

**BIG LAKES COUNTY  
ORGANIZATIONAL MEETING OF COUNCIL  
October 25, 2022**

Minutes of the Big Lakes County Organizational Meeting held at the County Administration Building in High Prairie, Alberta on Tuesday, October 25, 2022, commencing 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, Joussard
	Lane Monteith, Enilda/ Big Meadow
	Ann Stewart, S. Sunset House/ Gilwood
	Garrett Zahacy, Prairie Echo/ Salt Prairie (Zoom)
Administration:	Roy Brideau, Interim CAO
	Eunice McCauley, Human Resources Manager
	Jessica Plante, Recording Secretary
	David Reynolds, Director of Corporate Services
	Pat Olansky, Director of Planning & Development

**CALL TO ORDER:** Mr. Brideau called the meeting to order at 10:03 a.m.

High Prairie & District Recreation Committee & the Northern Lakes College Community Education Committee – Grouard be added to the agenda.

**REVIEW OF  
PROCESS:**

**2022-24-498** **MOVED BY COUNCILLOR STEWART** that secret ballots for the purpose of committee appointments be held wherever necessary.

**CARRIED**

**2022-24-499** **MOVED BY COUNCILLOR MONTEITH** that Pat Olansky and David Reynolds be appointed as Returning Officers for the purpose of the Organizational Meeting.

**CARRIED**

**ELECTION OF  
REEVE:**

Mr. Brideau called for nominations for Reeve. Councillor Mifflin nominated Councillor Nygaard. Mr. Brideau called a second time for nominations for Reeve. Councillor Zabolotniuk nominated Councillor Airth. Mr. Brideau called a third time for nominations for Reeve.

**2022-24-500** **MOVED BY COUNCILLOR AIRTH** that nominations for the position of Reeve cease.

**CARRIED**

A secret ballot was taken.

Mr. Brideau declared Councillor Nygaard as Reeve.

Ms. McCauley administered the Oath of Office to Councillor Nygaard for the position of Reeve. Reeve Nygaard assumed the chair.

**ELECTION OF**

**DEPUTY REEVE:** Reeve Nygaard called for nominations for Deputy Reeve. Councillor Stewart nominated Councillor Zabolotniuk for Deputy Reeve. Reeve Nygaard called a second and third time for nominations for Deputy Reeve.

**2022-24-501** **MOVED BY COUNCILLOR AIRTH** that nominations for the position of Deputy Reeve cease.

**CARRIED**

Reeve Nygaard declared Councillor Zabolotniuk as Deputy Reeve.

Ms. McCauley administered the Oath of Office to Councillor Zabolotniuk 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.

**2022-24-502** **MOVED BY COUNCILLOR AIRTH** that the Councillor and At-large Honorarium Policy (Counc-04) be approved without changes.

**CARRIED**

***CODE OF CONDUCT***

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

**2022-24-503** **MOVED BY COUNCILLOR STEWART** that the Code of Conduct Bylaw (Bylaw 07-2019) be approved without changes.

**CARRIED**

***PROCEDURAL BYLAW***

***02-2015:*** Council reviewed the Procedural Bylaw 19-2020.

**2022-24-504** **MOVED BY COUNCILLOR AIRTH** that the Procedural Bylaw 19-2020 be approved as presented.

**CARRIED**

***CHRISTMAS STAFF***

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

**2022-24-505** **MOVED BY COUNCILLOR HUNT** that the Christmas Staff Recognition Policy (Admin-21) be approved as presented.


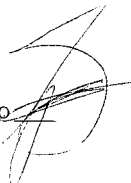
**CARRIED**

***COUNTY APPAREL***

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

**2022-24-506** **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that the County Apparel Policy (Admin-48) be approved as amended by including the wording that the \$100 allowance can't be carried forward from year to year.

**CARRIED**

Initials: Reeve  CAO 

**STATUTORY/COUNCIL**  
**APPOINTMENTS - INTERNAL:**

***AGRICULTURAL ADVISORY***

**COMMITTEE:** 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.

**2022-24-507** **MOVED BY COUNCILLOR AIRTH** 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 agreed to have the Intermunicipal Subdivision and Development Appeal Board members that same Ken Matthews, David Marx and Peter Blacha with their term expiring October 2023.

***ASSESSMENT***

**REVIEW BOARD:** Council agreed to have Reeve Nygaard and Ken Matthews as members.

**2022-24-508** **MOVED BY COUNCILLOR CHALIFOUX** that Peter Blacha be appointed as a member at large to the Assessment Review Board.

