

**MINUTES  
COUNTY OF NORTHERN LIGHTS  
REGULAR COUNCIL MEETING HELD IN COUNTY CHAMBERS  
ON TUESDAY, JUNE 11, 2024, at 9:00 A.M.  
COUNTY BUILDING, MANNING, ALBERTA**

<https://us02web.zoom.us/j/87553205893?pwd=TGNyUGFJemJwWjNGRWc4QktvdnNldz09>

**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:**

Gerhard Stickling – Chief Administrative Officer  
Charles Schwab – Director of Public Works  
Josh Hunter – Director of Finance  
Teresa Tupper – Executive Assistant/ Recorder  
Dan Archer – Mile Zero Banner Post Reporter  
Natalie Tremblay - Community Planner, ISL Engineering and Land Services Ltd. (virtually)  
Debbie Bonnett - Planning and Development Officer, ISL Engineering and Land Services Ltd. (virtually)  
David Schoor – Senior Planner, ISL Engineering and Land Services Ltd. (virtually)

**01.0 Call to Order**

01.1.1 Land Acknowledgement

Reeve Ungarian called the Tuesday, June 11, 2024 Council Meeting to order at 9:00 a.m.

**02.0 Adoption of the Agenda**

**251/11/06/24** **MOVED BY** Councillor These to acknowledge receipt of the Tuesday, June 11, 2024 Council Agenda Package and adopt it with the following additions:  
06.1.1-E Donation Request – Metis Nation of Alberta Association Local Council Manning 2020  
06.6.3-A ASB Conference Resolution Grading  
Info Package: 08.80.a) NWPolytech – Community Connector  
Info Package: 08.20-a) Bill 21 Info: Amendments to the Emergency Management Act  
Info Package: 08.20-b) Bill 21 Info: Amendments to the Forest and Prairie Protection Act, 2024  
06.1.1-F Engineering Resolution Discussion  
**CARRIED**

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

*A. Tuesday, May 28, 2024 Council Meeting Minutes*

**252/11/06/24** **MOVED BY** Councillor Halabisky to acknowledge receipt of the Tuesday, May 28, 2024 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. Stronger Together Library Conference*

**253/11/06/24** **MOVED BY** Councillor Reese to acknowledge receipt of the Stronger Together Library Conference and register Councilor's Halabisky and Dechant to attend the conference in Edmonton October 3 & 4, 2024.  
**CARRIED**

*B. West Fraser Mills Ltd – Manning Forest Product's – Forest Management Plan Update*

**254/11/06/24** **MOVED BY** Councillor Schug to acknowledge receipt of the West Fraser – Manning Forest Product's – Forest Management Plan Update and thank them for allowing the County to be a part of the consultation process and indicate that council has no further comment regarding the proposed management plan.  
**CARRIED**

*C. Ratepayer Meetings*

- 255/11/06/24 **MOVED BY Councillor Ungarian to schedule and advertise a Ratepayer meeting for Wards 7, 6, and 5 on July 9, 2024 for a lunch BBQ from 12noon to 2:00 p.m. at the County Public Works Shop.**  
**CARRIED**

*D. 2024 – Quarterly Loss Report*

- 256/11/06/24 **MOVED BY Councillor Halabisky to acknowledge receipt of the 2024 Quarterly Loss Report and accept it for information.**  
**CARRIED**

*E. Donation Request – Metis Nations of Alberta Association Local Council Manning 2020*

- 257/11/06/24 **MOVED BY Councillor Dechant to acknowledge receipt of the letter from the Metis Nations of Alberta Association Local Council Manning 2020 and donate \$500 from council grants to the council for the National Indigenous People's Day event being held on June 21, 2024 from 4:00 p.m. to 10:00 p.m. at the old hospital historic site in Manning.**  
**CARRIED**

*F. Engineering Resolution Discussion*

- 258/11/06/24 **MOVED BY Councillor Reese to review and revise the Engineering Resolution at the next Council Meeting, June 25, 2024.**  
**CARRIED**

