

**LAC LA BICHE COUNTY  
REGULAR COUNCIL MEETING  
December 14, 2021**

Minutes of the Lac La Biche County Regular Council Meeting held December 14, 2021 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 10:02 a.m.

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

<b>STAFF IN ATTENDANCE</b>	Ken Van Buul	Chief Administrative Officer
	Melanie McConnell	Associate Chief Administrative Officer, Corporate Services
	Dan Small	Associate Chief Administrative Officer, Finance and Planning
	Darrell Lessmeister	Associate Chief Administrative Officer, Recreation & Community Services ( <i>in part/participated electronically</i> )
	Les Cote	Acting 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**

21.881                      **MOVED**  
To adopt the December 14, 2021 Regular Council Meeting agenda as presented.

**CARRIED UNANIMOUSLY**

## **ADOPTION OF MINUTES**

21.882

**MOVED**

To adopt the following minutes as presented:

- December 2, 2021 Special Council Meeting minutes
- December 3, 2021 Special Council Meeting minutes
- December 7, 2021 Regular Council Meeting minutes

**CARRIED UNANIMOUSLY**

## **NEW BUSINESS**

### 7.1 Councillor Reports

Councillor Stedman:

- Emergency Management Exemplary Service Award presentation
- East Lac La Biche Area Structure Plan Workshop

Deputy Mayor Tkachuk:

- Municipal Planning Commission
- Emergency Management Exemplary Service Award presentation
- Alberta Community Crime Prevention Association Conference Planning
- East Lac La Biche Area Structure Plan Workshop

Councillor Johnson:

- Owl River Hall Tree Lighting Event

Councillor Moore:

- Family & Community Support Services meeting

Councillor Borgun:

- Municipal Planning Commission
- Emergency Management Exemplary Service Award Presentation
- Lac La Biche Mission meeting
- East Lac La Biche Area Structure Plan Workshop
- Library Human Resources Committee meeting

Councillor Beniuk:

- Nothing to report

Councillor Mondal:

- Regular Council Meeting
- East Lac La Biche Area Structure Plan Workshop
- Emergency Management Exemplary Service Award Presentation
- Safer Municipalities Advisory Committee Meeting
- Family & Community Support Services meeting

Councillor Paré:

- Nothing additional to report

Mayor Reutov:

- Regular Council Meetings
- Budget deliberations
- Homeless Camp follow up
- Main Street Development discussions
- Meeting with Brian Jean

21.883

MOVED

To accept the Councillor Reports item as information.

**CARRIED UNANIMOUSLY**

7.2 2022 Budget Update - Outstanding Budget Items

Mr. Dan Small, Associate CAO, Finance and Planning and Mr. Zeeshan Hasan, Manager of Finance presented the 2022 Budget Update - Outstanding Budget Items and responded to questions.

**RECESS** Mayor Reutov called a recess at 10:30 a.m.

**RECONVENE** Mayor Reutov reconvened the meeting at 10:35 a.m. with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

7.2 2022 Budget Update - Outstanding Budget Items (continued)

Councillor Stedman exited Chambers at 11:53 a.m. and returned at 11:54 a.m.

Councillor Beniuk exited Chambers at 11:57 a.m. and returned at 12:00 p.m.

21.884

MOVED

To direct Administration to schedule a presentation with V3 on the current state of engineering on the Main Street Project development, with a current breakdown of surface design and construction costs.

**CARRIED UNANIMOUSLY**

21.885            **MOVED**  
To bring forward during the 2022 budget deliberations the cost breakdown of the estimated \$4.7 million budget of the Main Street Beautification to allow Council to vote on independent components of the design elements.

In Favour (5): Mayor Reutov, Councillor Mondal, Councillor Beniuk, Councillor Paré, and Councillor Johnson  
Opposed (4): Councillor Borgun, Councillor Moore, Councillor Stedman, and Deputy Mayor Tkachuk

**CARRIED**

7.2.1    Borrowing Options (Discussion)

Mr. Small and Mr. Hasan presented the Borrowing Options Discussion item and responded to questions.

Councillor Stedman exited Chambers at 12:00 pm.

21.886            **MOVED**  
That Council directs Administration to bring forward a debenture borrowing bylaw for the Lac La Biche Main Street Revitalization Project phases 2 and 3 and the new Aquatics Centre project based on the terms presented in Scenario One.

**CARRIED UNANIMOUSLY**

**RECESS**            Mayor Reutov called a recess at 12:05 p.m.

**RECONVENE**        Mayor Reutov reconvened the meeting at 1:15 p.m. with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

7.2.2    Tourism Development Fund (Discussion)

Mr. Ken Van Buul, Chief Administrative Officer, presented the Tourism Development Fund Discussion item and responded to questions.

21. 887            MOVED  
To direct Administration to bring forward options for implementation of a Tourism Development Fund by March 31, 2022.

**CARRIED UNANIMOUSLY**

#### 7.2.3 Snow Clearing Policy / Main Street Sidewalks

Mr. Van Buul presented the Snow Clearing Policy / Main Street Sidewalks item and responded to questions.

Councillor Stedman returned to Chambers at 1:25 p.m.

Councillor Stedman exited Chambers at 1:28 p.m. and returned at 1:31 p.m.

21.888            MOVED  
That Council accept the Snow Clearing Policy Main Street Sidewalks report as information and further that Administration bring forward a policy framework by the end of Quarter 1 2022.

**CARRIED UNANIMOUSLY**

#### 7.2.4 Compensation Policy Report

Mr. Kashif Ijaz, Director of Human Resources, presented the Compensation Policy Report item and responded to questions.

Councillor Borgun declared a pecuniary interest due to a family member's employment and exited Council Chambers at 1:32 p.m. prior to the discussion on the Compensation Policy Report.

