

**BIG LAKES COUNTY
ORGANIZATIONAL MEETING OF COUNCIL
October 24, 2023**

Minutes of the Big Lakes County Organizational Meeting held at the County Administration Building in High Prairie, Alberta on Tuesday, October 24, 2023, commencing at 10:00 a.m.

PRESENT WERE:

Reeve:	Tyler Airth, HP East/ Banana Belt
Deputy Reeve:	Lane Monteith, Enilda/ Big Meadow
Councillor:	Jeff Chalifoux, Grouard
	Roberta Hunt, Kinuso
	Richard Mifflin, Joussard
	Robert Nygaard, Faust
	Ann Stewart, S. Sunset House/ Gilwood
	Jim Zabolotniuk, N. Gilwood/ Triangle
	Garrett Zahacy, Prairie Echo/ Salt Prairie
Administration:	David Reynolds, Interim CAO/ Executive Director of Corporate Services
	Eunice McCauley, Human Resources Manager
	Jessica Plante, Recording Secretary
	Pat Olansky, Executive Director of Community Services & Planning
	Kimberly Moore, Communications Coordinator

CALL TO ORDER: Mr. Reynolds called the meeting to order at 10:02 a.m.

**REVIEW OF
PROCESS:**

2023-22-443 **MOVED BY COUNCILLOR STEWART** that secret ballots for the purpose of committee appointments be held wherever necessary.

CARRIED

2023-22-444 **MOVED BY COUNCILLOR AIRTH** that Pat Olansky and Eunice McCauley be appointed as Returning Officers for the purpose of the Organizational Meeting.

CARRIED

**ELECTION OF
REEVE:**

Mr. Reynolds called for nominations for Reeve. Councillor Chalifoux nominated Councillor Nygaard. Mr. Reynolds called a second time for nominations for Reeve. Councillor Zabolotniuk nominated Councillor Airth. Mr. Reynolds called a third time for nominations for Reeve.

2023-22-445 **MOVED BY COUNCILLOR CHALIFOUX** that nominations for the position of Reeve cease.

CARRIED

A secret ballot was taken.

Mr. Reynolds declared Councillor Airth as Reeve.

Ms. Plante administered the Oath of Office to Councillor Airth for the position of Reeve. Reeve Airth assumed the chair.

**ELECTION OF
DEPUTY REEVE:**

Reeve Airth called for nominations for Deputy Reeve. Councillor Stewart nominated Councillor Zabolotniuk for Deputy Reeve. Reeve Airth called a second and third time for nominations for Deputy Reeve. Councillor Hunt nominated Councillor Monteith.

2023-22-446 **MOVED BY COUNCILLOR MONTEITH** that nominations for the position of Deputy Reeve cease.

CARRIED

A secret ballot was taken.

Reeve Airth declared Councillor Monteith as Deputy Reeve.

Ms. Plante administered the Oath of Office to Councillor Monteith for the position of Deputy Reeve.

SEATING

ARRANGEMENT: Council reviewed the seating arrangements and agreed to have it remain the same.

POLICY/BYLAW REVIEW:

COUNCILLOR AT-LARGE

HONORARIUM

POLICY: The Councillor and At-large Honorarium Policy (Counc-04) was reviewed by Council.

2023-22-447 **MOVED BY COUNCILLOR MIFFLIN** that the Councillor and At-large Honorarium Policy (Counc-04) be approved with the following amendment to the monthly allowance to increase by \$100 per position with the following totals Reeve -\$1,650, Deputy Reeve \$ 1,350, and Councillors- \$ 1,250.

DEFEATED

2023-22-448 **MOVED BY COUNCILLOR ZABOLOTNIUK** that the Councillor and At-large Honorarium Policy (Counc-04) be approved with the following amendment to the monthly allowance to increase by \$50 per position with the following totals Reeve - \$1,600, Deputy Reeve - \$ 1,300 and Councillors - \$ 1,200.

CARRIED

CODE OF CONDUCT

BYLAW: The Code of Conduct (Bylaw-07-2019) was reviewed by Council.

2023-22-449 **MOVED BY COUNCILLOR STEWART** that the Code of Conduct Bylaw (Bylaw 07-2019) be accepted as presented with no changes.

CARRIED

CHRISTMAS STAFF

RECOGNITION: The Christmas Staff Recognition Policy (Admin-21) was included in the agenda package for review.

