

**MINUTES
COUNTY OF NORTHERN LIGHTS
REGULAR COUNCIL MEETING HELD IN THE COUNTY CHAMBERS ON
TUESDAY, DECEMBER 14, 2021 at 9:00 A.M.
COUNTY BUILDING, MANNING, ALBERTA**

<https://us02web.zoom.us/j/82543143453?pwd=N1JtQkM0alp3Vm14bWRWNmw3R2RGQT09>

PRESENT:

Gary These	Ward One	Weberville/Stewart
Kayln Schug	Ward Two	Warrensville/Lac Cardinal
Brenda Yasinski	Ward Three	Dixonville/Chinook Valley
Brent Reese	Ward Four	Deadwood/Sunny Valley
Gloria Dechant	Ward Five	North Star/Breaking Point
Terry Ungarian	Ward Six	Hotchkiss/Hawk Hills
Linda Halabisky	Ward Seven	Keg River/Carcajou

IN ATTENDANCE:

Theresa Van Oort - Chief Administrative Officer
Teresa Tupper – Executive Assistant/ Recorder
Trent McLaughlin – Director of Public Works
Josh Hunter – Director of Finance
Dan Archer – Mile Zero Banner Post Reporter

01.0 Call to Order

A. Swearing in of Kayln Schug, Councillor Ward Two

Reeve Terry Ungarian called the Tuesday, December 14, 2021 Council meeting to order at 9:08 a.m.

Kayln Schug was sworn in as Councillor for Ward Two and signed the Oath of Office and Council Code of Conduct.

02.0 Adoption of the Agenda

458/14/12/21 **MOVED BY Councillor These to acknowledge receipt of the Tuesday, December 14th Council Agenda Package and adopt it with the following additions:**
06.1.1-H Letter from Peace River School Division RE: K-12 School in Manning
06.1.4-A CNRL Assessment Appeal Decision
06.1.1-I Peace River Chamber Davis Awards Sponsorship Request
06.1.1-J RMA Insurance Bulletin
CARRIED

03.0 Adoption of the Minutes of the Previous Regular or Special Meeting(s)

A. Tuesday, November 9th, 2021 Council Meeting Minutes

459/14/12/21 **MOVED BY Councillor Reese to acknowledge receipt of the Tuesday, November 9th, 2021 Council Meeting Minutes and adopt them as presented.**
CARRIED

04.0 Delegations

A. Manning & Area Food Bank Society Presentation by Kim Sheehan at 9:05 a.m.

Reeve welcomed Kim to council via zoom. Kim gave her presentation and asked for \$16,000 funding for 2022.

06.6.3 Agriculture Services
A. Producer concern on the seed testing program

460/14/12/21 **MOVED BY Councillor Reese to acknowledge receipt of the Producer concern and confirm Seed Viability Policy as it currently stands with 50% funding of seed testing.**
CARRIED

B. Mowing Tender 2022-2023

461/14/12/21 **MOVED BY Reeve Ungarian to acknowledge receipt of the 2022-2023 Mowing Tender and move to release the Mowing Tender for 2022-2023 and adopt changes to the Level of Service Road Classification policy to have all road classifications, except Recreational mowed full cut every second year.**
CARRIED

- 06.6.5 Natural Resources
- 06.6.6 Housing / Seniors
- 06.6.9 Tourism

B. Peace Regional Outreach Student and Daycare Support Society Presentation, Louise Woroniuk and Lorena Coombes, at 9:55 a.m.

Reeve Ungarian welcomed Louise and Lorena. Peace Regional Outreach asked for funding of \$20,000. for each year from 2023 to 2026 inclusive.

