



Municipal District of Bonnyville No.87

Regular Meeting of Council

Minutes

May 13, 2025

Present

Reeve Barry Kalinski
Councillor Josh Crick, Ward 1
Councillor Mike Krywiak, Ward 3
Councillor Don Slipchuk, Ward 4
Councillor Dana Swigart, Ward 5
Councillor Ben Fadeyi, Ward 6

Absent

Deputy Reeve Darcy Skarsen, Ward 2

Staff Present

Ben Berlinguette, Chief Administrative Officer
Matt Janz, Deputy CAO/General Manager of Environmental and Protective Services
Bryan Bespalko, General Manager of Infrastructure Services
Calvin Bespalko, Interim General Manager of Corporate Services
Luis Gandolfi, Director of Public Safety
Lisa Folliott, Director of Planning and Development
Ian Frankton, Director of Community Services
Stephanie Severin, Manager of Legislative and Information Services
Tracey Tiedemann, Manager of Finance
Mark Parsons, Manager of Information Technology
Greg Sheppard, Manager of Parks and Recreation
Sam Sadlowski, Manager of Human Resources
Tracy Wasylow, Communications and Media Supervisor
Scott Kovatch, Economic Development Officer
Kristy Poirier, Development Officer
Lisa VandenBerg, Development Officer
Kelsey Laye, Records Management Coordinator
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

25.191

Moved by Councillor Slipchuk

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

Under Section 9 New Business:

9.3.6 Municipal District of Bonnyville Regional Airport Master Plan Carry Forward

9.6.3 Village of Glendon - Request for Funding

CARRIED

3. Adoption of Minutes

3.1 Regular Meetings of Council

3.1.1 April 22, 2025

25.192

Moved by Councillor Crick

THAT Council approves adoption of the minutes of the April 22, 2025 Regular Meeting of Council, as presented.

CARRIED

4. Public Hearings

5. Delegations

6. Business Arising from Minutes

6.1 Bylaw No. 1894 2025 Tax Rate Bylaw

25.193

Moved by Councillor Fadeyiw

THAT item No. 3.1.1 Bylaw No. 1894 2025 Tax Rate Bylaw be lifted from the table.

CARRIED

25.194

Moved by Councillor Crick

THAT Bylaw No. 1894, being a bylaw of the Municipal District of Bonnyville No. 87, to authorize the rates of taxation to be levied against assessed properties within the municipality for the 2025 taxation year, be given second reading, as amended.

CARRIED

25.195

Moved by Councillor Slipchuk

THAT Bylaw No. 1894 be given third reading.

CARRIED

25.196

Moved by Councillor Crick

THAT Council approves transferring the remaining \$1,669,317.65 of unbudgeted growth revenue to the Cash Flow Reserve in accordance with Council Resolution No. 24.456 and Policy No. C-2B.040 Cash Flow Reserve Policy.

CARRIED

25.197

Moved by Councillor Swigart

THAT Council approves an increase to Transfers to Other Local Gov't OC 121/2021 by \$1,331,684 in the 2025 Budget to reflect the increase in transfer payments due to the tax rates in the 2025 Tax Rate Bylaw.

CARRIED

7. Development Applications

7.1 Development Application No. 2025-D-074 – Intensive Recreation Use

25.200

Moved by Councillor Slipchuk

THAT Council approves development permit application no. 2025-D-074 an intensive recreation use for a multi-family recreational retreat as a discretionary use as per Part 6, Section 35, and Part 7, Section 69.2 of the Land Use Bylaw 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. As per Section 41.3 A minimum building setback of 30.0 metres (98.4 feet) is required from the high water mark of a water body to which the Crown claims ownership;
3. Applicable building, electrical, gas, plumbing, and sewer permits are required as per Alberta Safety Codes Act;
4. Shall comply with Consolidated Public Safety Bylaw No. 1812 regarding noise and nuisance;
5. The developer shall ensure that emergency vehicle access is not obstructed at any time; and
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

7.2 Development Application No. 2025-D-075 – Institutional Use - Group Home

25.201

Moved by Reeve Kalinski

THAT Council approves Femi Ajayi and Solape Odeniyi, Applicants, to address Council regarding agenda item 7.2 Development Application No. 2025-D-075 Institutional Use - Group Home.

CARRIED

25.202

Moved by Councillor Fadeyiw

THAT Council approves Kyle Dumont and Chantelle Dumont to address Council in opposition of agenda item 7.2 Development Application No. 2025-D-075 Institutional Use - Group Home.