2023-22-450 **MOVED BY COUNCILLOR MIFFLIN** that the Christmas Staff Recognition Policy (Admin-21) be approved as presented.

CARRIED

COUNTY APPAREL

POLICY: The County Apparel Policy (Admin-48) was included in the agenda package for review.

2023-22-451 **MOVED BY COUNCILLOR HUNT** that the County Apparel Policy (Admin-48) be approved as presented.

CARRIED

STATUTORY/COUNCIL

APPOINTMENTS - INTERNAL:

AGRICULTURAL SERVICE

BOARD: It was noted that no action was required as all members are appointed for a 4-year term.

**WEED & PEST
CONTROL APPEAL
BOARD:**

It was noted that appointment to the Weed & Pest Control Appeal Board are held annually each year in January.

MUNICIPAL PLANNING

COMMISSION: Council considered appointing two members at large to the Municipal Planning Commission (MPC).

Secret ballot was taken.

2023-22-452

MOVED BY COUNCILLOR STEWART that all members of Council be appointed members to the Municipal Planning Commission and that Randall Backs and Duane Nichols be appointed as members at-large.

CARRIED

INTERMUNICIPAL SUBDIVISION & DEVELOPMENT

APPEAL BOARD: Council considered appointing members at-large to the Intermunicipal Subdivision and Development Appeal Board. Administration noted the appointment is for a 3-year term expiring October 2026.

2023-22-453

MOVED BY COUNCILLOR STEWART that Peter Blacha and Ken Matthews be appointed as members at-large to the Intermunicipal Subdivision and Development Appeal Board for a three (3) year term with the current term expiring in October 2026.

CARRIED

ASSESSMENT

REVIEW BOARD: Council considered appointing members to the Assessment Review Board.

2023-22-454

MOVED BY DEPUTY REEVE MONTEITH that Peter Blacha, Ken Matthews, and Robert Nygaard be appointed as a member at large to the Assessment Review Board until their course term is set to expire.

CARRIED

MUNICIPAL EMERGENCY ADVISORY COMMITTEE:

2023-22-455

MOVED BY COUNCILLOR MIFFLIN that Reeve Airth, Deputy Reeve Monteith, Councillor Hunt and Councillor Mifflin be appointed to the Municipal Emergency Management Advisory Committee.

CARRIED

**BIG LAKES REGIONAL
EMERGENCY MANAGEMENT COMMITTEE:**

2023-22-456

MOVED BY COUNCILLOR CHALIFOUX that Councillor Mifflin be appointed as member and Councillor Hunt be appointed as alternate to the Big Lakes Regional Emergency Management Committee.

CARRIED

**ECONOMIC
DEVELOPMENT COMMITTEE:**

2023-22-457

MOVED BY DEPUTY REEVE MONTEITH that Councillor Nygaard, Councillor Chalifoux and Councillor Mifflin be appointed to the Economic Development Committee.

CARRIED

**INTER- GOVERNMENTAL
RELATIONS
COMMITTEE:**

2023-22-458

MOVED BY COUNCILLOR CHALIFOUX that Reeve Airth, Councillor Stewart, Councillor Chalifoux, and Councillor Nygaard be appointed to the Inter-Governmental Relations Committee.

CARRIED

HIGH PRAIRIE AIRPORT ADVISORY

COMMITTEE: Council considered appointing one member at large to the High Prairie Airport Advisory Committee. Only one member at-large application was received.

2023-22-459 **MOVED BY COUNCILLOR STEWART** that Reeve Airth, and Deputy Reeve Monteith be appointed as members to the High Prairie Airport Committee and that Ken Matthews be appointed as a member at large.

CARRIED

FIRE BUDGET REVIEW

COMMITTEE:

2023-22-460 **MOVED BY COUNCILLOR CHALIFOUX** that Councillor Nygaard and Deputy Reeve Monteith be appointment to the Fire Budget Review Committee.

CARRIED

LIBRARY BUDGET REVIEW

COMMITTEE:

2023-22-461 **MOVED BY DEPUTY REEVE MONTEITH** that Councillor Zabolotniuk and Councillor Mifflin be appointment to the Library Budget Review Committee.

CARRIED

RECREATION BUDGET REVIEW

COMMITTEE:

2023-22-462 **MOVED BY COUNCILLOR HUNT** that Reeve Airth and Councillor Nygaard be appointment to the Recreation Budget Review Committee.