*Delegation B experiences technical issues and Council recessed at 9:57 a.m.
Reconvened at 10:10 a.m. to continue delegation.*

05.0 Policies/ Bylaws

A. Snowplowing of Public/Private Roadways Policy

462/14/12/21 **MOVED BY Councillor Halabisky to acknowledge receipt of the Snowplowing of Public/Private Roadways Policy and adopt it with the changes.
CARRIED**

B. Procurement of Goods and Services Policy

463/14/12/21 **MOVED BY Councillor Dechant to acknowledge receipt of the Procurement of Goods and Services Policy and adopt it with the changes.
CARRIED**

C. Credit Card policy

464/14/12/21 **MOVED BY Councillor Yasinski to acknowledge receipt of the Credit Card Policy and adopt it with the changes.
CARRIED**

D. On Call Policy

465/14/12/21 **MOVED BY Councillor These to acknowledge receipt of the On Call Policy and adopt it with the changes.
CARRIED**

E. Contract Grader Beat Policy

466/14/12/21 **MOVED BY Councillor Schug to acknowledge receipt of the Contract Grader Beat Policy and adopt it with the changes.
CARRIED**

06.0 Municipal/CAO & Departmental Reports/Business

06.1 Government Services

06.1.1 Council/Legislative

A. Peace Regional Subdivision and Development Appeal Board

467/14/12/21 **MOVED BY Councillor Reese to acknowledge receipt of the Peace Regional Subdivision and Development Appeal Board Request and approve the appointment of the following individuals as Members of the Peace Regional Subdivision and Development Appeal Board of a three-year term, effective November 30th, 2021 to November 30th, 2024:**

<u>Member</u>	<u>Municipality</u>
Randy Morden	Village of Berwyn
Avis Gagne	Town of MacLennan
Monica Robinson	Town of Peace River
Owen Sanford	Town of Fairview
Theresa Johnson	MD of Peace No. 135
Camilla Zavisha	Village of Hines Creek
Alison Bjornson	Village of Hines Creek

CARRIED

468/14/12/21 **MOVED BY Councillor Halabisky to approve the appointment of Bradley Drouin as a Member of the Peace Regional Subdivision and Development Appeal Board, effective November 30th, 2021, to serve the remainder of the term of office for Guy Beaudoin who has resigned from the Board as the representative for the Town of Falher.
CARRIED**

*Recessed meeting at 10:50 a.m.
Reconvened at 11:00 a.m.*

C. Public Hearing for Bylaw No. 21-61-466 at 11:00 a.m.

Chair Terry Ungarian declared the Public Hearing for Bylaw No. 21-61-466 open at 11:00 a.m.

Chair Ungarian welcomed all participants, including Derek Macdonald, ISL Engineering and Land Service Project Planner and online guests.

Chair Ungarian asked that the nature of the proposed amendment be read into the record. Derek Macdonald read the following into the record:

To introduce new and/or revised regulations into the County of Northern Lights Land Use Bylaw (LUB) regarding:

- 1. Amending the Development Permit Date of Effect; and*
- 2. Amending Development Permit Notification Requirements.*

Chair Ungarian requested confirmation that notification requirements (newspaper ads, announcements, time frames, etc.) had been met.

Notice of the public hearing for the proposed amendment was advertised in the MileZero Banner Post on November 17th and 24th, 2021. No comments were received.

Chair Ungarian stated the Rules of Conduct that would be followed during the hearing.

Chair Ungarian called for the PRESENTATION

- 1. The proposed amendment is to amend the Development Permit Date of Effect*

In response to Section 686(1) of the Municipal Government Act (MGA), Section F2.3 of the Land Use Bylaw is being amended to update the date on which an approved Development Permit comes into effect after issuance. Section F2.3 currently states the previous MGA requirement of 14 days, while Section 686(1) now requires 21 days.

- 2. Amending Development Permit Notification Requirements*

Administration has requested that Section F3: Notification of Permit Approval or Refusal be updated in order to follow best practices for sending out and advertising development permit notices of decision, including allowing for electronic means of notification. Council has previously approved Bylaw Amendment 20-61-440 in June of 2020 to allow for alternate methods of advertising statutory notices. The below amendments add clarity to Bylaw Amendment 20-61-440, and remove the requirement for providing written notice to adjacent landowners for Permitted Use development permits.

The regulations contained in the proposed amendment are in alignment with statutory plans.

Chair Ungarian called for any WRITTEN SUBMISSIONS in support of the proposed amendment. To date, no written submissions in support were received.

Chair Ungarian called for any WRITTEN SUBMISSIONS opposed to the proposed amendment. To date, no objections have been received or expressed.

Chair Ungarian called for any VERBAL SUBMISSIONS in support of the proposed amendment. No verbal submissions of support for the amendment were expressed.