**CARRIED**

***MUNICIPAL EMERGENCY ADVISORY COMMITTEE:***

**2022-24-509** **MOVED BY COUNCILLOR STEWART** that Reeve Nygaard, Deputy Reeve Zabolotniuk, Councillor Hunt and Councillor Mifflin be appointed to the Municipal Emergency Management Advisory Committee.

**CARRIED**

***BIG LAKES REGIONAL***

***EMERGENCY MANAGEMENT COMMITTEE:***

**2022-24-510** **MOVED BY COUNCILLOR AIRTH** 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:***

**2022-24-511** **MOVED BY COUNCILLOR AIRTH** that Reeve Nygaard, Councillor Chalifoux and Councillor Mifflin be appointed to the Economic Development Committee.

**CARRIED**

**INTER- GOVERNMENTAL  
RELATIONS  
COMMITTEE:**

**2022-24-512**      **MOVED BY COUNCILLOR MIFFLIN** that Reeve Nygaard, Councillor Stewart, Councillor Chalifoux and Councillor Airth 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.

**2022-24-513**      **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that Councillor Airth, and Councillor Monteith be appointed as members to the High Prairie Airport Committee and that Roland Gauthier be appointed as a member at large.

**CARRIED**

A break was taken from 11:05 a.m. to 11: 15 a.m.

**FIRE BUDGET REVIEW  
COMMITTEE:**

**2022-24-514**      **MOVED BY COUNCILLOR STEWART** that Reeve Nygaard and Councillor Monteith be appointment to the Fire Budget Review Committee.

**CARRIED**

**HIGH PRAIRIE  
LIBRARY BOARD:**

**2022-24-515**      **MOVED BY COUNCILLOR AIRTH** that Councillor Stewart be appointed to the High Prairie Library Board.

**CARRIED**

**LIBRARY BUDGET REVIEW  
COMMITTEE:**

**2022-24-516**      **MOVED BY COUNCILLOR STEWART** that Deputy Reeve Zabolotniuk and Councillor Mifflin be appointment to the Library Budget Review Committee.

**CARRIED**

**HIGH PRAIRIE RECREATION  
COMMITTEE:**

Deputy Reeve Zabolotniuk, Councillor Chalifoux and Councillor Mifflin all expressed interest to sit on the High Prairie Recreation Committee.

A secret ballot was taken.

**2022-24-517**      **MOVED BY COUNCILLOR HUNT** that Deputy Reeve Zabolotniuk, Councillor Mifflin be appointed as members and Councillor Chalifoux be appointed as alternate to the High Prairie Recreation Committee.

**CARRIED**

**RECREATION BUDGET REVIEW  
COMMITTEE:**

**2022-24-518**      **MOVED BY COUNCILLOR HUNT** that Councillor Airth and Reeve Nygaard be appointment to the Recreation Budget Review Committee.

**CARRIED**

**STATUTORY/AGREEMENT  
APPOINTMENTS - EXTERNAL:**

***HEART RIVER  
HOUSING:***

**2022-24-519**      **MOVED BY COUNCILLOR AIRTH** that Councillor Stewart be appointed as member and Councillor Chalifoux be appointed as alternate member to Heart River Housing.

**CARRIED**

***BARRHEAD SOCIAL  
HOUSING:***

**2022-24-520**      **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:***

**2022-24-521**      **MOVED BY COUNCILLOR AIRTH** that Councillor Mifflin be appointed to the Grouard/ Peace River Trail Committee.

**CARRIED**

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

**2022-24-522**      **MOVED BY COUNCILLOR STEWART** that Deputy Reeve Zabolotniuk be appointed as member and Councillor Airth be appointed as alternate to the Lesser Slave Watershed Council.

**CARRIED**

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

**2022-24-523**      **MOVED BY COUNCILLOR STEWART** that Councillor Airth be appointed as member and that Deputy Reeve Zabolotniuk be appointed as alternate to the Peace Airshed Zone Association.

**CARRIED**

***PREDA:***

**2022-24-524**      **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that Councillor Mifflin be appointed as member and that Deputy Reeve Zabolotniuk be appointed as alternate to the Peace Region Economic Development Alliance (PREDA).

**CARRIED**

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

**2022-24-525**      **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that Councillor Mifflin be appointed to the Community Futures Lesser Slave Lake Region.

**CARRIED**

**BIG LAKES COUNTY**

**LIBRARY BOARD:** Council considered appointing two members at large to the Big Lakes County Library Board.

A secret ballot was taken.

