING NOTE:

2023-11-237 **MOVED BY COUNCILLOR AIRTH** that the RN Program – Northern Lakes College briefing note be rescinded.

CARRIED

2023 WEED AND PEST INSPECTOR APPOINTMENT:

2023-11-238 **MOVED BY COUNCILLOR MONTEITH** that Council appoints the following individual(s) as Weed and Pest Inspector(s) under the Alberta Weed Control Act (RSA 2010) and the Alberta Agricultural Pests Act (RSA 2000) to conduct weed and pest inspections in Big Lakes County under the direction of the Agricultural Fieldman or designate for the 2023 summer season:

- Shelley Henkel
- Amara Drefs
- Darian Cunningham
- Daniel Thompson

CARRIED

2022 AGRICULTURAL SERVICE BOARD (ASB) ANNUAL REPORT:

2023-11-239 **MOVED BY COUNCILLOR STEWART** that the 2022 ASB Annual Report be received for information.

CARRIED

Councillor Stewart stepped out of the meeting at 12:25 p.m. and returned at 12:28 p.m.

FOREST RESOURCES IMPROVEMENT ASSOCIATION OF ALBERTA (FRIAA) GRANT APPLICATION – EDUCATION AND OUTREACH:

2023-11-240 **MOVED BY COUNCILLOR HUNT** that Council supports the grant application to the Forest Resource Improvement Association of Alberta for funding related to public outreach and education.

CARRIED

PUBLIC HEARING:**LAND USE BYLAW AMENDMENT #05-2023:**

2023-11-241 **MOVED BY COUNCILLOR AIRTH** that the public hearing for Bylaw 05-2023 be called to order at 1:04 p.m.

CARRIED

2023-11-242 **MOVED BY COUNCILLOR MIFFLIN** that the public hearing for Bylaw 05-2023 be closed at 1:10 p.m.

CARRIED

2023-11-243 **MOVED BY COUNCILLOR STEWART** that second reading be given to Land Use Bylaw Amendment Bylaw 05-2023.

CARRIED

2023-11-244 **MOVED BY COUNCILLOR MIFFLIN** that third reading be given to Land Use Bylaw Amendment Bylaw 05-2023.

CARRIED

ANIMAL CONTROL PROGRAM -CATS:

2023-11-245 **MOVED BY COUNCILLOR HUNT** that first reading be provided to the Animal Control Bylaw No. C-12-2023 to include regulations on cats and that administration be directed to bring different levels of service options back for Council's review.

CARRIED

The meeting recessed for lunch break at 1:27 p.m. and reconvened at 2:00 p.m.

CORRESPONDENCE:

2023-11-246 **MOVED BY COUNCILLOR AIRTH** that the information / correspondence be received for information.

CARRIED

PUBLIC WORKS CON'T:**HAMLET UPGRADE POLICY REVIEW:**

2023-11-247 **MOVED BY COUNCILLOR AIRTH** that the Hamlet Upgrade Policy review be brought back to the table for discussion.

CARRIED

2023-11-248 **MOVED BY REEVE NYGAARD** that motion 2022-28-624 be rescinded.

DEFEATED

2023-11-249 **MOVED BY COUNCILLOR AIRTH** that the Hamlet Upgrade Program Policy (Community Upgrade Policy), PW-23 revisions be approved as presented, and projects be planned for 2024 or sooner in conjunction with the Strategic Plan and Level of Service Reviews.

CARRIED

CLOSED SESSION:

2023-11-250 **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that the meeting go into closed session at 2:22 p.m. to discuss personnel and legal matters as per section 27, Freedom of Information and Protection of Privacy Act.

CARRIED

Councillor Airth declared pecuniary interest and stepped out of the meeting at 2:48 p.m. and returned at 3:08 p.m.

Councillor Airth left the meeting at 3:30 p.m.

Ms. Plante and Mr. Gautreau left the meeting at 3:10 p.m. and returned at 3:45 p.m.

2023-11-251 **MOVED BY COUNCILLOR STEWART** that the meeting come out of closed session at 4:12 p.m.

CARRIED

2023-11-252 **MOVED BY COUNCILLOR STEWART** that the Chief Administrative Officer (CAO) contract be amended by changing the probationary period to four months.

CARRIED

Councillor Chalifoux requested a recorded vote:

***In favor:** Deputy Reeve Zabolotniuk, Councillor Stewart, Councillor Mifflin, Councillor Monteith and Councillor Hunt.*

***Opposed:** Reeve Nygaard, Councillor Chalifoux*

2023-11-253

MOVED BY COUNCILLOR HUNT that the discussion regarding the Cox Contracting Contract be received for information.

