

The regular meeting of the Lacombe County Council was called to order by Reeve Law at 9:00 a.m. on April 23, 2020 in the Council Chamber of the Lacombe County Administration Office.

Present

Present: Reeve P. Law; Deputy Reeve, K. Wigmore; Councillors, J. Ireland, D. Kreil, B. Knight, B. Shepherd 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; Fire Chief, D. Bussiere, and Administrative Coordinator, D.M. Grant.

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

Moment of Silence

Council held a moment of silence for the victims and their families of the Nova Scotia tragedy.

**C/201/20  
Agenda**

***Moved by Mr. Stephenson that the agenda be approved.***

***Carried Unanimously.***

**C/202/20  
Minutes**

Mr. Ireland commented that under resolution C/164/20 in the March 26, 2020 minutes penalty deferral program should read penalty forgiveness program.

***Moved by Mr. Ireland that the minutes of the March 26, 2020 meeting be approved as amended.***

***Carried Unanimously.***

**C/203/20  
COVID-19 Update**

Mr. Bussiere provided an update on the activities, strategies and plans that Lacombe County has implemented with regard to the COVID-19 pandemic. Mr. Bussiere also reviewed the Provincial action items that are in place. A question and discussion period took place throughout the presentation.

***Moved by Mrs. Kreil that the update on the COVID-19 pandemic as it relates to Lacombe County be received for information.***

***Carried Unanimously.***

9:13 a.m. Mr. Bussiere withdrew from the meeting.

**C/204/20  
Administrative  
Report**

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

***Moved by Mr. Ireland that the Administrative Report as at April 23, 2020 be received for information.***

***Carried Unanimously***

10:15 a.m. Wendy Wiebe entered the meeting.

**C/205/20  
Policy AD(30)  
Financial Reserves  
Approved**

Mr. Minchin advised that Policy AD(30) Financial Reserves was approved in 2012 and authorizes the establishment of funded reserves which are used to offset future obligations. The intent of the policy is to allocate funding from the operating budget on a predictable and consistent basis for future obligations. Most of the reserve accounts are earmarked for future capital obligations, though several operating reserves have been established over the years.

Over the past year, several changes, both legislative and Council policy, have resulted in the need to amend this policy. The proposed updates bring the policy in line with the current direction of Council outlined in other policies or included in the 2020 budget.

Mr. Minchin presented the updated policy and provided an overview of the proposed amendments. Mr. Minchin addressed questions of Council.

***Moved by Mr. Wigmore that Policy AD(30) Financial Reserves be approved as amended.***

***Carried Unanimously.***

**C/206/18  
2019 Operating  
Budget Surplus**

Mr. Minchin reported to Council on the 2019 financial position and surplus allocation. All year-end adjusting entries have been completed.

Mr. Minchin reviewed the recommendations for the final reserve allocations for the surplus funds. Mr. Minchin and Mrs. Wiebe addressed questions of Council. A discussion took place.

**Moved by Mr. Wigmore that the 2019 operating budget surplus be allocated as follows:**

<b>Tax Rate Stabilization Reserve</b>	<b>\$ 2,100,000</b>
<b>Remain in Unrestricted Surplus</b>	<b><u>48,986</u></b>
<b>Total</b>	<b>\$ 2,148,896</b>

**Carried Unanimously.**

11:00 a.m. Alan Litster and Dan Luymes, BDO Canada LLP, entered the meeting via conference call.

**C/207/20  
2019 Audited  
Financial Statements**

Mr. Litster and Mr. Luymes provided Council with an overview of the draft 2019 audited financial statements for Lacombe County. Mr. Litster advised that his firm audits these financial statements to ensure they represent a fair picture of the financial position of Lacombe County. Copies of the financial statements are forwarded to Alberta Municipal Affairs.

Mr. Litster and Mr. Luymes also presented a five-year financial comparison as at December 31, 2019.

Mr. Litster and Mr. Luymes addressed questions of Council throughout the presentation.

**Moved by Ms. Shepherd that the 2019 Audited Financial Statements be approved as amended to include the 2019 surplus allocation to reserves.**

**Carried Unanimously.**

11:45 a.m. Mrs. Wiebe, Mr. Litster and Mr. Luymes withdrew from the meeting.