**2022-24-526** **MOVED BY COUNCILLOR MONTEITH** that Councillor Hunt and Deputy Reeve Zabolotniuk be appointed to the Big Lakes County Library Board.

**CARRIED**

**2022-24-527** **MOVED BY COUNCILLOR HUNT** that Lorrie Shelp be reappointed to the Big Lakes County Library Board for her 5th consecutive term from October 2022-October 2025.

**CARRIED**

**2022-24-528** **MOVED BY COUNCILLOR MIFFLIN** that Margaret Willier be appointed to the Big Lakes County Library Board for a 3-year term from October 2022-October 2025.

**CARRIED**

**PEACE LIBRARY SYSTEM:**

Councillor considered a request from Lorrie Shelp to sit on the Peace Library System board.

**2022-24-529** **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that Councillor Stewart be appointed as member to Peace Library System.

**CARRIED**

**H.P. REGIONAL LANDFILL AUTH:**

**2022-24-530** **MOVED BY COUNCILLOR STEWART** that Councillor Monteith be appointed as member and Councillor Mifflin be appointed as alternate member to the High Prairie Regional Landfill Authority.

**CARRIED**

**ALBERTA CARE:**

**2022-24-531** **MOVED BY COUNCILLOR HUNT** that Councillor Monteith be appointed as member and Councillor Mifflin be appointed as alternate member to Alberta CARE.

**CARRIED**

**H.P. SEED CLEANING CO-OP:**

**2022-24-532** **MOVED BY COUNCILLOR MONTEITH** that Deputy Reeve Zabolotniuk be appointed as member and Councillor Zahacy be appointed as alternate member to the High Prairie Seed Cleaning Co-op.

**CARRIED**

**S.A.R.D.A.**

**2022-24-533** **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that Councillor Zahacy be appointed as member to sit on the Smoky Applied Research Development Alliance (S.A.R.D.A).

**CARRIED**

**L.S.L. FOREST RESOURCE ADVISORY COMMITTEE:**

**2022-24-534** **MOVED BY COUNCILLOR MONTEITH** that Councillor Mifflin be appointed as member to the Lesser Slave Lake Forest Resources Advisory Committee.

**CARRIED**

**TOLKO FOREST  
RESOURCE ADVISORY  
COMMITTEE:**

**2022-24-535** **MOVED BY COUNCILLOR STEWART** that Deputy Reeve Zabolotniuk be appointed as member to the Tolko Forest Resource Advisory Committee.

**CARRIED**

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

**2022-24-536** **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that Councillor Mifflin be appointed as member to the Swan Hills Special Waste Liaison Committee.

**CARRIED**

**CHILDREN  
RESOURCE:**

**2022-24-537** **MOVED BY COUNCILLOR STEWART** that Councillor Chalifoux be appointed as member to the Children's Resource Council.

**CARRIED**

**NORTHERN ALBERTA  
ELECTED LEADERS:**

**2022-24-538** **MOVED BY COUNCILLOR MONTEITH** that Reeve Nygaard and Deputy Reeve Zabolotniuk be appointed as members to the Northern Alberta Elected Leaders.

**CARRIED**

**HIGH PRAIRIE CHAMBER  
OF COMMERCE:**

**2022-24-539** **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that Councillor Mifflin be appointed as member to the High Prairie & Area Chamber of Commerce.

**CARRIED**

**NLC – COMMUNITY  
EDUCATION  
COMMITTEE:**

**2022-24-540** **MOVED BY COUNCILLOR STEWART** that Deputy Reeve Zabolotniuk be appointed as member to the Northern Lakes College Community Education Committee – High Prairie.

**CARRIED**

**GOLDEN TRIANGLE  
CONSORTIA:**

**2022-24-541** **MOVED BY COUNCILLOR HUNT** that Councillor Chalifoux be appointed as member to the Golden Triangle Consortia.

**CARRIED**

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

**2022-24-542** **MOVED BY COUNCILLOR MONTEITH** that Councillor Stewart be appointed as member to the Community Health & Wellness Community Partnership Committee.

**CARRIED**

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

2022-24-543      **MOVED BY COUNCILLOR HUNT** that Councillor Stewart be appointed as member to the High Prairie & District Community Health Foundation until October 2025.

**CARRIED**

**NORTHWEST SPECIES  
AT RISK:**

2022-24-544      **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that Councillor Airth be appointed as member and Councillor Monteith be appointed as alternate to the Northwest Species at Risk Committee.

**CARRIED**

**HP ABORIGINAL  
INTERAGENCY  
COMMITTEE:**

2022-24-545      **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that Councillor Chalifoux be appointed as member to the High Prairie Aboriginal Interagency Committee (HPAIC).

