

The regular meeting of the Lacombe County Council was called to order by Reeve Law at 9:00 a.m. on January 30, 2020 in the Council Chamber of the Lacombe County Administration Office.

Present: Reeve, P. Law; Deputy Reeve K. Wigmore; Councillors, J. Ireland, B. Knight, D. Kreil and K. Stephenson; County Manager, T. Timmons; Director of Corporate Services, M. Minchin; Director of Planning Services, D. Freitag; Director of Community Services, K. Boras; Director of Operations, B. Cade; Communication Coordinator, N. Plewis and Executive Administrative Coordinator, L. Turnbull.

**C/31/20
Agenda**

Mrs. Law inquired if there were any additions or deletions to the agenda. There were no additions to the agenda.

Moved by Mr. Stephenson that the agenda be approved as presented.

Carried Unanimously.

**C/32/20
Administrative
Report**

Mr. Timmons, Mr. Boras, Mr. Cade, Mr. Freitag and Mr. Minchin provided an overview of their department activities as presented in the Administrative Report.

Moved by Mr. Wigmore that the Administrative Report as at January 30, 2020 be received for information.

Carried Unanimously.

**C/33/20
QEII Servicing
Project – Pidherney
Tender Accepted**

Mr. Boras referred to the May 23, 2019 Council meeting at which time the County Manager was authorized to proceed with the project planning up to and including the tender stage for the West of QEII Servicing Project. This would assist Council in making a decision with the benefit of firm project costs.

Mr. Boras advised Council that tenders were let in the fall of 2019 for two contracts: one to complete the underground installation of the utilities, and the other for the construction of the lift station. Mr. Boras provided a detailed overview of the tenders received and the relative details with regard to the underground component and lift station component of the project. A lengthy question and discussion period followed the presentation.

Moved by Mr. Wigmore that the County Manager be authorized to accept the tender from Pidherney's in the amount of \$6,436,552.24 and accept the quote of \$73,555 for directional drilling work to complete the West of QEII Servicing Project – Underground Component; and further, that funding for this project be from the Water/Wastewater Reserve and the Community Resource Reserve.

Carried Unanimously.

**C/34/20
QEII Servicing
Project – Timcon
Construction Tender
Accepted**

Moved by Mr. Stephenson that the County Manager be authorized to accept the tender from Timcon Construction Ltd. in the amount of \$2,312,351.58 and accept the quote of \$50,000 for 3rd party underground work to complete the QEII Servicing Project – Wild Rose Lift Station Component; and further, that funding for this project be from the Water/Wastewater Reserve and the Community Resource Reserve.

Carried Unanimously.

**C/35/20
Existing
Developments –
Connection**

Moved by Mrs. Knight that the County Manager be directed to require that all existing developments within the Lacombe Joint Economic Area adjacent to installed municipal water and wastewater services be connected upon commissioning of such services.

Carried Unanimously.

**C/36/20
Existing
Developments –
Payment Plan
Options**

Moved by Mr. Ireland that the County Manager be authorized to enter into agreements with property owners for the payment of water and wastewater deferred services charges in accordance with the following payment plan options: 1) one up-front lump sum payment; 2) annual installments over a five-year period with an interest rate of 6.5% or, 3) annual installments over a ten-year period with an interest rate of 6.5%.

Carried Unanimously.

10:53 a.m.
meeting.

Mr. Cade withdrew from the meeting. Dion Burlock entered the

**C/37/20
Clubroot & Fusarium
Graminearum Update**

Mr. Burlock advised that with an increase of Clubroot in the Province, County Council approved Policy AG(11) in January 2008. Since that time annual inspections have been undertaken.

With the increased spread of Fusarium Graminearum in southern and northeastern Alberta the County began monitoring Fusarium Graminearum in 2015. The monitoring program has been done in cooperation with Alberta Agriculture and Forestry if funding is available. If funding is not available the County covers the laboratory testing costs.

Mr. Burlock presented maps outlining Clubroot cases confirmed by township and the Clubroot inspection site for 2008 to 2019. The Alberta cumulative Clubroot infestations map was also presented.

Mr. Burlock presented the Lacombe County Fusarium Graminearum Inspections for 2019 and a map of total Clubroot confirmed fields by Township within the County.

Moved by Mr. Wigmore that the Clubroot and Fusarium Graminearum update be received for information.

Carried Unanimously.

**C/38/20
Policy AG(11)
Review**

Moved by Mrs. Knight that the review of Policy AG(11) be received for information.

