

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

April 5, 2022- 9:00 a.m.

Minutes of the Lac La Biche County Regular Council Meeting held April 5, 2022 at 9:00 a.m.

CALL TO ORDER Mayor Reutov called the meeting to order at 9:05 a.m.

PRESENT	Paul Reutov	Mayor
	Lorin Tkachuk	Councillor/Deputy Mayor
	Colette Borgun	Councillor
	Darlene Beniuk	Councillor
	Jason Stedman	Councillor
	Sterling Johnson	Councillor (<i>Arrived at at 9:35 am</i>)
	John Mondal	Councillor
	Kevin Paré	Councillor
	Charlyn Moore	Councillor (<i>Participated electronically</i>)

**STAFF IN
ATTENDANCE**

Dan Small	Acting Chief Administrative Officer/Associate CAO, Finance and Planning Division
Melanie McConnell	Associate CAO, Corporate Services Division
Darrell Lessmeister	Associate CAO, Recreation and Community Services Division (<i>In part and participated in person and electronically</i>)
Brian Shapka	Associate CAO, Infrastructure Services Division (<i>In part and participated in person and electronically</i>)
Mackenzie Zilinski	CAO Executive Assistant (<i>Participated electronically</i>)
Danielle Patenaude	Legislative Services Coordinator

ADOPTION OF AGENDA

- 22.247 MOVED
To adopt the April 5, 2022 Regular Council Meeting
Agenda as amended:
-Addition of item:
- 8.3- Legal Matter (s.27-FOIP)

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

- 22.248 MOVED
To adopt the March 22, 2022 Regular Council Meeting
minutes as presented.

CARRIED UNANIMOUSLY

NEW BUSINESS

7.1 Councillor Reports

Councillor Paré:

- Federation of Alberta Gas Co-op
- Indigenous Collaboration Planning Meeting
- Joint Utility Gas Meeting
- Special Council Meeting-Capital Planning
- Agricultural Services Board (ASB) Orientation

Councillor Mondal:

- Premier Kenney visit with Ministers of Agriculture and Advanced Education
- Indigenous Collaboration Planning Meeting
- Community Futures Board Meeting
- Council Internal Engagement Meeting
- Special Council Meeting-Capital Planning

Councillor Beniuk:

- Greater North Foundation Meeting
- Strategic Planning Workshop

Councillor Borgun:

- Municipal Planning Commission
- Alberta Bilingual Municipalities Association (ABMA)
- Greater North Foundation Meeting
- Joint Utility Gas Meeting
- Agricultural Services Board (ASB) Orientation
- Premier Kenney visit with Ministers of Agriculture and Advanced Education

Deputy Mayor Tkachuk:

- Municipal Planning Commission
- Alberta HUB
- Premier Kenney visit with Ministers of Agriculture and Advanced Education
- Economic Development Advisory Committee Meeting
- Council Internal Engagement
- Agenda Review Meeting
- Special Council Meeting-Capital Planning

Councillor Stedman:

- Council Internal Engagement
- Special Council Meeting-Capital Planning

Councillor Moore shared the following, in addition to items already shared by previous Councillors:

- Coalition for Safer Roads

Mayor Reutov:

- Municipal Planning Commission
- Premier Kenney visit with Ministers of Agriculture and Advanced Education
- Indigenous Collaboration Planning Meeting
- Economic Development Advisory Committee Meeting
- Alberta Counsel Update
- Council Internal Engagement
- Economic Developers Association Update with Administration
- Special Council Meeting-Capital Planning

22.249

MOVED

To accept the Councillor Reports item as information.

CARRIED UNANIMOUSLY

7.3

Council Meeting Addition Form-Committees-Councillor Kevin Paré

Ms. Melanie McConnell, Associate CAO, Corporate Services Division presented the Council Meeting Addition Form-Committees-Councillor Kevin Paré item and responded to questions.

22.250 MOVED
That Council directs Administration to conduct further research respecting employee appointments (particularly part time and casual employees) to internal committees and to bring forward the research results to the June 9, 2022 Committee Review Special Council Meeting.

CARRIED UNANIMOUSLY

7.4 Remuneration Policy Review Request-Deputy Mayor Tkachuk
Ms. McConnell presented the Remuneration Policy Review Request-Deputy Mayor Tkachuk item and responded to questions.

