

MINUTES
COUNTY OF NORTHERN LIGHTS
REGULAR COUNCIL MEETING HELD IN COUNTY CHAMBERS
ON TUESDAY, JUNE 13, 2023 at 9:00 A.M.
COUNTY BUILDING, MANNING, ALBERTA
<https://us02web.zoom.us/j/88681905916>

PRESENT:

Gary These	Ward One	Weberville/Stewart
KayIn 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 (virtually)
Terry Ungarian	Ward Six	Hotchkiss/Hawk Hills
Linda Halabisky	Ward Seven	Keg River/Carcajou

IN ATTENDANCE:

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

01.0 Call to Order

01.1.1 Land Acknowledgement

Reeve Terry Ungarian called the Tuesday June 13, 2023 Council Meeting to order at 9:00 a.m.

02.0 Adoption of the Agenda

219/13/06/23 **MOVED BY Councillor Halabisky to acknowledge receipt of the Tuesday, June 13, 2023 Council Meeting Agenda and adopt it with the following additions:**

06.1.1-H NPARA Tour Invitation

06.1.1-I Community Futures AGM Invitation

06.1.1-J District 4 Zone Meeting & MD of Opportunity Golf Fundraiser Invitation

06.1.1-K Minister's Awards for Municipal & Public Library Excellence

06.2.3-A Ladder Truck In-Service Ceremony Invitation

Info Pkg. 08.10-a) RMA District Update

Info Pkg. 08.10-b) Letter from the Government of Alberta RE: Flood Hazard Identification Program

Info Pkg. 08.70-d) Manning Arena Project Update

Info Pkg. 08.70-e) Peace Library System Board Meeting Highlights

CARRIED

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

A. Tuesday, May 23, 2023 Council Meeting Minutes

220/13/06/23 **MOVED BY Councillor Yasinski to acknowledge receipt of the Tuesday, May 23, 2023, Council Meeting Minutes and adopt them as presented.**

CARRIED

04.0 Delegations

05.0 Policies/ Bylaws

A. CAO Bylaw No. 23-12-478

221/13/06/23 **MOVED BY Councillor Schug to give FIRST READING to Bylaw No. 23-12-478, a bylaw for the purpose of establishing the position for a Chief Administrative Officer.**

CARRIED

222/13/06/23 **MOVED BY Councillor These to give SECOND READING to Bylaw No. 23-12-478, a bylaw for the purpose of establishing the position for a Chief Administrative Officer.**

CARRIED

223/13/06/23 **MOVED BY Councillor Halabisky to PROCEED TO THIRD AND FINAL READING of Bylaw No. 23-12-478.**

CARRIED

224/13/06/23 **MOVED BY Councillor Dechant to give THIRD AND FINAL READING to Bylaw No. 23-12-478, a bylaw for the purpose of establishing the position for a Chief Administrative Officer.**
CARRIED

06.0 Municipal/CAO & Departmental Reports/Business

06.1 Government Services

06.1.1 Council/Legislative

A. Council Meeting Time Change

225/13/06/23 **MOVED BY Councillor Yasinski to acknowledge receipt of the Council Meeting Time Change Report and change the start time of the Tuesday, June 27th Council Meeting from 9:00 a.m. to 2:00 p.m. to accommodate an evening meeting; and advertise time change.**
CARRIED

B. Regional Collaboration Meeting

226/13/06/23 **MOVED BY Councillor Halabisky to acknowledge receipt of the Regional Collaboration Meeting Report and reply to the meeting coordinator that the County of Northern Lights Council is fine with Karla Reesor as the facilitator for the Regional Collaboration Meeting and suggest they supply available dates to consider.**
CARRIED

C. Ukrainian Day Celebration Invitation and Event Sponsorship Request

227/13/06/23 **MOVED BY Councillor Reese to acknowledge receipt of the Ukrainian Day Celebration Invitation and Event Sponsorship Request and decline invitation to attend and decline sponsorship for the Ukrainian Day Celebration at the Ukrainian Cultural Heritage Village in Lamont County as we are working on this locally.**
CARRIED

