

**LAC LA BICHE COUNTY  
REGULAR COUNCIL MEETING  
February 1, 2022**

Minutes of the Lac La Biche County Regular Council Meeting held February 1, 2022 at 10:00 a.m.

*In accordance with the Meeting Procedures (COVID-19 Suppression) Regulation, Lac La Biche County Council held this meeting electronically.*

**CALL TO ORDER** Mayor Reutov called the meeting to order at 10:04 a.m.

<b>PRESENT</b>	Paul Reutov	Mayor
	Jason Stedman	Councillor ( <i>arrived at 10:44 a.m.</i> )
	John Mondal	Councillor
	Colette Borgun	Councillor
	Darlene Beniuk	Councillor
	Kevin Paré	Councillor
	Charlyn Moore	Councillor
	Lorin Tkachuk	Councillor/Deputy Mayor ( <i>exited at 7:20 p.m.</i> )
	Sterling Johnson	Councillor ( <i>participated electronically</i> )

<b>STAFF IN ATTENDANCE</b>	Dan Small	Acting Chief Administrative Officer
	Melanie McConnell	Associate Chief Administrative Officer, Corporate Services
	Darrell Lessmeister	Associate Chief Administrative Officer, Recreation & Community Services ( <i>in part/participated electronically</i> )
	Brian Shapka	Associate Chief Administrative Officer, Infrastructure Services ( <i>in part</i> )
	Heather Reid	Legislative Services Coordinator
	Mackenzie Zilinski	CAO Executive Assistant ( <i>participated electronically</i> )

## ADOPTION OF AGENDA

22.059

MOVED

To adopt the February 1, 2022, Regular Council Meeting agenda as amended:

Additions:

- Item 8.6 Additional Land Matters (s.25 FOIP – Disclosure harmful to economic and other interests of a public body; s.24 FOIP – Advice from officials)
- Item 7.20 Federation of Canadian Municipalities Attendance

**CARRIED UNANIMOUSLY**

## ADOPTION OF MINUTES

3.1 January 25, 2022 - Regular Council Meeting

- amend page one heading to read "Regular Council Meeting" and amend page 14 of the minutes to note that Ms. Charles exited the meeting electronically after item 8.8

22.060

MOVED

To adopt the January 25, 2022 Regular Council Meeting minutes as amended.

**CARRIED UNANIMOUSLY**

## DELEGATIONS

6.1 10:15 a.m. Delegation - Plamondon and District Community Development Society (PDCDS) - 2022 Operational Funding Request

Ms. Bailey Walsh, PDCDS Coordinator and Mr. Daniel Sokorinski, Vice President PDCDS Board, presented the 2022 Operational Funding request and responded to questions.

22.061

MOVED

That Council approves \$394,275 in operational funding for the Plamondon District Community Development Society and further to thank the delegation for the presentation to Council.

**CARRIED UNANIMOUSLY**

## NEW BUSINESS

### 7.1 Councillor Reports

Councillor Paré exited Chambers at 10:29 a.m. and returned at 10:31 a.m.

Deputy Mayor Tkachuk:

- Eastern Alberta Trade Corridor Hub Meeting
- Canadian Municipalities for Crime Prevention
- Municipal Planning Commission
- Agenda Preparation Meeting
- January 27, 2022, Special Council Meeting
- Rural Municipalities of Alberta District 5 Meeting

Councillor Moore – nothing additional to add

Councillor Borgun:

- January 27, 2022, Special Council Meeting
- Rural Municipalities of Alberta District 5 meeting
- Municipal Planning Commission
- Lakeland Agricultural Research Association meeting
- Cows and Fish Meeting 30<sup>th</sup> Anniversary meeting

Councillor Beniuk:

- January 27, 2022, Special Council Meeting
- Rural Municipalities of Alberta District 5 Meeting

Councillor Mondal:

- January 25, 2022, Regular Council Meeting
- Community Futures Board meeting
- January 27, 2022, Special Council Meeting
- Rural Municipalities of Alberta District 5 Meeting

Councillor Paré

- January 27, 2022, Special Council Meeting
- Rural Municipalities of Alberta District 5 Meeting

Mayor Reutov:

- Main Street Development Meeting
- Tourism Meeting

Councillor Johnson:

- Lakeland Agricultural Research Association meeting

22.062            MOVED  
To accept the Councillor Reports as information.

**CARRIED UNANIMOUSLY**

7.2    2022 Grant Applications

Mr. Carl Kurppa, Grants and Community Funding Coordinator, presented the 2022 Grant Applications and responded to questions.

