

**MINUTES
COUNTY OF NORTHERN LIGHTS
REGULAR COUNCIL MEETING HELD IN COUNTY CHAMBERS
ON TUESDAY, NOVEMBER 01, 2022 at 9:00 A.M.
COUNTY BUILDING, MANNING, ALBERTA**

<https://us02web.zoom.us/j/87605492341?pwd=Ym9RRRkxYnNnQ2cFF5b200MUtWZkY5dz09>

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
Anna Glover – ISL Engineering Planning & Development Technician

**01.0 Call to Order
A. Land Acknowledgement**

Reeve Terry Ungarian called the Tuesday, November 01st, 2022 Council meeting to order at 9:00 a.m.

02.0 Adoption of the Agenda

416/01/11/22 **MOVED BY Councillor These to acknowledge receipt of the Tuesday, November 01st, 2022 Council Meeting agenda package and adopt it with the following additions:**
06.1.1-E Mackenzie County ICF
06.6.2-A CCAP Grant Extension
07.A Additional Ward Reports
CARRIED

03.0 Adoption of the Minutes of the Previous Regular or Special Meeting(s)
A. Tuesday, October 11, 2022 Organizational Meeting minutes

417/01/11/22 **MOVED BY Councillor Dechant to acknowledge receipt of the Tuesday, October 11, 2022 Organizational Meeting Minutes and adopt them as presented.**
CARRIED

B. Tuesday, October 11, 2022 regular Council Meeting minutes

418/01/11/22 **MOVED BY Councillor Halabisky to acknowledge receipt of the Tuesday, October 11, 2022 Council Meeting minutes and adopt them as presented.**
CARRIED

06.0 Municipal/CAO & Departmental Reports/Business

06.1 Government Services
06.1.1 Council/Legislative
A. Peace River Curling Club 80th Anniversary Celebration Invitation

419/01/11/22 **MOVED BY Councillor Halabisky to acknowledge receipt of the Peace River Curling Club 80th Anniversary Celebration Invitation and send Councillor These to attend and speak on behalf of Council.**
CARRIED

B. Northern Transportation Advocacy Bureau Meeting Invitation

420/01/11/22 **MOVED BY Councillor Schug to acknowledge receipt of the Northern Transportation Advocacy Bureau Meeting Invitation and register Reeve Ungarian to attend the meeting on Friday, November 18th, 2022 at the Dunvegan Inn in Fairview.**
CARRIED

C. Request for Funding – Battle River Pioneer Museum Association

421/01/11/22 **MOVED BY Councillor Schug to acknowledge receipt of the Request for Funding from the Battle River Pioneer Museum Association and have administration direct the Museum to contact the North Recreation Board.**
CARRIED

D. RMA Fall 2022 Submitted Resolutions

Council reviewed resolutions; no motion required

E. Mackenzie County ICF

422/01/11/22 **MOVED BY Councillor Dechant to acknowledge receipt of the Mackenzie County ICF Report and confirm with Mackenzie County that no changes are required to the Intermunicipal Collaboration Framework, and that the review that is required under clause A3 of the ICF be considered fulfilled.**
CARRIED

06.1.2 Administration
A. CAO Report

423/01/11/22 **MOVED BY Councillor Halabisky to have the Tuesday, November 22nd, 2022 and Tuesday, January 10th, 2023 Council Meetings start at 1:00 p.m. to accommodate evening meetings at 5:30 p.m.**
CARRIED

424/01/11/22 **MOVED BY Councillor Yasinski that a meeting be put forward to Paddle Prairie Metis Settlement Council to be held in the CNL Council chambers on Tuesday, January 24th, 2023 at 5:30 p.m.**
CARRIED

425/01/11/22 **MOVED BY Councillor Reese to have Reeve Ungarian and Deputy Reeve Yasinski attend Remembrance Day Ceremonies in Manning, and Grimshaw on behalf of the County.**
CARRIED

426/01/11/22 **MOVED BY Councillor These to acknowledge receipt of the CAO Report and accept it for information.**
CARRIED

*Recessed Meeting at 9:58 a.m.
Reconvened meeting at 10:07 a.m.*

04.0 Delegations
B. MLA Dan Williams at 10:07 a.m.

Introductions were made and MLA Dan Williams gave Council an update on regional issues.

04.0 Delegations
A. Public Hearing for Bylaw 22-32-474 Closure of Undeveloped Road and Bylaw 22-61-475 Removal of Public Utility Lot Designation, both for Plan 1688 RS at 11:00 a.m.

Chair Terry Ungarian declared the Public Hearing for Bylaw No. 22-32-474 open at 11:04 a.m.

Chair Ungarian welcomed all participants.