Chair Ungarian called for any VERBAL SUBMISSIONS opposed to the proposed amendment. No verbal submission opposed to the amendment were expressed.

Chair Ungarian called for a RECOMMENDATION. Derek responded:

It is recommended that the proposed amendments be APPROVED.

Chair Ungarian asked if there were any questions from Council.

None

Chair Ungarian adjourned the Public Hearing for Bylaw No. 21-61-466 at 11:04 a.m.

F. Proposed Bylaw No. 21-61-466 (2nd & 3rd Reading after PH)

469/14/12/21 **MOVED BY Councillor Dechant to give SECOND READING to Bylaw No. 21-61-466, a Bylaw to make text amendments to the County of Northern Lights Land Use Bylaw No. 12-61-290. CARRIED**

470/14/12/21 **MOVED BY Councillor Yasinski to give THIRD AND FINAL READING to Bylaw No. 21-61-466, a Bylaw to make text amendments to the County of Northern Lights Land Use Bylaw No. 12-61-290.**
CARRIED

*Recessed meeting for Municipal Planning Commission Meeting at 11:06 a.m.
Reconvened meeting at 11:26 a.m.*

B. Alberta Provincial Police Service Transition Study Public Engagement Sessions

471/14/12/21 **MOVED BY Councillor Dechant to acknowledge receipt of the Alberta Provincial Police Service Transition Study Public Engagement Sessions Notice and register Reeve Ungarian to attend the session on March 8th, 2022 from 2:00 p.m. to 4:30 p.m. in Peace River.**
CARRIED

C. Peace River School Division Joint Meeting Invitation – Virtual

472/14/12/21 **MOVED BY Councillor Yasinski to acknowledge receipt of the Peace River School Division Joint Meeting Invitation and send Reeve Ungarian to attend the virtual meeting with Board of Trustees on February 2nd, 2022 at 7:00 p.m.**
CARRIED

D. Boards & Committees Required Motion

473/14/12/21 **MOVED BY Councillor Halabisky to acknowledge receipt of the Boards and Committees Report and appoint Councillor Kayln Schug to be the County of Northern Lights representative on the Grimshaw Regional Health Care Recruitment and Retention Committee, the Clear Hills Inter-Collaboration Framework and alternate on the County's South Recreation Board.**
CARRIED

E. Invitation to Awards/Appreciation Event

474/14/12/21 **MOVED BY Councillor Dechant to acknowledge receipt of the Invitation to Awards/Appreciation Event and that Councillors Yasinski and These attend the Fire Awards/Appreciation Event on December 21, 2021 at the Peace Valley Inns and provide thanks to the County Fire fighters on behalf of the County.**
CARRIED

F. 2022 Alberta Provincial Rural Crime Watch Symposium Request for Sponsorship

475/14/12/21 **MOVED BY Councillor Halabisky to acknowledge receipt of the 2022 Alberta Provincial Rural Crime Watch Symposium Request for Sponsorship Request and that the County be a gold sponsor and provide \$1,000.00 towards the 2022 Symposium to be held in Peace River on February 25th & 26th, 2022; coming from 2021 Council grants.**
CARRIED

G. Letter from the National Police Federation RE: Alberta Provincial Police Service (APPS) Transition Study

476/14/12/21 **MOVED BY Councillor Schug to acknowledge receipt of the Letter from the National Police Federation and accept it for information.**
CARRIED

H. Letter from Peace River School Division RE: K-12 School in Manning

477/14/12/21 **MOVED BY Councillor Halabisky to acknowledge receipt of the Letter from Peace River School Division and have Reeve Ungarian discuss issue with the Town of Manning Mayor.**
CARRIED

*Recessed meeting for lunch at 12:07 p.m.
Reconvened meeting at 12:51 p.m.*

I. Peace River Chamber Davis Awards Sponsorship Request

478/14/12/21 **MOVED BY Councillor Yasinski to acknowledge receipt of the Peace River Chamber Davis Awards Sponsorship Request and provide \$1,000 towards sponsoring the Davis Awards hosted by the Peace River & District Chamber of Commerce; and send Councillor Schug to attend the event at the Belle Petroleum Center on January 29th, 2022.**
CARRIED