22.251 MOVED
To direct Administration to research and bring forward potential amendments respecting the Committee Members Remuneration Policy to the June 9, 2022 Special Council Meeting dedicated to Committee Review.

CARRIED UNANIMOUSLY

7.5 Bylaw 22-004-Municipal Addressing System

Mr. Travis Simmons, Manager, Information Technology and Mr. Kirk McKay, GIS Supervisor co-presented the Bylaw 22-004-Municipal Addressing System item and responded to questions.

Councillor Johnson joined the meeting at 9:35 am.

Councillor Paré exited Council Chambers at 9:39 a.m. and returned at 9:40 a.m.

Deputy Mayor Tkachuk exited Council Chambers at 9:40 a.m. and returned at the same time.

22.252 MOVED
To direct Administration to provide landowners with procurement information respecting Bylaw 22-004, inclusive of contractor options and to reduce the Offences section from \$500 to \$250 in the draft Bylaw 22-004, prior to first reading, and to bring this bylaw to a future Council Meeting.

CARRIED UNANIMOUSLY

7.2 Appointment of Deputy Mayor

Ms. McConnell presented the Appointment of Deputy Mayor item and responded to questions.

Mayor Reutov made three calls for nominations.

The following Members were nominated: Councillor Borgun and Councillor Paré.

A secret ballot vote was undertaken.

Ms. McConnell declared the result of the secret ballot vote.

22.253 MOVED
That Councillor Borgun be appointed Deputy Mayor starting May 1, 2022 and ending October 31, 2022.

CARRIED UNANIMOUSLY

22.254 MOVED
To destroy the secret ballots.

CARRIED UNANIMOUSLY

7.6 Bylaw 22-011-Rezoning Bylaw-First Reading

Ms. Sheera Bourassa, Planning and Development Officer presented the Bylaw 22-011-Rezoning Bylaw-First Reading item and responded to questions.

22.255 MOVED
That Bylaw 22-011 be given first reading this 5th day of April, 2022.

CARRIED UNANIMOUSLY

7.7 Bylaw 22-006 Plan Cancellation Bylaw

Ms. Bourassa presented the Bylaw 22-006 Plan Cancellation Bylaw item and responded to questions.

22.256 MOVED
That Bylaw 22-006 be given first reading this 5th day of April, 2022.

CARRIED UNANIMOUSLY

22.257 MOVED
That Bylaw 22-006 be given second reading this 5th day of April, 2022.

CARRIED UNANIMOUSLY

22.258 MOVED
That Bylaw 22-006 be submitted for third and final reading this 5th day of April, 2022.

CARRIED UNANIMOUSLY

22.259 MOVED
That Bylaw 22-006 be given third reading this 5th day of April, 2022.

CARRIED UNANIMOUSLY

7.8 Follow Up Action List-Quarter 1-2022

Ms. Mackenzie Zilinski, CAO Executive Assistant presented the Follow Up Action List-Quarter 1-2022 item and responded to questions.

Councillor Stedman exited Council Chambers at 10:06 a.m.

22.260 MOVED
That Council accept the Follow Up Action List Quarter 1 2022 Report as information.

CARRIED UNANIMOUSLY

7.9 Rural Transit Solutions Fund

Mr. Carl Kurppa, Grants and Community Funding Coordinator presented the Rural Transit Solutions Fund item and responded to questions.

Councillor Stedman returned to Council Chambers at 10:08 am.

22.261 MOVED
To direct Administration to purchase a conventional bus and to explore electric and hybrid options as part of the Rural Transit Solutions Fund program project.

CARRIED UNANIMOUSLY

RECESS

Mayor Reutov called a recess at 10:28 a.m.

RECONVENE

Mayor Reutov reconvened the meeting at 10:45 a.m. with all those Members of Council previously listed in attendance, except for Deputy Mayor Tkachuk.

NEW BUSINESS

7.10 Allocation of Year End Accumulated Surplus Policy FIN-10-022

Mr. Zeeshan Hasan, Manager, Finance presented the Allocation of Year End Accumulated Surplus Policy FIN-10-022 item and responded to questions.

Deputy Mayor Tkachuk returned to Council Chambers at 10:49 a.m.

22.262 **MOVED**
That Council approves FIN-10-022 Allocation of Year-end Accumulated Surplus as presented.

