

The regular meeting of the Lacombe County Council was called to order by Reeve Shepherd at 9:00 a.m. on January 31, 2022 in the Council Chamber of the Lacombe County Administration Office.

Present

Present: Reeve B. Shepherd; Deputy Reeve, J. Ireland, Councillors, D. Kreil, K. Weenink, D. West and A. Wilson; County Manager, T. Timmons; Director of Operations, B. Cade; Director of Corporate Services, M. Minchin; Director of Planning, D. Freitag; Director of Community Services, D. Burlock; Manager of IT Services, M. Kartusch; County Fire Chief, D. Bussiere; and Administrative Coordinator, D.M. Grant.

Introductions

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

**C/19/22
Agenda**

Ms. Shepherd inquired if there were any additions or deletions to the agenda. There was one deletion to the agenda:

5.2 Environmental Stewardship Award Presentation

Moved by Mrs. Kreil that the agenda be approved as amended.

Carried Unanimously.

**C/20/22
Minutes – Joint Mtg.**

Moved by Mr. West that the minutes of the December 1, 2021 joint meeting of the City of Lacombe and Lacombe County be approved as presented.

Carried Unanimously.

**C/21/22
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. Wilson that the presentation with regard to the COVID-19 pandemic be received for information.

Carried Unanimously.

**C/22/22
Administrative
Report**

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

9:38 a.m.

Bryce Maschio and Brandon Maier entered the meeting.

Moved by Mrs. Kreil that the Administrative Report as at January 31, 2022 be received for information.

Carried Unanimously.

**C/23/22
Agenda Item
Follow-up**

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

Carried Unanimously.

**C/24/22
Paving Program
Budget Increase**

Mr. Maschio advised that at the September 3, 2021 Council meeting the County Manager was authorized to tender and award the paving of the Lockhart Road for 2022. The budget presented at that time was \$ 7,410,100, including construction and engineering costs.

On January 18, 2022 tenders were received with the low bid received from Central City Asphalt Ltd. in the amount of \$ 6,816,110.29 which bring the total estimated project cost to \$ 7,534,027.80. As such, the cost of the project is at an overage of \$ 123,927.80. The bids received are competitive and indicative of the current bidding climate. Mr. Maschio and Mr. Cade addressed questions of Council.

Moved by Mrs. Kreil that Council authorize the increase of the 2022 paving program budget to \$ 7,534,027.80.

Carried Unanimously.

9:52 a.m.

Lindsay Vink entered the meeting.

**C/25/22
Sandy Point
Sunbreaker Cove –
Digital Parking
System**

Mrs. Vink advised that an investigation into parking fees for Sandy Point Beach, Sandy Point Boat Launch and Sunbreaker Cove Boat Launch has now been completed. Presentations regarding this matter were presented at two previous Committee of the Whole meetings and the County Manager was directed to prepare a report for Council's consideration.

Mrs. Vink presented the upfront costs, annuals costs, revenue forecasted and all pertinent information for each of these options:

- 1) Physical Terminals
- 2) Digital System

Questions and discussion followed the presentation.

Moved by Mr. Ireland that the County Manager be authorized to proceed with the Digital Parking System through cost share at the Sandy Point Beach, Sandy Point Boat Launch and Sunbreaker Cove boat launch.

Carried Unanimously.

**C/26/22
User Fee Schedule**

Moved by Mr. Weenink that the User Fee Schedule be adopted as presented for inclusion in the Lacombe County Rates and Fees Bylaw.

Carried Unanimously.

10:45 a.m. Mrs. Vink withdrew from the meeting.

**C/27/22
Woody Nook
Aspelund Road
Removal of Road Ban**

Mr. Cade advised that following the December 7, 2021 Committee of the Whole meeting, by resolution of Council the County Manager was directed to prepare a report on the impacts of lifting road bans on the Woody Nook and Aspelund Roads.

Mr. Cade provided a detailed analysis of the relevant factors for Council's consideration in lifting road bans on the Woody Nook and Aspelund Roads. A discussion and question period followed Mr. Cade's presentation.

Moved by Mr. Weenink that the County Manager be authorized to remove the 90% road bans from the Woody Nook and Aspelund Roads, effective immediately.

Carried Unanimously.

**C/28/22
Lacombe County
Environmental Action
Plan 2021 Update**

Mr. Burlock advised that the 2021 Environmental Action Plan (EAP) was approved in December 2020. The EAP is updated annually to identify projects or practice changes to assist the County in meeting goals/target in the priority areas of the Environmental Management Plan.

Mr. Burlock provided an update on the status of projects identified in the 2021 EAP. Mr. Burlock addressed questions of Council.