J. RMA Insurance Bulletin

- 06.3.2 Roads
- 06.3.3 Airport
- 06.3.7 Drainage Ditches

06.4 Utilities/Public Works

- 06.4.1 Water
 - A. Upgrade to Chlorine Analyzers

488/14/12/21 **MOVED BY Councillor Reese to acknowledge receipt of the Upgrade to Chlorine Analyzers Report and have administration order new analyzers and to build the cost into the 2022 capital and operating budgets accordingly.**
CARRIED

- 06.4.2 Sewage

- 06.4.3 Solid Waste

06.6 Environmental Development

- 06.6.1 Development [Planning/Zoning/Subdivisions]
 - A. 21NL13 Krahn Subdivision

489/12/14/21 **MOVED BY Councillor Dechant to approve subdivision application 21NL13, to create a 4.0 ha lot on SE 16-87-23-W5M subject to the following six (6) conditions:**

1. That the applicant/owner dedicate a 5.0 m road right-of-way by caveat along the south boundary of the proposed lot and the balance of the quarter adjacent to Township Road 872, pursuant to Section 662(1) of the Municipal Government Act.
 2. That the applicant/owner enter into a development agreement with the County of Northern Lights to include but not be limited to, the installation of an approach to the proposed lot and the upgrading of the existing access to the balance, if required.
 3. That the applicant/owner remove the existing temporary approach to the proposed lot from the undeveloped County right-of-way (Range Road 233).
 4. That the applicant/owner carry forward and/or provide agreements, caveats, easements and/or rights-of-way in accordance with the municipal requirements, and agency and/or utility company requirements as identified in the Comments from Referral Agencies Section of this report.
 5. That the applicant/owner pay all outstanding property taxes pursuant to Section 654(1)(d) of the Municipal Government Act prior to the endorsement of the plan of subdivision, or arrangements made which are satisfactory to the County of Northern Lights.
 6. That the applicant/owner contact an Alberta Land Surveyor for the preparation of a Plan of Subdivision suitable for registration at the Alberta Land Titles Office to obtain the title(s) under this decision.
- CARRIED**

B. 21NL14 Vowel Subdivision

490/12/14/21 **MOVED BY Councillor Schug to approve a variance to Section 14 (Distance from Highway) of the Subdivision and Development Regulation in accordance with advice provided by Alberta Transportation for subdivision application 21NL14.**
CARRIED

491/12/14/21 **MOVED BY Reeve Ungarian to approve subdivision application 21NL14 to create a 33.2 ha lot on NE 23-91-23-W5M subject to the following five (5) conditions:**

1. That the applicant/owner dedicate a 5.0 m road right-of-way by caveat along the east boundary of the proposed lot adjacent to Range Road 231, pursuant to Section 662(1) of the Municipal Government Act.
2. That the applicant/owner enter into a development agreement with the County of Northern Lights to include but not be limited to, the upgrading of the approach to the proposed lot, if required.
3. That the applicant/owner carry forward and/or provide agreements, caveats, easements and/or rights-of-way in accordance with the municipal requirements, and agency and/or utility company requirements as identified in the Comments from Referral Agencies Section of this report.
4. That the applicant/owner pay all outstanding property taxes pursuant to Section 654(1)(d) of the Municipal Government Act prior to the endorsement of the plan of subdivision, or arrangements made which are satisfactory to the County of Northern Lights.
5. That the applicant/owner contact an Alberta Land Surveyor for the preparation of a Plan of Subdivision suitable for registration at the Alberta Land Titles Office to obtain the title(s) under this decision.