Carried Unanimously.

11:15 a.m.

Mr. Burlock withdrew from the meeting. Drayton Bussiere entered the meeting.

**C/39/20
Bylaw No. 1320/20
Emergency
Management – First
Reading**

Mr. Bussiere advised that the Alberta Emergency Management Agency, following consultation with municipalities, has implemented changes to the Alberta Emergency Management Act. These changes came into effect through the Local Authority Emergency Management Regulation effective January 1, 2020. Due to this regulation updates have been made to the Lacombe County's Emergency Management Bylaw to ensure compliance.

Mr. Bussiere presented Bylaw No. 1320/20, a bylaw of Lacombe County to provide for Emergency Management. Mr. Bussiere presented an overview of the updates made to the bylaw. Mr. Bussiere addressed questions of Council.

Moved by Mrs. Kreil that Bylaw No. 1320/20, a bylaw of Lacombe County to provide for Emergency Management

be now read a first time.

Carried Unanimously.

**C/40/20
Bylaw No. 1320/20
Second Reading**

Moved by Mr. Stephenson that Bylaw No. 1320/20 having been read a first time, now be read a second time.

Carried Unanimously.

**C/41/20
Bylaw No. 1320/20
Present for Third**

Moved by Mr. Wigmore that Bylaw No. 1320/20 having been read a first and second time, now be presented for third reading.

Carried Unanimously.

**C/42/20
Bylaw No. 1320/20
Third Reading**

Moved by Mrs. Knight that Bylaw No. 1320/20 having been read a first time and second time, be now read a third time and finally passed.

Carried Unanimously.

11:22 a.m.

Mr. Bussiere withdrew from the meeting.

**C/43/20
Lacombe County/
Camrose County ICF**

Mr. Timmons referred to the Intermunicipal Collaboration Frameworks (ICF's) between Lacombe County, Camrose County, Ponoka County and the County of Stettler. As of March 31, 2020, municipalities that share a common boundary must create an ICF with one another as per the Modernized Municipal Government Act.

As there are minimal joint services agreements and corresponding funding agreements with these municipalities, the discussions and ensuing agreements were far less complex than those with the urban municipalities. Pursuant to the recently proclaimed Province of Alberta Red Tape Reduction Implementation Act (Bill 25), ICF's can now be adopted by bylaw or resolution. Mr. Timmons provided an overview of the major components of the agreements.

Moved by Mr. Wigmore that the Lacombe County and Camrose County Intermunicipal Collaboration Framework dated January 2020 be approved.

Carried Unanimously.

**C/44/20
Lacombe County/
Camrose County No
IDP Required**

Moved by Mrs. Knight that Council agrees, as per section 631(2) of Municipal Government Act, that an Intermunicipal Development Plan is not required between Lacombe County and Camrose County.

Carried Unanimously.

**C/45/20
Lacombe County/
Ponoka County ICF**

Moved by Mr. Ireland that the Lacombe County and Ponoka County Intermunicipal Collaboration Framework dated January 2020 be approved.

Carried Unanimously.

**C/46/20
Lacombe County/
County of Stettler ICF**

Moved by Mr. Stephenson that the Lacombe County and the County of Stettler Intermunicipal Collaboration Framework dated January 2020 be approved.

Carried Unanimously.

**C/47/20
Lacombe County/
County of Stettler No
IDP Required**

Moved by Mrs. Kreil that Council agrees, as per section 631(2) of Municipal Government Act, that an Intermunicipal Development Plan is not required between Lacombe County and the County of Stettler.

Carried Unanimously.

**C/48/20
Town of Sylvan Lake
Pogadl Sports Park
Funding Request
Tabled**

Mr. Minchin referred to the April 11, 2019 Council meeting where the Town of Sylvan Lake provided a presentation on their multi-year project for Pogadl Sports Park. The County has now received an RC(1) application from the Town requesting \$ 456,385 in funding from the County which represents 2% of the total project cost.

Mr. Minchin provided an overview of the Town's RC(1) application and the various components and phases of the project. Mr. Minchin identified components of the project that are not eligible for funding as per Policy RC(1). Mr. Minchin addressed questions of Council.

Moved by Mrs. Kreil that the request from the Town of Sylvan Lake for funding for the Pogadl Sports Park be tabled.

Carried Unanimously.

11:43 a.m. Cajun Paradis entered the meeting.