Chair Ungarian asked that the nature of the proposed amendment be read into the record. Theresa Van Oort, CAO read the following into the record:

The purpose of this Public Hearing for Bylaw No. 22-32-474 is to close an undeveloped road within Plan 1688 RS on NE 13-95-22-W5.

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 October 12 and October 19, 2022 and on the County website and its social media channels. No comments were received.

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

Chair Ungarian called for the PRESENTATION

The owner of NE 13-95-22-W5 was in contact with the County, through his legal representative, requesting that Plan 1688 RS be cancelled, and the properties consolidated with the balance of the quarter.

In researching this file, CAO has determined that the property was subdivided in the 1960's, and there is nothing on file to indicate why the subdivision took place. The owner is being taxed on a total of 143.26 acres, which seems to include two areas that on the plan are indicated as "street". In addition, the County owns one parcel of approximately .35 acres, which on the tax roll 101166 as .25 acres. This was established as a "utility lot", however there has never been any activity on the lot, and we do not have a need for this lot.

Council passed bylaw 22-61-469 in February 2022 based upon legal advice that no bylaw nor public hearing was required to close the road as there was no road plan associated with it, nor was it anticipated a public hearing/bylaw was required to remove the designation of public utility lot as no public utility was in existence.

When the documents were submitted to Land Titles for registration, they were returned with the comment that we must cancel both the undeveloped road and the public utility lot.

The proposed amendment will allow the consolidation of the lots and undeveloped road back into the quarter section which is currently being farmed as one large parcel.

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 calls for a RECOMMENDATION.
Theresa responded:

It is recommended that the Bylaw 22-32-474 receive second and third reading.

Chair Ungarian asked if there were any questions from Council.

None

Chair Ungarian adjourned the Public Hearing for Bylaw No. 22-32-474 at 11:08 a.m.

Chair Terry Ungarian declared the Public Hearing for Bylaw No. 22-61-475 open at 11:08 a.m.

Chair Ungarian welcomed all participants

Chair Ungarian asked that the nature of the proposed amendment be read into the record.
Theresa Van Oort, CAO read the following into the record:

The purpose of this Public Hearing for Bylaw 22-61-475 is to remove the Public Utility Lot designation on a lot within Plan 1688 RS on NE 13-95-22-W5

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 October 12 and October 19, 2022 and on the County website and its social media channels. No comments were received.

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

Chair Ungarian called for the PRESENTATION

The owner of NE 13-95-22-W5 was in contact with the County, through his legal representative, requesting that Plan 1688 RS be cancelled, and the properties consolidated with the balance of the quarter.

In researching this file, CAO has determined that the property was subdivided in the 1960's, and there is nothing on file to indicate why the subdivision took place. The owner is being taxed on a total of 143.26 acres, which seems to include two areas that on the plan are indicated as "street". In addition, the County owns one parcel of approximately .35 acres, which on the tax roll 101166 as .25 acres. This was

established as a "utility lot", however there has never been any activity on the lot, nor is there a need for this lot.

Council passed bylaw 22-61-469 in February 2022 based upon legal advice that no bylaw nor public hearing was required to close the road as there was no road plan associated with it, nor was it anticipated a public hearing/bylaw was required to remove the designation of public utility lot as no public utility was in existence.

When the documents were submitted to Land Titles for registration, they were returned with the comment that we must cancel both the undeveloped road and the public utility lot.

The proposed amendment will allow the consolidation of the lots and undeveloped road back into the quarter section which is currently being farmed as one large parcel.

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 calls for a RECOMMENDATION.
Theresa responded:

It is recommended that the bylaw 22-61-475 receive second and third reading.

Chair Ungarian asked if there were any questions from Council.

None

Chair Ungarian adjourned the Public Hearing for Bylaw No. 22-61-475 at 11:11 a.m.

05.0 Policies/ Bylaws

A. Bylaw 22-32-474 Closure of Undeveloped Road and Bylaw 22-61-475 Removal of Public Utility Lot Designation, both for Plan 1688 RS (2nd & 3rd Reading)

427/01/11/22 **MOVED BY Councillor Dechant to give SECOND READING to Bylaw No. 22-32-474; a bylaw providing for the closure of an undeveloped road allowance within the territorial limits of the County of Northern Lights.**
CARRIED

428/01/11/22 **MOVED BY Councillor These to give THIRD AND FINAL READING to Bylaw No. 22-32-474; a bylaw providing for the closure of an undeveloped road allowance within the territorial limits of the County of Northern Lights.**
CARRIED

429/01/11/22 **MOVED BY Councillor Halabisky to give SECOND READING to Bylaw NO. 22-61-475; a Bylaw providing for the control of land use and removal of 'Public Utility Lot' designation.**
CARRIED

430/01/11/22 **MOVED BY Councillor Reese to give THIRD AND FINAL READING to Bylaw NO. 22-61-475; a Bylaw providing for the control of land use and removal of 'Public Utility Lot' designation.**
CARRIED