- 06.1.2 Administration
- 06.1.3 Assessment
- 06.1.4 Taxation
- 06.1.5 Finance
  - A. Director of Finance Report

- 259/11/06/24 **MOVED BY Councillor Yasinski to acknowledge receipt of the Director of Finance 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

- 260/11/06/24 **MOVED BY Councillor Dechant to acknowledge receipt of the Director of Public Works Report and accept it for information.**  
**CARRIED**

*Recessed meeting at 9:37 a.m.  
Reconvened meeting at 9:49 a.m.*

- 06.3.2 Roads
- 06.3.3 Airport
- 06.3.7 Drainage Ditches

- 06.4 Utilities/Public Works
  - 06.4.1 Water
    - A. Water Conservation Report

**261/11/06/24    MOVED BY Councillor These to acknowledge receipt of the Water Conservation Report and accept it for information.  
CARRIED**

- 06.4.2 Sewage
- 06.4.3 Solid Waste
- 06.6.3 Agriculture Services
  - A. ASB Conference Resolution Grading

**262/11/06/24    MOVED BY Councillor Halabisky to acknowledge receipt of the ASB Conference Resolutions and table to June 25, 2024 Council Meeting.  
CARRIED**

- 04.0 Delegations
  - A. Public Hearing at 11:00 a.m. for Bylaw No. 24-32-492

**Chair Terry Ungarian declared the Public Hearing for Bylaw No. 24-32-492 open at 11:01 a.m.**

**Chair Ungarian welcomed all participants.**

**Chair Ungarian asked that the nature of the proposed bylaw be read into the record.  
Charles Schwab, Director of Public Works read the following into the record:**

*In accordance with the County's Road Closure Policy, Bylaw No. 24-32-492 was given First Reading at the Tuesday, May 14, 2024 council meeting.*

*Today's Public Hearing is to allow for any public to make comment.*

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

*The Bylaw was posted in the Mile Zero Banner Post on May 15 and 22, 2024 and on the County's website.*

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

**Chair Ungarian called for the PRESENTATION**

*The Bylaw is to close 398.5 meters of statutory road allowance (Township Road 950) forming part of the north boundary of the Northwest quarter of section 35 Township 95, Range Road 22 west of the fifth meridian beginning at the quarters north-west corner boundary and road plan 2359PX is to be cancelled.*

*The reasoning is that the drainage ditch channel along the north side of the road that flows into Gravina Creek is eroding causing a sever safety hazard.*

*We have discussed the closure with the primary landowner, and they have no concerns regarding the closure. A new access will be established for them along the northwest quarter off range road 222.*

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

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

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

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

**Chair Ungarian calls for a RECOMMENDATION.  
Charles responded:**

*It is recommended that the proposed bylaw and documentation now be forwarded to the Minister of Transportation and Economic Corridors for review and signing.*

**Chair Ungarian asked if there were any questions from Council.**

Clarification regarding access for the landowner? Yes, the County will work with Landowner to install an access.

**Chair Ungarian adjourned the Public Hearing for Bylaw No. 22—24-32-492 at 11:05 a.m.**

*B. Public Hearing at 11:00 a.m. for Bylaw No. 24-61-493*

**Chair Terry Ungarian declared the Public Hearing for Bylaw No. 24-61-493 open at 11:06 a.m.**

**Chair Ungarian welcomed all participants, including ISL Engineering and Land Service Ltd representatives: Natalie**

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

*The purpose of this Land Use Bylaw (LUB) amendment is to redesignate a 4.0 ha (10.0 ac) portion of NE 35-86-26-W5M from the Agriculture General (A) District to the Country Residential General (CR1) District,*

*The proposed amendment is being considered in conjunction with the proposed subdivision application 24NL05.*

**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 May 29th and June 5th, 2024, and on the County website. No comments were received.*

*The proposed LUB amendment was circulated to affected stakeholders for their review and comment. To date, referral agencies have had no concerns with the amendment or did not provide comment.*