Councillor Stedman arrived at 10:43 a.m.

Councillor Stedman exited Chambers at 10:45 a.m. and returned at 10:47 a.m.

22.063            MOVED  
That Council directs Administration to schedule presentations at a future Council meeting with all organizations applying under the Recreation and Cultural Operating Grants Program.

**CARRIED UNANIMOUSLY**

22.064            MOVED  
To direct Administration to schedule presentations at a future Council meeting with the applicants that do not fit within the grant parameters.

**CARRIED UNANIMOUSLY**

**DELEGATIONS**

6.2    10:45 a.m. Delegation - Lakeland Interpretive Society - 2022 Operational Funding Request

Ms. Jennifer Mueller, Museum Manager and Ken Yackimec, Board President, presented the 2022 Operational Funding Request and responded to questions.

22.065

MOVED

That Council thanks the organization for their presentation, and further that Council approves 2022 operational funding to support Museum operational expenses subject to the following:

- The Museum supports the first \$92,000 in operational expenses with their own revenue.
- The maximum grant is \$135,000.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Paré, Councillor Stedman, Deputy Mayor Tkachuk, and Councillor Johnson  
Opposed (1): Councillor Beniuk

**CARRIED UNANIMOUSLY**

## **NEW BUSINESS**

7.6 Lac La Biche County Fire Safety Plan

Mr. Dan Small, Acting Chief Administrative Officer and Mr. John Kokotilo, Manager of Protective Services presented the Lac La Biche County Fire Safety Plan and responded to questions.

Councillor Stedman exited Chambers at 11:40 a.m. and returned at 11:42 a.m.

22.066

MOVED

That Council adopts the Lac La Biche County's Fire Safety Plan.

**CARRIED UNANIMOUSLY**

7.3 Bylaw 22-001 - Development Authority Bylaw - Third Reading

Ms. Sheera Bourassa, Planning & Development Officer, presented the Bylaw 22-001 - Development Authority Bylaw - Third Reading and responded to questions.

22.067

MOVED

That Bylaw 22-001 be given third reading this 1<sup>st</sup> day of February, 2022.

**CARRIED UNANIMOUSLY**

#### 7.4 Bilingual Signage Project

Mr. Alex Fuller, Economic Development Coordinator and Corinne Michaud, Project Coordinator with Conseil de Développement Économique de l'Alberta (CDEA), presented the Bilingual Signage Project and responded to questions.

Councillor Stedman exited at 12:24 p.m. and returned at 12:28 p.m.

22.068

MOVED

That Council accepts the Bilingual Signage Project Report as information and directs Administration to proceed with the Bilingual Street Signage Project that includes the signage concentrating on the hamlet of Plamondon first, and then the surrounding arterial roads and the banners within the hamlet of Lac La Biche.

**CARRIED UNANIMOUSLY**

#### **PUBLIC INPUT SESSION**

#### 6.3 12:15 p.m. Public Input Session

Ms. Natasha Chapdelaine and Mr. Mitch Chapdelaine spoke to Council to note concerns related to road access to their property.

22.069

MOVED

To thank Mitch and Natasha Chapdelaine for the presentation to Council.

**CARRIED UNANIMOUSLY**

#### **RECESS**

Mayor Reutov called a recess at 12:42 p.m.

#### **RECONVENE**

Mayor Reutov reconvened the meeting at 1:47 p.m. with all those Members of Council previously listed in attendance with the exception of Deputy Mayor Tkachuk.

#### **NEW BUSINESS**

#### 7.5 Human Resources Quarter 4 Report

Mr. Kashif Ijaz, Director of Human Resources, presented the Human Resources Quarter 4 Report and responded to questions.