D. Resource Center for Suicide Prevention – North Peace Open House Invitation

228/13/06/23 **MOVED BY Councillor These to acknowledge receipt of the Resource Center for Suicide Prevention – North Peace Open House Invitation and send Councillor Schug to attend the event on Thursday, June 22, 2023 on behalf of Council.**
CARRIED

E. Mercer Peace River - PRC Manning Satellite Yard Operations Update

229/13/06/23 **MOVED BY Councillor Reese to acknowledge receipt of the Mercer Peace River – PRC Manning Satellite Yard Operations Update and accept it for information.**
CARRIED

F. Summer Social with Municipal Neighbours

230/13/06/23 **MOVED BY Councillor Yasinski to acknowledge receipt of the Summer Social with Municipal Neighbours Report and have Council attend the Summer Social with neighbouring municipalities on Thursday, June 29th, 2023 in Peace River.**
CARRIED

G. Website Survey Response

231/13/06/23 **MOVED BY Councillor Schug to acknowledge receipt of the Website Survey Response and accept it for information.**
CARRIED

H. NPARA Tour Invitation

232/13/06/23 **MOVED BY Councillor Schug to acknowledge receipt of the NPARA Tour Invitation and ask NPARA if a lunch tour on Tuesday, July 25th, 2023 would work for a Council Tour of NPARA Farms.**
CARRIED

I. Community Futures AGM Invitation

233/13/06/23 **MOVED BY Councillor Reese to acknowledge receipt of the Community Futures AGM Invitation and accept it for information.**
CARRIED

J. District 4 Zone Meeting & MD of Opportunity Golf Fundraiser

234/13/06/23 **MOVED BY Councillor These to acknowledge receipt of the District 4 Zone Meeting and MD of Opportunity’s Golf Fundraiser Invitation and save the date of August 11, 2023 for the zone meeting in Wabasca and rsvp Councillor’s Schug, Ungarian, These, Dechant, Halabisky, Yasinski, and Reese for attendance; and to accept the Golf Fundraiser for information.**
CARRIED

K. Minister’s Awards for Municipal & Public Library Excellence

235/13/06/23 **MOVED BY Councillor Halabisky to acknowledge receipt of the Minister’s Awards for Municipal & Public Library Excellence and accept it for information.**
CARRIED

*Recessed meeting at 9:48 a.m.
Reconvened meeting at 10:01a.m.*

- 06.1.2 Administration
- 06.1.3 Assessment
- 06.1.4 Taxation
 - A. Sale of Tax Arrears Properties by Public Auction*

236/13/06/23 **MOVED BY Councillor Reese to acknowledge receipt of the Sale of Tax Arrears Properties by Public Auction Report and set the date and time for the Public Auction to be September 13, 2023 and 2:00 p.m. MST; and adopt the terms and conditions of sale as presented in Schedule 1; and approve the reserve bids for properties as outlined below:**

Legal Land Description	Title Number	Tax Arrears	Reserve Bid	Assessed Value
PT-SW-18-87-23-5 0.5 Acre vacant parcel within the Hamlet of Dixonville	062101135	\$526.01	\$9,100	\$9,100
Plan 5009HW BI 3 Lt 4 6250 square ft lot with 1979 mobile home	072411523	\$654.04	\$11,800	\$11,800
PL 9222859 B1 L1 PT-SE-11-090-23-5 10-Acre property East of Hwy 35 between SV road and Deadwood secondary highway.	142260002	\$9,170.35	\$169,540	\$169,540
PT-SE-06-84-23-5 4.7-Acre property on South Boundary Rd previously unsold at tax sale. Appraisal done in 2022. No title taken to property due to condition.	022302868	\$21,074.45	\$115,000	\$152,600
PT-SW-21-87-25-5 10-Acre property with single level manufactured home 10 miles West of Dixonville.	122223846	\$3,827.53	\$62,000	\$62,000

CARRIED

- 06.1.5 Finance
 - A. May 2023 Cheque Register*

237/13/06/23 **MOVED BY Councillor These to acknowledge receipt of the May 2023 Cheque Register and accept it for information.**
CARRIED

B. Director of Finance Report

238/13/06/23 **MOVED BY Councillor Schug to acknowledge receipt of the Director of Finance Report and accept it for information.**
CARRIED

