

**MINUTES
COUNTY OF NORTHERN LIGHTS
REGULAR COUNCIL MEETING HELD
IN THE COUNTY CHAMBERS AND VIA ZOOM
ON TUESDAY, DECEMBER 08, 2020 at 9:00 A.M.
COUNTY BUILDING, MANNING, ALBERTA**

<https://us02web.zoom.us/j/81878159302?pwd=Tzd0alU3eC85SGgybnNOWUdoU2twodz09>

PRESENT:

Cheryl Anderson	Ward One	Weberville/Stewart
Arie Loogman	Ward Two	Warrensville/Lac Cardinal
Brenda Yasinski	Ward Three	Dixonville/Chinook Valley
Brent Reese	Ward Four	Deadwood/Sunny Valley
James McCracken	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

01.0 Call to Order

Reeve Terry Ungarian calls the Tuesday, December 8, 2020 Council Meeting to order at 9:02 a.m.

02.0 Adoption of the Agenda

456/08/12/20 **MOVED BY Councillor McCracken to acknowledge receipt of the Tuesday, December 8, 2020 Council agenda; and adopt it with the following addition:
06.1.1-C Transfer of Airport to Peace River Regional Airport Association
CARRIED**

03.0 Adoption of the Minutes of the Previous Regular or Special Meeting(s)
A. Tuesday, November 24, 2020 Council Meeting minutes

457/08/12/20 **MOVED BY Councillor Yasinski to acknowledge receipt of the Tuesday, November 24, 2020 Council Meeting minutes; and adopt them as presented.
CARRIED**

04.0 Delegations

A. Glenda Farnden Sr. Municipal Relations Liaison – AB/BC STARS Foundation via Zoom at 9:05 a.m.

Reeve Ungarian welcomes Glenda and she proceeds with the STARS annual update.

Delegation A exits zoom at 9:21 a.m.

06.0 Municipal/CAO & Departmental Reports/Business

06.1 Government Services

06.1.1 Council/Legislative

A. Appointment of Returning Officer & Substitute Returning Officer

458/08/12/20 **MOVED BY Councillor Halabisky to appoint Teresa Tupper as the Returning Officer and Theresa Van Oort as the Substitute Returning Officer for the 2021 General Municipal Election.
CARRIED**

B. General Municipal Election 2021 – Advanced Vote

459/08/12/20 **MOVED BY Councillor Yasinski to approve the Returning Officer to set one or more dates and time for an Advanced Vote in the County of Northern Lights for the General Municipal Election.
CARRIED**

C. Transfer of Airport to Peace River Regional Airport Association

460/08/12/20 **MOVED BY Councillor Anderson to acknowledge receipt of the Peace River Airport Press Release and accept it for information.**
CARRIED

06.1.2 Administration
A. CAO Report

461/08/12/20 **MOVED BY Councillor Yasinski to acknowledge receipt of the CAO Report; and that the request from the Town of Manning to share in the cost of Animal Control be denied.**
CARRIED

04.0 Delegations

B. Peace River Municipal Library Director Channing Stenhouse & Library Board Vice-Chair Emma Anso for a Library update via Zoom at 9:40 a.m.

Reeve Ungarian welcomed Channing Stenhouse and she presented the current status of the Peace River Municipal Library. The Library asked council to continue with the financial support consistent of 2019. (Emma was unable to attend)

Delegation B exits at 9:52 a.m.

Recessed at 9:53 a.m.

Reconvened at 10:09 a.m.

06.1.3 Assessment

06.1.4 Taxation

06.1.5 Finance
A. October 2020 Bank Reconciliation

462/08/12/20 **MOVED BY Councillor Anderson to acknowledge receipt of the October 2020 Bank Reconciliation; and accept it for information.**
CARRIED

B. November 2020 Cheque Register

463/08/12/20 **MOVED BY Councillor Reese to acknowledge receipt of the November 2020 Cheque Register; and accept it for information.**
CARRIED

C. Year-to-Date Budget

464/08/12/20 **MOVED BY Councillor Loogman to acknowledge receipt of the Year-to-Date Budget 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

465/08/12/20 **MOVED BY Councillor McCracken to acknowledge receipt of the Director of Public Works Report; and accept it for information.**
CARRIED