Deputy Mayor Tkachuk returned to Chambers at 1:49 p.m.

22.070            MOVED  
That Council accepts the presented Human Resources report as information.

**CARRIED UNANIMOUSLY**

7.7      CAO Approved Budget Transfers December 2021

Mr. Zeeshan Hasan, Manager of Finance, presented the CAO Approved Budget Transfers December 2021 and responded to questions.

22.071            MOVED  
That Council Accepts the CAO Approved Budget Transfer briefing as presented.

**CARRIED UNANIMOUSLY**

7.8            Budget Transfer for Advanced Aeration System (Compost Pad at Beaver Lake Landfill)

Ms. Molly Fyten, Manager of Environmental Services, presented the Budget Transfer for Advanced Aeration System (Compost Pad at Beaver Lake Landfill) and responded to questions.

22.072            MOVED  
That Council approves a 2021 capital budget transfer of \$60,000 to the Beaver Lake Compost Pad Project, to be funded from the following capital projects (\$40,000): Bridge Files 77865, 74197, and 72757, plus \$20,000 from accumulated surplus.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Paré, Councillor Stedman, Deputy Mayor Tkachuk, and Councillor Johnson  
Opposed (1): Councillor Beniuk

**CARRIED**

7.9      Recreation and Community Services Division - Monthly Reports

Mr. Darrell Lessmeister, Associate CAO, Recreation and Community Services, presented the Recreation and Community Services Division - Monthly Reports and responded to questions.

22.073            MOVED  
To accept the Recreation and Community Services Division  
– Monthly Report as information.

**CARRIED UNANIMOUSLY**

7.10    Infrastructure Services - Managers Reports and Capital Projects Update

Mr. Brian Shapka, Associate CAO, Infrastructure Services, presented the Infrastructure Services - Managers Reports and Capital Projects Update and responded to questions.

22.074            MOVED  
To accept the Infrastructure Services – Manager Reports and  
Capital Projects Update as information.

**CARRIED UNANIMOUSLY**

7.11    Imperial Mills Walking Bridge

Mr. Brian Shapka, Associate CAO, Infrastructure Services presented the Imperial Mills Walking Bridge item and responded to questions.

Discussion on this item was continued later in the meeting.

**DELEGATIONS**

6.4      2:30 p.m. Delegation - Lac La Biche RCMP Quarterly Statistics - Staff Sgt. Neil Bailey

Staff Sgt. Neil Bailey with the Lac La Biche RCMP Detachment presented the quarterly statistics to Council and responded to questions.

22.075            MOVED  
That Council thank the delegation, Staff Sgt. Neil Bailey, for  
the presentation on the Quarter 4 2021 RCMP Statistics.

**CARRIED UNANIMOUSLY**

**CLOSED SESSION**

22.076

MOVED

To go into Closed Session at 3:04 p.m. for the closed session agenda items pursuant to the Freedom of Information and Protection of Privacy Act:

- 8.1 3:00 p.m. Delegation - Alberta Counsel - Government Relations Plan (s.21 FOIP - Disclosure harmful to intergovernmental relations; s.24 FOIP - Advice from officials)

**CARRIED UNANIMOUSLY**

- 8.1 3:00 p.m. Delegation - Alberta Counsel (s.24 FOIP)

Members of Alberta Counsel present for the purposes of presenting: Aileen Burke, Shayne Saskiw and Phil Johnson.

Members of Administration present for the purposes of presenting and recording: Dan Small, Brian Shapka, Melanie McConnell, Diane Cloutier, Mackenzie Girard, Jon Skjersven, Darrell Lessmeister and Heather Reid.

Mayor Reutov exited Chambers at 3:32 p.m. and Deputy Mayor Tkachuk assumed the role of the Chair. Mayor Reutov returned to Chambers at 3:33 p.m. and resumed the role of the Chair.

Councillor Stedman exited Chambers at 3:34 p.m. and returned at 3:49 p.m.