- 479/14/12/21 **MOVED BY Councillor Schug to acknowledge receipt of the RMA Insurance Bulletin and accept it for information.**
CARRIED
- 06.1.2 Administration
A. CAO Report
- 480/14/12/21 **MOVED BY Councillor Yasinski to invite Wendy Goulet (or other appropriate person) to a Council Meeting to discuss Indigenous Land Acknowledgement.**
CARRIED
- 481/14/12/21 **MOVED BY Councillor Halabisky that Councillor Schug be registered for the Muni's 101 via zoom in January 2022; accept CAO report as presented.**
CARRIED
- 06.1.3 Assessment
- 06.1.4 Taxation
A. CNRL Assessment Appeal Decision
- 482/14/12/21 **MOVED BY Councillor Reese to acknowledge receipt of the CNRL Assessment Appeal Decision Report and accept it for information.**
CARRIED
- 06.1.5 Finance
A. October 2021 Bank Reconciliation
- 483/14/12/21 **MOVED BY Councillor Dechant to acknowledge receipt of the October 2021 Bank Reconciliation and accept it for information.**
CARRIED
- B. November 2021 Cheque Registers
- 484/14/12/21 **MOVED BY Councillor Yasinski to acknowledge receipt of the November 2021 Cheque Registers and accept them for information.**
CARRIED
- C. Year-to-Date Budget
- 485/14/12/21 **MOVED BY Councillor Reese to acknowledge receipt of the Year-to-Date Budget Report and accept it for information.**
CARRIED
- D. Finance Update
- 486/14/12/21 **MOVED BY Councillor Dechant to acknowledge receipt of the Finance Update Report and accept it for information.**
CARRIED
- 06.1.6 Equipment/Supplies
- 06.1.7 Buildings/Properties
- 06.1.8 Personnel/Human Resources
- 06.2 Protective Services
- 06.2.1 Policing
- 06.2.3 Fire protection
- 06.2.4 Emergency Measures & Disaster Services
- 06.2.5 Ambulance/First Aid
- 06.2.6 By-law Enforcement
- 06.3 Transportation/Drainage/Public Works
- 06.3.1 Public Works
A. Director of Public Works Report
- 487/14/12/21 **MOVED BY Councillor These to acknowledge receipt of the Director of Public Works Report and accept it for information.**
CARRIED

CARRIED

06.6.2 Community Services / Economic Development
A. Peace Regional Women's Shelter Request

492/14/12/21 **MOVED BY Councillor Yasinski to acknowledge receipt of the Peace Regional Women's Shelter Request and provide a donation to the Women's Shelter in the amount of \$500 from Council Grants.**
CARRIED

07.0 Ward and/or Committee Reports
A. Councillor Ward Reports

493/14/12/21 **MOVED BY Councillor Yasinski to acknowledge receipt of the Councillor verbal and written Ward Reports and accept them for information.**
CARRIED

08.0 Info Items
A. Tuesday, December 14th, 2021 Info Package

494/14/12/21 **MOVED BY Councillor Reese to acknowledge receipt of the Tuesday, December 14, 2021 Info Package and accept it for information.**
CARRIED

09.0 Open Mic

Decisions on Delegations

*Manning & Area Food Bank Society
Peace Regional Outreach Student and Daycare Support Society*

495/14/12/21 **MOVED BY Councillor Yasinski to provide \$10,000 from miscellaneous council grants to Manning & Area Food Bank Society for 2022.**
CARRIED

496/14/12/21 **MOVED BY Councillor Halabisky to defer provision of funding discussion for Peace Regional Outreach until 2023 budget discussions.**
CARRIED

*Recessed meeting at 2:30 p.m.
Reconvened meeting at 2:31 p.m.*

10.0 In Camera Items
A. Town of Peace River - Land under FOIP Section 23
B. Tax Agreement Update – FOIP Section 16
C. South Waterline Update – FOIP Section 27


497/14/12/21 **MOVED BY Councillor Halabisky to have the Tuesday, December 14, 2021 Council Meeting go in camera to discuss Town of Peace River - Land under FOIP Section 23, Tax Agreement Update – FOIP Section 16 and South Waterline Update – FOIP Section 27 at 2:40 p.m.**
CARRIED

*Dan Archer, Reporter; (2:35 p.m.) Teresa Tupper, Executive Assistant exit meeting at 2:40 p.m.
Councillor Halabisky declared and left the in-camera session at 2:52 p.m. (Tax Agreement)
Councillor Halabisky returned to in-camera session at 3:00 p.m.
Councillor Schug declared and left the in-camera session at 3:00 p.m. (South Regional Waterline)
Councillor Schug returned to in-camera session at 3:30 p.m.*

498/14/12/21 **MOVED BY Councillor Yasinski to have the Tuesday, December 13th, 2021 Council Meeting come out of camera at 3:42 p.m.**
CARRIED

11.0 Adjournment

Reeve Ungarian adjourned the Tuesday, December 14, 2021 Council Meeting at 3:43 p.m.



Chief Elected Official



Chief Administrative Officer