

**LAC LA BICHE COUNTY
REGULAR COUNCIL MEETING
MCARTHUR PLACE, LAC LA BICHE**

June 13, 2023- 10:00 a.m.

Minutes of the Lac La Biche County Regular Council Meeting held June 13, 2023 at 10:00 a.m.

CALL TO ORDER Mayor Reutov called the meeting to order at 10:05 a.m.

PRESENT

Paul Reutov	Mayor
Sterling Johnson	Councillor/Deputy Mayor
John Mondal	Councillor
Kevin Paré	Councillor
Jason Stedman	Councillor
Charlyn Moore	Councillor
Lorin Tkachuk	Councillor
Darlene Beniuk	Councillor
Colette Borgun	Councillor

**STAFF IN
ATTENDANCE**

Melanie McConnell	Associate CAO, Corporate Services
Ron Fraser	Associate CAO, Infrastructure Services
Zeeshan Hasan	Acting Chief Administrative Officer and Associate CAO, Finance and Planning
Darrell Lessmeister	Associate CAO, Recreation and Community Services
Danielle Patenaude	Legislative Services Coordinator

ADOPTION OF AGENDA

23.438

MOVED

To adopt the June 13, 2023 Regular Council Meeting as amended:

-Addition of item:

- 8.3-Personnel Matter (s.17-Disclosure harmful to personal privacy-FOIP and s.27-Privileged Information-)

-Deletion of items:

- 7.6-Procurement Policy
- 7.15-Greater North Foundation
- 7.16-Agenda Process Review Implementation Plan

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 Regular Council Meeting-June 6, 2023

3.2 Special Council Meeting-June 8, 2023

23.439

MOVED

To adopt the following minutes as presented:

- Regular Council Meeting-June 6, 2023
- Special Council Meeting-June 8, 2023

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

4.1 10-year Capital Plan and Workshop Date

Ms. Hafsah Moghrabi, Manager, Finance presented the 10-year Capital Plan and Workshop Date item and responded to questions.

23.440 MOVED
That Council approves the 10-Year 2024-2033 Capital Plan as presented.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

23.441 MOVED
That Council direct Administration to schedule a workshop for capital planning on July 12, 2023.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

DELEGATIONS

6.1 10:15 a.m.-Delegation-STARS

Ms. Glenda Farnden, Senior Municipal Relations Liaison, Foundation and Mr. Jon Gogan, Provincial Director, Northern and Central Alberta Operations presented the STARS Delegation and responded to questions.

Councillor Stedman exited council Chambers at 10:16 a.m. and returned at the same time.

Councillor Tkachuk exited Council Chamber at 10:36 a.m. and returned at 10:43 a.m.

6.1.1 Disposition of Delegation Business

23.442 MOVED
To thank the STARS delegation for the presentation to Council.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

NEW BUSINESS

7.1 Councillor Reports

Each Member of Council in attendance provided an update a part of the Councillor Reports item.

23.443 MOVED

To accept the Councillor Reports as information.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.2 McArthur Park Development Permit

Ms. Diane Cloutier, Manager, Planning and Development and Ms. Carmela Green, Planning and Development Officer co-presented the McArthur Park Development Permit item and responded to questions.

23.444 MOVED

To approve Development Application 2023-050 (McArthur Park), subject to the following conditions:

1. All development shall be within the boundaries of Lot 1MR, Plan 4313BF Lot 2 & 3R, Block 42, Plan 7920210.
2. The Applicant shall provide legal and physical access to the subject property in accordance with Section G.16 of Lac La Biche County's General Municipal Servicing Standards, as amended from time to time.
3. The Applicant shall obtain any and all approvals, permits, and authorizations from any and all agencies, departments, and authorities that may be required.
4. The Applicant shall adhere to issued roadside development permit 2023-00008638 from Alberta Transportation and Economic Corridors.

