



Municipal District of Bonnyville No.87

Regular Meeting of Council

Minutes

May 28, 2024

Present

Reeve Barry Kalinski
Deputy Reeve Josh Crick, Ward 1
Councillor Darcy Skarsen, Ward 2
Councillor Mike Krywiak, Ward 3
Councillor Don Slipchuk, Ward 4
Councillor Dana Swigart, Ward 5
Councillor Ben Fadeyiw, Ward 6

Staff Present

Al Hoggan, Chief Administrative Officer
Matt Janz, General Manager of Environmental and Protective Services
Bryan Bespalko, General Manager of Infrastructure Services
Esther Quiambao, General Manager of Planning and Community Services
Susan Walker, General Manager of Corporate Services
Stephanie Severin, Manager of Legislative and Information Services
Brad Ollen, Manager of Waste Services
Janice Boden, Manager of Agricultural Services
Ian Frankton, Manager of Business Operations, Kinosoo Ridge
David Smith, Manager of Resort Operations, Kinosoo Ridge
Greg Sheppard, Manager of Parks and Recreation
Charlene Skinner, Manager of Public Safety
Tracy Wasylow, Communications and Media Supervisor
Scott Kovatch, Economic Development Officer
Robin Bartlett, Executive Assistant
Kristy Poirier, Development Officer
Shannon Brassard, GIS Coordinator
Lyndon Shea, Planner
Wendy Wiley, Legislative Services Clerk

1. Call to Order

Reeve Kalinski called the meeting to order at 9:00 a.m.

All attendees were present in Council Chambers with the meeting being recorded.

2. Adoption of Agenda

24.198

Moved by Councillor Krywiak

THAT Council approves adoption of the agenda with the following amendments:

Additions

9. New Business

9.3 Planning and Community Services

9.3.4 Community Halls Delegation Request

9.6 Infrastructure Services

9.6.1 Purchase of Land at NE-5-61-8-W4 – New Glendon Grader Shop

Deletions

5.1 10:30 a.m. - Glendon Agricultural Society

CARRIED

3. Adoption of Minutes

3.1 Regular Meetings of Council

3.1.1 May 14, 2024

24.199

Moved by Councillor Swigart

THAT Council approves adoption of the minutes of the May 14, 2024 Regular Meeting of Council, as presented.

CARRIED

4. Public Hearings

5. Delegations

5.1 10:30 a.m. – Glendon Agricultural Society

Item 5.1 was deleted from the agenda.

6. Business Arising from Minutes

7. Development Applications

7.1 Development Application No. 2024-D-102 - Major Home Business - Dance Studio

24.200

Moved by Deputy Reeve Crick

THAT Council approves development permit no. 2024-D-102 for a major home business for a dance studio on Plan 172 2969 Block 1 Lot 1 within SE-36-59-5-W4M as a discretionary use pursuant to Part 6, Section 47, and Part 7, Section 69.2 of the Land Use Bylaw for Norman Laird and Sarah Makins with the following conditions:

1. As per section 47.3 Major Home Business:
 - a) a major home business may utilize accessory buildings, while still maintaining the residential use as the primary use on the site;
 - b) the home business may employ up to three persons who do not live on the site or within the primary residence;
 - c) the home business may not generate traffic uncharacteristic to the area;
 - d) all required parking must be on-site; and
 - e) outside storage of materials, goods or equipment on the site shall be directly related to the home business and, at the discretion of the Development Authority, may require screening or fencing.
2. The display or placement of signs on the premises of a home business shall be restricted to one identification sign no larger than 1.0 square metre (10.76 square feet) in area, and may be indirectly illuminated.
3. Applicable building, electrical, gas, plumbing, and sewer permits are required as per the Alberta Safety Codes Act.
4. An Alberta Transportation permit is required.

CARRIED

7.2 Development Application No. 2024-D-105 - 50 Site Campground Expansion

Reeve Kalinski recessed the meeting at 9:12 a.m. to allow time for review of a written submission that was received after the agenda package was published.

The meeting reconvened at 9:30 a.m. with all present as prior to the recess.

24.201

Moved by Councillor Fadeyiw

THAT Council approves Kim Warnke, on behalf of Cold Lake First Nations, to address Council regarding Item 7.2 Development Application No. 2024-D-105 - 50 Site Campground Expansion.

CARRIED

24.202

Moved by Councillor Krywiak

THAT Council approves Paul Gullackson, Development Applicant, to address Council regarding Item 7.2 Development Application No. 2024-D-105 - 50 Site Campground Expansion.

CARRIED

24.203

Moved by Deputy Reeve Crick

THAT Council approves development permit no. 2024-D-105 for a 50-site campground expansion within NW-7-63-1-W4M as a discretionary use pursuant to Part 6, Section 35, and Part 7, Section 69.2 of the Land Use Bylaw for Paul and Lynn Gullackson with the following conditions:

1. As per Section 69.6 of the Land Use Bylaw No. 1667, the minimum setbacks shall be:
 - a) Front yard: 38.0 metres (125.0 feet) from the centre line of the adjacent public road.
 - b) Side yard: 6.0 metres (19.7 feet)
 - c) Rear yard: 6.0 metres (19.7 feet)
2. Applicable electrical, gas, plumbing, and sewer permits are required as per Alberta Safety Codes Act.

