

**BIG LAKES COUNTY  
COUNCIL MEETING  
November 23, 2022**

Minutes of the Big Lakes County Regular Council Meeting held at the County Administration Building in High Prairie, Alberta on Wednesday, November 23, 2022, 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
Administration:	Roy Brideau, Interim CAO
	Brett Hawken, Director of Community & Protective Services
	Jessica Plante, Recording Secretary
	David Reynolds, Director of Corporate Services
	Pat Olansky, Director of Planning & Development
	Vic Abel, Director of Public Works
	Kevin Cymbaluk, Director of Public Works
	Eunice McCauley, Human Resources Manager
	Jason Cottingham, Fire Chief
	Luci Martinson, Deputy Fire Chief
Delegations:	S/Sgt. Bryce Tarzwell, RCMP
	S/Sgt. Allan Paterson, RCMP
Press:	Richard Froese, South Peace News

**CALL TO ORDER:** Reeve Nygaard called the meeting to order at 10:11 a.m.

**ADDITIONS TO  
THE AGENDA:**

**2022-28-603**      **MOVED BY COUNCILLOR AIRTH** that the November 23, 2022, agenda be adopted as amended.

**CARRIED**

**MINUTES:**

**2022-28-604**      **MOVED BY COUNCILLOR STEWART** that the October 19, 2022, Special Council Meeting Minutes be adopted as presented.

**CARRIED**

**2022-28-605**      **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that the October 25, 2022, Organizational Meeting Minutes be adopted as presented.

**CARRIED**

**2022-28-606**      **MOVED BY COUNCILLOR MIFFLIN** that the October 26, 2022, Regular Council Meeting Minutes be adopted as presented.

**CARRIED**

**2022-28-607** **MOVED BY COUNCILLOR MONTEITH** that the October 31, 2022, Special Council Meeting Minutes be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
FROM MINUTES:**

***ACTION LIST:***

**2022-28-608** **MOVED BY COUNCILLOR MIFFLIN** that the action list be received for information.

**CARRIED**

**DELEGATION:**

**RCMP:** S/Sgt. Bryce Tarzwell & S/Sgt. Allan Paterson with the RCMP presented Council with an update on operations in High Prairie and McLennan and provided an update on the quarterly reports.

**STAFF REPORTS:** Councillor Airth stepped out of the meeting at 11:09 a.m. and returned at 11:11 a.m.

**2022-28-609** **MOVED BY COUNCILLOR STEWART** 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:**

***FINANCIAL CONTROL & PROCUREMENT POLICY AMENDMENTS:***

**2022-28-610** **MOVED BY COUNCILLOR MIFFLIN** that the report regarding the Financial Control & Procurement Policy be received for information.

**CARRIED**

**2022-28-611** **MOVED BY COUNCILLOR AIRTH** that administration be directed to bring back to Council a copy of the tender evaluation criteria documents for review.

**CARRIED**

The meeting recessed for lunch break at 12:10 p.m. and reconvened at 12:41 p.m.

***POLICY REVIEW – ADMIN-08 VEHICLE USAGE POLICY:***

**2022-28-612** **MOVED BY COUNCILLOR HUNT** that the revisions to the Vehicle Usage Policy Admin-08 be approved as presented.

**CARRIED**

**CORPORATE SERVICES:**

***ELECTRIC VEHICLE CHARGING STATION – ATCO ALTERNATIVE FUNDING MODEL:***

**2022-28-613** **MOVED BY COUNCILLOR STEWART** that the details regarding the ATCO Alternative Funding Model for an Electric Vehicle Charging station be received for information.