**RETURN TO OPEN SESSION**

22.077

MOVED

To return to Open Session at 3:50 p.m.

**CARRIED UNANIMOUSLY**

## EXTENSION OF MEETING

22.078            MOVED  
To extend the February 1, 2022, Regular Council Meeting  
until all agenda items have been addressed.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore,  
Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor  
Stedman, and Councillor Johnson  
Opposed (1): Deputy Mayor Tkachuk

**CARRIED**

## NEW BUSINESS

7.11    Imperial Mills Walking Bridge continued.

Mr. Brian Shapka, Associate CAO, Infrastructure Services presented the Imperial Mills Walking Bridge item and responded to questions.

22.079            MOVED  
That Council approve \$60,000 to widen the walking trail  
bridge at Imperial Mills as per option 1 and further that the  
funds be allocated from the Resident Response Reserve  
Fund.

In Favour (7): Mayor Reutov, Councillor Borgun, Councillor Moore,  
Councillor Mondal, Councillor Beniuk, Councillor Paré, and Councillor  
Johnson  
Opposed (2): Councillor Stedman, and Deputy Mayor Tkachuk

**CARRIED**

Councillor Moore exited Chambers at 4:14 p.m.

7.12    On-Street Vehicles and Snow Removal

Deputy Mayor Tkachuk presented information on the On-Street Vehicles and Snow Removal item.

Councillor Moore returned to Chambers at 4:16 p.m.

Councillor Beniuk exited Chambers at 4:16 p.m. and returned at 4:22 p.m.

Councillor Paré exited Chambers at 4:24 p.m. and returned at 4:25 p.m.

22.080            **MOVED**  
To direct Administration to provide community peace officers with handouts for distribution to on-street vehicles on snow removal days that provides information on the emergency alert app.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy Mayor Tkachuk  
Opposed (1): Councillor Johnson

**CARRIED**

7.13    Enforcement Services Quarter 4 Statistics

Mr. Chris Clark, Enforcement Services Manager, presented the Enforcement Services Quarter 4 Statistics and responded to questions.

22.081            **MOVED**  
That Council accept the Enforcement Services Quarter 4 Statistics report as information.

**CARRIED UNANIMOUSLY**

7.14    2022 Proposed Council Calendar

Mr. Dan Small, Acting Chief Administrative Officer, presented the 2022 Proposed Council Calendar and responded to questions.

Councillor Stedman exited Chambers at 4:47 p.m. and returned at 4:49 p.m.

22.082            **MOVED**  
That Council cancel the following Regular Council Meetings to accommodate a Summer Recess, and the Christmas break:

- August 2, 2022
- August 9, 2022
- August 23, 2022
- December 27, 2022;

And that council schedule a Regular Council Meeting on August 16, 2022 to begin at 10 am in Council Chambers at McArthur Place;

And further that Council schedule the 2023 Budget Deliberations for the following dates:

- November 16, 2022
- November 17, 2022
- November 24, 2022
- November 25, 2022

**CARRIED UNANIMOUSLY**

7.15 Capital Planning - Scheduling of a Special Council Meeting

Mr. Small presented the Capital Planning - Scheduling of a Special Council Meeting and responded to questions.

22.083            **MOVED**  
That a Special Council Meeting for capital planning discussions be scheduled on March 31, 2022.

**CARRIED UNANIMOUSLY**

7.16 2022 Healthier Communities Golf Tournament Working Group

Ms. Mackenzie Zilinski, CAO Executive Assistant, presented the 2022 Healthier Communities Golf Tournament Working Group and responded to questions.

22.084            **MOVED**  
That Council appoints Councillors Borgun and Deputy Mayor Tkachuk to the 2022 Healthier Communities Golf Tournament Working Group, in partnership with Portage College and the Lac La Biche Health Foundation.

**CARRIED UNANIMOUSLY**

7.17 Resident Response Policy - ADM-14-011

Ms. Zilinski presented the Resident Response Policy - ADM-14-011 and responded to questions.

Councillor Stedman exited Chambers at 5:12 p.m. and returned at the same time.