CARRIED

**STATUTORY/AGREEMENT
APPOINTMENTS - EXTERNAL:*****HEART RIVER
HOUSING:***

2023-22-463 **MOVED BY COUNCILLOR MIFFLIN** that Councillor Stewart be appointed as member and Councillor Chalifoux be appointed as alternate member to Heart River Housing.

CARRIED

***BARRHEAD SOCIAL
HOUSING:***

2023-22-464 **MOVED BY COUNCILLOR STEWART** that Councillor Hunt be appointed as member to Barrhead Social Housing.

CARRIED

FCSS ADVISORY

COMMITTEE: It was noted that no action is required as the board term is 4 years.

***GROUARD/P.R. TRAIL
COMMITTEE:***

2023-22-465 **MOVED BY COUNCILLOR CHALIFOUX** that Councillor Mifflin be appointed to the Grouard/Peace River Trail Committee.

CARRIED

***L.S. WATERSHED
COUNCIL:***

2023-22-466 **MOVED BY DEPUTY REEVE MONTEITH** that Councillor Zabolotniuk be appointed as member and Reeve Airth be appointed as alternate to the Lesser Slave Watershed Council.

CARRIED

***PEACE AIR SHED
ZONE ASSOC.:***

2023-22-467 **MOVED BY COUNCILLOR MIFFLIN** that Deputy Reeve Monteith be appointed as member and that Councillor Zabolotniuk be appointed as alternate to the Peace Airshed Zone Association.

CARRIED

***PEACE REGION ECONOMIC
DEVELOPMENT ALLIANCE:***

2023-22-468 **MOVED BY COUNCILLOR STEWART** that Councillor Mifflin be appointed as member and that Councillor Zabolotniuk be appointed as alternate to the Peace Region Economic Development Alliance (PREDA).

CARRIED

***COMMUNITY FUTURES
LESSER SLAVE LAKE
REGION:***

2023-22-469 **MOVED BY COUNCILLOR ZABOLOTNIUK** that Councillor Mifflin be appointed to the Community Futures Lesser Slave Lake Region.

CARRIED

BIG LAKES COUNTY

LIBRARY BOARD: Council considered appointing one member at large to the Big Lakes County Library Board.

2023-22-470 **MOVED BY COUNCILLOR MIFFLIN** that Councillor Hunt and Councilor Zabolotniuk be appointed to the Big Lakes County Library Board.

CARRIED

A secret ballot was taken.

2023-22-471 **MOVED BY COUNCILLOR HUNT** that Holly Malnowich be appointed to the Big Lakes County Library Board for a 3-year term from October 2023-October 2026.

CARRIED

***HIGH PRAIRIE
LIBRARY BOARD:***

2023-22-472 **MOVED BY COUNCILLOR MONTEITH** that administration be directed to advise the Town of High Prairie that Big Lakes County Council wishes to appoint Councillor Stewart as a trustee to the High Prairie Library Board.

CARRIED

***PEACE LIBRARY
SYSTEM:***

Councillor considered appointing a member of Council to the Peace Library System board.

2023-22-473 **MOVED BY COUNCILLOR HUNT** that Councillor Stewart be appointed as member to Peace Library System.

CARRIED

**HIGH PRAIRIE REGIONAL
LANDFILL AUTHORITY:**

2023-22-474 **MOVED BY COUNCILLOR NYGAARD** that Deputy Reeve Monteith be appointed as member and Councillor Mifflin be appointed as alternate member to the High Prairie Regional Landfill Authority.

CARRIED

ALBERTA CARE:

2023-22-475 **MOVED BY COUNCILLOR STEWART** that Deputy Reeve Monteith be appointed as member and Councillor Mifflin be appointed as alternate member to Alberta CARE.

CARRIED

A break was taken from 10:52 a.m. to 10:59 a.m.

**HIGH PRAIRIE. SEED
CLEANING CO-OP:**

2023-22-476 **MOVED BY COUNCILLOR STEWART** that Councillor Zabolotniuk be appointed as member and Councillor Zahacy be appointed as alternate member to the High Prairie Seed Cleaning Co-op.

CARRIED

**SMOKY APPLIED RESEARCH
DEVELOPMENT ALLIANCE**

2023-22-477 **MOVED BY DEPUTY REEVE MONTEITH** that Councillor Zahacy be appointed as member to sit on the Smoky Applied Research Development Alliance (S.A.R.D.A).

