

The regular meeting of the Lacombe County Council was called to order by Reeve Law at 9:00 a.m. on October 14, 2021 in the Council Chamber of the Lacombe County Administration Office.

Present

Present: Reeve P. Law; Deputy Reeve, K. Wigmore, Councillors, J. Ireland, B. Knight, D. Kreil, B. Shepherd and K. Stephenson; County Manager, T. Timmons; Director of Operations, B. Cade; Director of Corporate Services, M. Minchin; Director of Planning, D. Freitag; Manager of IT Services, M. Kartusch; County Fire Chief, D. Bussiere; and Administrative Executive Coordinator, L. Turnbull.

Introductions

Mrs. Law introduced herself and those present introduced themselves. Mrs. Law reviewed the procedures for holding and attending a virtual meeting.

**C/429/21
Agenda**

Mrs. Law inquired if there were any additions or deletions to the agenda. There was one addition to the agenda:

5.17 RMA Convention – Meeting with Minister/Representatives of Alberta Transportation

Moved by Mr. Wigmore that the agenda be approved as amended.

Carried Unanimously.

**C/430/21
Minutes**

Moved by Mr. Ireland that the minutes of the September 9, 2021 meeting be approved as presented.

Carried Unanimously.

**C/431/21
COVID-19 Update**

Mr. Bussiere reviewed the update on the latest COVID-19 restrictions and the current status of cases and vaccine statistics. Mr. Bussiere addressed questions of Council regarding the COVID-19 pandemic.

Moved by Mr. Stephenson that the presentation with regard to the COVID-19 pandemic be received for information.

Carried Unanimously.

9:05 a.m. Mr. Bussiere withdrew from the meeting. Jennifer Berry and Dion Burlock entered the meeting.

**C/432/21
SLMC - Withdraw
Participation**

Mr. Freitag advised that the Sylvan Lake Management Committee (SLMC) have requested that the eight member municipalities withdraw participation and membership in the SLMC. As the new Sylvan Lake Intermunicipal Development Plan (IDP) has been adopted an IDP Committee has been established to promote sustainable land development and protect the health of the watershed.

Moved by Mr. Stephenson that Lacombe County withdraw participation and membership in the Sylvan Lake Management Committee (SLMC).

Carried Unanimously.

**C/433/21
Burbank
Campground LFGA
Powered Sites
Approved**

Mrs. Berry referred to the Lacombe Fish and Game Association's (LFGA) presentation at the September 23, 2021 Council meeting in support of their request to:

- 1) install up to 10 powered sites on a County municipal reserve at the Burbank Campground which would include power, a gravel pad, and the option for installing temporary, movable structures, and
- 2) extend their lease of this municipal reserve for an additional 20-year term.

Mrs. Berry provided an overview of the actions required to move forward with these requests. Mrs. Berry addressed questions of Council.

Moved by Mrs. Shepherd that the Lacombe Fish and Game Association's request to install up to 10 powered sites on Lacombe County Municipal Reserve described as Plan 8021368, Block 1, Lot 2 MR (Burbank Campground) be approved.

Carried Unanimously.

**C/434/21
Public Hearing
LFGA Lease
Burbank
Campground**

Moved by Mr. Ireland that in the matter regarding the Lacombe Fish and Game Association's proposal to lease Lacombe County Municipal Reserve described as Plan 8021368, Block 1, Lot 2 MR and Plan 9122491, Block 1, Lot 3 MR (Burbank Campground) for a 20-year term:

- 1) **a public hearing be held on November 10, 2021 commencing at 10:30 a.m. at the Lacombe County Administration office;**
- 2) **any person present at the public hearing will be heard upon recognition of the Chair; and**
- 3) **the publication of the notice of the public hearing be advertised in local papers.**

Carried Unanimously.

**C/435/21
Lacombe County
Solar Project Update**

Mrs. Berry advised that in June 2021, SkyFire Energy completed the installation of a 115 kWDC solar PV system on the roof of the Lacombe County shop building. This system includes 288 solar modules, two inverters, and 144 optimizers. The system is conservatively estimated to produce 122,100 kWh/year of electricity in year one.

Mrs. Berry provided the estimated production (kWh) in comparison to the actual production for June to September, 2021. Council was also provided with a comparison of the decrease on average monthly usage before and after the solar installation. To date the system has produced 71,460 kWh, which equates to a CO² emission reduction of 28.01 T or the planting of 836 trees. There were cost savings of \$ 3,773.09 based on 0.0528/kWh to the end of August. Questions of Council were addressed by Mrs. Berry and Mr. Burlock.