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

**Chair Ungarian called for the PRESENTATION**

*The purpose of this Land Use Bylaw (LUB) amendment is to redesignate a 4.0 ha (10.0 ac) portion of NE 35-86-26-W5M from the Agriculture General (A) District to the Country Residential General (CR1) District.*

*The LUB amendment is required to accommodate the subdivision of a country residential lot from a portion NE 35-86-26-W5M. The proposed lot is the second lot out of the quarter section, and rezoning is required to allow the subdivision.*

*The proposed lot contains a residence and related improvements, several sheds and a holding tank (septic). The quarter section and surrounding area is predominately flat, consisting of trees, brush, agricultural land, and some low-lying wetland areas.*

*There is an existing 7.1-hectare (17.67 acre) subdivision with a developed farmstead to the immediate north of the proposed lot.*

*The surrounding lands are zoned A District and Crown Land (CL) District and consists of largely undeveloped quarter sections that are either used for agricultural production, are treed, or have a farmstead.*

*A review of SPIN2, Alberta's Spatial Information System, indicates that the proposed lot has a mixed Canada Land Inventory (CLI) rating. The lot is split diagonally from the northwest corner to the southeast corner with two soil ID classifications. The northeast half of the proposed subdivision is classified as Area ID 454 (80% Class 4 "Severe limitations", Subclass D "Undesirable soils structure", and 20% Organic soil) and the southwest half of the proposed subdivision is classified as Area 469 (100% Organic soil).*

*Although Class 4 soils are considered Better Agricultural Land (BAL) by the Municipal Development Plan (MDP), the presence of these soils and soils indicate a poorer soil quality. The MDP allows the Development Authority to exempt lands from the BAL definition, specifically when those lands are "...compatible with adjacent land uses". In this instance the Development Authority may exempt the proposed parcel area from the BAL definition as it is compatible with existing subdivisions and land uses in the surrounding area.*

*The proposed lot and the balance of the quarter section has legal and physical access from Range Road 261.*

*The proposed amendment complies with the Municipal Development Plan as Policy 4.2.5 and 5.2.2 allows for the subdivision of a second lot from a quarter section provided that it is a maximum lot size of 4.0 ha (10 acres), contains an existing habitable residence and that the maximum density does not exceed three lots per quarter section, including the balance.*

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**.  
Natalie responded:

*It is recommended that the proposed Land Use Bylaw Amendment 24-61-493 be APPROVED*

Chair Ungarian asked if there were any questions from Council.

*None*

Chair Ungarian adjourned the Public Hearing for Bylaw No. 24-61-493 at 11:10 a.m.

05.0 Policies/ Bylaws  
A. Bylaw No. 24-32-492

263/11/06/24    **MOVED BY Councillor Dechant to forward Bylaw No. 24-32-492 and supporting documentation to the Minister of Transportation and Economic Corridors for review and signing.**  
**CARRIED**

*B. Bylaw No. 24-61-493 (2<sup>nd</sup> & 3<sup>rd</sup> Reading after Public Hearing)*

264/11/06/24    **MOVED BY Councilor These to give SECOND READING to Bylaw No. 24-61-493; a bylaw to amend the County's Land Use Bylaw.**  
**CARRIED**

265/11/06/24    **MOVED BY Councilor Yasinski to give THIRD AND FINAL READING to Bylaw No. 24-61-493; a bylaw to amend the County's Land Use Bylaw.**  
**CARRIED**

*Recessed meeting for the MPC at 11:11 a.m.  
Reconvened meeting at 11:18 a.m.*

06.6.5    Natural Resources

06.6.6    Housing / Seniors

06.6.9    Tourism

06.6    Environmental Development  
06.6.1    Development [Planning/Zoning/Subdivisions]  
A. Subdivision Report 24NL05

266/11/06/24    **MOVED BY Councillor Dechant to approve Subdivision application 24NL05, to create one 4.0-hectare (10.0 acre) parcel from NE 35-86-26-W5M subject to the following eight (8) conditions:**