**CARRIED**

**LITTLE SMOKY  
RECREATION  
COMMITTEE:**

2022-24-546      **MOVED BY COUNCILLOR AIRTH** that Councillor Stewart and Deputy Reeve Zabolotniuk be appointed as members and that Councillor Zahacy be appointed as alternate to the Little Smoky Recreation Committee.

**CARRIED**

**WATER NORTH COALITION:**

2022-24-547      **MOVED BY COUNCILLOR STEWART** that Councillor Monteith be appointed to the Water North Coalition.

**CARRIED**

The meeting recessed for lunch at 12:10 p.m. and reconvened at 12:40 p.m.

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

2022-24-548      **MOVED BY COUNCILLOR AIRTH** that Reeve Nygaard be appointed as member and Councillor Mifflin be appointed as alternate to the Alberta North Central Alliance (ANCA).

**CARRIED**

**INTER-MUNICIPAL  
COMMITTEES:**

**TOWN OF  
HIGH PRAIRIE:**

2022-24-549      **MOVED BY COUNCILLOR HUNT** that Councillor Mifflin, Councillor Airth and Councillor Chalifoux be appointed as members to the Town of High Prairie Intermunicipal Committee.

**CARRIED**

**TOWN OF SWAN HILLS:**

2022-24-550      **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that Reeve Nygaard, Councillor Mifflin and Councillor Hunt be appointed as members to the Town of Swan Hills Intermunicipal Committee.



**CARRIED**

***MUNICIPAL DISTRICT OF GREENVIEW:***

**2022-24-551**            **MOVED BY COUNCILLOR MONTEITH** that Councillor Stewart and Councillor Airth be appointed as members to the Municipal District of Greenview Intermunicipal Committee.

**CARRIED**

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

**2022-24-552**            **MOVED BY COUNCILLOR AIRTH** that Councillor Stewart and Deputy Reeve Zabolotniuk be appointed as members to the Municipal District of Smoky River No. 130 Intermunicipal Committee.

**CARRIED**

***MUNICIPAL DISTRICT OF LESSER SLAVE RIVER:***

**2022-24-553**            **MOVED BY COUNCILLOR STEWART** that Councillor Hunt and Reeve Nygaard be appointed as members to the Lesser Slave River Intermunicipal Committee.

**CARRIED**

***NORTHERN SUNRISE COUNTY:***

**2022-24-554**            **MOVED BY COUNCILLOR MIFFLIN** that Councillor Zahacy and Deputy Reeve Zabolotniuk be appointed as members to the Northern Sunrise County Intermunicipal Committee.

**CARRIED**

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

**2022-24-555**            **MOVED BY COUNCILLOR HUNT** that Councillor Chalifoux be appointed as member to the Northern Lakes College Community Education Committee – Grouard.

**CARRIED**

**SCHEDULE OF MEETINGS:**

**2022-24-556**            **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that the Big Lakes County council meetings be schedule for the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month beginning at 10:00 a.m.

**CARRIED**

**2022-24-557**            **MOVED BY COUNCILLOR AIRTH** that the December 28, 2022, and March 22, 2023 Regular Council meetings be cancelled.

**CARRIED**

**2022-24-558**            **MOVED BY COUNCILLOR HUNT** that the Municipal Planning Commission (MPC) meetings be schedule for the 4<sup>th</sup> Wednesday of each month beginning at 9:00 a.m.

**CARRIED**

2022-24-559            **MOVED BY COUNCILLOR MIFFLIN** that the Committee of the Whole (COW) meetings be schedule for the 2<sup>nd</sup> Wednesday of each month beginning at 9:00 a.m.

**CARRIED**

**DESTRUCTION  
OF BALLOTS:**

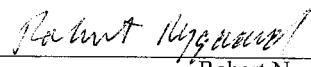
2022-24-560            **MOVED BY COUNCILLOR HUNT** that all ballots for the purpose of the Organizational Meeting be destroyed.

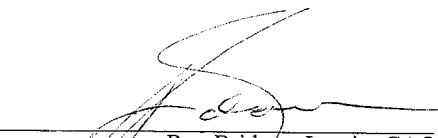
**CARRIED**

**ADJOURNMENT:**

2022-24-561            **MOVED BY COUNCILLOR CHALIFOUX** that the meeting adjourn at 12:58 p.m.

**CARRIED**

  
\_\_\_\_\_  
Robert Nygaard, Reeve

  
\_\_\_\_\_  
Roy Brideau, Interim CAO