

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

April 21, 2020 10:00 a.m.

Minutes of the Lac La Biche County Special Council Meeting held April 21, 2020 at 10:00 a.m.

CALL TO ORDER Mayor Moghrabi called the meeting to order at 10:07 a.m.

In accordance with Section 199 of the Municipal Government Act and the Meeting Procedures (COVID-19 Suppression) Regulation, Lac La Biche County will be holding Regular and Special Council Meetings electronically.

PRESENT

Omer Moghrabi	Mayor
Charlyn Moore	Councillor/Deputy Mayor
Colette Borgun	Councillor <i>(Participated electronically and departed the meeting at 5:29 p.m.)</i>
Darlene Beniuk	Councillor
Jason Stedman	Councillor
George L'Heureux	Councillor
Sterling Johnson	Councillor
Colin Cote	Councillor <i>(Participated electronically and departed the meeting at 6:18 p.m.)</i>
Lorin Tkachuk	Councillor

**STAFF IN
ATTENDANCE**

Ken Van Buul	Interim Chief Administrative Officer
Melanie McConnell	Senior Manager, Legislative & Information Services
Dan Small	Assistant Chief Administrative Officer
Darrell Lessmeister	Senior Manager, Recreation & Community Enhancement
Brian Shapka	Senior Manager, Public Works
Jihad Moghrabi	Communications Manager <i>(Participated electronically)</i>
Danielle Cardinal	Legislative Services Coordinator
Heather Reid	Legislative Services Coordinator <i>(Participated electronically)</i>

ADOPTION OF AGENDA

- 20.301 **MOVED**
To approve the April 21, 2020 Special Council Meeting agenda as presented.

CARRIED UNANIMOUSLY

DELEGATIONS

- 3.1 10:15 a.m. Ms. Janice Romanyshyn, Executive Director, Mr. David Imrie, Manager, Linear Property and Mr. Michael Minard, Acting Manager, Major Plant Assessment-Office of the Provincial Assessor-Overview of the Designated Industrial Property Assessment for the 2020 Tax Year

Mr. Dan Small, Assistant Chief Administrative Officer, introduced Ms. Romanyshyn, Mr. Imrie and Mr. Minard to Council; all three representatives from the Office of the Provincial Assessor participated electronically for their presentation.

Ms. Romanyshyn, Mr. Imrie and Mr. Minard presented to Council an overview of the Designated Industrial Property Assessment for the 2020 tax year and responded to questions.

- 3.1.1 Disposition of Delegation Business

- 20.302 **MOVED**
To thank Ms. Romanyshyn, Mr. Imrie and Mr. Minard, on behalf of the Provincial Assessors Office, for their presentation to Council.

CARRIED UNANIMOUSLY

- 3.2 10:45 a.m.-Mr. Ray Crews, Municipal Assessor, Municipal Assessment Services Group Inc.-Overview of the Local Assessment Process and 2020 Assessment for residential, farm and commercial properties

Mr. Ray Crews, Municipal Assessor, Municipal Assessment Services Group, presented to Council an overview of the local assessment process and the 2020 assessment for residential, farm and commercial properties, and responded to questions.

3.2.1 Disposition of Delegation Business

20.303 MOVED

To thank Mr. Ray Crews for his presentation to Council.

CARRIED UNANIMOUSLY

NEW BUSINESS

4.2 New Municipal Assessor (Request for Decision)

Mr. Small presented the New Municipal Assessor Request for Decision to Council and responded to questions.

Councillor L'Heureux exited Council Chambers at 11:53 a.m.

20.304 MOVED

That Council appoints Mr. Raymond Crews of Municipal Assessment Services Group Inc. as the official appointed assessor for Lac La Biche County as per the Assessor Bylaw 07-005.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 11:55 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 1:00 p.m. with all those Members of Council previously listed in attendance, including Councillor L'Heureux.

DELEGATION

3.3 1:00 p.m. Mr. Jeff Alliston, CPA, CA, Metrix Group LLP, Chartered Professional Accountants-Results of the Audit of the 2019 Financial Statements (Closed Session portion held in accordance with s.26-Testing procedures, tests and audits-FOIP)

Mr. Jeff Alliston, CPA, CA, Metrix Group LLP, Chartered Professional Accountants, presented to Council the results of the audit of the 2019 Financial Statements, and responded to questions.

CLOSED SESSION

20.305

MOVED

To go into Closed Session at 1:41 p.m. for the following item and pertinent exception to the disclosure in Division 2 of Part 1 of the *Freedom and Information and Protection of Privacy (FOIP) Act*:

3.3

1:00 p.m. Mr. Jeff Alliston, CPA, CA, Metrix Group LLP, Chartered Professional Accountants-Results of the Audit of the 2019 Financial Statements (s.26-Testing procedures, tests and audits-FOIP)

CARRIED UNANIMOUSLY

The following Members of Administration were present during the Closed Session: Ken Van Buul, Dan Small, Zeeshan Hasan, Melanie McConnell (*participated electronically*), and Danielle Cardinal.

The following member of the public participated electronically during the Closed Session: Jeff Alliston.