Motion continues on next page

5. The Applicant shall demonstrate approval from Alberta Environment and Protected Areas. A copy of the approval shall be provided to Lac La Biche County Development Department.
6. The Applicant shall provide (87) eighty-seven on-site parking stalls. A minimum of five percent (5%) = (5) five of the total number of spaces shall be provided and clearly identified for use by the disabled. Parking for the disabled shall be designed in accordance with the “Barrier Free Design Guidelines” of the Alberta Building Code.
7. All on-site parking and loading facilities required shall be constructed as follows:
 - a. They shall not be located within 1.0 m (3.3 ft.) of a lot line abutting a public road or Provincial Highway;
 - b. Adequate access to, and exit from each parking space shall be provided at all times to the satisfaction of the Development Authority;
 - c. Necessary curb cuts are to be located and flared to the satisfaction of the Development Authority;
 - d. Every on-site parking and loading facility, including access points and curb crossings thereto, shall be hard surfaced if the access is from a public road or lane which is hard surfaced.
 - e. Parking and loading facilities used at night shall have adequate lighting for the entire parking facility. Such lighting shall be directed away from adjacent residential properties and other properties where, in the opinion of the Development Authority, they would have adverse effects;
 - f. In no case shall grades be established that would permit surface drainage to cross any sidewalk or lot line without the approval of the Development Authority;

Motion continues on next page

- g. On-site parking and loading spaces shall be constructed with surface grades not exceeding six percent (6%).
8. Development must adhere to the following land management practices:
- a. Stripping of vegetation or grading shall be done in a manner which will minimize soil erosion by ensuring that the extent of the disturbed area and the duration of its exposure is minimized, and that all grading work should be designed to blend with the natural contours of the land;
 - b. Natural vegetation shall be retained and protected wherever possible;
 - c. Natural drainage patterns should not be disturbed and changes to watercourses shall be avoided except where controlled improvements are warranted subject to approval from Alberta Environment; and
 - d. Developments shall not adversely affect groundwater resources or increase stormwater runoff velocity in a way that water levels on other lands are substantially raised or the danger from flooding increased.
9. Lighting shall be required to clearly define and illuminate all parking lots, entrance areas, and pedestrian areas of a site. It shall be located and arranged so that
- a. No direct rays of light are directed at any adjoining properties,
 - b. Interfere with the use and enjoyment of neighbouring lands, or
 - c. Interfere with the effectiveness of any traffic control devices.
10. No fence, wall, tree, hedge, or other structure exceeding 1.0 m (3.3 ft.) in height above grade shall be permitted in a corner visibility triangle created by the lot lines that form the corner, and a straight line connecting the two points 7.5 m (24.6 ft.) back along these lot lines measured from their intersection.

11. The primary principles of Crime Prevention Through Environmental Design (CPTED) shall be included in the design, utilizing effective use of buildings and sites, access control, and natural surveillance.

12. No Development shall occur over a registered easement or utility right-of-way.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.3 First Reading Road Closure Bylaw 23-018

Ms. Cloutier presented the First Reading Road Closure Bylaw 23-018 and responded to questions.

23.445 MOVED
That Bylaw 23-018 be given first reading this 13th day of June, 2023.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.4 Second and Third Reading-Road Closure Bylaw 22-024

Ms. Cloutier presented the Second and Third Reading-Road Closure Bylaw 22-024 item and responded to questions.

Councillor Tkachuk exited Council Chambers at 11:11 a.m. and returned at 11:12 a.m.

CLOSED SESSION

23.446 MOVED
To go into Closed Session at 11:13 a.m. to discuss Item 7.4 pursuant to the *Freedom of Information and Protection of Privacy Act*.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.4 Second and Third Reading-Road Closure Bylaw 22-024 (s.17-Disclosure harmful to personal privacy and s.25-Disclosure harmful to economic and other interests of a public body-FOIP)

The following Members of Administration were present during the Closed Session for presentation and recording purposes: Zeeshan Hasan, Darrell Lessmeister, Melanie McConnell, Diane Cloutier, Ron Fraser, Dave McPhee, Mackenzie Zilinski (electronically) and Danielle Patenaude.

Councillor Tkachuk exited Council Chambers at 11:13 a.m. and returned at 11:14 a.m.

Councillor Paré exited Council Chambers at 11:15 a.m. and returned at the same time.

RETURN TO REGULAR MEETING

23.447 MOVED
To return to Open Session at 11:20 a.m.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

RECESS Mayor Reutov called a recess at 11:26 a.m.

