

MINUTES
COUNTY OF NORTHERN LIGHTS
REGULAR COUNCIL MEETING HELD IN COUNTY CHAMBERS
ON TUESDAY, NOVEMBER 25, 2025, at 9:00 A.M.
COUNTY BUILDING, MANNING, ALBERTA

<https://us02web.zoom.us/j/89152414192?pwd=b605jallbM7yDDQkUAizya4Y4lGalM.1>

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

REGRETS:

Linda Halabisky	Ward Seven	Keg River/Carcajou
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IN ATTENDANCE:

Gerhard Stickling – Chief Administrative Officer
Josh Hunter – Director of Finance
Charles Schwab – Director of Public Works
Teresa Tupper – Executive Assistant/Recording Secretary
Dan Archer – Mile Zero Banner Post Reporter

01.0 Call to Order

01.1.1 Land Acknowledgement

Reeve Ungarian called the Tuesday, November 25, 2025, Council meeting to order at 9:01 a.m.

02.0 Adoption of the Agenda

467/25/11/25 **MOVED BY Councillor Schug to acknowledge receipt of the Tuesday, November 25, 2025, Council Agenda and adopt it with the following additions:**
06.1.1-I Peace Regional RCMP Community Advisory Committee – Letter of Support Request
06.1.1-J Fire Services Annual Awards Night Invitation
06.1.1-K Manning & District Family and Community Support Services – Letter of Support Request
10.B AUPE Mediation under ATIA section 34
Info Package: 08.10-L Alberta Council – At a Glance
CARRIED

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

A. Tuesday, October 28, 2025, Organizational Meeting Minutes

468/25/11/25 **MOVED BY Councillor Dechant to acknowledge receipt of the Tuesday, October 28, 2025, Organizational Meeting Minutes and accept them as presented.**
CARRIED

B. Tuesday, October 28, 2025, Council Meeting

469/25/11/25 **MOVED BY Councillor These to acknowledge receipt of the Tuesday, October 28, 2025, Council Meeting Minutes and adopt them as presented.**
CARRIED

04.0 Delegations

A. Presentation from. Tormaigh Van Slyke, BA Media Comm, VAULT media/Move Up Magazine at 9:05 a.m. (30 min)

Council made introductions and Tormaigh gave a presentation of the history and current activity of the Move-up magazine.

Delegation A exited meeting at 9:39 a.m.

05.0 Policies/ Bylaws

A. Proposed LUBA for the purpose of sea cans

470/25/11/25 **MOVED BY Councillor Schug to acknowledge receipt of the draft proposed Land Use Bylaw Amendment and discussion and update the Bylaw and bring back to council for first reading.**
CARRIED

06.0 Municipal/CAO & Departmental Reports/Business

06.1 Government Services

06.1.1 Council/Legislative

A. Intermunicipal Collaboration Framework Committee Appointments

471/25/11/25 **MOVED BY Councillor Dechant to acknowledge receipt of the Intermunicipal Collaboration Framework Committee Appointments and authorize the appointments of Reeve and Deputy Reeve to the Peace River Intermunicipal Collaboration Committee; recording the motion number in the Boards and Committees List and appoint Councilor Yasinski as an Alternate.**
CARRIED

Recessed at 9:55 a.m.
Reconvened at 10:03 a.m.

B. The Dixonville Charter School Society, Chair Karl Sorensen and Secretary Treasurer Kashia Pyska at 10:00 a.m.

Introductions were made and a presentation on the current and future journey of the Charter School. The Charter Society is requesting a partnership with the County.

- Ownership of school facility
- Charter Society manages daily operations and routine maintenance
- Estimated cost of facility ownership \$71,000 to 92,000 per year. (does not include capital cost of facility)
- Contingent on Phase 6 – approval from Minister
- Alberta Infrastructure ownership of facility at this current time
- Joint Use Agreement – collaboration
- December 15, 2025 feedback date
- Full financial projection was within the application
- PRSD maintains building until December 31, 2025
- Grant for a rental agreement (\$145,000) (\$8-10 sq. ft.)
- Salaries of staff responsibility of the Charter Society
- Asking County to be responsible for building
- Current sign-up of students 46
- Transportation is a challenge to meet the distance of some families who are interested in attending
- Charter School will offer K-12
- Estimate is 4 teachers, one of them the Principal.
- Agriculture literacy and trades focused
- Society members are all volunteers

Delegation B exits at 10:40 a.m.

06.3 Transportation/Drainage/Public Works

06.3.1 Public Works

A. Derek Young, Regional Director, Peace Region, Ministry of Alberta
Transportation and Economic Corridors & Danny Yung, Infrastructure Manager at
10:40 a.m.