Moved by Mr. Ireland that the update on the Lacombe County Solar Project be received for information.

Carried Unanimously.

9:25 a.m. Mrs. Berry and Mr. Burlock withdrew from the meeting.

**C/436/21
Policy AD(44) Cyber
Security Approved**

Mr. Kartusch presented Policy AD(44) Cyber Security. The purpose of the policy is to formalize a multi-layer cyber security approach in protecting Lacombe County data, systems and hardware from a cyber-attack. Mr. Kartusch provided an overview of the policy. Mr. Kartusch addressed questions of Council.

9:30 a.m. Wendy Wiebe entered the meeting.

Moved by Mrs. Knight that Policy AD(44) Cyber Security be approved with the amendment that Council be added to Section D – Awareness and Training.

Carried Unanimously.

**C/437/21
PRL 2022 Budget**

Mr. Minchin advised Council that as per Lacombe County's membership agreement with Parkland Regional Library (PRL), Council is required to approve or not approve their budget for each upcoming year. Mr. Minchin provided a summary of the PRL proposed budget for the year 2022.

The \$ 8.55 per capita membership fee to Lacombe County in 2021 will not increase for 2022. Based on the County's population of 10,343 in 2022, the 2022 membership fee will be \$88,432.65 which is the same as budgeted in 2021.

Moved by Ms. Shepherd that Council approve the Parkland Regional Library Budget for 2022, providing for Lacombe County's membership fee in the amount of \$ 88,432.65.

Carried Unanimously.

9:40 a.m. Bill Cade entered the meeting.

**C/438/21
Community Based
10-Year Recreation
Capital Plan**

Mr. Minchin presented the Community Based 10-Year Recreation Capital Plan. Mr. Minchin advised this plan has been prepared to address Council's inquiry as to the ongoing financial sustainability of the County's Recreational Capital Assistance Reserve. The Reserve was established by County Policy AD(30) Financial Reserves and is intended to fund the construction, renovation or addition of major recreation and cultural facilities in the County.

Mr. Minchin identified the total cost of future known projects as well as the expected capital contribution from the County based on historical contribution levels. These are long term plans and the County has not been requested to fund these projects at this time.

Mr. Minchin presented the ongoing reserve balance for the Recreational Capital Assistance Reserve Account. As per the reserve balance, funding of the proposed projects currently identified is sustainable. This Plan will be maintained and updated as projects are identified by community organizations and urban municipalities. Mr. Minchin addressed questions of Council.

Moved by Mr. Wigmore that the report on the Community Based 10-Year Recreation Capital Plan be received for information.

Carried Unanimously.

**C/439/21
Financial Indicator
Graphs**

Mrs. Wiebe reviewed the 2020 Financial Indicator Graphs prepared by Alberta Municipal Affairs. The graphs are compiled from financial and statistical data provided by municipalities to the province annually. Mrs. Wiebe, Mr. Minchin and Mr. Timmons addressed questions of Council.

Moved by Mrs. Kreil that the 2020 Financial Indicator Graphs be received for information.

Carried Unanimously.

9:58 a.m.

Mrs. Wiebe withdrew from the meeting. Nicole Plewis entered the meeting.

**C/440/21
Letter of Concern
Hwy. 12 & Hwy. 601**

Mr. Cade presented a letter of concern from Chelsie Giesbrecht with regard to the intersection of Highway 12 and Highway 601. Ms. Giesbrecht is requesting that Lacombe County write a letter to the Minister of Transportation supporting her concerns with this intersection. Mr. Cade provided an overview of the situation at the intersection. Mr. Cade has contacted Alberta Transportation and they have committed to do an evaluation of that intersection. Transportation has also been in contact with Ms. Giesbrecht.

Moved by Mrs. Knight that the report regarding Chelsie Giesbrecht's letter of concern with regard to the intersection of Highway 12 and Highway 601 be received for information; and further, that a letter be forwarded to Ms. Giesbrecht acknowledging her concerns.

Carried Unanimously.

**Eckville Fire Rapid
Response Unit Viewing**

Mr. Bussiere provided an update on the Eckville Fire Department Rapid Response Unit Project. The unit was on-site and Mr. Bussiere provided a viewing of the unit.