3. Shall comply with Consolidated Public Safety Bylaw No. 1812 regarding noise and nuisance.
4. As per section 52 of the Land Use Bylaw No. 1667: Outdoor lighting shall be located so that rays of light:
 - a) are not directed at an adjacent site;
 - b) do not adversely affect an adjacent site; and,
 - c) do not adversely affect traffic safety.
5. The developer shall ensure that emergency vehicle access is not obstructed at any time.
6. Campground design and maintenance shall have regard to the FireSmart Guidebook for Community Protection as amended from time to time. Fire pits shall be approved by Bonnyville Regional Fire Authority.

CARRIED

Reeve Kalinski recessed the meeting at 10:08 a.m.

The meeting reconvened at 10:17 a.m. with all present as prior to the recess.

7.3 Development Application No. 2024-D-110 - Major Home Business - Heavy Equipment Tech

24.204

Moved by Councillor Swigart

THAT Council approves development permit application no. 2024-D-110 for a major home business for a heavy equipment technician shop on Plan 132 0992, Block 1, Lot 1, within SE-1-62-4-W4M as a discretionary use pursuant to Part 6, Section 47, and Part 7, Section 69.2 of the Land Use Bylaw for Nathan and Alaina Gamache with the following conditions:

1. As per section 47.3 Major Home Business:
 - a) a major home business may utilize accessory buildings, while still maintaining the residential use as the primary use on the site;
 - b) the home business may employ up to three persons who do not live on the site or within the primary residence;
 - c) the home business may not generate traffic uncharacteristic to the area;
 - d) all required parking must be on-site; and

- e) outside storage of materials, goods or equipment on the site shall be directly related to the home business and, at the discretion of the Development Authority, may require screening or fencing.
- 2. The display or placement of signs on the premises of a home business shall be restricted to one identification sign no larger than 1.0 square metre (10.76 square feet) in area, and may be indirectly illuminated.

CARRIED

7.4 Development Application No. 2024-D-115 – Work Camp

24.205

Moved by Councillor Fadeyiw

THAT Council approves development permit application no. 2024-D-115 for a work camp within NW-4-67-4-W4M as a discretionary use pursuant to Part 6, Section 47, and Part 7, Section 69.2 of the Land Use Bylaw for Canadian Natural Resources Ltd. with the following conditions:

- 1. Shall be operated as per the Provincial approvals.
- 2. The camp is approved until July 31, 2027, at which time a new permit is required, or reclamation shall be undertaken.

CARRIED

8. Subdivision Applications

9. New Business

9.1 Notice of Motion

9.2 Environmental and Protective Services

9.2.1 Environmental and Protective Services 2024 First Quarterly Report

24.206

Moved by Councillor Slipchuk

THAT Council accepts the Environmental and Protective Services 2024 First Quarterly Report as information.

CARRIED

9.2.2 Waste Services 2023 Annual Waste and Recycling Reports

24.207

Moved by Deputy Reeve Crick

THAT Council accepts the Waste Services 2023 Annual Waste and Recycling Reports as information.

CARRIED

9.2.3 Beaver River Regional Waste Management Commission – Intended 2024 Requisition

24.208

Moved by Councillor Swigart

THAT Council approves an unbudgeted expenditure for the Beaver River Regional Waste Management Commission requisition in the amount of \$35,415 to be funded from the Transfer To Other Local Government budget.

CARRIED

9.2.4 Appointment of Pest Inspectors 2024 Season

24.209

Moved by Councillor Krywiak

THAT Council approves appointment of the following Pest Inspectors for the 2024 season to enforce the Alberta Pest Control Act as required by the Province of Alberta:

- Sonja Schmelzeisen;
- Carson McDonald;
- Emma Richard;
- Sarah Kraushaar;
- Ariana Church;
- Mackenzie Romanowicz;
- Courtney Lefebvre;
- Odette Gagnon;
- Wanda Makaruk; and
- Tyler Pratch.

CARRIED

9.2.5 Appointment of Weed Inspectors 2024 Season

24.210

Moved by Councillor Slipchuk

THAT Council approves appointment of the following Weed Inspectors for the 2024 season to enforce the Weed Control Act as required by the Province of Alberta:

- Carson McDonald;
- Emma Richard;
- Sarah Kraushaar;
- Ariana Church;
- Mackenzie Romanowicz;
- Courtney Lefebvre;
- Odette Gagnon;
- Wanda Makaruk; and
- Tyler Pratch.

CARRIED

9.2.6 Appointment of Agricultural Service Board Appeal Panel 2024

Reeve Kalinski recessed the meeting at 11:10 a.m.

The meeting reconvened at 11:16 a.m. with all present as prior to the recess.