CARRIED UNANIMOUSLY

7.11 Reserve Fund Policy FIN-10-008

Mr. Hasan presented the Reserve Fund Policy FIN-10-008 item and responded to questions.

Councillor Stedman exited Council Chambers at 10:58 a.m.

22.263 **MOVED**
That Council approve the FIN-10-008 Reserve Fund Policy as presented.

CARRIED UNANIMOUSLY

22.264 **MOVED**
To direct Administration to strive towards at least 50% of the reserve allocation be funded from operational efficiencies as part of the 2023 Budget Deliberations.

In Favour (6): Councillor Borgun, Councillor Moore, Councillor Mondal, Councillor Beniuk, Councillor Paré, and Deputy Mayor Tkachuk

Opposed (2): Mayor Reutov, and Councillor Johnson

CARRIED

7.12 Capital Projects Report for the Period Ended February 28, 2022

Mr. Hasan presented the Capital Projects Report for the Period Ended February 28, 2022 item and responded to questions.

22.265 **MOVED**
That Council accept the Capital Projects Report item- February 28, 2022 as information.

CARRIED UNANIMOUSLY

7.13 Council Meeting Addition – Policy Procurement Changes and Day Labour – Councillor Kevin Paré

Mr. Dan Small, Acting CAO/Associate CAO, Finance and Planning Division presented the Council Meeting Addition – Policy Procurement Changes and Day Labour – Councillor Kevin Paré item and responded to questions.

22.266 MOVED
That Council continues to refer this matter to Administration to bring forward a revised procurement policy and day labour policy.

CARRIED UNANIMOUSLY

7.14 Trinity Boulevard Drainage Update

Mr. Jon Skjersven, Manager of Utilities Services presented the Trinity Boulevard Drainage Update item and responded to questions.

Councillor Paré exited Council Chambers at 11:37 a.m. and returned at the same time.

22.267 MOVED
That Council approve option 1-Remove makeshift storm system and reinstate ditches like the rest of the subdivision, of the drainage plan as discussed.

CARRIED UNANIMOUSLY

7.15 Young's Beach Subdivision Contract Award

Mr. Shapka presented the Young's Beach Subdivision Contract Award item and responded to questions.

Councillor Borgun exited Council Chambers at 11:41 a.m. and returned at 11:43 a.m.

Councillor Beniuk exited Council Chambers at 11:47 a.m. and returned at 11:49 a.m.

22.268 MOVED
That Council approves the award of a construction contract to Knelsen Sand & Gravel Ltd. for TR-32-2019-11-22, Young's Beach Subdivision GBC, ACP and Other Work in the amount of \$4,002,755 plus GST.

CARRIED UNANIMOUSLY

22.269 MOVED
That Council approves a \$361,446 capital project budget transfer from Lac La Biche Shoreline Erosion to Young's Beach Subdivision Base and Pave.

CARRIED UNANIMOUSLY

7.16 Main Street Milestones-April 5

Mr. Shapka presented the Main Street Milestones-April 5 item and responded to questions.

22.270 MOVED
That Council accepts the Main Street Project Milestones as information.

CARRIED UNANIMOUSLY

7.17 Infrastructure Services Monthly Report-Manager Reports and Capital Projects Update

Mr. Shapka presented the Infrastructure Services Monthly Report-Manager Reports and Capital Projects Update item and responded to questions.

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

CARRIED UNANIMOUSLY

7.18 Recreation and Community Services Division-March 2022 Report

Mr. Darrell Lessmeister, Associate CAO, Recreation and Community Services Division presented the Recreation and Community Services Division-March 2022 Report item and responded to questions.

Councillor Paré exited Council Chambers at 11:55 a.m.

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

CARRIED UNANIMOUSLY

Councillor Paré returned to Council Chambers at 11:56 a.m.

7.19 New Aquatic Centre Milestones

Mr. Lessmeister presented the New Aquatic Centre Milestones item and responded to questions.

Councillor Stedman returned to Council Chambers at 11:58 a.m.

22.273 MOVED
That County Council accept the new Aquatic Centre development milestones as information.

CARRIED UNANIMOUSLY

7.20 Council Meeting Addition Form-Detox and Treatment Centre-
Councillor John Mondal

Councillor Mondal and Mr. Small co-presented the Council Meeting Addition Form-Detox and Treatment Centre-Councillor John Mondal item and responded to questions.