CARRIED

25.203

Moved by Councillor Fadeyiw

THAT Council refuses development permit application no. 2025-D-075 for the following reasons: narrow road and unsuitable location for the property use.

CARRIED

8. Subdivision Applications

8.1 Subdivision Application No. 2025-S-005 – SW 28-61-8 W4M

25.204

Moved by Councillor Krywiak

THAT Council approves subdivision application no. 2025-S-005 for a boundary realignment of Certificate of Title 072 382 635 to create an 8-acre parcel, from agricultural ¼ section SW 28-61-8 W4M for Matthew and Angela Werstiuk on behalf of Matthew and Angela Werstiuk and David and Gwen Werstiuk as per the following conditions:

1. Pursuant to Section 655 of the Municipal Government Act, that the owner/developer install 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 655 of the Municipal Government Act, the existing lot described as C of T # 072 382 635 be consolidated to the remnant prior to the registration of the proposed parcel;
5. Pursuant to Section 654 of the Municipal Government Act, all outstanding property taxes to be paid.

CARRIED

8.2 Subdivision Application No. 2025-S-006 – NE 24-62-9 W4M

25.205

Moved by Councillor Krywiak

THAT Council approves subdivision application no. 2025-S-006 to subdivide a 20-acre parcel from agricultural ¼ section NE 24-62-9 W4M for David Zukiwsky, on behalf of 2066806 Alberta Ltd., as per the following conditions:

1. Pursuant to Section 655 of the Municipal Government Act, that the owner/developer install 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. The applicant must obtain an approved Discretionary Development Permit to allow vehicle and auto wreckage operations on the proposed parcel
OR
The applicant must remove all stored and derelict vehicles from the proposed and remnant parcels;
3. 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;
4. 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;
5. Pursuant to Section 654 of the Municipal Government Act, that all outstanding property taxes be paid.

CARRIED

8.3 Subdivision Application No. 2025-S-007 – NW 32-59-4 W4M

25.206

Moved by Councillor Crick

THAT Council approves Subdivision Application No. 2025-S-007 for a 10.8-acre parcel, from agricultural ¼ section NW 32-59-4 W4M for Lisa and Richard McRae as per the following conditions:

1. Pursuant to Section 655 of the Municipal Government Act, that the owner/developer install 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 661 and 662 of the Municipal Government Act, that the owner/developer dedicate by way of Caveat to the Municipal District of Bonnyville No. 87, a 5.18 meter (17 feet) wide strip of land for road widening along the entire frontage of the West, North and East side of the remnant parcel;
3. Pursuant to Section 666, 667 and 669 of the Municipal Government Act, that the owner/developer pay to the Municipal District of Bonnyville No. 87 \$2,238 per hectare cash-in-lieu of Municipal Reserve owing for 10% of the proposed parcels. A Deferred Reserve Caveat shall be registered against the remnant parcel for the balance of the Municipal Reserve owing as a means of recording outstanding reserves;
4. 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;
5. 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; and
6. Pursuant to Section 654 of the Municipal Government Act, all outstanding property taxes be paid.

CARRIED

Reeve Kalinski recessed the meeting at 10:52 a.m.

The meeting reconvened at 11:04 a.m. with all present as prior to the recess.

9. New Business

9.1 Notice of Motion

9.2 Environmental and Protective Services

9.2.1 Bylaw No. 1874 Corridor Regulation Bylaw

25.207

Moved by Councillor Swigart

THAT Bylaw No. 1874, being a Bylaw of the Municipal District of Bonnyville No. 87, to regulate the use of the corridor owned by North East Muni-Corr Ltd., be given third reading.

CARRIED

9.2.2 2025 Budget Reallocation – Incident Command Post

25.208

Moved by Councillor Fadeyiw

THAT Council approves entering into a facility use agreement with the Bonnyville Regional Fire Authority (BRFA) for emergency management purposes and furthermore, that Council approves the re-allocation of funds previously approved as a capital expense for renovations to the Public Safety building in the amount of \$68,600 for renovations at the BRFA North Star facility in relation to establishing an Incident Command Post.

CARRIED

9.3 Planning and Community Services

9.3.1 Bylaw No. 1890 Roadway Closure and Disposal Bylaw

25.209

Moved by Councillor Crick

THAT Bylaw No. 1890, being a bylaw of the Municipal District of Bonnyville No. 87, to close and dispose of by sale at fair market value, all that portion of Registered Road Plan 872 2638, be given second reading.