1. That the applicant/owner provide money-in-place of Municipal Reserve land in the amount of \$1,142.5 (1.0 acres @ an assessed value of \$1,142.5/acre) to the County of Northern Lights, pursuant to Section 667 of the Municipal Government Act;
2. That the applicant/owner dedicate a 5.0 m road right-of-way by caveat along the east boundaries of the proposed lot and the balance of the quarter section adjacent to the road allowance for Range Road 261, for future road widening pursuant to Section 662 of the Municipal Government Act;
3. 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 existing approaches to the proposed lot and balance of the quarter section, if necessary;
4. That the applicant/owner adhere to the 2021 Alberta Private Sewage System Standard of Practice and all required setbacks;
5. That the applicant/owner enter into a cross-lot access agreement with the owner of Lot 1, Block 1, Plan 9020330. The easement agreement shall be registered on title and drafted to benefit current and future landowners, not named individuals;
6. 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;

7. That the applicant/owner pay all outstanding property taxes on the land proposed to be subdivided or have arrangements made which are satisfactory to the County of Northern Lights; and

8. 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**

*B. Subdivision Report 24NL06*

**267/11/06/24** **MOVED BY Councillor Reese to approve Subdivision application 24NL06, to create one 5.6-hectare (13.8 acre) parcel from SW -7-90-23-W5M, subject to the following six (6) conditions:**

1. 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 existing approaches to the balance of the quarter section;

2. That the applicant/owner dedicate a 5.0 m road right-of-way by caveat along the west boundary of the balance of the quarter section adjacent to the road allowance for Range Road 240, for future road widening pursuant to Section 662 of the Municipal Government Act;

3. That the applicant/owner enter into a cross-lot access agreement with the owner of the balance of the quarter section and the quarter section immediately south being the NW6-90-23 W5M. The agreement shall be drafted in such a way that it is an instrument on all titles and benefits current and future landowners, not named individuals;

4. 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;

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 title(s) under this decision; and

6. That the applicant/owner pay all outstanding property taxes on the land proposed to be subdivided or have arrangements made which are satisfactory to the County of Northern Lights.

**CARRIED**

*ISL Representatives exited meeting virtually at 11:25 a.m.*

**06.6.2** Community Services / Economic Development

**07.0** Ward and/or Committee Reports

*A. Councilor Ward Reports*

**268/11/06/24** **MOVED BY Councillor Yasinski to acknowledge receipt of the Councilor Ward Reports and accept them for information.**  
**CARRIED**

**08.0** Info Items

*A. Tuesday, June 11, 2024 Council Info Package*

*ADDITIONS: 08.80-a), 08.20-a), and 08.20-b)*

**269/11/06/24** **MOVED BY Councillor Schug to acknowledge receipt of the Tuesday, June 11, 2024 Council Info Package and accept it for information.**  
**CARRIED**

**09.0** Open Mic

*Decisions on Delegations*

**10.0** In Camera Items

*A. Legal under FOIP section 27*

*Recessed meeting at 11:31 a.m.*

*Charles Schwab, Director of Public Works, Dan Archer, Reporter, and Teresa Tupper, Executive*

*Assistant exited the meeting at 11:32 a.m.*

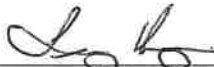
*Reconvened the meeting at 11:38 a.m.*

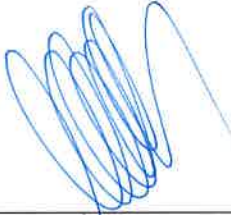
**270/11/06/24** **MOVED BY Councillor These to have the Tuesday, June 11, 2024 Council Meeting go in camera to discuss legal at 11:38 a.m.**  
**CARRIED**

**271/11/06/24** **MOVED BY Councillor Reese to have the Tuesday, June 11, 2024 Council meeting come out of camera at 12:17 p.m.**  
**CARRIED**

11.0    **Adjournment**

Reeve Ungarian adjourned the Tuesday, June 11, 2024 Council Meeting at 12:17 p.m.

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

  
\_\_\_\_\_  
Chief Administrative Officer  
Gerhard Stickling