**C/49/20
Red Deer County IDP
Extension Request**

Ms. Paradis advised that the partner municipalities around Sylvan Lake (Lacombe County, Red Deer County, Town of Sylvan Lake, Summer Village of Birchcliff, Summer Village of Halfmoon Bay, Summer Village of Jarvis Bay, Summer Village of Norglenwold, and Summer Village of Sunbreaker Cove) identified the need to create an Intermunicipal Development Plan (IDP) in 2017, and have been diligently working on the project since. The Province's deadline for completion of a required IDP is April 1, 2020.

Lacombe County does not require one-on-one IDP's with the Town of Sylvan Lake, Summer Village of Jarvis Bay, or Summer Village of Norglenwold, but the partner municipalities have acknowledged the benefit of having a regional IDP between all eight partner municipalities.

The first and second phases of the Sylvan Lake IDP have been completed; however, the third phase of the project will not be completed before April 1, 2020. As this does not meet the Provincial deadline each municipality is responsible for submitting their extension requests to Municipal Affairs. A joint request letter between all eight municipalities would be a beneficial attachment to the individual requests.

Moved by Mr. Stephenson that Council agrees to request an extension from Municipal Affairs to complete an Intermunicipal Development Plan with Red Deer County by June 30, 2020.

Carried Unanimously.

**C/50/20
SV of Birchcliff IDP
Extension Request**

Moved by Mrs. Kreil that Council agrees to request an extension from Municipal Affairs to complete an Intermunicipal Development Plan with the Summer Village of Birchcliff by June 30, 2020.

Carried Unanimously.

C/51/20
SV of Half Moon Bay
ICF – Extension
Request

Moved by Mr. Ireland that Council agrees to request an extension from Municipal Affairs to complete an Intermunicipal Development Plan with the Summer Village of Half Moon Bay by June 30, 2020.

Carried Unanimously.

C/52/20
SV of Sunbreaker
Cove ICF – Extension
Request

Moved by Mrs. Knight that Council agrees to request an extension from Municipal Affairs to complete an Intermunicipal Development Plan with the Summer Village of Sunbreaker Cove by June 30, 2020.

Carried Unanimously.

C/53/20
Joint Extension
Request Letter

Moved by Mr. Wigmore that Council agrees to be a signing party on a joint extension request letter from the partnering municipalities addressed to Municipal Affairs.

Carried Unanimously.

11:48 a.m. Ms. Paradis withdrew from the meeting. Peter Duke entered the meeting.

C/54/20
Bylaw No. 1309/19
Ponoka IDP
Third Reading

Mr. Duke presented Bylaw No. 1309/19, a bylaw of Lacombe County to adopt the proposed Ponoka County/Lacombe County Intermunicipal Development Plan (IDP). The IDP is for the purpose of providing more detailed planning direction for development of lands within municipalities with a common boundary. Bylaw No. 1309/19 received first reading on November 7, 2019 and a public hearing was held on December 12, 2019 and upon closure of the hearing second reading was given. Ponoka County granted second and third reading following their public hearing on January 14, 2020. Mr. Duke addressed questions of Council.

Moved by Mrs. Knight that Bylaw No. 1309/19, a bylaw of Lacombe County to adopt the proposed Ponoka County/Lacombe County Intermunicipal Development Plan, having been read a first time and a second time, now be read a third time and finally passed.

Carried Unanimously.

11:55 a.m. Mr. Duke withdrew from the meeting.

C/55/20
MP Blaine Calkins
Discussion Topics

Mr. Timmons advised Council that MP Blaine Calkins will attend the February 13, 2020 Council meeting at 11:30 a.m. A request has been made by the MP's office to identify topics that Council may wish to discuss.

Moved by Mr. Stephenson that the following topics be discussed with MP Blaine Calkins at the February 13, 2020 Council meeting:

- **Rural Crime**
- **Infrastructure Grant Funding**
- **Federal Gas Tax Funding**
- **Status of Bill C48 and Bill C69**
- **Carbon Tax – Where Does the Money Go?**
- **Federal Equalization Payments**

Carried Unanimously.

C/56/20
RCMP – RMA
Convention Meeting

Mr. Timmons advised that a request has been received from the RCMP to inquire if Council wish to meet with the Commanding Officer and his management team at the upcoming RMA Spring Convention in March 2020.

Moved by Mrs. Kreil that the inquiry to meet with the RCMP Commanding Officer and his management team at the 2020 RMA Fall Convention be received for information.

C/57/20
MPC

Moved by Mr. Stephenson that the meeting recess in order to conduct a Municipal Planning Commission meeting.