Mayor Reutov exited Council Chambers at 12:06 p.m. Deputy Mayor Tkachuk assumed the position of Chair.

Mayor Reutov returned to Council Chambers at 12:08 p.m. and returned to the position of Chair.

Councillor Paré exited Council Chambers at 12:12 p.m. and returned at the same time.

22.274 MOVED
To direct Administration to gather information and bring forward information pertaining to a Detox and Treatment Centre, and to present this information at a future Council Meeting.

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

PUBLIC INPUT SESSION

6.1 12:15 p.m. Public Input Session

Mr. Ron L'Heureux was in attendance and presented a letter to each Member of Council regarding the construction of a washroom on the golf course. Mr. L'Heureux also addressed the storage of railroad ties within the Hamlet of Lac La Biche.

22.275 MOVED
To accept the letter from Mr. Ron L'Heureux as information.

CARRIED UNANIMOUSLY

NEW BUSINESS

7.21 Chief Administrative Officer Quarter 1-2022

Mr. Small presented the Chief Administrative Officer Quarter 1-2022 item and responded to questions.

22.276 MOVED
That Council accept the Chief Administrative Officer Quarter 1 2022 Report as information.

CARRIED UNANIMOUSLY

CLOSED SESSION

22.277 MOVED
To go into closed session at 12:25 p.m. to discuss the following items in accordance with the Freedom of Information and Protection of Privacy (FOIP) Act:

- 8.1- Q1 2022 CAO Quarterly Report (s.27-Privileged Information-FOIP)
- 8.2-Township Road 693A Direction (s.17-Disclosure harmful to personal privacy and s. 24-Advice from officials-FOIP)
- 8.3- Legal Matter (s.27-FOIP)-*Addition to the Agenda*

CARRIED UNANIMOUSLY

The following Members of Administration were present during closed session for recording and presenting purposes: Dan Small, Melanie McConnell, Mackenzie Zilinski (electronically), Darrell Lessmeister (electronically), Jon Skjersven (electronically), Gloria Bury (electronically) and Danielle Patenaude.

8.1 Q1 2022 CAO Quarterly Report (s.27-FOIP)

8.2 Township Road 693A Direction (s.17-FOIP and s. 24- FOIP)

8.3 Legal Matter (s.27-FOIP)-Addition to the Agenda

All Members of Administration exited Council Chambers at 1:01 p.m. Members of Administration participating on ZOOM were moved into a electronic waiting room.

All Members of Administration returned to Council Chambers, and were returned to the ZOOM meeting at 1:38 p.m.

8.2 Township Road 693A Direction (s.17-FOIP and s.24- FOIP)

Mr. Brian Shapka returned to Council Chambers to resume discussion on Item 8.2

Deputy Mayor Tkachuk exited Council Chambers at 1:39 p.m. and returned at 1:40 p.m.

Councillor Beniuk exited Council Chambers at 1:42 p.m. and returned at 1:44 p.m.

RETURN TO REGULAR MEETING

22.278 MOVED
To return the meeting to open session at 1:48 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF CLOSED SESSION

8.1 Q1 2022 CAO Quarterly Report (s.27-FOIP)

22.279 MOVED
That Council accept the Chief Administrative Officer Quarter 1 2022 Closed Session Report as information.

CARRIED UNANIMOUSLY

8.2 Township Road 693A Direction (s.17 and s.24- FOIP)

22.280 MOVED
To direct Administration to negotiate with the landowner regarding a Right of Way agreement and to bring back options to upgrade road and gravel for TWP 693A.

CARRIED UNANIMOUSLY

8.3 Legal Matter (s.27-FOIP)-*Addition to the Agenda*

22.281 MOVED
To proceed as discussed in Closed Session.

CARRIED UNANIMOUSLY

22.282 MOVED
To direct Administration to bring forward the Council Code of Conduct Bylaw for review.

CARRIED UNANIMOUSLY

ADJOURNMENT

22.283 MOVED
To adjourn the Regular Council Meeting of April 5, 2022 at 1:55 p.m.

CARRIED UNANIMOUSLY

Paul Reutov, Mayor

Dan Small, Acting Chief
Administrative Officer