CARRIED

ADJOURNMENT:

2023-11-254

MOVED BY COUNCILLOR MONTEITH that the meeting be adjourned at 4:15 p.m.

CARRIED

Robert Nygaard, Reeve

Jerry Gautreau, CAO

PUBLIC HEARING
Bylaw 05-2023
May 10, 2023

Minutes of the Big Lakes County Public Hearing for Bylaw 05-2023 held at the County Administration Building in High Prairie, Alberta on Wednesday, May 10, 2023, commencing at 1:00 p.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
	Lane Monteith, Enilda/ Big Meadow
	Richard Mifflin, Jousard
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	Pat Olansky, Director of Planning & Development
	David Reynolds, Director of Corporate Services
	Jessica Plante, Recording Secretary
	Eunice McCauley, Human Resources Manager
Press:	Richard Froese, South Peace News

CALL TO ORDER: Reeve Nygaard called the public hearing to order at 1:04 p.m.

Big Lakes County received an application from Tracey Cloutier to redistrict Plan 062 3891, Block 1, Lot 11 in the Hamlet of Jousard from the Urban Reserve (UR) District to the Hamlet Residential (HR) District.

Re-districting, sometimes called “rezoning” is the process which changes the land use of a property within the land use bylaw to allow for a development that is currently not allowed. The process is as follows:

- Application submission*
- Review and evaluation of application by the Planning & Development department for missing information; assessment of the suitability of the site; impact of the proposal on adjacent properties; review of existing County policies and statutory documents that apply and a bylaw is prepared.*
- The application, evaluation, and bylaw are presented to Council to consider first reading. Council may choose to give first reading, table, or deny the redistricting based on the details presented. If Council does not give first reading to the redistricting, the process stops.*
- A Public Hearing is scheduled following first reading and prior to second reading for public input.*
- Referrals are sent to adjacent landowners and various agencies for comment.*

- When the public process is complete, including the public hearing, Council may consider second and third readings of the bylaw or defer to another council meeting for consideration.*
- Once third reading has passed, the process is complete.*

The applicant is proposing to place a cabin on this lot which is currently within the Urban Reserve District. However, cabin is neither permitted nor discretionary in this district. The general purpose of the Urban Reserve District is *to allow some development within lands that are identified for future urban growth.*

The applicant is applying to amend the Land Use Bylaw to redistrict Plan 062 3891, Block 1, Lot 11 to the Hamlet Residential District. The general purpose of this District is to allow a variety of residential land uses of a smaller scale and higher density compared *to the Hamlet Estate district, which are compatible with the overall residential character of a Hamlet.* Cabin is a discretionary use in the HR District.

According to the Joussard Area Structure Plan (ASP) this parcel is located within the East Residential Area. The East Residential Area consists of land north of Highway 2 and east of Range Road 134, which is currently a mix of residential and commercial recreational uses. These lands provide an opportunity to continue development of rural acreages and seasonal campgrounds. This area will provide separation space between the permanent residents and the seasonal visitors to ease local conflicts.

Relevant sections from the Joussard ASP include:

01.3.1 General Hamlet Wide Policies

- a. All character areas should maintain their unique characteristics and may develop continuously.***
- b. Future development should consider the existing development including height, setbacks, and character.***

1.5 East Residential Area

1.5.1 General Policies

- a. Residential development should include single-detached dwellings, duplexes, row housing, and manufactured homes.***
- b. Seasonal residential development may include campgrounds, resorts, and cabins.***
- c. Seasonal developments shall respect surrounding land uses and provide buffering from adjacent land uses through landscaping, berming, and/or fencing at the discretion of the Development Authority.***
- d. Seasonal developments should promote and use Range Road 133 as their main access.***

1.5.2 Urban Reserve Policies

- a. Lands designated as Urban Reserve shall require redistricting prior to urban development.***
- b. Existing uses shall be permitted to continue until urban development commences. However, any new uses or development shall conform to the regulations set out in the Land Use Bylaw.***

The bylaw was given first reading by Council at their regular meeting of April 12, 2023. The Municipal Planning Commission reviewed the application at its April 26, 2023, meeting and had no comments.

Notice of the public hearing was posted to the county website, county social media sites, FCSS newsletter, County newsletter and bulletin boards of the county administration office.

Reeve Nygaard asked if any submissions had been submitted opposed or in favor. No submissions have been received.

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

The public hearing was closed at 1:10 p.m.

Robert Nygaard, Reeve

Jerry Gautreau, CAO