Time: 1:00 p.m.

Carried Unanimously.

C/58/20
Reconvene

Moved by Mr. Wigmore that the meeting reconvene.

Time: 2:44 p.m.

Carried Unanimously.

2:44 p.m. Daniel Jefferies, President of Mirror Community Network entered the meeting. Alan Litster, BDO Canada LLP and Wendy Wiebe entered the meeting.

**C/59/20
Mirror Off-leash
Dog Park**

Mr. Jefferies advised that he is in attendance to ask for Council's consideration of two possible locations in Mirror for an off-leash dog park. Mr. Jefferies commented that off-leash parks promote responsible pet ownership, are useful for local residents and guests of the Hamlet and may be a drawing card for visitors with pets to the Buffalo Lake area.

Mr. Jefferies provided a presentation on the proposed park highlighting the following:

- Background
- Design
- Possible Locations
- Proposal #1
- Proposal #2
- Initial Costs
- Request/Ongoing Costs

Mr. Jefferies addressed questions of Council.

Moved by Mrs. Knight that the County Manager be directed to prepare a report with regard to the request from the Mirror Community Network for in-kind labour, year-round access, maintenance and occasional winter snow removal for the proposed Mirror off-leash dog park.

Carried.

2:55 a.m. Mr. Jefferies and Mr. Cade withdrew from the meeting.

**C/60/20
BDO Audit Plan**

Mr. Litster provided a review of their audit process and audit plan highlighting the following key issues that are relevant to the audit:

- Auditor's Role
- Reporting
- Role of Management & Those Charged with Governance
- Financial Statement Services/Tax Services/Additional Services
- Audit Timeline
- Significant Audit Risks & Planned Responses
- Materiality
- Audit Strategy
- Independence Strategy
- Independence Letter
- Responsibilities
- Auditor's Responsibility for Detecting Fraud

Mr. Litster addressed questions of Council.

Moved by Mr. Wigmore that the BDO Canada LLP plan for the audit of the consolidated financial statements of Lacombe County for the period ended December 31, 2019 be received for information.

Carried Unanimously.

3:18 p.m. Mr. Litster withdrew from the meeting.

**C/61/20
Investment Report**

Moved by Mr. Stephenson that the Investment Report as at December 31, 2019 be received for information.

Carried Unanimously.

**C/62/20
Agenda Item
Follow-up**

Moved by Mrs. Kreil that the Agenda Item Follow-up be received for information.

Carried Unanimously.

LAPA Gala

Ms. Shepherd, Mr. & Mrs. Law and Mr. & Mrs. Wigmore will attend the LAPA Gala being held on March 7, 2020.

**C/63/20
Consent Agenda**

Moved by Mr. Ireland that the Consent Agenda be approved as presented.

Carried Unanimously.

Committee of the Whole Items

Committee of the Whole – Future Agenda Items

- Discussion on the Future and Vision for Industrial Subdivisions – Mrs. Knight
- Emergency Management Agency - Overview of the various components and initiatives of the Agency – Mr. Ireland

Councillor Inquiries

Mrs. Knight inquired regarding the letter sent to the Minister of Service Alberta with respect to Telus lines and cables in ditches. Mr. Timmons advised that a letter of response has been received from the Minister and Mr. Cade is following up on this issue.

Mr. Stephenson commented on people filling their boats with gas on the lakes and the problem of gas going into the lake. Mr. Stephenson inquired if an awareness piece could be printed in the County News regarding this issue. Mr. Timmons commented that Alberta Environment and Parks would have information on this issue and with their permission the County can publish it in the County News.

Mrs. Kreil inquired regarding the progress of approved cannabis facilities in County. Mr. Freitag provided an overview of the status of the approved cannabis facilities.

**C/64/20
In-camera**

***Moved by Mr. Wigmore that the meeting recess in order to meet In-camera for the purpose of discussing intergovernmental relations.
Time 3:37 p.m.***

Carried Unanimously.

**C/65/20
Reconvene**

***Moved by Mrs. Kreil that the meeting reconvene.
Time: 5:43 p.m.***

Carried Unanimously.

**C/66/20
Past 4:00 p.m.**

Moved by Mr. Ireland that the meeting continue past 4:00 p.m.

Carried Unanimously.

**C/67/20
Adjourn**

***Moved by Mr. Stephenson that the meeting adjourn.
Time: 5:44 p.m.***

Carried Unanimously.

Reeve

County Manager