12:45 p.m. The meeting reconvened following lunch with all Councillors present, Mr. Timmons, Mr. Cade, Mr. Minchin, and Ms. Grant present.

**C/208/20  
Shovel Ready  
Projects List**

Mr. Timmons advised that discussion has taken place at the federal and provincial government levels of the need to stimulate the economy through job creation. Both Alberta Municipal Affairs and the Rural Municipalities of Alberta (RMA) are encouraging municipalities to prepare and submit a list of shovel ready projects for consideration of federal and provincial government funding.

At the federal level, the Federation of Canadian Municipalities (FCM) is requesting leveraging of existing grant programs, with a focus on delivering funding efficiently and quickly to local governments. Specifically, they are requesting federal government consideration of doubling or tripling the Gas Tax Fund for core municipal infrastructure. At the provincial level, while the Premier and the Minister of Municipal Affairs have asked for indications of projects, nothing official has been announced.

Mr. Timmons presented a list of potential Lacombe County shovel ready projects that meet the loosely defined criteria of being shovel ready and may be considered for federal and provincial government funding.

**Moved by Mrs. Knight that the Lacombe County list of Shovel Ready projects be approved; and further, that such list be submitted to Alberta Municipal Affairs, Lacombe County MLAs' and other federal and provincial agencies as required.**

**Carried Unanimously.**

1:15 p.m. Mr. Cade withdrew from the meeting. Dale Freitag entered the meeting.

**C/209/20  
Agenda Item  
Follow-up**

**Moved by Mr. Stephenson that the Agenda Item Follow-up be received for information.**

**Carried Unanimously.**

**C/210/20  
Consent Agenda****Moved by Mr. Ireland that the Consent Agenda be approved as presented.****Carried Unanimously.**

Committee of the Whole

Committee of the Whole – Future Agenda Item

- Allocation to Recreation Capital Assistance Reserve

Councillor Inquiries

Mr. Stephenson referred to new provincial regulations issued in April 2019 with regard to docks and mooring of boats and inquired if the County has reviewed these regulations. Mr. Timmons advised that a report will be prepared regarding these regulations and will be presented at a future Council meeting.

Mrs. Knight inquired if funding that has been provided by the County for group events will be returned to the County or if organizations will be allowed to hold on to the funds for 2021 events. Mr. Timmons advised a report will be prepared regarding this matter and will be presented at a future Council meeting.

Mrs. Knight commented that the sign on Buffalo Lake regarding the removal of ice shacks indicates all shacks must be off by April 15 which is too late. It has been suggested that the sign should read March 31. Mrs. Knight commented that the sign should be updated.

**C/211/20  
Alberta Mental Health Initiative Meetings****Moved by Mr. Ireland that Mrs. Knight be authorized to attend the Alberta Mental Health Initiative meetings between the Village of Alix and the Hamlet of Mirror.****Carried Unanimously.**

Councillor Inquiries

Mr. Ireland commented that the Stone School Cairn sign is on a rock and is badly weathered. Mr. Ireland inquired if the County would consider re-doing the sign. Mr. Timmons will look into the policy for old school site recognition and report back to Council.

Mr. Ireland referred to the sod-turning for the Haynes Hall and inquired if a County sign would be available showing who is involved in the project. Mr. Timmons will look into the availability of a sign.

Ms. Shepherd advised that there has been a plethora of helicopter traffic in the Burbank area lately. The traffic may be from the helicopter business on the west side of QEII. Ms. Shepherd will call the business to discuss this matter.

Mrs. Law referred to the conference calls she participates in with Provincial Ministers and representatives of the RMA. To date Mrs. Law has been sending updates to Council by e-mail. It was agreed that all Councillors have the opportunity to listen to town hall meetings etc. and Mrs. Law should not be required to provide updates unless it is something new or of high importance.

**C/212/20  
In-camera****Moved by Mrs. Shepherd that the meeting recess in order to meet In-camera for the purpose of discussing privileged information.  
Time: 1:30 p.m.****Carried Unanimously.****C/213/20  
Reconvene****Moved by Mr. Wigmore that the meeting reconvene.  
Time: 2:08 p.m.****Carried Unanimously.****C/214/20  
Adjourn****Moved by Mr. Stephenson that the meeting adjourn.  
Time: 2:08 p.m.****Carried Unanimously.**\_\_\_\_\_  
Reeve\_\_\_\_\_  
County Manager