



Municipal District of Bonnyville No.87

Regular Meeting of Council

Minutes

March 11, 2025

Present

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

Staff Present

Ben Berlinguette, Chief Administrative Officer
Matt Janz, General Manager of Environmental & Protective Services
Bryan Bespalko, General Manager of Infrastructure Services
Susan Walker, General Manager of Corporate Services
Glenn Barnes, General Manager of Planning and Community Services
Luis Gandolfi, Director of Public Safety
Stephanie Severin, Manager of Legislative and Information Services
Tracy Wasylow, Communications and Media Supervisor
Robin Bartlett, Executive Assistant
Kristy Poirier, Development Officer
Lisa VandenBerg, Development Officer
Kaitlyn Walzak, Planning and Development Technician
Charity Croker, Legislative Services Coordinator

1. Call to Order

Reeve Kalinski called the meeting to order at 9:03 a.m.

With the meeting being recorded, all attendees were present in Council Chambers, with the exception of Councillor Fadeyiw who attended virtually.

2. Adoption of Agenda

25.083

Moved by Councillor Krywiak

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

Under 9. New Business

9.5 Environmental and Protective Services

9.5.1 Appointment of Fire Guardians for the 2025 Fire Permit Season

Under 12. Closed Session

12.1 Economic Development - FOIP Section 25

CARRIED

3. Adoption of Minutes

3.1 Regular Meetings of Council

3.1.1 February 25, 2025

25.084

Moved by Councillor Slipchuk

THAT Council approves adoption of the minutes of the February 25, 2025 Regular Meeting of Council, as presented.

CARRIED

4. Public Hearings

4.1 9:30 a.m. – Bylaw No. 1890 Road Closure and Disposal

25.087

Moved by Councillor Slipchuk

THAT the public hearing for item 5.1 be opened at 9:30 a.m.

CARRIED

Persons who presented: Kaitlyn Walzak, on behalf of the M.D. of Bonnyville

Persons who presented in favour: None

Persons who presented in opposition: None

Persons who presented rebuttal: None

25.088

Moved by Councillor Crick

THAT the public hearing for item 5.1 be closed at 9:33 a.m.

CARRIED

5. Delegations

5.1 10:00 a.m. – Bonnyville and District Chamber of Commerce

Serina Parsons, Executive Director and Megan Wakefield, Project Coordinator for the Bonnyville and District Chamber of Commerce, were in attendance to present Council with information on the upcoming Bonnyville Oil and Gas Show and the Rural Crime initiative.

25.092

Moved by Deputy Reeve Skarsen

THAT Council accepts the presentation by the Bonnyville and District Chamber of Commerce regarding the 2025 Bonnyville Oil and Gas Show and Rural Crime initiatives update as information and furthermore directs Administration to bring their request for funding support for the 2025 Oil and Gas Show back to a future meeting of Council for consideration.

CARRIED

6. Business Arising from Minutes

7. Development Applications

7.1 Development Application No. 2025-D-029 – Variance to Section 58 Rural Industries

25.085

Moved by Councillor Slipchuk

THAT Council approves Jarl Groothuysen (Applicant) to address Council regarding Item 7.1 Development Application No. 2025-D-029.

CARRIED

Reeve Kalinski recessed the meeting at 9:25 a.m.

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

25.086

Moved by Councillor Crick

THAT Council approves development permit application no. 2025-D-029 for a variance from 20 acres to 6 acres for an existing major rural industries use as per Part 3, Section 20.2 due to practical difficulties on Lot 1, Block 1, Plan 112 5587 within NW-24-63-6-W4M as discretionary use as per Part 6, Section 58 and Part 7, Section 69.2 of the Land Use Bylaw; with the following conditions:

1. Building, electrical, gas, plumbing, and septic permits are required as per the Alberta Safety Codes Act.
2. As per section 52 of the Land Use Bylaw No. 1667:
 - Outdoor lighting shall be located so that rays of light:
 - are not directed at an adjacent site;
 - do not adversely affect an adjacent site; and,
 - do not adversely affect traffic safety.
3. Shall comply with Consolidated Public Safety Bylaw No. 1812 regarding noise control and nuisance.
4. Shall comply with all Provincial and Federal Regulations.
5. The permit is valid for the current scope of the business. If expansion is intended, a new development permit shall be required.
6. This permit may be revoked at any time if, in the opinion of the Development Authority, the use is or has become non-compliant, detrimental, or a nuisance to the character and amenities of the neighborhood.