22.085            MOVED  
That Council accept the Resident Response Policy ADM-14-011 as presented.

In Favour (8): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy Mayor Tkachuk  
Opposed (1): Councillor Johnson

**CARRIED**

7.18 Follow Up Action List Quarter 4 Report

Ms. Zilinski presented the Follow Up Action List Quarter 4 Report and responded to questions.

22.086            MOVED  
That Council accept the Follow Up Action List Quarter 4 2021 Report as information.

**CARRIED UNANIMOUSLY**

7.19 Chief Administrative Officer Report - Quarter 4

Mr. Small presented the Chief Administrative Officer Report - Quarter 4 and responded to questions.

22.087            MOVED  
That Council accept the Chief Administrative Officer Quarter 4 2021 Report as information.

**CARRIED UNANIMOUSLY**

7.20 Federation of Canadian Municipalities (FCM) Attendance

Councillor Borgun presented the Federation of Canadian Municipalities Attendance item.

22.088            MOVED  
To accept the Federation of Canadian Municipalities item as information.

**CARRIED UNANIMOUSLY**

**CLOSED SESSION**

22.089

MOVED

To go into Closed Session at 5:27 p.m. for the closed session agenda items pursuant to the Freedom of Information and Protection of Privacy Act.

- 8.2 Chief Administrative Officer Quarter 4 Report (s.24 FOIP - Advice from officials; s.27 FOIP – Privileged Information)
- 8.3 Land Matter (s.25 FOIP - Disclosure harmful to economic and other interests of a public body)
- 8.4 New Road Construction Request - NW-15-63-11-W4 (s.17 FOIP - Disclosure harmful to personal privacy; s.16 FOIP - Disclosure harmful to business interests of a third party; s.25 FOIP - Disclosure harmful to economic and other interests of a public body)
- 8.5 2021 Penalty Waiver Request AR Taxes Utilities (s.17 FOIP - Disclosure harmful to personal privacy; s.16 FOIP - Disclosure harmful to business interests of a third party; s.24 FOIP - Advice from officials)
- 8.6 Additional Land Matters (s.25 FOIP – Disclosure harmful to economic and other interests of a public body; s.24 FOIP – Advice from officials)

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Reutov called a recess at 5:28 p.m.

**RECONVENE**

Mayor Reutov reconvened the meeting at 5:42 p.m. with all those Members of Council previously listed in attendance with the exception of Councillor Stedman.

- 8.2 Chief Administrative Officer Quarter 4 Report (s.24 FOIP - Advice from officials; s.27 FOIP – Privileged Information)

Members of Administration present for the purposes of presenting and recording: Dan Small, Brian Shapka, Melanie McConnell (in part), Diane Cloutier, Mackenzie Girard, Jon Skjersven, Darrell Lessmeister, Zeeshan Hasan and Heather Reid.

Councillor Stedman returned to Chambers at 5:58 p.m.

Councillor Stedman exited Chambers at 6:13 p.m. and returned at 6:14 p.m.

- 8.3 Land Matter (s.25 FOIP - Disclosure harmful to economic and other interests of a public body)

Members of Administration present for the purposes of presenting and recording: Dan Small, Brian Shapka, Melanie McConnell (in part), Diane Cloutier, Mackenzie Girard, Jon Skjersven, Darrell Lessmeister, Zeeshan Hasan and Heather Reid.

Mayor Reutov exited Chambers at 6:21 p.m. and Deputy Mayor Tkachuk assumed the role of the Chair. Mayor Reutov returned to Chambers at 6:26 p.m. and resumed the role of the Chair.

- 8.4 New Road Construction Request - NW-15-63-11-W4 (s.17 FOIP - Disclosure harmful to personal privacy; s.16 FOIP - Disclosure harmful to business interests of a third party; s.25 FOIP - Disclosure harmful to economic and other interests of a public body)

Members of Administration present for the purposes of presenting and recording: Dan Small, Brian Shapka, Melanie McConnell, Diane Cloutier, Mackenzie Girard, Jon Skjersven, Darrell Lessmeister (in part), Zeeshan Hasan and Heather Reid.