RECONVENE Mayor Reutov reconvened the meeting at 11:41 a.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

23.448 MOVED
That Bylaw 22-024 be given second reading this 13th day of June, 2023.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

Opposed (1): Councillor Beniuk

CARRIED

23.449 MOVED
That Bylaw 22-024 be given third reading this 13th day of June, 2023.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

Opposed (1): Councillor Beniuk

CARRIED

NEW BUSINESS

7.5 Second and third Reading Road Closure Bylaw 22-029

Ms. Cloutier presented the Second and third Reading Road Closure Bylaw 22-029 item and responded to questions.

23.450 MOVED
That Bylaw 22-029 be given second reading this 13th day of June, 2023.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

23.451 MOVED
That Bylaw 22-029 be given third reading this 13th of June, 2023.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.6 Procurement Policy and Procedure-*This item was removed from the June 13, 2023 Agenda*

7.7 Agricultural Service Board Equipment Rental Rate-2023

Mr. Jacob Marfo, Agricultural Fieldman and Ms. Randi Dupras, Acting Manager, Environmental Services co-presented the Agricultural Service Board Equipment Rental Rate-2023 item and responded to questions.

23.452 MOVED
That Council approves the 2023 ASB Equipment Rental rates as recommended by the Agricultural Service Board.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.8 Recreation Fees

Mr. Darrell Lessmeister, Associate CAO, Recreation and Community Services presented the Recreation Fees item and responded to questions.

23.453 MOVED
That County Council accepts this report as information and directs Administration bring back a Recreation fees review to a Regular Council Meeting in July 2023.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

PUBLIC INPUT SESSION

6.2 12:00 p.m. Public Input Session

There were no registered speakers for the Public Input Session, Administration also checked the lobby and there was no one available in the public gallery or lobby.

RECESS

Mayor Reutov called a recess at 12:01 p.m.

RECONVENE

Mayor Reutov reconvened the meeting at 1:09 p.m. with all those Members of Council previously listed in attendance, except Councillor Tkachuk.

NEW BUSINESS

7.9 Stormwater Pond Expansion-Sentinel Park East

Mr. Ron Fraser, Associate CAO, Infrastructure Services presented the Stormwater Pond Expansion-Sentinel Park East item and responded to questions.

Mayor Reutov exited Council Chambers at 1:12 p.m. Deputy Mayor Johnson assumed the position of Chair.

Councillor Tkachuk exited Council Chambers 1:12 pm.

23.454

MOVED

To direct Administration to explore alternate funding sources for the Sentinel East Storm Pond Project and to report these options at a future Council Meeting.

In Favour (7): Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.10 Crosswalk Lighting on Highway 881

Mr. Fraser presented the Crosswalk Lighting on Highway 881 item and responded to questions.

Mayor Reutov returned to Council Chambers at 1:13 p.m. and returned to the position of Chair.

23.455 MOVED
To approve the transfer of \$110,000.00, with funding to come from the Resident Response Fund, to the Crosswalk Lighting on Highway 881 project.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.1 Cold Mix 2023 Program

Mr. Ron Fraser, Associate CAO, Infrastructure Services Division and Mr. Dave McPhee, Manager, Transportation Services co-presented the Cold Mix 2023 Program and responded to questions.

Councillor Stedman exited Council Chambers at 1:45 p.m. and returned at 1:47 p.m.

23.456 MOVED
To refer the Cold Mix 2023 Program item to the Capital Workshop scheduled for July 12, 2023.

In Favour (6): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Beniuk, Councillor Paré, and Deputy Mayor Johnson

Opposed (2): Councillor Mondal, and Councillor Stedman

CARRIED

23.457 MOVED
To rescind the following Motion:

#13.087-Motion by Councillor Uganez that Administration be directed to discontinue the use of Cold Mix for new road construction projects requiring a paved or hardened surface.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.12 Selection of Street Lights for 101 Avenue Main Street Revitalization

Mr. Ron Fraser, Associate CAO, Infrastructure Services Division, Ms. Dora L'Heureux, Fortis and Mr. Ian Maclaren (electronically), Fortis presented the Selection of Street Lights for 101 Avenue Main Street Revitalization and responded to questions.

RECESS

Mayor Reutov called a recess at 1:49 p.m.

RECONVENE

Mayor Reutov reconvened the meeting at 1:55 p.m. with all those Members of Council previously listed in attendance, except Councillor Tkachuk.