**CARRIED**

**ALBERTA COMMUNITY PARTNERSHIP – INTERMUNICIPAL COLLABORATION – REGIONAL TRANSPORTATION NETWORK PLAN:**

**2022-28-614** **MOVED BY COUNCILLOR MIFFLIN** that the grant application be approved for the Regional Transportation Network Plan through the Alberta Community Partnership – Intermunicipal Collaboration (ACP-IC) funding stream with the following motion:

*That Council approves Big Lakes County's application towards the Alberta Community Partnership – Intermunicipal Collaboration for the Regional Transportation Network Plan as the managing partner.*

**CARRIED**

**KINUSO COMMUNITY ASSOCIATION – SWAN VALLEY CEMETERY OPERATING FUNDING:**

**2022-28-615** **MOVED BY COUNCILLOR HUNT** that the funding request be approved for the Kinuso Community Association in the amount of \$1,000.

**CARRIED**

**STATEMENT OF OPERATIONS – OCTOBER 2022:**

**2022-28-616** **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that the Statement of Operations – October 2022 be received for information.

**CARRIED**

**PLANNING & DEVELOPMENT:**

**LAND USE BYLAW AMENDMENT #26-2022- FIRST READING:**

**2022-28-617** **MOVED BY COUNCILLOR STEWART** that first reading be provided to Land Use Bylaw Amendment #26-2022.

**CARRIED**

**2022-28-618** **MOVED BY COUNCILLOR STEWART** that a Public Hearing for Land Use Bylaw Amendment #26-2022 be set for December 14, 2022 at 1:00 p.m. in the Council Chambers of the Big Lakes County Administration Building.

**CARRIED**

**2022-28-619** **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that administration be directed to present information on industrial wellsite trailers and compliance with the Land Use Bylaw.

**CARRIED**

**LAND USE BYLAW AMENDMENT #23-2022 – SECOND READING:**

**2022-28-620** **MOVED BY COUNCILLOR CHALIFOUX** that second reading be provided to Land Use Bylaw Amendment #23-2022.

**CARRIED**

**2022-28-621** **MOVED BY COUNCILLOR HUNT** that third reading be provided to Land Use Bylaw Amendment #23-2022.

**CARRIED**

**FCSS RURAL TRANSPORTATION BUS – THIRD-PARTY RENTALS:**

**2022-28-622** **MOVED BY COUNCILLOR CHALIFOUX** that the proposed Schedule of Fees Bylaw amendment regarding the FCSS Rural Transportation Bus Third-Party Trips be tabled for additional information on third party rental rates.

**CARRIED**

A break was taken from 2:07 p.m. to 2:14 p.m.

**PUBLIC WORKS:****POLICY REVIEW – RODENT CONTROL POLICY #WS-05:**

**2022-28-623** **MOVED BY COUNCILLOR CHALIFOUX** that the Rodent Control #WS-05 policy be rescinded.

**CARRIED**

**HAMLET UPGRADE PROJECTS – JOUSSARD FLAG POLES:**

**2022-28-624** **MOVED BY COUNCILLOR ZAHACY** that the Hamlet Upgrades project estimate be received for information. Further it is recommended that an overall “Strategic Plan and Standardization of Hamlet Upgrade Requests” be developed for the County. This will provide a consistent system, criteria and guidelines for evaluating these applications.

**CARRIED**

**POLICY REVIEW – PRIVATE DRIVEWAY SNOWPLOWING POLICY PW-02:**

**2022-28-625** **MOVED BY COUNCILLOR AIRTH** that the revisions to the Private Driveway Snowplowing Policy PW-02 be approved.

**CARRIED**

**2022-28-626** **MOVED BY COUNCILLOR AIRTH** that the Central Slave Lake Agricultural Centre be added to Appendix A on the Private Driveway Snowplowing Policy PW-02.

**CARRIED**

**LIFE CYCLE COST ANALYSIS – COUNTY LIGHT DUTY TRUCKS:**

**2022-28-627** **MOVED BY COUNCILLOR CHALIFOUX** that the report on the life-cycle analysis of fleet costs be reviewed and that the current equipment replacement schedule be maintained.

**CARRIED**

Councillor Zahacy stepped out of the meeting at 2:47 p.m.

**2022-28-628** **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that administration be directed to bring forward the depreciation values for the light duty trucks as part of the life-cycle analysis.