*Recessed meeting for Municipal Planning Commission Meeting (MPC) at 11:12 a.m.
Reconvened council meeting at 11:14 a.m.*

06.1.3 Assessment

06.1.4 Taxation

06.1.5 Finance

A. September 2022 Bank Reconciliation

431/01/11/22 **MOVED BY Councillor Halabisky to acknowledge receipt of the September 2022 Bank Reconciliation and accept it for information.**

CARRIED

B. Year-to-Date Budget

432/01/11/22 **MOVED BY Councillor Reese to acknowledge receipt of the Year-to-Date Budget and accept it for information.**
CARRIED

C. Serenic Navigator Migration

433/01/11/22 **MOVED BY Councillor Yasinski to acknowledge receipt of the Serenic Navigator Migration Report and approve the proposed upgrade and permit Administration to commit to participating in the early adopter program.**
CARRIED

D. October 2022 Cheque Registers

434/01/11/22 **MOVED BY Councillor These to acknowledge receipt of the October 2022 Cheque Registers and accept them 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

435/01/11/22 **MOVED BY Councillor Halabisky 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

06.6.1 Development [Planning/Zoning/Subdivisions]

A. Subdivision File: 21NL05 Time Extension Request

436/01/11/22 **MOVED BY Councillor Yasinski to acknowledge receipt of the Time Extension Request for Subdivision File: 21NL05; and grant the time extension to October 26, 2023, in order to allow for the registration of the subdivision at Land Titles Office.**
CARRIED

06.6.2 Community Services / Economic Development

A. CCAP Grant Extension

437/01/11/22 **MOVED BY Councillor Schug to acknowledge receipt of the CCAP Grant Extension Report and grant the extension to the CCAP grant paid to the Grimshaw Curling Club until September 30, 2023.**
CARRIED

- 06.6.3 Agriculture Services
- 06.6.5 Natural Resources
- 06.6.6 Housing / Seniors
- 06.6.9 Tourism

07.0 Ward and/or Committee Reports

A. Councillor Ward Reports

438/01/11/22 **MOVED BY Councillor These to acknowledge receipt of the Councillor written and verbal ward reports and accept them for information.**
CARRIED

08.0 Info Items

A. November 01, 2022 Info Package

439/01/11/22 **MOVED BY Councillor Yasinski to acknowledge receipt of the November 01st, 2022 Info Package and accept it for information.**
CARRIED

*Recessed meeting at 11:46 a.m.
 Reconvened meeting at 12:19 p.m.*

09.0 Open Mic

Decisions on Delegations

Dan Archer Reporter exited meeting at 11:47 a.m. and Teresa Tupper Executive Assistant exited meeting at 12:19 a.m.

10.0 In Camera Items

- A. Land Purchase under Legal FOIP Section 27*
- B. Water Treatment Plant under FOIP Section 17*
- C. Lobbying – RMA under FOIP Section 21*
- D. CAO Performance Review – FOIP Section 19*

440/01/11/22 **MOVED BY Councillor Reese to have the Tuesday, November 01st, 2022 Council meeting go in camera to discuss Land Purchase under FOIP Section 27, Water Treatment Plant under FOIP Section 17, Lobbying under FOIP Section 21, and CAO Performance Review under FOIP Section 19 at 12:19 p.m.**
CARRIED

*Theresa Van Oort Chief Administrative Officer, Trent McLaughlin, Director of Public Works and Josh Hunter, Director of Finance exited meeting at 1:08 p.m.
 Theresa Van Oort Chief Administrative Officer re-entered in camera meeting at 2:15 p.m.*

441/01/11/22 **MOVED BY Councillor Halabisky to have the Tuesday, November 01st, 2022 Council Meeting come out of camera at 2:36 p.m.**
CARRIED

442/01/11/22 **MOVED BY Councillor Halabisky to subdivide and purchase 5 acres of land at Carcajou water well as discussed.**
CARRIED

443/01/11/22 **MOVED BY Councillor Schug that administration work with Alberta Environment to build a plan to reduce Keg River Water Treatment Plant from seven (7) days per week to weekdays; and bring to Council prior to adoption.**
CARRIED

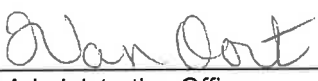
444/01/11/22 **MOVED BY Councillor These that the Chief Administrative Officer's performance review be acknowledged and that she be moved to Step six (6) on the Management grid effective September 30, 2022.**
CARRIED

11.0 Adjournment

Reeve Terry Ungarian adjourned the Tuesday, November 01st, 2022 Council Meeting at 2:38 p.m.



 Chief Elected Official
 Terry Ungarian



 Chief Administrative Officer
 Theresa Van Oort