CARRIED

7.2 Development Application No. 2025-D-034 – Request for 2nd Approach

25.089

Moved by Councillor Slipchuk

THAT this meeting goes into a closed session at 9:39 a.m. for Economic Development - FOIP Section 25.

CARRIED

Councillor Fadeyiw left the meeting at 9:39 a.m.

25.090

Moved by Councillor Krywiak

THAT this meeting returns to open session at 10:00 a.m.

CARRIED

Councillor Fadeyiw joined the meeting via virtual attendance at 10:00 a.m.

25.091

Moved by Councillor Krywiak

THAT Council refuses development permit application no. 2025-D-034 for a variance for an Industrial use second approach as the application does not comply with Policy No. 3A.007 Road Approach Policy.

CARRIED

8. Subdivision Applications

8.1 Subdivision Application No. 2025-S-001 – SW 36-61-9 W4M

25.093

Moved by Councillor Krywiak

THAT Council approves Subdivision Application 2025-S-001 to subdivide an 11.29-acre parcel from agricultural ¼ section SW 36-61-9 W4M for Core Geomatics Inc., on behalf of Steven Pyshyk as per the following conditions:

1. Pursuant to Section 655 of the Municipal Government Act, that the owner/developer install an internal road, approaches, including culverts and crossings to the proposed parcel(s) and to the remnant parcel to be provided at the owner/developer's expense and to the specifications and satisfaction of the Municipal District of Bonnyville No. 87;
2. Pursuant to Section 655 of the Municipal Government Act, submission and review of a Real Property Report or Sketch Plan submitted from an Alberta Certified Land Surveyor to confirm all structures located on the proposed parcels comply with setbacks from all property lines as established by the Land Use District of the Land Use Bylaw;
3. Pursuant to Section 655 of the Municipal Government Act and Part One, Section 7 of the Subdivision and Development Regulation, the owner/developer, for the sewage disposal, shall install and comply to

the Alberta Safety Codes Act and Part 2 of the Province of Alberta
Public Health Act;

4. Pursuant to Section 654 of the Municipal Government Act, that all outstanding property taxes be paid.

CARRIED

Reeve Kalinski recessed the meeting at 10:30 a.m.

The meeting reconvened at 10:39 a.m. with all present as prior to the recess.

9. New Business

9.1 Notice of Motion

9.2 Planning and Community Services

9.2.1 Bylaw No. 1889 Roadway Licensing Bylaw

25.094

Moved by Councillor Crick

THAT Bylaw No. 1889, being a bylaw of the Municipal District of Bonnyville No. 87, Roadway Licensing, be given second reading.

CARRIED

25.095

Moved by Councillor Swigart

THAT Bylaw No. 1889 be given third reading.

CARRIED

9.2.2 Friends of the Lakeland – Request for Funding Support

25.096

Moved by Councillor Crick

THAT Council approves the funding request from Friends of the Lakeland in the amount of \$2,500.00, to be funded from the Community Action Grant Reserve.

CARRIED

9.3 Corporate Services

9.3.1 Policy No. 2B.013 Tangible Capital Asset Policy – Amendment

25.097

Moved by Deputy Reeve Skarsen

THAT Council adopts amended Policy No. C-2B.013 Tangible Capital Asset Policy with further amendments to add a definition of “Capitalization Thresholds”.

CARRIED

9.3.2 Policy No. 2B.018 Investments Policy – Amendment

25.098

Moved by Deputy Reeve Skarsen

THAT Council adopts amended Policy No. C-2B.018 Investments Policy, as recommended by the Committee of the Whole.

CARRIED

9.3.3 Policy No. C-2B.052 Wastewater Infrastructure Reserve Policy – New

25.099

Moved by Councillor Slipchuk

THAT Council adopts new Policy No. C-2B.052 Wastewater Infrastructure Reserve Policy, as recommended by the Committee of the Whole.

CARRIED

9.3.4 Policy No. C-2B.053 Water Infrastructure Reserve Policy – New

25.100

Moved by Councillor Crick

THAT Council adopts new Policy No. C-2B.053 Water Infrastructure Reserve Policy, as recommended by the Committee of the Whole.

CARRIED

9.3.5 Policy No. C-2B.054 Environmental Innovation Reserve Policy – New

25.101

Moved by Deputy Reeve Skarsen

THAT Council adopts new Policy No. C-2B.054 Environmental Innovation Reserve Policy, as recommended by the Committee of the Whole.

CARRIED

9.3.6 Policy No. C-2C.016 Workplace Violence and Harassment Prevention Policy – Review

25.102

Moved by Councillor Krywiak

THAT Council adopts reviewed Policy No. C-2C.016 Workplace Violence and Harassment Prevention Policy, as presented.