CARRIED

25.210

Moved by Councillor Slipchuk

THAT Bylaw No. 1890 be given third reading.

CARRIED

9.3.2 Bylaw No. 1897 Highway 28 and Highway 41 Area Structure Plan Bylaw

25.211

Moved by Councillor Crick

THAT Bylaw No. 1897 being a bylaw of the Municipal District of Bonnyville No. 87, to adopt the Highway 28 and Highway 41 Area Structure Plan, be given first reading.

CARRIED

9.3.3 Removal of Municipal Reserve Designation – Plan 822 1629, Block 2, Lot 11MR

25.212

Moved by Councillor Swigart

THAT Council directs the designated officer to notify the Registrar that the provisions of the Municipal Government Act have been complied with and requests the Registrar to remove the designation of municipal reserve from Plan 822 1629, Block 2, Lot 11MR within NE-10-62-1-W4M.

CARRIED

9.3.4 Equipment Purchase – Floor Scrubber

25.213

Moved by Councillor Fadeyiw

THAT Council approves an unbudgeted expenditure for the purchase of a new floor scrubber for Kinosoo Ridge Resort to a maximum of \$8,000, to be funded from the Kinosoo Building Repairs and Maintenance operation budget.

CARRIED

9.3.5 Planning and Community Services 2025 First Quarterly Report

25.214

Moved by Councillor Krywiak

THAT Council accepts the Planning and Community Services 2025 First Quarterly Report as information.

CARRIED

9.3.6 Municipal District of Bonnyville Regional Airport Master Plan Carry Forward

25.215

Moved by Councillor Slipchuk

THAT Council supports the Airport Masterplan development funding request of \$56,000, in the 2025 operating budget, as the original \$56,000 approved in the 2024 operating budget was not carried forward from the 2024 operating budget.

CARRIED

Reeve Kalinski recessed the meeting at 12:01 p.m.

The meeting reconvened at 12:36 p.m. with all present as prior to the recess.

9.4 Corporate Services

9.4.1 Request for Tax Arrears Cancellation Roll Number 6406054001 and 6406053001

25.216

Moved by Councillor Krywiak

THAT Council approves the request to cancel a portion of the 2021 tax levy and the 2022 tax levy and penalties for SE-64-6-5-W4M (6406063001) to a total of \$57.63 and SW-64-6-5-W4M (6406054001) to a total of \$53.91.

CARRIED

9.4.2 Unaudited Financial Statements – March 31, 2025

25.217

Moved by Councillor Krywiak

THAT Council accepts the Unaudited Financial Statements report for the 2025 first quarter ended March 31, 2025, as information.

CARRIED

9.4.3 Corporate Services 2025 First Quarterly Report

25.218

Moved by Councillor Slipchuk

THAT Council accepts the Corporate Services 2025 First Quarterly Report as information.

CARRIED

9.5 Infrastructure Services

9.5.1 Bonnyville Regional Water Services Commission - Request

25.219

Moved by Councillor Swigart

THAT Council approves the Bonnyville Regional Water Services Commission to explore grant funding for the connection of the existing M.D. of Bonnyville 250mm waterline to the Cold Lake Regional Utilities Services Commission water transfer station.

CARRIED

9.5.2 2025 National Public Works Week - Proclamation

25.220

Moved by Councillor Slipchuk

THAT Council approves the proclamation of May 18 – 24, 2025, as “National Public Works Week” with a theme of “People, Purpose, Presence”, within the Municipal District of Bonnyville.

CARRIED

9.6 Chief Administrative Officer

9.6.1 Bylaw No. 1895 Amending Elections Bylaw

25.221

Moved by Councillor Crick

THAT Bylaw No. 1895, being a bylaw of the Municipal District of Bonnyville No. 87, to amend Bylaw No. 1881 Elections Bylaw, be given first reading.

CARRIED

9.6.2 Health Professions Attraction and Retention Committee – Terms of Reference

25.222

Moved by Councillor Krywiak

THAT Council approves the Health Professions Attraction and Retention Committee Terms of Reference, as presented, and furthermore appoints the Reeve and Deputy Reeve (alternate), to this Committee effective immediately in perpetuity.

CARRIED

Reeve Kalinski recessed the meeting at 1:29 p.m.

The meeting reconvened at 1:33 p.m. with all present as prior to the recess.

9.6.3 Village of Glendon – Request for Funding

Reeve Kalinski recessed the meeting at 9:28 a.m.