Introductions were made and the following topics discussed:

- Highway 35 Bridge through the Town of Manning (in detailed design phase, detour bridge/2031, minimum 2-year construction time)
- How can we support the areas around the bridge for those "prettier" projects
- STIP Funding – Keg River bridge & overlay at Airport
- Tompkins Bridge – WSP made recommendation for placement at Tompkins. (P3 option not a good fit for this area) (Project before Treasury Board, still a toll bridge)
- Turning Lanes – Notikewin (on a curve, limited sight)
- Highway 743 – (tendered 2026)
- Engineering Claim

Proposed delegation for February 10, 2026

Recessed meeting at 11:18 a.m.
Reconvened meeting at 11:28 a.m.

ISL Engineering Representatives Gail Long & Debbie Bonnett joined meeting virtually at 11:28 a.m.

06.6 Environmental Development

06.6.1 Development [Planning/Zoning/Subdivisions]

A. Subdivision Report 25NL15 – farmstead separation

472/25/11/25 **MOVED BY Councillor Dechant to acknowledge receipt of Subdivision Application 25NL15 to subdivide a 3.56-hectare parcel from SE 8-90-22 W5M and grant a variance to allow a dugout to be located 5 meters from the south property line, measured to the estimated high-water mark, and to approve application subject to the following eight (8) conditions:**

1. That the applicant/owner enter into and comply with a development agreement with the County to include, but not limited to, the removal of an approach, construction of a new approach, or the upgrading of an approach. When installing approaches or culverts the applicant/owner shall contact the County of Northern Lights Public Works Department to ensure the approaches are constructed in accordance with County standards. Any costs incurred will be the responsibility of the applicant/owner.
2. That the applicant/owner dedicate a 5.0 m road right-of-way by caveat along the east boundary of the proposed parcel and the balance of the quarter section adjacent to the road allowance for Range Road 224, for future road widening pursuant to Section 662 of the Municipal Government Act.
3. That the applicant/owner provide a private sewage system and water services in accordance with the required acts, regulations, and standards.
4. That the applicant/owner obtain all necessary environmental approvals required for development. Alterations to or obstruction of existing drainage courses, wetlands, or other bodies of water will not be permitted without prior approval from Alberta Environment and Protected Areas.
5. That the applicant/owner submit an approach application to the County prior to construction of the new access to the balance of the quarter, and further, that the location and construction of the new access be in accordance with County standards, to the satisfaction of the County.
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.
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 25NL16 – fragmented parcel

473/25/11/25 **MOVED BY** Councillor Reese to acknowledge receipt of Subdivision Application 25NL16 to subdivide a 2.6-hectare parcel from SW 29-91-23-W5M for a residential parcel and approve the application subject to the following eight (8) conditions:

1. That the applicant/owner enter into and comply with a development agreement with the County to include, but not limited to, the removal of an approach, construction of a new approach, or the upgrading of an approach. When installing approaches or culverts the applicant/owner shall contact the County of Northern Lights Public Works Department to ensure the approaches are constructed in accordance with County standards. Any costs incurred will be the responsibility of the applicant/owner.
2. That the applicant/owner dedicate a 5.0 m road right-of-way will be required by caveat along the east boundary of the proposed parcel adjacent to Township Road 914A, and along the east boundary of the balance of the quarter section adjacent to Range Road 235.
3. That the applicant/owner obtain all necessary environmental approvals required for development. Alterations to or obstruction of existing drainage courses, wetlands, or other bodies of water will not be permitted without prior approval from Alberta Environment and Protected Areas.
4. That the applicant/owner submit an approach application to the County prior to construction of the new access to the newly created parcel, and further, that the location and construction of the new access be in accordance with County standards, to the satisfaction of the County. The applicant is advised that the County of Northern Lights will not be responsible for any repair, rebuild, etc. of the approach. Any costs for same shall be the responsibility of the landowners.
5. 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.
6. That the applicant/owner provide a private sewage system and water services in accordance with the required acts, regulations, and standards. The applicant/owner is responsible for contacting utility companies to determine whether the subject parcel can be serviced with power, communications, and gas servicing.
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.
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

C. Administrative Planning & Development Update

474/25/11/25 **MOVED BY** Councillor These to acknowledge receipt of the Administrative Planning & Development Report and accept it for information.
CARRIED

*Recessed meeting at 11:48 a.m.
Reconvened meeting at 12:59 p.m.*

B. Grimshaw History Book Association – Letter of Support Request

475/25/11/25 **MOVED BY Councillor Schug to acknowledge receipt of the Grimshaw History Book Association – Letter of Support Request and authorize the provision of a letter of support for the Grimshaw History Book Associations grant application to the Government of Alberta Heritage Preservation Partnership Program for the reprinting of the history book ‘Land of Hope and Dreams’.**
CARRIED