CARRIED

**LESSER SLAVE LAKE FOREST
RESOURCE ADVISORY
COMMITTEE:**

2023-22-478 **MOVED BY COUNCILLOR HUNT** that Councillor Mifflin be appointed as member to the Lesser Slave Lake Forest Resources Advisory Committee.

CARRIED

**TOLKO FOREST
RESOURCE ADVISORY
COMMITTEE:**

2023-22-479 **MOVED BY COUNCILLOR ZAHACY** that Councillor Zabolotniuk be appointed as member to the Tolko Forest Resource Advisory Committee.

CARRIED

**SWAN HILLS SPECIAL WASTE
TREATMENT FACILITY LIAISON
COMMITTEE:**

2023-22-480 **MOVED BY COUNCILLOR ZABOLOTNIUK** that Councillor Mifflin be appointed as member to the Swan Hills Special Waste Liaison Committee.

CARRIED

**CHILDREN RESOURCE
COUNCIL:**

2023-22-481 **MOVED BY COUNCILLOR STEWART** that Councillor Chalifoux be appointed as member to the Children’s Resource Council.

CARRIED

***NORTHERN ALBERTA
ELECTED LEADERS:***

2023-22-482 **MOVED BY COUNCILLOR MIFFLIN** that Reeve Airth and Deputy Reeve Monteith be appointed as members to the Northern Alberta Elected Leaders.

CARRIED

***HIGH PRAIRIE CHAMBER
OF COMMERCE:***

2023-22-483 **MOVED BY COUNCILLOR ZABOLOTNIUK** that Councillor Mifflin be appointed as member to the High Prairie & Area Chamber of Commerce.

CARRIED

***NLC – COMMUNITY
EDUCATION
COMMITTEE:***

2023-22-484 **MOVED BY COUNCILLOR STEWART** that Councillor Zabolotniuk be appointed as member to the Northern Lakes College Community Education Committee – High Prairie.

CARRIED

***NLC – COMMUNITY
EDUCATION
COMMITTEE - GROUARD:***

2023-22-485 **MOVED BY COUNCILLOR ZABOLOTNIUK** that Councillor Chalifoux be appointed as member to the Northern Lakes College Community Education Committee – Grouard.

CARRIED

***GOLDEN TRIANGLE
CONSORTIA:***

2023-22-486 **MOVED BY COUNCILLOR CHALIFOUX** that Councillor Zahacy be appointed as member to the Golden Triangle Consortia.

CARRIED

***COMMUNITY HEALTH &
WELLNESS COMMUNITY
PARTNERSHIP
COMMITTEE:***

2023-22-487 **MOVED BY DEPUTY REEVE MONTEITH** that Councillor Stewart be appointed as member to the Community Health & Wellness Community Partnership Committee.

CARRIED

***HIGH PRAIRIE & DISTRICT
COMMUNITY HEALTH FOUNDATION:***

No action required Councillor Stewart has been appointed to the High Prairie & District Community Health Foundation until October 2025.

***NORTHWEST SPECIES
AT RISK:***

2023-22-488 **MOVED BY COUNCILLOR HUNT** that Councillor Nygaard be appointed as member and Deputy Reeve Monteith be appointed as alternate to the Northwest Species at Risk Committee.

CARRIED

***HP ABORIGINAL
INTERAGENCY
COMMITTEE:***

2023-22-489 **MOVED BY COUNCILLOR STEWART** that Councillor Chalifoux be appointed as member to the High Prairie Aboriginal Interagency Committee (HPAIC).

CARRIED

***LITTLE SMOKY
RECREATION
COMMITTEE:***

2023-22-490 **MOVED BY COUNCILLOR ZAHACY** that Councillor Stewart and Councillor Zabolotniuk be appointed as members and that Councillor Zahacy be appointed as alternate to the Little Smoky Recreation Committee.

CARRIED

WATER NORTH COALITION:

2023-22-491 **MOVED BY COUNCILLOR ZABOLOTNIUK** that Deputy Reeve Monteith be appointed to the Water North Coalition.

CARRIED

***ALBERTA NORTH CENTRAL
ALLIANCE (ANCA):***

2023-22-492 **MOVED BY COUNCILLOR STEWART** that Reeve Airth be appointed as member and Councillor Nygaard be appointed as alternate to the Alberta North Central Alliance (ANCA).

CARRIED

COMMUNITY RAIL ADVOCACY ALLIANCE:

2023-22-493 **MOVED BY COUNCILLOR MONTEITH** that Councillor Mifflin be appointed as member to the Community Rail Advocacy Alliance.