Moved by Mr. Wilson that the 2021 Lacombe County Environmental Action Plan Update be received for information.

Carried Unanimously.

**C/29/22
2022 Environmental
Action Plan**

Mr. Burlock advised that further to updating the Environmental Action Plan (EAP) the EAP is drafted annually to identify further projects or practice changes to help the County meet the goals/targets identified in the Environmental Management Plan.

Mr. Burlock provided an overview of the projects and practices that will be included in the 2022 EAP. Mr. Burlock addressed questions of Council.

Moved by Mr. West that the 2022 Environmental Action Plan be adopted as presented.

Carried Unanimously.

**C/30/22
Solar PV System
Update**

Mr. Burlock referred to the installation of a 115 kWDC solar PV system on the roof of the Lacombe County shop building in June 2021. Mr. Burlock provided an analysis of the of estimated production of solar energy versus the actual system production from October to November. The actual production exceeded or was on par with the estimated production.

Mr. Burlock provided an analysis of the monthly electrical usage of the shop prior to the installation of the solar system and the monthly electrical usage after the installation. The analysis shows a decrease in electrical usages which is a direct reflection of the solar energy produced by the system. Mr. Burlock addressed questions of Council.

Moved by Mr. Ireland that the update on the Solar PV System on the roof of the Lacombe County Shop be received for information.

Carried Unanimously.

**C/31/22
Municipal Energy
Champions Report**

Mr. Burlock advised that the Municipal Energy Champions (MEC) Program is put on by the Municipal Climate Change Action Centre. The MEC Program supports staff from small municipalities in becoming Energy Champions. Champions manage energy use and identify opportunities to reduce energy consumption and save money.

Mr. Burlock informed Council that Lacombe County was one of six municipalities selected to participate in the 2022 MEC Program. The MEC commits 10 – 15 hours per month, for nine months to complete program steps through webinars, workshops, phone calls and networking events. Mr. Burlock provided an overview of the program steps. There is no cost to the program, but it does require the Environmental Coordinator's time.

Moved by Mrs. Kreil that the report on the Municipal Energy Champions Program be received for information.

Carried Unanimously.

**C/32/22
LAPA Funding
Work In-Kind
Approval**

Mr. Minchin advised that a joint meeting with the City of Lacombe and Lacombe County was held on December 1, 2021 at which LAPA representatives provided an update on their proposed track and field expansion project. LAPA representatives previously attended the Lacombe County Council meeting and provided a presentation in support of their request for funding for Phase 2 of the project. The City and County met again on January 18, 2022 to discuss the merits of the project and the timing for funding for the project.

Mr. Minchin reviewed the proposed funding sources and advised that the City of Lacombe has approved funding of \$ 250,000 in 2022 for the project and is considering an additional \$ 250,000 contribution in 2023. LAPA's Community Facilities Enhancement Program application was not successful. Mr. Minchin addressed questions of Council.

Moved by Mr. West that \$250,000 of cash funding and/or work in-kind support be approved for the Lacombe Athletic Park running track project with a second funding commitment to be considered in 2023 and subject to further funding by the City of Lacombe.

Carried Unanimously.

**C/33/22
Wolf Creek Primary
Care Network**

Mr. Timmons advised the community of Eckville has formed a committee to investigate bringing a nurse practitioner to the area. Mr. Timmons, Mrs. Kreil and Ms. Shepherd attended a meeting with the committee on January 25, 2022. The committee has advised that they are not in a position to move forward until there are other partners involved.

Mr. Timmons advised that at this time more specifics of the nurse practitioner are required. Mr. Timmons commented that the Wolf Creek Primary Care Network could be contacted to provide a presentation on the program and the Town of Eckville could be invited to attend. A discussion on the issue of the nurse practitioner program took place.

Moved by Mrs. Kreil that the Wolf Creek Primary Care Network be invited to attend an upcoming Lacombe County Council meeting to provide a presentation; and further, that the Town of Eckville Council and Administration be invited to attend.

Carried Unanimously.

**C/34/22
ASB Meeting Agenda**

Mr. Burlock advised that the Lacombe County Agricultural Service Board was established in compliance with the Agricultural Service Board Act. The Board promotes the long-term sustainability of the agriculture industry and addresses local agriculture concerns. The Board is scheduled to meet on March 1, 2022 at 9:00 a.m. in the Lacombe County Council Chambers.

Mr. Burlock reviewed the topics for discussion and inquired if Council has changes or additions to the agenda. Council identified the following:

- Review of the Lacombe County Agricultural Guide
- Agriculture Plastic's Recycling – Extended Producer Responsibility
- Clubroot of Canada – Variant Testing
- Farm Safety Centre
- Soil Conservation Act – County Roadsides
- ASB Program Audit
- Invasive Species
- Weed Free Forage Program
- Extension Programming
- ASB and AG Tourism
- ALUS

Moved by Mr. Weenink that the Agricultural Service Board agenda for March 1, 2022, be approved as discussed.