The meeting reconvened at 9:34 a.m. with all present as prior to the recess.

25.198

Moved by Councillor Swigart

THAT Council approves Krista Freland and Nick Werstiuk with the Village of Glendon to address Council regarding Item No. 9.6.3 Village of Glendon - Request for Funding.

CARRIED

25.199

Moved by Councillor Krywiak

THAT Council approves the request for funding by the Village of Glendon for the Glendon Arena Renovation Project in the amount of \$1,500,000 to be funded from Cash Flow Reserve.

CARRIED

Reeve Kalinski recessed the meeting at 9:56 a.m.

The meeting reconvened at 10:05 a.m. with all present as prior to the recess and proceeded to item 7.1 Development Application No. 2025-D-074 – Intensive Recreation Use.

10. Correspondence and Information

25.223

Moved by Councillor Krywiak

THAT Council approves sponsorship of the Alberta Trappers Association 50th Anniversary Rendezvous at a cost of \$250 to be funded from the Grants to Individuals and Non-Government Organizations budget.

CARRIED

25.224

Moved by Councillor Slipchuk

THAT Council approves the registration of a team of 4 to the Rural Municipalities of Alberta (RMA) District 5 Golf Tournament, at a cost of \$500 to be funded from Council Public Relations budget.

CARRIED

25.225

Moved by Councillor Krywiak

THAT Council accepts the following correspondence as information:

1. Email from Rural Development Network - Welcoming International Students at Portage Follow-up Virtual Engagement Session
2. Email from Hearts for Healthcare - Tim Hortons Smile Cookie Fundraiser
3. Letter from Glendon School - Graduation 2025 Invitation and Request to Speak
4. Letter from McDonald's Bonnyville - McHappy Day Invitation
5. Letter from MLA Scott Cyr – Support for Glendon Arena Revitalization
6. Email from Bonnyville Regional Fire Authority (BRFA) – Fire Advisory Notice
7. Email from Rural Health Professions Action Plan (RhPAP) - ARHW Week Plans and RhPAP Update
8. Email from Alberta Electoral Boundaries Commission – Consultation Introduction
9. Bonnyville Regional Water Services Commission (BRWSC) – Draft Meeting Minutes
10. Email from Alberta Seniors, Community and Social Services – Seniors' Week 2025

11. Letter from Bonnyville Senior Citizens Society – 50th Anniversary Celebration Invitation
12. Email from Lakeland Industry and Community Association (LICA) - Spring 2025 Newsletter
13. Email from RhPAP – 2025 Rhapsody Award Nominations
14. Email from M.D. of Wainwright – RMA District 5 Golf Tournament Invitation
15. Letter from HM Aero Aviation Consulting – Airport Master Plan Project Update Report
16. Email from Alberta Recreation and Parks Association (ARPA) – 2025 Awards Nominations Open
17. Email from The Hive by Kickstand Bonnyville – 3rd Birthday and Grand Reopening Invitation
18. Email from Bonnyville Gear Grabbers – Appreciation and Event Invitation
19. Email from Association of Summer Villages of Alberta (ASVA) – 67th Annual Conference and AGM Invitation
20. Email from LICA – Spring Community Garden Cleanup
21. Email from LICA – Water Availability Engagement
22. Letter from Alberta Trappers Association – 50th Anniversary Rendezvous and Sponsorship Request

CARRIED

11. Reports from Members of Council

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

1. M.D. Waste Reduction and Recycling Committee (WRRRC)
2. Cold Lake Public Library Board
3. Cold Lake and District Family and Community Support Services (FCSS)
4. Bonnyville Regional Fire Authority
5. Bonnyville Municipal Library Board
6. Glendon Library Board
7. North East Muni-Corr Ltd.
8. Bonnyville and District FCSS
9. Northern Lights Library Board

12. Closed Session

25.226

Moved by Councillor Slipchuk

THAT this meeting goes into a closed session at 1:56 p.m. for the following reasons:
FOIP Sections 17 and 19.

CARRIED

12.1 CAO Performance Review - FOIP Sections 17 and 19

25.227

Moved by Councillor Slipchuk

THAT this meeting returns to open session at 2:01 p.m.

CARRIED

13. Business Arising from Closed Session

14. Adjournment

25.228

Moved by Councillor Krywiak

THAT this meeting adjourn.

Time of Adjournment 2:05 p.m.

CARRIED

REEVE

MANAGER,

LEGISLATIVE AND INFORMATION SERVICES