- 8.5 2021 Penalty Waiver Request AR Taxes Utilities (s.17 FOIP - Disclosure harmful to personal privacy; s.16 FOIP - Disclosure harmful to business interests of a third party; s.24 FOIP - Advice from officials)

Members of Administration present for the purposes of presenting and recording: Dan Small, Brian Shapka, Melanie McConnell (in part), Diane Cloutier, Mackenzie Girard, Zeeshan Hasan and Heather Reid.

- 8.6 Additional Land Matters

Members of Administration present for the purposes of presenting and recording: Dan Small, Brian Shapka, Melanie McConnell (in part), Diane Cloutier, Mackenzie Girard and Heather Reid.

Mayor Reutov exited Chambers at 6:56 p.m. and Deputy Mayor Tkachuk assumed the role of the Chair. Mayor Reutov returned to Chambers at 6:58 p.m. and resumed the role of the Chair.

## **RETURN TO OPEN SESSION**

22.090            MOVED  
To return to open session at 7:20 p.m.

**CARRIED UNANIMOUSLY**

Deputy Mayor Tkachuk departed the meeting at 7:20 p.m.

## BUSINESS ARISING OUT OF CLOSED SESSION

### 8.1 Delegation - Alberta Counsel (s.24 FOIP)

22.091 MOVED

That Lac La Biche County Council accept the Government Relations Plan as presented, and to direct Administration to finalize the Government Relations Agreement with Alberta Counsel.

**CARRIED UNANIMOUSLY**

### 8.2 Chief Administrative Officer Quarter 4 Report (s.24 FOIP)

22.092 MOVED

That Council accept the Chief Administrative Officer Quarter 4 2021 (s.24, s.27 FOIP) Closed Session Report as information

**CARRIED UNANIMOUSLY**

### 8.3 Land Matter (s.25 FOIP - Disclosure harmful to economic and other interests of a public body)

22.093 MOVED

That Council directs Administration to explore Option 4 as discussed in Closed Session and to update Council at a future Regular Council Meeting on the outcome.

**CARRIED UNANIMOUSLY**

### 8.4 New Road Construction Request - NW-15-63-11-W4 (s.17 FOIP - Disclosure harmful to personal privacy; s.16 FOIP - Disclosure harmful to business interests of a third party; s.25 FOIP - Disclosure harmful to economic and other interests of a public body)

22.094 MOVED

That Council moves to approve \$30,000 from accumulated surplus to complete shaping and gravelling of the new road identified as Range Road 113 to NW15-63-11-W4M as per the New Road Construction Request Policy PI-30-015, and further that Council recognize the efforts already completed by the landowner as the 20% contribution to the project.

**CARRIED UNANIMOUSLY**

- 8.5 2021 Penalty Waiver Request AR Taxes Utilities (s.17 FOIP - Disclosure harmful to personal privacy; s.16 FOIP - Disclosure harmful to business interests of a third party; s.24 FOIP - Advice from officials)

22.095 **MOVED**  
 That County Council denies the taxpayer’s request to waive their unpaid penalties for general, utility and tax accounts receivable amounting to \$6,892.08.

<b>GENERAL, UTILITY AND TAX ACCOUNTS RECEIVABLE</b>	
2XX3	\$16.65
10XXX0.00	\$1,167.86
10XXX1.00	\$558.98
10XXX2.00	\$12.18
20XXXXX93	\$5,136.41
<b>TOTAL</b>	<b>\$6,892.08</b>

**CARRIED UNANIMOUSLY**

- 8.6 Additional Land Matters (s.25 FOIP – Disclosure harmful to economic and other interests of a public body; s.24 FOIP – Advice from officials)

22.096 **MOVED**  
 To direct Administration to proceed as discussed in Closed Session.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

22.097 **MOVED**  
 To adjourn the regular council meeting of February 1, 2022 at 7:28 p.m.

**CARRIED UNANIMOUSLY**

\_\_\_\_\_  
 Paul Reutov, Mayor

\_\_\_\_\_  
 Dan Small,  
 Acting Chief Administrative Officer