CARRIED

9.3.7 Greater North Foundation – Request to Establish a Limit for the Capital Reserve Fund

Reeve Kalinski left the meeting at 11:17 a.m. and Deputy Reeve Skarsen assumed position of Chair.

Reeve Kalinski joined the meeting at 11:22 a.m. and resumed as Chair.

25.103

Moved by Councillor Krywiak

THAT Council approves the establishment of a limit of \$3,000,000 on the aggregate amount that may be held in the Greater North Foundation Capital Reserve fund, and accepts that the current calculation of the annual capital requisition is based on 1/20 of the most recent 20-year maintenance plan as information.

CARRIED

9.4 Chief Administrative Officer

9.4.1 Bylaw No. 1892 Procedural Bylaw

25.104

Moved by Councillor Crick

THAT Bylaw No. 1892, being a bylaw of the Municipal District of Bonnyville No. 87, to provide for the orderly proceedings of Council Meetings and Committee of the Whole Meetings of the municipality, be given first reading.

CARRIED

9.4.2 Bylaw No. 1893 Chief Administrative Officer Bylaw

25.105

Moved by Councillor Slipchuk

THAT Bylaw No. 1893, being a bylaw of the Municipal District of Bonnyville No. 87, to establish the position of the Chief Administrative Officer for the municipality, be given first reading.

CARRIED

9.5 Environmental and Protective Services

9.5.1 Appointment of Fire Guardians for the 2025 Fire Permit Season

25.106

Moved by Councillor Krywiak

THAT Council approves the appointment of the following individuals as Fire Guardians under the Forest and Prairie Protection Act for the 2025 fire permit season:

- Alicia Krawchuk – Regional Chief of Emergency Services;
- Joe Bruyere – Regional Fire Prevention and Training Officer;
- Walter Smyl – Station Chief Goodridge;
- Dan Amalia – Station Chief Glendon;
- Gordon Graves – Station Chief Iron River;
- Craig Wenzel – Station Chief Bonnyville;
- Robert Norton – Station Chief La Corey;
- Cordell Ackert – Station Chief Fort Kent;
- Ed Watrich;
- Vic Kolody;
- Baz Churko;
- Diane Jenkinson;

AND FURTHERMORE, THAT Council authorizes the Reeve, or the Deputy Reeve in the Reeve's absence, in consultation with the Bonnyville Regional Fire Authority to place, remove, and amend fire bans in the Municipal District of Bonnyville, outside of the Forest Protection Area, for the 2025 fire permit season.

CARRIED

10. Correspondence and Information

25.107

Moved by Councillor Slipchuk

THAT Council accepts the following correspondence as information:

1. Letter from PEI Student – Research Project
2. Letter from Shock Trauma Air Rescue Service (STARS) Foundation – Thank You
3. Letter from St. John's United Church, Bonnyville – Country Hoedown Dine and Dance Invitation
4. Poster from Bonnyville and District Chamber of Commerce – Annual General Meeting Invitation
5. Email from Ronald McDonald House Charities – Thank You and Winterland Invitational Event Report
6. Letter from Alberta Municipal Affairs – Budget 2025
7. Email from Ukrainian Orthodox Church of St. Elias – Vyshyvanka Day Invitation
8. Letter from Royal Canadian Mounted Police (RCMP) Bonnyville Detachment – 3rd Quarter Report

CARRIED

11. Reports from Members of Council

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

1. Bonnyville Regional Fire Authority (BRFA)

Councillor Slipchuk left the meeting at 12:03 p.m.

2. Bonnyville and District Family and Community Support Services (FCSS)
3. Bonnyville Municipal Library Board

4. Glendon Library Board

Councillor Slipchuk joined the meeting at 12:04 p.m.

5. Association of Alberta Coordinated Action for Recycling Enterprises (Alberta CARE)

7. Lakeland Agricultural Research Association (LARA)

8. Northern Lights Library System (NLLS)

9. Physician Recruitment and Retention Committee

12. Closed Session

12.1 Economic Development - FOIP Section 25

This Closed Session Item was addressed under 7.2. Development Application No. 2025-D-034 - Request for 2nd Approach closed session discussion.

13. Business Arising from Closed Session

14. Adjournment

25.108

Moved by Councillor Crick

THAT this meeting adjourn.

Time of Adjournment 12:11 a.m.

CARRIED

REEVE

MANAGER,

LEGISLATIVE AND INFORMATION SERVICES