

**MINUTES  
COUNTY OF NORTHERN LIGHTS  
REGULAR COUNCIL MEETING TO BE HELD IN THE COUNTY CHAMBERS  
ON TUESDAY, MAY 24, 2022 at 9:00 A.M.  
COUNTY BUILDING, MANNING, ALBERTA**

<https://us02web.zoom.us/j/83930983470?pwd=N1BvTlhaTFZLTW1MZE8wd1VkNDNVZz09>

**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  
Josh Hunter – Director of Finance  
Trent McLaughlin – Director of Public Works  
Dan Archer – Mile Zero Banner Post Reporter

**01.0 Call to Order**

*A. Land Acknowledgement*

Reeve Terry Ungarian called the Tuesday, May 24<sup>th</sup>, 2022 Council Meeting to order at 9:01 a.m.

**02.0 Adoption of the Agenda**

**230/24/05/22** **MOVED BY Councillor Halabisky to acknowledge receipt of the Tuesday, May 24th, 2022 Council Meeting agenda and adopt it with the following addition:**  
**06.6.6.- A Municipal Needs Assessment**  
**CARRIED**

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

*A. Tuesday, May 10, 2022 Council Meeting Minutes*

**231/24/05/22** **MOVED BY Councillor Dechant to acknowledge receipt of the Tuesday, May 10, 2022 Council Meeting minutes and adopt them as presented.**  
**CARRIED**

**04.0 Delegations**

**05.0 Policies/ Bylaws**

*A. Financial Reporting Policy*

**232/24/05/22** **MOVED BY Councillor Yasinski to acknowledge receipt of the Financial Reporting Policy and adopt it with the updates as discussed.**  
**CARRIED**

*B. Ratepayer Meeting Policy*

**233/24/05/252** **MOVED BY Councillor These to acknowledge receipt of the Ratepayer Meeting Policy and adopt it with the updates as discussed.**  
**CARRIED**

*C. Council Communication Policy*

**234/24/05/22** **MOVED BY Councillor Schug to acknowledge receipt of the Council Communication Policy and adopt it with the updates discussed.**  
**CARRIED**

*Recessed meeting for CCAP Photo at 9:13 a.m.  
Reconvened meeting at 9:15 a.m.*

*D. Recreation and Culture Policy*

**235/24/05/22** **MOVED BY Councillor Halabisky to acknowledge receipt of the Recreation and Culture Funding Policy and adopt it with the updates as discussed.**  
**CARRIED**

E. IDP Bylaw Amendment No.22-61-472

236/24/05/22 **MOVED BY Councillor Reese to give FIRST READING to IDP Bylaw Amendment No. 22-61-472; a bylaw to amend the Intermunicipal Development Plan (IDP) County of Northern Lights, Municipal District of Peace No. 125 Bylaw No. 19-61-422; a bylaw to cooperate in the planning and development of lands that connect the two municipalities; and advertise in the Mile Zero Banner Post once Public Hearing date is confirmed by MD of Peace.**  
**CARRIED**

**06.0 Municipal/CAO & Departmental Reports/Business**

06.1 Government Services

06.1.1 Council/Legislative

A. RMA Intermunicipal Collaboration Framework (ICF) Member Survey

237/24/05/22 **MOVED BY Councillor Dechant to acknowledge receipt of the RMA Intermunicipal Collaboration Framework (ICF) Member Survey and Councillor Yasinski will submit answers online on behalf of Council.**  
**CARRIED**

B. County Canada Day Celebration Invitation

238/24/05/22 **MOVED BY Councillor Schug to acknowledge receipt of the County Canada Celebration Invitation from Northern Sunrise County and accept it for information.**  
**CARRIED**

06.1.2 Administration

A. CAO Report

239/24/05/22 **MOVED BY Councillor These to acknowledge receipt of the CAO Report and accept it for information.**  
**CARRIED**

06.1.3 Assessment

06.1.4 Taxation

06.1.5 Finance

A. April 2022 Bank Reconciliation

240/24/05/22 **MOVED BY Councillor Yasinski to acknowledge receipt of the April 2022 Bank Reconciliation and accept it for information.**  
**CARRIED**