06.3.2 Roads

06.3.3 Airport
A. Airport Runway Deicing Report

466/08/12/20 **MOVED BY Councillor Loogman to acknowledge receipt of the Airport Runway Deicing Report; and support administration adding the use of alternative deicing products into the 2021 budget.**
CARRIED

06.3.7 Drainage Ditches

06.4 Utilities/Public Works

06.4.1 Water

06.4.2 Sewage

06.4.3 Solid Waste

06.6.2 Community Services / Economic Development

A. Alzheimer's Awareness Month

467/08/12/20 **MOVED BY Councillor Halabisky to acknowledge receipt of the Alzheimer's Awareness Month Report; and declare January 2021 as Alzheimer's Awareness Month in the County of Northern Lights and; light a portion of the administration building blue in recognition of Alzheimer's Awareness Month.**
CARRIED

06.6 Environmental Development

06.6.1 Development [Planning/Zoning/Subdivision]

A. Subdivision Report 20NL05 – Gregory Keith Mitchell

468/08/12/20 **MOVED BY Councillor Reese to the subdivision application 20NL05 to create 1.7 ha (4.3 ac) lot within a portion of NE 19-91-22 W5M subject to the following ten (10) conditions:**

1. That the applicant/owner provide cash-in lieu of Municipal Reserve in the amount of \$360 to the County of Northern Lights, pursuant to Section 667 of the Municipal Government Act;
2. That the applicant/owner provide payment of the Deferred Reserve Caveat registered against the Certificate of Title in the amount of 0.897 ha or \$136, as agreed upon with the County;
3. That the applicant/owner provides a dedication by caveat of a 5 m road widening by caveat along the west and south boundaries of the proposed lot, and along the west boundary of the balance of NE 19-91-22 W5M, pursuant to Section 661 of the Municipal Government Act;
4. That the applicant/owner enter into a development agreement with the County of Northern Lights to include, but not limited to, the upgrading of the existing approaches or construction of new approaches in the proposed lot and/or the balance of the quarter section, if required;
5. That the applicant/owner enter into a cross lot access agreement with the owner of the balance of the quarter section (NE 19-91-23-W5M);
6. That a restrictive covenant in favour of the County of Northern Lights be registered on the title of the proposed lot to ensure that there are no permanent structures developed on the proposed lot;
7. That the applicant/owner carry forward and/or provide new agreements, caveats, easements and/or rights-of-way in accordance with municipal requirements, and agency and/or utility company requirements as identified in the Comments from Referral Agencies Section of this report;
8. That water and sanitary service shall be provided by cistern and holding tank as per the Alberta Private Sewage Systems Standard of Practice;
9. 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; and
10. 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 title(s) under this decision.

CARRIED

Recessed at 10:54 a.m.

04.0 Delegations

C. Public Hearing for proposed Bylaw No. 20-61-445 at 11:00 a.m.

Chair Terry Ungarian declared the Public Hearing for Bylaw No. 20-61-445 open at 11:10 a.m.

Chair Ungarian welcomed all participants, including Derek MacDonald, ISL Engineering and Land Services Representative.

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

The purpose of this Land Use Bylaw (LUB) amendment is to redistrict Lot 19, Block 2, Plan 962 2795 from Direct Control (DC) District to Direct Control 3 (DC.3) District.

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 Mile Zero/Banner Post on November 18, 2020 and November 25, 2020 and on the County's social media.

The proposed LUB amendment was circulated to affected stakeholders for their review and comment.

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

Chair Ungarian called for the PRESENTATION from the Derek.

This amendment is for administrative purposes. It approves an existing DC District by Bylaw, renames the District to comply with the new LUB naming conventions, and updates the LUB map to reflect the DC.3 designation. It also renames Home Occupation (Minor) to Home Based Business (Minor), Home Occupation (Major) to Home Based Business (Major) and Contractor's Yard to Contractor (General) to reflect amendments made to the LUB in 2012. While the names of these uses have changed the key elements of their definitions have remained the same. All existing development will conform to the LUB.

The existing DC District for the site was created by Council resolution in 2009 and accommodates the development of a shop, outdoor storage, a Caretaker's Residence and commercial use opportunities. The resolution creating the 2009 DC District should be rescinded as it does not comply with the requirements of the Municipal Government.

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 of 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.

To date, no verbal submissions of support for the amendment were expressed.