Carried Unanimously.

The meeting reconvened following lunch with all Councillors, Mr. Timmons, Mr. Minchin, Mr. Cade, Mr. Freitag, Mr. Burlock and Ms. Grant present.
Time: 1:00 p.m.

***C/35/22
MPC***

Moved by Mrs. Kreil that the meeting recess in order to conduct a Municipal Planning Commission meeting.

Time: 1:00 p.m.

Carried Unanimously.

***C/36/22
Reconvene***

Moved by Mrs. Kreil that the meeting reconvene.
Time: 1:25 p.m.

Carried Unanimously.

***C/37/22
Enhance Energy
Tour Date - Defer***

Mr. Timmons advised that Enhance Energy has invited Council to tour their CO2 sequestration operations in Clive. At this time Council needs to determine a date for the tour.

Moved by Mr. Ireland that Council set a date for the tour of the Enhance Energy CO2 sequestration operations in Clive at the Committee of the Whole meeting in April, 2022.

Carried Unanimously.

***C/38/22
Bylaw No. 1359/22
First Reading***

Mr. Minchin presented Bylaw No. 1359/22, a bylaw of Lacombe County to authorize a tax installment payment plan and the levying of penalties on unpaid property taxes. Mr. Minchin advised that for the past two years (and tax seasons) the County has deferred the first tax payment deadline by one month from August 31st to September 30th. This change was in response to the economic impacts that the global pandemic had on local taxpayers.

At this time Bylaw No. 1359/22 is being presented for Council's consideration. Bylaw No. 1359/22 would return the County's tax payment deadlines to August 31st as per pre-Covid timelines. As such, the payment deadlines would be August 31st and November 30th. The timeline to enroll in the TIPP's program would also change from September 30th to August 31st. Council discussion took place.

Moved by Mr. Ireland that Bylaw No. 1359/22, a bylaw of Lacombe County to authorize a tax installment payment plan and the levying of penalties on unpaid property taxes

be now read a first time.

Carried Unanimously.

***C/39/22
Bylaw No. 1359/22
Second Reading***

Moved by Mr. Weenink that Bylaw No. 1359/22, having been read a first time, be now read a second time.

Carried Unanimously.

***C/40/22
Bylaw No. 1359/22
Present for Third***

Moved by Mrs. Kreil that Bylaw 1359/22, having been read a first and second time, be now presented for third reading.

Carried Unanimously.

***C/41/22
Bylaw No. 1359/22***

Moved by Mr. West that Bylaw No. 1359/22, having been read a first and second time, be now read a third time and finally passed.

Third Reading**Carried Unanimously.****C/42/22
Bylaw No. 1358/22
First Reading**

Mr. Minchin presented Bylaw No.1358/22, a bylaw of Lacombe County to authorize borrowing for the purpose of financing operating expenditures. Pursuant to Section 251(1) of the Municipal Government Act, a municipality may only make a borrowing if the borrowing is authorized by a borrowing bylaw. The County's financial services provider, Servus Credit Union, requires the County to maintain a temporary line of credit borrowing bylaw. Mr. Minchin addressed questions of Council.

Moved by Mr. West that Bylaw No. 1358/22, a bylaw of Lacombe County to authorize borrowing for the purpose of financing operating expenditures

be now read a first time.

Carried Unanimously.**C/43/22
Bylaw No. 1358/22
Second reading**

Moved by Mr. Weenink that Bylaw No. 1358/22 having been read a first time, now be read a second time.

Carried Unanimously.**C/44/22
Bylaw No. 1358/22
Present for Third**

Moved by Mrs. Kreil that Bylaw No. 1358/22 having been read a first and second time now be presented for third reading.

Carried Unanimously.**C/45/22
Bylaw No. 1358/22
Third Reading**

Moved by Mr. Ireland that Bylaw No. 1358/22 having been read a first and second time, now be read a third time and finally passed.

Carried Unanimously.

1:29 p.m. Alan Litster, Daniel Luymes, BDO Canada LLP and Wendy Wiebe entered the meeting.

**C/46/22
BDO Canada LLP
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:

- Audit Timeline
- Significant Audit Risks & Planned Responses
- Materiality
- Audit Strategy
- Engagement Objectives
- Independence Strategy
- Independence Letter
- Responsibilities
- Auditor's Responsibility for Detecting Fraud

Mr. Litster and Mr. Luymes addressed questions of Council.