**C/441/21
Kids Safety Video
Contest**

Mrs. Plewis advised that the County recently held a contest in lieu of Farm Safety Day where local students were invited to submit videos on farm safety. Ms. Plewis presented the kids safety videos that were received.

Moved by Mr. Wigmore that the kids safety videos be received for information.

Carried Unanimously.

10:42 a.m.

Mrs. Plewis withdrew from the meeting.

Mr. Timmons presented the Committee of the Whole meeting notes from October 5, 2021. The following items were presented and discussed at that meeting.

**C/442/21
Parking Fees
Sandy Point
Sunbreaker Cove**

A presentation was provided on the proposal to charge parking fees at the Sandy Point and Sunbreaker Cove facilities.

Moved by Mrs. Knight that the County Manager be directed to prepare a report with regard to options for charging parking fees and boat launching fees at Sandy Point and Sunbreaker Cove facilities; and further, that report be presented for Council's consideration at the December 7, 2021 Committee of the Whole meeting.

Carried Unanimously.

**C/443/21
Assessment Policies
Private Campgrounds**

A presentation was provided with regard to Lacombe County's assessment policies with regard to private campgrounds.

Moved by Ms. Shepherd that the presentation on Lacombe County's assessment policies with regard to private campgrounds be received for information.

Carried Unanimously.

**C/444/21
Rosedale Valley One-
way Traffic Analysis**

The Rosedale Valley One-way Traffic Analysis was presented. The analysis provided an overview of the implications of implementing a one-way traffic system in Rosedale Valley.

Moved by Mr. Wigmore that the Rosedale Valley One-way Traffic Analysis be received for information.

Carried Unanimously.

**C/445/21
Lacombe Regional
Airport Presentation**

Jon From, President of the Lacombe Flying Club, provided a presentation on the operations and initiatives of the Lacombe Regional Airport.

Moved by Mr. Ireland that the presentation on the operations and initiatives of the Lacombe Regional Airport be received for information.

Carried Unanimously.

**C/446/21
Agenda Item Format
Template**

A discussion took place with regard to the format and content of the current Agenda Items that are presented to Council for each Council meeting. Council was advised that there may be areas of the Agenda Item format that could be removed to streamline the format.

Moved by Mr. Stephenson that the Agenda Item format be presented and explained at the Council Orientation meeting; and further, that the County Manager be directed to re-format and streamline the Agenda Item template as required.

Carried Unanimously.

**C/447/21
Safety Codes
Accreditation**

Peter Thomas, Administrator of Accreditation, Alberta Safety Codes Council and Charles Hallett, Director Alberta Safety Codes Authority (ASCA) provided a presentation regarding accreditation under the Safety Codes Act.

Moved by Mrs. Knight that the presentation regarding accreditation under the Safety Codes Act be received for information.

Carried Unanimously.

**C/448/21
Committee of the
Whole Notes**

Moved by Ms. Shepherd that the Committee of the Whole meeting notes from October 5, 2021 be received for information.

Carried Unanimously.

**C/449/21
CRMA District 2
Resolutions**

Mr. Timmons presented the resolutions that will be presented for consideration at the CRMA District 2 fall general meeting on October 15, 2021. Council reviewed and discussed the resolutions as presented.

Moved by Mrs. Kreil that the resolutions to be presented for consideration at the CRMA District 2 fall general meeting on October 15, 2021 be received for information.

Carried Unanimously.

**C/450/21
ASB Conference
Authorization**

Mr. Timmons advised that the Central Regional ASB Conference is being held on November 3, 2021 in Bashaw. Council's Salary and Wage meeting is also scheduled to be held on November 3, 2021.

Moved by Mr. Ireland that Council be authorized to attend the ASB Conference being held on November 3, 2021 in Bashaw.

Carried Unanimously.

**C/451/21
Salary & Wage
Meeting Rescheduled**

Moved by Ms. Shepherd that the Salary and Wage meeting be rescheduled to November 4, 2021 at 9:00 a.m.

Carried Unanimously.

City of Lacombe,
Lacombe County,
LAPA Joint Meeting

Mr. Timmons advised that a meeting date needs to be set for the City of Lacombe/Lacombe County joint meeting regarding the LAPA Phase 2 Project.

Dates for the joint meeting of the City of Lacombe/Lacombe County regarding the LAPA Phase 2 Project could be held on the afternoon of November 12, November 16, 17, 29 or the morning of December 1. Mr. Timmons will contact the City to finalize a suitable date.