Chair Ungarian called for any VERBAL SUBMISSIONS opposed to the proposed amendment.

To date, no verbal submission opposed to the amendment were expressed.

Chair Ungarian calls for a RECOMMENDATION.

Derek responded:

It is recommended that the proposed Land Use Bylaw amendment application be APPROVED.

Chair Ungarian asked if there were any questions from Council.

None

Chair Ungarian adjourned the Public Hearing for Bylaw No. 20-61-445 at 11:14 a.m.

04.0 Delegations

D. Public Hearing for proposed Bylaw No. 20-61-446 at 11:00 a.m.

Chair Terry Ungarian declared the Public Hearing for Bylaw No. 20-61-446 open at 11:14 a.m.

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

The purpose of this Land Use Bylaw (LUB) amendment is to redistrict a portion of SE1-85-22-W5M from Direct Control (DC) District to Direct Control 4 (DC.4) District.

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 Mile Zero/Banner Post on November 18, 2020 and November 25, 2020 and on the County's social media.

The proposed LUB amendment was circulated to affected stakeholders for their review and comment.

Chair Ungarian dispensed with stating the Rules of Conduct that would be followed during the hearing.

Chair Ungarian called for the PRESENTATION from Derek.

This amendment is for administrative purposes. It approves an existing DC District by Bylaw, renames the District to comply with the new LUB naming conventions, and updates the LUB map to reflect the DC.4 designation.

The existing DC District for the site was created by Council resolution in 2012 and accommodates the development of a 464 m² Automotive and Equipment Repair Shop. The resolution creating the 2012 DC District should be rescinded as it does not comply with the requirements of the Municipal Government Act (MGA) and are subject to challenge. The proposed LUB amendment will replace the resolution.

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 of 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.

To date, no verbal submissions of support for the amendment were expressed.

Chair Ungarian called for any VERBAL SUBMISSIONS opposed to the proposed amendment.

To date, no verbal submission opposed to the amendment were expressed.

Chair Ungarian calls for a RECOMMENDATION.

Derek responded:

It is recommended that the proposed Land Use Bylaw amendment application be APPROVED.

Chair Ungarian asked if there were any questions from Council.

None

Chair Ungarian adjourned the Public Hearing for Bylaw No. 20-61-446 at 11:16 a.m.

04.0 Delegations

E. Public Hearing for proposed Bylaw No. 20-61-447 at 11:00 a.m.

Chair Terry Ungarian declared the Public Hearing for Bylaw No. 20-61-447 open at 11:16 a.m.

Chair Ungarian asked that the nature of the proposed amendment be read into the record.

Derek MacDonald read the following into the record:

The purpose of this Land Use Bylaw (LUB) amendment is to redistrict the portion of NE30-88-20-W5M subject to Registered Plans 182 1046 and 182 1047 from Direct Control (DC) District to Direct Control 5 (DC.5) District.

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 Mile Zero/Banner Post on November 18, 2020 and November 25, 2020 and on the County's social media.

The proposed LUB amendment was circulated to affected stakeholders for their review and comment.

Chair Ungarian dispensed with stating the Rules of Conduct that would be followed during the hearing.

Chair Ungarian called for the PRESENTATION from the Development Officer. (Derek Macdonald)

This amendment is for administrative purposes. It approves an existing DC District by Bylaw, renames the District to comply with the new LUB naming conventions, and updates the LUB map to reflect the DC.5 designation.

The existing DC District for the site was created by Council resolution in 2014 and accommodates the development of four (4) residential lots. The resolution creating the 2014 DC District should be rescinded as it does not comply with the requirements of the Municipal Government Act (MGA) and are subject to challenge. The proposed LUB amendment will replace the resolution.

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 of 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.

To date, no verbal submissions of support for the amendment were expressed.

Chair Ungarian called for any VERBAL SUBMISSIONS opposed to the proposed amendment.

To date, no verbal submission opposed to the amendment were expressed.

Chair Ungarian calls for a RECOMMENDATION.

Derek responded:

It is recommended that the proposed Land Use Bylaw amendment application be APPROVED.

Chair Ungarian asked if there were any questions from Council.

Is this on the Whitemud Flats? Hasn't this already been subdivided?

Yes, this is an administration change. To be compliant the Direct Control District must be done by bylaw, rather than resolution.