C. Alberta Community Partnership Program Grant (ACP) Application

476/25/11/25 **MOVED BY Councillor These to acknowledge receipt of the Alberta Community Partnership Program Grant (ACP) Application and authorize the County of Northern Lights to partner with Mackenzie County on an Alberta Community Partnership Program Grant application for a Development Study.**
CARRIED

D. Growing the North Conference Registration

477/25/11/25 **MOVED BY Councillor Dechant to acknowledge receipt of the Growing the North Conference Registration and have Councillor’s Ungarian and Yasinski accept the complimentary tickets to attend the Growing the North Conference on February 17 to 19, 2026 at the Evergreen Park in Grande Prairie.**
CARRIED

E. Peace River Community Health Centre Invitation

478/25/11/25 **MOVED BY Councillor Schug to acknowledge receipt of the Peace River Community Health Centre Invitation and send Reeve Ungarian and Councillor Yasinski to the event on behalf of Council.**
CARRIED

F. APRCWA Annual General Meeting – Save the Date

479/25/11/25 **MOVED BY Councillor Dechant to acknowledge receipt of the APRCWA Annual General Meeting Information and accept it for information.**
CARRIED

G. Alberta Ombudsman Municipal Webinar Invitation – Be a Good Neighbour

480/25/11/25 **MOVED BY Councillor Yasinski to acknowledge receipt of the Alberta Ombudsman Municipal Webinar Invitation - Be a Good Neighbour and accept it for information.**
CARRIED

H. CNL Website Page – Proposed Nuclear Power Generation Facility

481/25/11/25 **MOVED BY Councillor These to acknowledge receipt of the CNL Website Page Report and continue to keep information current on the webpage and facebook.**
CARRIED

I. Peace Regional RCMP Community Advisory Committee – Letter of Support Request

482/25/11/25 **MOVED BY Councillor Reese to acknowledge receipt of the Peace Regional RCMP Community Advisory Committee’s Request for a letter of support and authorize the provision of a letter of support for the Committee in their advocacy and express the County’s support for the inclusion of an Alberta Sheriffs representative within the Real Time Operations Centre (RTOC) at K Division.**
CARRIED

J. Fire Services Annual Awards Night Invitation

483/25/11/25 **MOVED BY Councillor These to acknowledge receipt of the Fire Services Annual Awards Night Invitation and have Reeve Ungarian and Councillors Schug, These, and Yasinski attend the Fire Services Award Night on Saturday, December 6th, 2025, on behalf of the County.**
CARRIED

K. Manning & District Family and Community Support Services – Letter of Support Request

484/25/11/25 **MOVED BY Councillor Reese to acknowledge receipt of the Report and authorize Administration to send a letter of support to the Manning and District Family and Community Support Services for funding support of the Manning Community Transportation Initiative (MACT).**
CARRIED

06.1.2 Administration
A. CAO Report (*verbal*)

485/25/11/25 **MOVED BY Councillor Yasinski to acknowledge receipt of the CAO's verbal Report and accept it for information.**
CARRIED

06.1.3 Assessment

06.1.4 Taxation

06.1.5 Finance
A. August 2025 Bank Register

486/25/11/25 **MOVED BY Councillor Schug to acknowledge receipt of the August 2025 Bank Register and accept it for information.**
CARRIED

B. September 2025 Bank Register

487/25/11/25 **MOVED BY Councillor Dechant to acknowledge receipt of the September 2025 Bank register and accept it for information.**
CARRIED

C. September 2025 Bank Reconciliation

488/25/11/25 **MOVED BY Councillor Reese to acknowledge receipt of the September 2025 Bank Reconciliation and accept it for information.**
CARRIED

D. Director of Finance Update

489/25/11/25 **MOVED BY Councillor These to acknowledge receipt of the Director of Finance Update and authorize administration to seek a delegation with Jobs, Economy, Trade and Immigration and accept the report for information.**
CARRIED

E. Year to Date Budget

490/25/11/25 **MOVED BY Councillor Schug to acknowledge receipt of the Year-to-Date Budget Report authorize administration to reach out and investigate the increase in the Peace River ICF; and accept the report for information.**
CARRIED

F. October 2025 Bank Reconciliation

491/25/11/25 **MOVED BY Councillor Yasinski to acknowledge receipt of the October 2025 Bank Reconciliation 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