**CARRIED**

Councillor Zahacy returned to the meeting at 2:48 p.m.

**COMMUNITY & PROTECTIVE SERVICES:****ANIMAL CONTROL BYLAW:**

**2022-28-629** **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that first reading be approved for the Animal Control Bylaw No. 27-2022.

**CARRIED**

**DRIFTPILE CREE NATION/ BIG LAKES COUNTY FIRE MUTUAL AID AGREEMENT:**

**2022-28-630**            **MOVED BY COUNCILLOR STEWART** that the Fire Mutual Aid Agreement with Driftpile Cree Nation be approved as amended.

**CARRIED**

**FIRE SERVICE CAPITAL INCREASE REQUEST – JOUSSARD PUMPER/ RESCUE:**

**2022-28-631**            **MOVED BY COUNCILLOR MIFFLIN** that the 2022 capital budget be increased for the Joussard Pumper/Rescue apparatus from \$605,000 to \$680,000 and that the additional \$75,000 comes from the Fire Equipment Reserve.

**CARRIED**

**ALBERTA NORTH CENTRAL ALLIANCE (ANCA) GOVERNANCE PROTOCOL CHANGE:**

**2022-28-632**            **MOVED BY COUNCILLOR MIFFLIN** that the Alberta North Central Alliance (ANCA) Governance Protocol amendments changing quorum to five out of nine member governments present with a minimum of two First Nation governments and 2 municipal government present.

**CARRIED**

**CORRESPONDENCE:**

**2022-28-633**            **MOVED BY DEPUTY REEVE ZABOLOTNIUK** that the information/correspondence be received for information.

**CARRIED**

A break was taken from 3:16 p.m. to 3:21 p.m.

Councillor Zahacy left the meeting at 3:17 p.m.

**CLOSED SESSION:**

**2022-28-634**            **MOVED BY COUNCILLOR AIRTH** that the meeting go into closed session at 3:22 p.m. to discuss negotiations and personnel matters as per section 27, Freedom of Information and Protection Act.

**CARRIED**

**2022-28-635**            **MOVED BY COUNCILLOR MONTEITH** that the meeting come out of closed session at 4:18 p.m.

**CARRIED**

**2022-28-636**            **MOVED BY COUNCILLOR STEWART** that the meeting proceed past 4:30 p.m.

**CARRIED**

**2022-28-637**            **MOVED BY COUNCILLOR AIRTH** that Council supports the Town of Swan Hills request to continue to be associate members of the High Prairie and District Regional Solid Waste Authority for a 5-year term.

**CARRIED**

**2022-28-638**            **MOVED BY COUNCILLOR MONTEITH** that Council agrees to continue with the Intermunicipal funding agreement with the Town of Swan Hills as originally established in 2017 as outlined in schedule B of the Intermunicipal funding agreement as part of the Intermunicipal Collaboration Framework (ICF) Agreement and that the agreement be reviewed again in 2027 or sooner if warranted by the force majeure clause 12 or the notwithstanding clause 13.

**CARRIED**

**2022-28-639**            **MOVED BY COUNCILLOR MIFFLIN** that Council agrees to maintain the current level of service for the Peace Officer services and that administration be directed to pay the additional amount of \$3,260.40.

**DEFEATED**

**2022-28-640**            **MOVED BY COUNCILLOR AIRTH** that Council agrees to slightly lower the level of service for the Peace Officer services from January 2023 to June 2023 (estimated 5 less hours a month) to make up for the Peace Officer hour overage from July- December 2022.

**CARRIED**

**2022-28-641**            **MOVED BY COUNCILLOR STEWART** that the Town of High Prairie Fire Operating Budget – ICF Breakdown be received for information.

**CARRIED**

**ADJOURNMENT:**

**2022-28-642**            **MOVED BY COUNCILLOR MIFFLIN** that the meeting be adjourned at 4:22 p.m.

**CARRIED**

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Robert Nygaard, Reeve

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Roy Brideau, Interim CAO