Councillor Paré exited Chambers at 1:48 p.m. and returned at 1:50 p.m.

21.889            MOVED  
To direct Administration to bring back a balanced dollar figure over two years with adjustments to COLA (cost of living adjustment) over two years.

**CARRIED UNANIMOUSLY**

21.990            MOVED  
That Council approves the proposed compensation policy which outlines Lac La Biche County's compensation philosophy including a percentile target, compensation survey frequency, and Cost of Living Adjustments calculations for future years.

**CARRIED UNANIMOUSLY**

Councillor Borgun returned to Chambers at 1:54 p.m. at the conclusion of the discussion and voting.

7.2.5 Elected Official Remuneration Policy

Ms. Melanie McConnell, Associate CAO, Corporate Services, presented the Elected Official Remuneration Policy and responded to questions.

21.991            MOVED  
To adopt the revised Elected Official Remuneration policy GOV-11-001, with an effective date of January 1, 2022.

**CARRIED UNANIMOUSLY**

7.3 Bylaw 21-031 - Amending Schedule of Fees Bylaw - Third Reading

Mr. Small and Mr. Hasan presented Bylaw 21-031 - Amending Schedule of Fees Bylaw - Third Reading and responded to questions.

21.992            MOVED  
That Bylaw 21-031 be given third and final reading this 14th day of December, 2021.

**CARRIED UNANIMOUSLY**

7.4 Bylaw 21-026 - Planning and Development Fees and Fines Bylaw - Third Reading

Ms. Sheera Bourassa, Planning & Development Officer, presented the Bylaw 21-026 - Planning and Development Fees and Fines Bylaw - Third Reading and responded to questions.

21.993            MOVED  
That Bylaw 21-026 be given third and final reading this 14<sup>th</sup> day of December, 2021.

**CARRIED UNANIMOUSLY**

7.5 Community Engagement Practices Policy PD-61-001

Ms. Diane Cloutier, Manager of Planning & Development, presented the Community Engagement Practices Policy PD-61-001 and responded to questions.

21.994            MOVED  
That Council adopts Policy PD-61-001 being the  
Community Engagement Practices of Lac La Biche County,  
as amended.

**CARRIED UNANIMOUSLY**

7.6 ASB Resolution to the Provincial Agricultural Service Board

Ms. Molly Fyten, Manager of Environmental Services, and Mr. Jacob Marfo, Agricultural Fieldman, presented the ASB Resolution to the Provincial Agricultural Service Board item and responded to questions.

21.995            MOVED  
That Council accepts the Agricultural Service Board  
resolution on On-Farm Slaughter Operation and recommend  
its submission to the Provincial Agricultural Service Board.

**CARRIED UNANIMOUSLY**

7.7 2021 General Municipal Election

Ms. Melanie McConnell, Associate CAO, Corporate Services, presented the 2021 General Municipal Election and responded to questions.

Deputy Mayor Tkachuk exited Chambers at 2:30 p.m. and returned at 2:32 p.m.

21.996            MOVED  
That Council accept the 2021 General Municipal Election  
report as information.

**CARRIED UNANIMOUSLY**

7.8 Business Improvement Program

Mr. John Andersen, Director of Economic Investment and Retention, presented the Business Improvement Program item and responded to questions.

Councillor Stedman exited Chambers at 2:43 p.m. and returned at 2:45 p.m.

21.997            **MOVED**  
To accept the Business Improvement Program item as information and further to bring back for Council's consideration a program that takes into account a percentage of cost, is not loan contingent, has an upside maximum, no loan trigger, and architectural components.

**CARRIED UNANIMOUSLY**

7.9     December 17, 2021 Special Council Meeting

Ms. McConnell presented the December 17, 2021 Special Council Meeting item and responded to questions.

Mayor Reutov exited Chambers at 3:17 p.m. and Deputy Mayor Tkachuk assumed the role of the Chair. Mayor Reutov returned to Chambers at 3:18 p.m. and resumed the role of the Chair.

21.998            That a Special Council Meeting be held on Tuesday, December 21, 2021 at 10 am (with public attendance through electronic means) to approve the 2022 budget and other associated matters.

**CARRIED UNANIMOUSLY**

Councillor Stedman exited Chambers at 3:22 p.m.

**CLOSED SESSION**

21.999            **MOVED**  
To go into Closed Session at 3:21 p.m. pursuant to Section 17-Disclosure harmful to personal privacy of the FOIP Act, for the purpose of:

8.1     December 2021 Tax Penalty Waiver Request (s.17 FOIP - Disclosure harmful to personal privacy)

**CARRIED UNANIMOUSLY**

8.1     December 2021 Tax Penalty Waiver Request (s.17 FOIP - Disclosure harmful to personal privacy)



Members of Administration present for the purposes of presenting and recording: Ken Van Buul, Dan Small, Zeeshan Hasan, Melanie McConnell, Mackenzie Zilinski and Heather Reid.

Councillor Stedman returned to Chambers at 3:24 p.m.

**RETURN TO OPEN SESSION**

21.1000            MOVED  
To return to Open Session at 3:32 p.m.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING OUT OF CLOSED SESSION**

8.1      December 2021 Tax Penalty Waiver Request (s.17 FOIP - Disclosure harmful to personal privacy)

21.1001            MOVED  
That County Council denies the taxpayer's request to waive their paid 2021 tax penalties for tax roll numbers 671XXXXX01, 671XXXXX04 & 671XXXXX12.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

21.1002            MOVED  
To adjourn the Regular Council Meeting of December 14, 2021 at 3:35 p.m.

**CARRIED UNANIMOUSLY**

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Paul Reutov, Mayor

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Dan Small, Acting Chief Administrative Officer