C. Municipal Asset Management Review

239/13/06/23 **MOVED BY Councillor Halabisky to acknowledge receipt of the Municipal Asset Management Review Report and accept it for information.**
CARRIED

D. Year-to-Date Budget

240/13/06/23 **MOVED BY Councillor Dechant 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
 - A. Ladder Truck In-Service Ceremony Invitation*
- 241/13/06/23 **MOVED BY Councillor Halabisky to send Reeve Ungarian and Councillor's Schug, Yasinski and These and extend invitations to Cheryl Anderson and Arie Loogman to the ceremony on June 20th, 2023 at 6:30 p.m. at the Peace River Fire Hall.**
CARRIED
- 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*
- 242/13/06/23 **MOVED BY Councillor Reese to acknowledge receipt of the Director of Public Works Report for information and adopt the Contractor Performance Evaluation Program as presented.**
CARRIED
- 05.0 Policies/ Bylaws
 - B. Public Works Policies: (after DPW Report)*
 - a) Procurement of Goods and Services Policy*
- 243/13/06/23 **MOVED BY Councillor These to adopt the Procurement of Goods and Services Policy with the updates and changes as noted.**
CARRIED
- b) Commencement of Contracted Equipment Policy*
- 244/13/06/23 **MOVED BY Councillor Schug to adopt the Commencement of Contracted Equipment Policy with the updates and changes as noted.**
CARRIED
- B. Removal of Approach (CAO)*
- 245/13/06/23 **MOVED BY Reeve Ungarian to acknowledge receipt of the Removal of Approach Report and leave the 2 approaches off of range road 220 through SE 1-85-22-W5 as indicated on the attached aerial photo.**
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]
 - 06.6.2 Community Services / Economic Development
 - 06.6.3 Agriculture Services
 - A. Purchase Used Side by Side (SXS)*
- 246/13/06/23 **MOVED BY Councillor Schug to acknowledge receipt of the Purchased Used Side by Side Report and approve purchase of a used SXS for spraying up to \$30,000.00 using funds that were not needed for erosion or snow removal for ditches.**
CARRIED

B. Appointment of Weed and Pest Inspectors

247/13/06/23 **MOVED BY Councillor These to acknowledge receipt of the Weed and Pest Inspectors Report and appoint Paige Karchut and Cherie Witts as Weed and Pest Inspectors for the County of Northern Lights under Section 9 of the Agricultural Pest Act and Section 5 of the Weed Control Act.**
CARRIED

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

248/13/06/23 **MOVED BY Councillor Yasinski to acknowledge receipt of the Councillor Ward Reports and accept them for information.**
CARRIED

08.0 Info Items

A. Tuesday, June 13, 2023 Info Package

08.10-a) RMA District Update

08.10-b) Letter from the Government of Alberta RE: Flood Hazard Identification Program

08.70-d) Manning Arena Project Update

08.70-e) Peace Library System Board Meeting Highlights

249/13/06/23 **MOVED BY Councillor Halabisky to acknowledge receipt of the Tuesday, June 13, 2023 Info Package and accept it for information.**
CARRIED

Recessed meeting at 11:26 a.m.

Reconvened meeting at 11:33 a.m.

Dan Archer Reporter, Teresa Tupper Executive Assistant exited meeting at 11:28 a.m.

09.0 Open Mic

Decisions on Delegations

10.0 In Camera Items

A. Update on Legal Matters under FOIP Section 27

B. Engineering Accountability under FOIP Section 16

250/13/06/23 **MOVED BY Councillor Reese to have the Tuesday, June 13, 2023 Council Meeting go in camera to discuss Update on Legal Matter under FOIP Section 27 and Engineering Accountability under FOIP Section 16 at 11:33 a.m.**
CARRIED

251/13/06/23 **MOVED BY Councillor Halabisky to have the Tuesday, June 13, 2023 Council Meeting come out of camera at 12:30 p.m.**
CARRIED

252/13/06/23 **MOVED BY Councillor Reese to direct administration to draft a resolution for RMA regarding a rating system for engineering firms/services.**
CARRIED

11.0 Adjournment

Reeve Terry Ungarian adjourned the Tuesday, June 13, 2023 Council Meeting at 12:30 p.m.



Chief Elected Official
Terry Ungarian



Chief Administrative Officer
Theresa Van Oort