B. Year-to-Date Budget

241/24/05/22 **MOVED BY Councillor Reese 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

*Recessed meeting (CCAP & Break) at 10:37 a.m.  
Reconvened meeting at 10:46 a.m.*

06.3 Transportation/Drainage/Public Works

06.3.1 Public Works

A. Gravel Haul Rates and Fuel Cost Adjustment

242/24/05/22 **MOVED BY Councillor Halabisky to acknowledge receipt of the Gravel Haul Rates and Fuel Cost Adjustment Report and table discussion to the next regular council meeting.**  
**CARRIED**

*Recessed meeting (MPC) at 11:08 a.m.  
Reconvened meeting at 11:17 a.m.*

06.6 Environmental Development  
06.6.1 Development [Planning/Zoning/Subdivisions]  
A. 22NL01 Subdivision Report

243/24/05/22 **MOVED BY Councillor These to approve subdivision application 22NL01, to create a 5.5 ha (13.6 ac) lot on SW 15-92-22-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 and west boundaries of the proposed lot adjacent to Range Road 922 and Township Road 223, 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 and/or remainder, 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.**
6. **That the applicant/owner work with the County to locate and establish acceptable means of access to the remainder of the quarter section, either by way of an access easement agreement through the proposed subdivision or via the construction of a new access into the remainder to the satisfaction and standards of the County.**

**CARRIED**

#### **Advisory Comment**

As noted in the report for 22NL01, a desktop assessment indicated the potential presence of at least one ephemeral wetland area within the proposed parcel. The County may require further investigation on the part of the landowner/developer to determine the precise nature and location of possible wetland areas as part of any future permitting processes and prior to any development taking place within the proposed parcel. Further investigation may include engaging an environmental professional to conduct a wetland assessment field study to identify and classify potential wetlands in accordance with AEP wetland policy directives.

Should wetlands be identified, the County may seek a wetland memo summarizing the findings and recommendations prior to commencing any future development, site grading and other development activities that may alter, disturb or impact the wetland(s). This includes but is not limited to, the locating and constructing of a new residence.

*B. Director of Public Works Report*

244/24/05/22 **MOVED BY Councillor Reese to acknowledge receipt of the Director of Public Works Report and accept it for information.**  
**CARRIED**

06.3.2 Roads  
06.3.3 Airport  
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 Environmental Development

06.6.2 Community Services / Economic Development

06.6.3 Agriculture Services

06.6.5 Natural Resources

06.6.6 Housing / Seniors  
*A. Municipal Needs Assessment*

**245/24/05/22** **MOVED BY Councillor Yasinski to acknowledge receipt of the Municipal Needs Assessment Correspondence from the North Peace Housing Foundation and have administration reply.**  
**CARRIED**

06.6.9 Tourism

**07.0 Ward and/or Committee Reports**

**08.0 Info Items**

*A. Tuesday, May 24, 2022 Council Info Package*

**246/24/05/22** **MOVED BY Councillor Halabisky to acknowledge receipt of the Tuesday, May 24, 2022 Council Info Package and accept it for information.**  
**CARRIED**

**09.0 Open Mic**

*Decisions on Delegations*

**10.0 In Camera Items**

**247/24/05/22** **MOVED BY Councillor Dechant to have the Tuesday, May 24, 2022 Council meeting go in camera at 11:46 a.m.**  
**CARRIED**

*Teresa Tupper, Executive Assistant/Recording and Dan Archer, Reporter exit meeting at 11:46 a.m.*

**248/24/05/22** **MOVED BY Councillor Halabisky to have the Tuesday, May 24, 2022 Council Meeting come out of camera at 12 noon.**  
**CARRIED**

**11.0 Adjournment**

Reeve Terry Ungarian adjourned the Tuesday, May 24, 2022 Council meeting at 12 noon.

  
\_\_\_\_\_  
Chief Elected Official  
Terry Ungarian

  
\_\_\_\_\_  
Chief Administrative Officer  
Theresa Van Oort