NEW BUSINESS

7.12 Selection of Street Lights for 101 Avenue Main Street Revitalization

23.458 **MOVED**

To direct Administration to bring forward the final Street Lights renderings for 101 Avenue Main Street to a future Council Meeting inclusive of the following:

- the 27 foot Decorative pole (pg 232 of the agenda package), and walkway and roadway light with the UrbanScape Pendant and Domus Side Mount (matte black in colour and dark sky friendly) style of streetlights out of Fortis' Street Lighting Catalogue inclusive of banner arms, flowerpot hangers and power receptacles.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

23.459 **MOVED**

To thank Ms. L'Heureux and Mr. Maclaren for their presentation to Council.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.13 Alberta Municipalities Procurement Resolution-2023 Alberta Municipalities Convention

23.460 MOVED

That Council seconds the Regional Municipality of Wood Buffalo's proposed Procurement Resolution for the 2023 Alberta Municipalities convention.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

7.14 Councillor Expense Claims-May 2023

23.461 MOVED

That Council approves the Councillor expense claims processed for the period May 2023.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

CLOSED SESSION

23.462 MOVED

To go into Closed Session at 2:22 p.m. in accordance with the *Freedom of Information and Protection of Privacy Act*.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

The following Members of Administration were present during the Closed Session for presentation and recording purposes: Zeeshan Hasan, Darrell Lessmeister, Melanie McConnell, Mackenzie Zilinski (electronically) and Danielle Patenaude.

8.1 CAO Report from June 6, 2023 (s.17-Disclosure harmful to personal privacy-FOIP and s.24-Advice from officials-FOIP)

Ms. Diane Cloutier entered Council Chambers for Item 8.2.

8.2 Land Matter Discussion Lot 3, Block 3, Plan 1320611 (s.24-Advice from officials-FOIP)

Councillor Borgun exited Council Chambers at 2:33 p.m.

Mr. Lessmeister, Ms. Cloutier and Ms. Patenaude exited Council Chambers at 2:48 p.m. prior to Item 8.3.

8.3 Personnel Matter (s.17-Disclosure harmful to personal privacy-FOIP)

Councillor Tkachuk returned to Council Chambers at 2:58 p.m.

Ms. Patenaude returned to Council Chambers at 3:28 p.m. Ms. Zilinski was electronically admitted into the meeting.

RETURN TO REGULAR MEETING

23.463

MOVED

To return to Open Session at 3:40 p.m.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF CLOSED SESSION

8.1 CAO Report from June 6, 2023 (s.17 and s.24-FOIP)

23.464

MOVED

To accept the CAO Report from June 6, 2023 as information.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

8.2 Land Matter Discussion Lot 3, Block 3, Plan 1320611 (s.24-FOIP)

23.465 MOVED

That Council directs Administration to proceed with Option 1, as discussed in camera.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

8.3 Personnel Matter (s.17-Disclosure harmful to personal privacy-FOIP)-*Addition to the Agenda*

23.466 MOVED THAT:

1. The appointment and employment of the Chief Administrative Officer, Dan Small, with Lac La Biche County be terminated effective June 13, 2023, without cause, for a change in leadership.
2. The Chief Administrative Officer, Dan Small, be paid severance pay according to his employment contract with Lac La Biche County and in accordance with legal advice.

In Favour (6): Mayor Reutov, Councillor Borgun, Councillor Mondal, Councillor Beniuk, Councillor Paré, and Deputy Mayor Johnson

Opposed (3): Councillor Moore, Councillor Stedman, and Councillor Tkachuk

CARRIED

23.467 MOVED THAT:

Ms. Melanie McConnell be appointed as the Acting Chief Administrative Officer effective June 13, 2023, with all of the powers, duties and responsibilities of the Chief Administrative Officer.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

23.468 MOVED
That Administration proceed with recruitment for the position of Chief Administrative Officer as discussed in Closed Session.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

ADJOURNMENT

23.469 MOVED
To adjourn the June 13, 2023 Regular Council Meeting at 3:44 p.m.

In Favour (9): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, Councillor Tkachuk, and Deputy Mayor Johnson

CARRIED UNANIMOUSLY

Paul Reutov, Mayor

Zeeshan Hasan
Acting Chief Administrative Officer