24.211

Moved by Deputy Reeve Crick

THAT Council approves appointment of the following individuals to an Appeal Panel, as recommended by the Agricultural Service Board, to act on behalf of the Alberta Pest Control Act, Alberta Weed Control Act, and Alberta Soil Conservation Act:

- Guy Bonneau;
- Robert Chalut;
- Ulf Herde;

- Alyssa Krawchuk;
- Forrest Persely; and
- Greg Shmyr.

CARRIED

9.3 Planning and Community Services

9.3.1 Planning and Community Services 2024 First Quarterly Report

24.212

Moved by Councillor Fadeyiw

THAT Council accepts the Planning and Community Services 2024 First Quarterly Report as information.

CARRIED

Reeve Kalinski recessed the meeting at 11:59 a.m.

The meeting reconvened at 12:33 p.m. with all present as prior to the recess with the exception of Reeve Kalinski and Councillor Swigart.

Deputy Reeve Crick assumed the position of Chair for the meeting.

9.3.2 M.D. Economic Development Website Project

24.213

Moved by Councillor Slipchuk

THAT Council accepts the M.D. Economic Development Website Project update as information.

CARRIED

9.3.3 Municipal Grant Programs Review

24.214

Moved by Councillor Slipchuk

THAT Council directs Administration to create one community grant policy that utilizes an evaluation protocol based on the five Service Delivery Goals provided for in the 2021 M.D. Recreation Master Plan and allows for one intake and evaluation process by Council of all requests over an identified maximum value prior to annual municipal budget deliberations.

CARRIED

9.3.4 Community Hall Meeting Request

24.215

Moved by Councillor Krywiak

THAT Council approves scheduling a Special Meeting of Council for the purpose of hearing delegations from Community Halls to be held on Tuesday, June 18, 2024 commencing at 6:00 p.m. in Council Chambers.

CARRIED

9.4 Corporate Services

9.4.1 Unaudited Financial Statements – March 31, 2024

24.216

Moved by Councillor Slipchuk

THAT Council accepts the Unaudited Financial Statements report for the 2024 first quarter ended March 31, 2024, as information.

CARRIED

9.5 Chief Administrative Officer

9.5.1 CAO Office 2024 First Quarterly Report

24.217

Moved by Councillor Fadeyiw

THAT Council accepts the CAO Office 2024 First Quarterly Report as information.

CARRIED

9.5.2 Policy No. 2A.024 Citizen Engagement Policy – Amendment

24.218

Moved by Councillor Fadeyiw

THAT Council adopts amended Policy No. C-2A.024 Public Engagement Policy (formerly known as Citizen Engagement Policy), as recommended by the Committee of the Whole.

CARRIED

9.6 Infrastructure Services

9.6.1 Purchase of Land at NE-5-61-8-W4 – New Glendon Grader Shop

24.219

Moved by Councillor Krywiak

THAT Council approves the purchase of property located within NE 05-61-08-W4M in the Village of Glendon municipal limits.

CARRIED

10. Correspondence and Information

24.220

Moved by Councillor Krywiak

THAT Council accepts the following correspondence as information:

1. Minutes from M.D. Agricultural Service Board (ASB) – December 14, 2023 Meeting
2. Draft Minutes from M.D. Rural Community Policing Committee – April 8, 2024 Meeting
3. Invitation from Bonnyville Outreach School – Open House BBQ
4. Email from Cold Lake Regional Chamber of Commerce – Business Mixer and Networking Event
5. Invitation from Lakeland Co-op – 40th Anniversary Supper and Annual General Meeting
6. Email from Alberta Health Services – Telephone Town Hall Invitation
7. Email from Rural Municipalities of Alberta (RMA) – Bill 20 Further Analysis
8. Email from Clayton Bellamy Foundation – 2nd Annual Gala and Golf Invitation
9. Letter from Royal Canadian Mounted Police (RCMP) Cold Lake Detachment – January-March 2024 Report
10. Email from SMARTstart Entrepreneur Program – Closing Ceremony Invitation
11. Email from Cold Lake Outreach School – Graduation 2024 Invitation

12. Email from Healthy Aging Alberta – Northeast Central Regional Gathering Invitation
13. Letter from Village of Glendon – Land Purchase
14. March 2024 Cheque Registry
15. April 2024 Cheque Registry
16. Council Action Report

CARRIED

11. Reports from Members of Council

Councillors represented on various boards and/or committees and presented reports on the following:

1. Northern Lights Library Board
2. Bonnyville Regional Fire Authority
3. Lakeland Lodge and Housing Association

12. Closed Session

24.221

Moved by Councillor Slipchuk

THAT this meeting goes into a closed session at 1:53 p.m. for the following reasons:
FOIP Sections 21 and 23.

CARRIED

- 12.1 Draft Agreement and Bylaw Review - FOIP Sections 21 and 23

24.222

Moved by Councillor Fadeyiw

THAT this meeting returns to open session at 2:40 p.m.

CARRIED

13. Business Arising from Closed Session

14. Adjournment

24.223

Moved by Councillor Slipchuk

THAT this meeting adjourn.

Time of Adjournment 2:42 p.m.

CARRIED

REEVE

MANAGER,
LEGISLATIVE AND INFORMATION SERVICES

DRAFT