CARRIED

HEALTH CARE PROFESSIONAL ATTRACTION AND RETENTION COMMITTEE:

No action required Councillor Zabolotniuk, Councillor Stewart and K. Sware (At-Large member) have all been appointed for a 4-year term.

***HIGH PRAIRIE RECREATION
COMMITTEE:***

2023-22-494 **MOVED BY COUNCILLOR HUNT** that Councillor Zabolotniuk, Councillor Mifflin be appointed as members and Councillor Chalifoux be appointed as alternate to the High Prairie Recreation Committee.

CARRIED

**INTER-MUNICIPAL
COMMITTEES:**

***TOWN OF
HIGH PRAIRIE:***

2023-22-495 **MOVED BY COUNCILLOR ZABOLOTNIUK** that Councillor Mifflin, Reeve Airth and Councillor Chalifoux be appointed as members to the Town of High Prairie Intermunicipal Committee.

CARRIED

TOWN OF SWAN HILLS:

2023-22-496 **MOVED BY COUNCILLOR STEWART** that Councillor Nygaard, Councillor Mifflin and Councillor Hunt be appointed as members to the Town of Swan Hills Intermunicipal Committee.

CARRIED

MUNICIPAL DISTRICT OF GREENVIEW:

2023-22-497 **MOVED BY COUNCILLOR ZABOLOTNIUK** that Councillor Stewart and Reeve Airth be appointed as members to the Municipal District of Greenview Intermunicipal Committee.

CARRIED

**MUNICIPAL DISTRICT
OF SMOKY RIVER
No. 130:**

2023-22-498 **MOVED BY DEPUTY REEVE MONTEITH** that Councillor Stewart and Councillor Zabolotniuk be appointed as members to the Municipal District of Smoky River No. 130 Intermunicipal Committee.

CARRIED

**MUNICIPAL DISTRICT OF
LESSER SLAVE RIVER:**

2023-22-499 **MOVED BY REEVE AIRTH** that Councillor Hunt and Councillor Nygaard be appointed as members to the Lesser Slave River Intermunicipal Committee.

CARRIED

**NORTHERN SUNRISE
COUNTY:**

2023-22-500 **MOVED BY COUNCILLOR ZABOLOTNIUK** that Councillor Zahacy and Councillor Zabolotniuk be appointed as members to the Northern Sunrise County Intermunicipal Committee.

CARRIED

HIGH PRAIRIE NATIVE FRIENDSHIP CENTRE:

2023-22-501 **MOVED BY COUNCILLOR STEWART** that Councillor Chalifoux be appointed to the High Prairie Native Friendship Centre Committee.

CARRIED

**SCHEDULE
OF MEETINGS:**

Council was presented with a list of important dates.

2023-22-502 **MOVED BY COUNCILLOR STEWART** that the Big Lakes County Council meetings be schedule for the 2nd and 4th Wednesday of each month beginning at 10:00 a.m. in the Council chambers of the Big Lakes County Administration Building.

CARRIED

Councillor Zabolotniuk stepped out of the meeting at 11:42 a.m.

2023-22-503 **MOVED BY DEPUTY REEVE MONTEITH** that the Municipal Planning Commission (MPC) meetings be schedule for the 4th Wednesday of each month beginning at 9:00 a.m. in the Council chambers of the Big Lakes County Administration Building.

CARRIED

Councillor Zabolotniuk returned to the meeting at 11:44 a.m.

2023-22-504 **MOVED BY COUNCILLOR CHALIFOUX** that the Committee of the Whole (COW) meetings be schedule for the 2nd Wednesday of each month beginning at 9:00 a.m. in the Council chambers of the Big Lakes County Administration Building.

CARRIED

CANCELLATION OF MEETINGS:

2023-22-505 **MOVED BY COUNCILLOR HUNT** that the December 27, 2023, and December 25, 2024, Regular Council meetings be cancelled.

CARRIED

DESTRUCTION OF BALLOTS:

2023-22-506 **MOVED BY COUNCILLOR MIFFLIN** that all ballots for the purpose of the Organizational Meeting be destroyed.

CARRIED

ADJOURNMENT:

2023-22-507 **MOVED BY COUNCILLOR ZAHACY** that the meeting adjourn at 11:51 p.m.

CARRIED

Tyler Airth, Reeve

David Reynolds, Interim CAO