**C/452/21
Elected Officials
Emergency Mgmt.
Course**

Mr. Timmons advised that the Municipal Elected Officials Emergency Management Course will be held on the afternoon of December 7, 2021 following the Committee of the Whole meeting.

Moved by Mrs. Kreil that the Municipal Elected Officials Emergency Management Course be held on December 7, 2021 following the Committee of the Whole meeting.

Carried Unanimously.

**C/453/21
RMA – Meeting With
Minister of Alberta
Transportation**

Mr. Timmons advised that an invitation has been received to meet with the Minister or representatives of Alberta Transportation at the RMA Fall Convention.

Moved by Mrs. Knight that the invitation to meet with the Minister or representatives of Alberta Transportation at the RMA Fall Convention be received for information.

Carried Unanimously.

**C/454/21
Agenda Item
Follow-up**

Moved by Mr. Stephenson that the Agenda Item Follow-up for September 23, 2021 be received for information.

Carried Unanimously.

**C/455/21
Consent Agenda**

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

Carried Unanimously.

Council Inquiries

Mrs. Kreil advised that at the recent Recycling Conference there was an Alberta Industrial Heartland booth that was promoting industry. Mrs. Kreil inquired if this information should be provided to the County's Economic Development Officer. Mr. Timmons advised that the EDO is familiar with the Alberta Industrial Heartland's initiatives.

Mrs. Knight inquired if the Rural Addressing Bylaw could be reviewed to give campgrounds the option of purchasing a sign to assist in emergency service situations. Mr. Kartusch advised that the bylaw addresses businesses and they can install signage, but it is optional. Mrs. Knight inquired if the availability of these signs could be advertised in the County News. Mr. Kartusch will arrange to have this information in the County News.

**C/456/21
In-camera**

**Moved by Mr. Wigmore that the meeting recess in order to meet In-camera for the purpose of discussing matters under Section 24(1)(a) and Section 19(1) of FOIP.
Time: 11:20 a.m.**

Carried Unanimously.

**C/457/21
Reconvene**

**Moved by Ms. Shepherd that the meeting reconvene.
Time: 11:55 a.m.**

Carried Unanimously.

**C/458/21
Deficiency Issue
Wastewater Project
Legal Counsel**

Moved by Mr. Wigmore that the County Manager be authorized to engage legal counsel with regard to a deficiency issue regarding a Lacombe County wastewater project.

Carried Unanimously.

**C/459/21
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/460/21
Reconvene**

***Moved by Mr. Wigmore that the meeting reconvene.
Time: 1:40 p.m.***

Carried Unanimously.

Council Reports

Ms. Shepherd reported on the following:

- Red Deer/Lacombe Rural Crime Watch
- Truth & Reconciliation Webinar
- Blackfalds & District Recreation, Parks & Culture Board
- LRWSC

Mr. Ireland reported on the following:

- RDMUG
- Alix Library AGM
- Committee of the Whole
- Alix Agriculture Society Meeting
- LRWSC

Mrs. Knight reported on the following:

- Buffalo Lake IDP Committee
- Mirror Community Library
- Mirror COM
- Alberta Synergy
- CAEP
- Wagner 100 Year Farm Celebration
- Committee of the Whole

Mrs. Kreil reported on the following:

- Restorative Justice Meeting
- Eckville Health Resources Committee Meetings
- Rimbey Synergy Group
- Recycling Conference
- Parkland Regional Library Meeting
- Parkland Regional Library Virtual Conference
- SLRWWC
- Eckville Library
- Committee of the Whole

Mr. Stephenson reported on the following:

- Central Alberta Synergy

Mr. Wigmore reported on the following:

- Fire Services Committee Meeting
- NRDRWSC
- Committee of the Whole
- Mary C. Moore Library
- Red Deer/Lacombe Rural Crime Watch

Mrs. Law reported on the following:

- Flags of Remembrance
- Lacombe & District Tourism AGM

- Lacombe ICF/Lacombe Fire Services
- Lacombe Airport Fly-in Breakfast
- Town Hall Workshop - Kenney/Hinshaw
- Lacombe and District Recreation, Parks & Culture Board
- Lacombe Foundation
- City of Lacombe Election Forum
- Lacombe & District Chamber of Commerce Virtual Awards

**C/461/21
Adjourn**

***Moved by Mr. Wigmore that the meeting adjourn.
Time: 2:20 p.m.***

Carried Unanimously.

Reeve

County Manager