Chair Ungarian adjourned the Public Hearing for Bylaw No. 20-61-447 at 11:19 a.m.

05.0 Policies/ Bylaws

A. Proposed Bylaw No. 20-61-445 (after Public Hearing)

469/08/12/20 **MOVED BY Councillor Anderson to give SECOND reading to Bylaw No. 20-61-445, a bylaw for the purpose of amending the County of Northern Lights Land Use Bylaw No. 12-61-290.**
CARRIED

470/08/12/20 **MOVED BY Councillor McCracken to give THIRD AND FINAL reading to Bylaw No. 20-61-445, a bylaw for the purpose of amending the County of Northern Lights Land Use Bylaw No. 12-61-290.**
CARRIED

B. Proposed Bylaw No. 20-61-446 (after Public Hearing)

471/08/12/20 **MOVED BY Councillor Halabisky to give SECOND reading to Bylaw No. 20-61-446; a bylaw for the purpose of amending the County of Northern Lights Land Use Bylaw No. 12-61-290.**
CARRIED

472/08/12/20 **MOVED BY Councillor McCracken to give THIRD AND FINAL reading to Bylaw No. 20-61-446; a bylaw for the purpose of amending the County of Northern Lights Land Use Bylaw No. 12-61-290.**
CARRIED

C. Proposed Bylaw No. 20-61-447 (after Public Hearing)

473/08/12/20 **MOVED BY Councillor Loogman to give SECOND reading to Bylaw No. 20-61-447; a bylaw for the purpose of amending the County of Northern Lights Land Use Bylaw No. 12-61-290.**
CARRIED

474/08/12/20 **MOVED BY Councillor Yasinski to give THIRD AND FINAL reading to Bylaw No. 20-61-447; a bylaw for the purpose of amending the County of Northern Lights Land Use Bylaw No. 12-61-290.**
CARRIED

Recessed meeting to move to Municipal Planning Commission Meeting at 11:21 a.m.

Reconvened meeting at 11:37 a.m.

Blake Gaugler, Agriculture Fieldman entered at 11:37 a.m.

06.6.3 Agriculture Services
A. Big Lakes County 'Results Driven Agricultural Research' (RDAR) Response Letter

475/08/12/20 **MOVED BY Councillor Halabisky to acknowledge receipt of the Big Lakes County 'Results Driven Agriculture Research' (RDAR) Response Letter; and accept for information.**
CARRIED

Blake Gaugler, Agriculture Fieldman exited at 11:48 a.m.

06.6.5 Natural Resources

06.6.6 Housing / Seniors

06.6.9 Tourism

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

476/08/12/20 **MOVED BY Councillor Anderson to acknowledge receipt of the written and verbal Councillor Ward Reports; and accept them for information.**
CARRIED

08.0 Info Items
A. Tuesday, December 8, 2020 Info Package

477/08/12/20 **MOVED BY Councillor Reese to acknowledge receipt of the Tuesday, December 8th, 2020 Info Package; and accept it for information.**
CARRIED

09.0 Open Mic

Decisions on Delegations

STARS Presentation – no motion required

Peace River Municipal Library Presentation – no motion required

10.0 In Camera Items
A. Personnel under FOIP Act Section 17

478/08/12/20 **MOVED BY Councillor Halabisky to have the Tuesday, December 8th, 2020 Council meeting go in camera to discuss personnel under FOIP section 17 at 12:12 p.m.**
CARRIED

Trent McLaughlin Director of Public Works and Teresa Tupper Executive Assistant exits at 12:12 a.m.

479/08/12/20 **MOVED BY Councillor Yasinski to have the Tuesday, December 8th, 2020 Council meeting come out of camera at 12:37 p.m.**
CARRIED

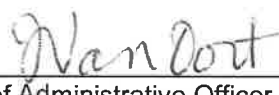
480/08/12/20 **MOVED BY Councillor Anderson to have the County of Northern Lights Main Office closed from Thursday, December 24th, 2020 to Sunday, January 3rd, 2021.**
CARRIED

11.0 Adjournment

Reeve Terry Ungarian Adjourned the Tuesday, December 8th, 2020 Council Meeting at 12:38 p.m.



Chief Elected Official
Terry Ungarian



Chief Administrative Officer
Theresa Van Oort