B. Director of Public Works Report (verbal)

- *STIP Applications*
- *RR 230 Road Allowance*
- *Manning/Notikewin Bridge*
- *Prebid Meeting for Back-up Power Supply*
- *Bridge Maintenance pre-construction meeting*

- *Town of Manning filling water reservoirs*
- *Technical Guidance Committee*

492/25/11/25 **MOVED BY Councillor Reese to acknowledge receipt of the Director of Public Works verbal Report and accept it for information.**
CARRIED

06.3.2 Roads
A. Unnamed Roads in Shields Subdivision

493/25/11/25 **MOVED BY Councillor Dechant to acknowledge receipt of the Unnamed Roads in Shields Subdivision Report and authorize the naming of the unnamed roads listed in the report.**
CARRIED

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

06.6.2 Community Services / Economic Development
A. Peace Regional Energy Committee – Terms of Reference Review

494/25/11/25 **MOVED BY Councillor These to acknowledge receipt of the Peace Regional Energy Committee Terms of Reference Report and provide the following comments from Council:**

- **Open membership up to Members-At-Large (*Chamber of Commerce*)**
- **One Elected Official from each Municipal Partner**
- **Open membership up to Village of Berwyn, Nampa and Town of Manning.**
- **Quarterly meetings**

CARRIED

06.6.3 Agriculture Services
A. 2026 Provincial ASB Conference

495/25/11/25 **MOVED BY Councillor These to acknowledge receipt of the 2026 Provincial ASB Conference Report and register Councillors Yasinski, Halabisky, These and Reeve Ungarian to attend the Conference on Tuesday, January 20 to 22, 2026 at the Delta South Conference Centre, Edmonton.**
CARRIED

B. Berwyn Agriculture Society – Veterinary Bursary Partnership Request

496/25/11/25 **MOVED BY Councillor Schug to acknowledge receipt of the Berwyn Agriculture Society Request and provide a letter of support for a higher bursary amount from NADC in the field of veterinary medicine and approve a one-time contribution up to \$1500.00 based on a favourable report from the conversation between Berwyn Ag Society and the County’s Ag Fieldman; and request a delegation for further information and potential ongoing support.**
CARRIED

C. V.S.I. Report

497/25/11/25 **MOVED BY Councillor Ungarian to acknowledge receipt of the VSI Report and remove heifer palpitation from the allowable services and limit semen testing for bulls to 10 per producer.**
CARRIED

Josh Hunter, Director of Finance, exited meeting at 3:15 p.m.

06.6.5 Natural Resources

06.6.6 Housing / Seniors

06.6.9 Tourism

07.0 Ward and/or Committee Reports
A. Councilor Ward Reports

498/25/11/25 **MOVED BY Councillor Reese to acknowledge receipt of the Councillor's October Ward Reports and accept them for information.**
CARRIED

08.0 Info Items

A. Tuesday, November 25, 2025, Info Package
ADDITION: 08.10-L Alberta Council – At A Glance

499/25/11/25 **MOVED BY Councillor These to acknowledge receipt of the Tuesday, November 25, 2025, Info Package and accept it for information.**
CARRIED

09.0 Open Mic

Decisions on Delegations

- *Move-Up – no decision required*
- *Dixonville Charter School Society*

500/25/11/25 **MOVED BY Councillor Yasinski to authorize Administration to request a meeting with Alberta Infrastructure regarding the Dixonville School Building.**
CARRIED

10.0 In Camera Items

A. Legal Communications under ATIA section 9(1)(e) & section 30 & 32

501/25/11/25 **MOVED BY Councillor Reese to have the Tuesday, November 25, 2025, Council Meeting go in camera to discuss Legal Communications under ATIA section 30 & 32 at 3:27 p.m.**
CARRIED

Dan Archer, Reporter and Charles Schwab, Director of Public Works, exited the meeting at 3:27 p.m.
Teresa Tupper, Executive Assistant, exited meeting at 3:47 p.m.

502/25/11/25 **MOVED BY Councillor These to have the Tuesday, November 25, 2025, Council Meeting come out of camera at 4:22 p.m.**
CARRIED

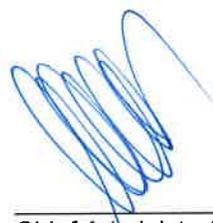
503/25/11/25 **MOVED BY Councillor Schug to ratify the memorandum of settlement between the County of Northern Lights and AUPE Local 118 Chapter 010.**
CARRIED

11.0 Adjournment

Reeve Ungarian adjourned the Tuesday, November 25, 2025, Council Meeting at 4:23 p.m.



Chief Elected Official,
Terry Ungarian



Chief Administrative Officer,
Gerhard Stickling