Moved by Mr. Weenink that the BDO Canada LLP plan for the audit of the consolidated financial statements of Lacombe County for the period ended December 31, 2021 be received for information.

Carried Unanimously.

1:43 p.m. Mr. Lister, Mr. Luymes and Mrs. Wiebe withdrew from the meeting.

1:49 p.m. Debbie Leitch, Program Coordinator, Rural Red Deer Restorative Justice Program entered the meeting.

**C/47/22
Rural Red Deer
Restorative Justice**

Ms. Leitch provided a presentation on the Rural Red Deer Restorative Justice Program highlighting the following:

- What is restorative justice?
- Restorative Justice – Everything You Need to Know (Video)
- Restorative Justice vs Criminal Justice
- Issue that Restorative Justice Tries to Address
- Risk Factors for Contact with the Justice System
- 2020 Alberta Young Offender Statistics
- The Cost of a Life of Crime
- Examples of Cost
- Community/RCMP Partnership

- Target Population
- Not An Option for Everyone
- The Process
- What in It for Person Harmed/Person Causing Harm
- Conference Participants
- Conference Process
- The Contact/ Accountability
- Evaluation of 2021
- Underlying Cause Identified
- Positive Side Effects
- Success of Program Dependent Upon

Ms. Leitch addressed questions of Council.

Moved by Mr. Weenink that the presentation on the Rural Red Deer Restorative Justice Program be received for information.

Carried Unanimously.

2:30 p.m.

Ms. Leitch withdrew from the meeting.

***C/48/22
Agenda Item
Follow-up***

Moved by Mr. Weenink that the Agenda Item Follow-up for January 13, 2022 be received for information.

Carried Unanimously.

***C/49/22
RMRF Law Seminars***

Moved by Mr. Weenink that Councillors be authorized to attend the Reynolds Mirth Richards Farmer law seminars being held virtually on February 11 and February 25, 2022.

Carried Unanimously.

***C/50/22
ASCHA Housing 101
Session***

Moved by Mr. West that Councillors be authorized to attend the Alberta Seniors & Community Housing (ASCHA) session Housing 101 for Municipal Elected Officials being held virtually on February 17, 2022.

Carried Unanimously.

***C/51/22
Parkland Regional
Library Focus Group***

Moved by Mr. Ireland that Mrs. Kreil be authorized to attend one of the Parkland Regional Library Focus Group virtual workshops scheduled for February 10 and February 11, 2022.

Carried Unanimously.

CRMA Zone Meeting

It was agreed that Council will attend the CRMA zone meeting virtually from home on Friday, February 4, 2022.

***C/52/22
Consent Agenda***

Moved by Mrs. Kreil that the Consent Agenda be approved as presented.

Carried Unanimously.

Committee of the Whole

Committee of the Whole – Future Agenda Items

- Wild Boar Presentation – Mrs. Kreil
- Police Advisory Committee – Defer to April Meeting – Ms. Shepherd

***C/53/22
Policy Advisory
Committee Meeting***

Moved by Mrs. Kreil that Ms. Shepherd be authorized to attend Police Advisory Committee meeting on February 7, 2022.

Carried Unanimously.

Councillor Inquiries

Mrs. Kreil inquired regarding the annual review of the Lacombe County Planning Matrix. Mr. Freitag responded that the review will be a little later than usual due to some staffing challenges.

Mrs. Kreil inquired about the location of cannabis facilities. Mr. Freitag responded that some cannabis facilities previously approved are coming up for renewal and locations will be reviewed at that time.

**C/54/22
In-camera**

**Moved by Mr. West that the meeting recess in order to meet in-camera for the purpose of discussing a legal matter under Section 27(1) of FOIP.
Time: 3:02 p.m.**

Carried Unanimously.

**C/55/22
Reconvene**

**Moved by Mr. Wilson that the meeting reconvene.
Time 3:09 p.m.**

Carried Unanimously.

**C/56/22
Urban Dirtworks Inc.
Offer to Settle**

Moved by Mr. Weenink that in the matter of the Statement of Claim served upon Urban Dirtworks Inc. Council endorse the Formal Offer to Settle dated January 13, 2022 as submitted by the County Manager.

Carried Unanimously.

**C/57/22
Economic
Developers 2022
Conference**

Moved by Mrs. Kreil that Mrs. Knight be authorized to attend the Economic Developers 2022 Leaders Summit and Conference from April 6 to 8, 2022 in Kananaskis.

Carried Unanimously.

**C/58/22
Adjourn**

**Moved by Mr. Ireland that the meeting adjourn.
Time: 3:11 p.m.**

Carried Unanimously.

Reeve

County Manager