All Members of Administration exited Council Chambers at 2:11 p.m.

RETURN TO REGULAR MEETING

20.306

MOVED

To proceed with the meeting in open session at 2:21 p.m.

CARRIED UNANIMOUSLY

NEW BUSINESS

4.3

2019 Annual Financial Statements and Auditor's Report (Request for Decision)

Mr. Small and Mr. Zeeshan Hasan, Manager, Finance, presented the 2019 Annual Financial Statements and Auditor's Report Request for Decision to Council and responded to questions.

20.307 MOVED
That County Council approves the 2019 Annual Financial Statements of Lac La Biche County, as presented in draft form.

CARRIED UNANIMOUSLY

20.308 MOVED
That County Council accepts the Auditor's Report of the 2019 Annual Financial Statements of Lac La Biche County as information.

CARRIED UNANIMOUSLY

20.309 MOVED
That County Council accepts the audit findings report as presented by the Auditor in Closed Session as information.

CARRIED UNANIMOUSLY

20.310 MOVED
That County Council directs Administration to make the 2019 Annual Financial Statements and the Auditor's Report available to the public via the County's website.

CARRIED UNANIMOUSLY

DELEGATION

3.3 1:00 p.m. Mr. Jeff Alliston, CPA, CA, Metrix Group LLP,
Chartered Professional Accountants-Results of the Audit of the
2019 Financial Statements

3.3.1 Disposition of Delegation Business

20.311 MOVED
To thank Mr. Alliston for his presentation to Council.

CARRIED UNANIMOUSLY

4.1 COVID-19 Update (Discussion)

Mr. Ken Van Buul, Interim Chief Administrative Officer, and Mr. Darrell Lessmeister, Senior Manager, Recreation and Community Enhancement, presented to Council a COVID-19 update and responded to questions.

20.312 MOVED
To accept the COVID-19 discussion item as information.

IN FAVOUR

Mayor Moghrabi
Deputy Mayor Moore
Councillor Beniuk
Councillor Borgun
Councillor L'Heureux
Councillor Johnson
Councillor Stedman
Councillor Tkachuk

OPPOSED

Councillor Cote

CARRIED

4.4 Lac La Biche County Assessment and Tax Revenue Overview for
the 2020 Tax Year (Briefing)

Mr. Small and Mr. Hasan presented the Lac La Biche County Assessment
and Tax Revenue Overview for the 2020 Tax Year Briefing to Council
and responded to questions.

20.313 MOVED
To accept the Lac La Biche County Assessment and Tax
Assessment and Tax Revenue Overview for the 2020 Tax
Year Briefing as information.

CARRIED UNANIMOUSLY

4.5 COVID-19 Property Tax Implications (Briefing)

Mr. Small and Mr. Hasan presented the COVID-19 Property Tax
Implications Briefing to Council and responded to questions.

Councillor Stedman exited Council Chambers at 3:36 p.m. and returned at
3:37 p.m.

- 20.314 MOVED
To direct Administration to bring forward a Briefing to the May 5, 2020 Regular Council Meeting, identifying the following:
- The bare minimum property tax deferral requirements from Alberta Municipal Affairs;
 - A deferral of the education property tax portion, until September 30, 2020, which also encompasses non-residential properties, in addition to residential.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 4:01 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 4:15 p.m. with all those Members of Council previously listed in attendance

NEW BUSINESS

4.5 COVID-19 Property Tax Implications (Briefing)

Mr. Small and Mr. Hasan presented additional information to Council regarding the COVID-19 Property Tax Implications Briefing.

4.6 Tendering of Municipal Projects (Discussion)

Councillor Johnson requested that this item be added to the April 21, 2020 Special Council Meeting agenda for the purpose of discussing upcoming municipal projects and the utilization of local contractors.

- 20.315 MOVED
To direct Administration to bring forward a briefing, to the May 5, 2020 Regular Council Meeting, outlining the 2020 municipal projects and the anticipated procurement process for completion.

CARRIED UNANIMOUSLY

4.7 Local Physician Resignations (Closed Session, if necessary, will be in accordance with s.21-Disclosure harmful to intergovernmental relations-FOIP) (Discussion)

Mayor Moghrabi added the Local Physician Resignation Discussion Item to the April 21, 2020 Special Council Meeting agenda and indicated that

Council will continue to proceed with the RMA and AUMA Emergent Resolution regarding the Physician Funding Framework.

20.316 MOVED
To accept the Local Physician Resignations discussion item as information.

CARRIED UNANIMOUSLY

CLOSED SESSION

20.317 MOVED
To go into closed session at 4:39 p.m. for the following items and pertinent exceptions to the disclosure in Division 2 of Part 1 of the *Freedom and Information and Protection of Privacy (FOIP) Act*:

5.1 County's Service Levels (s.24- Advice from officials-FOIP) (Discussion)

5.2 100 Avenue Project (s.27- Privileged information-FOIP) (Discussion)

5.3 Personnel Matters (s.17-Disclosure harmful to personal privacy-FOIP) (Discussion)

CARRIED UNANIMOUSLY

The following Members of Administration were present during the Closed Session: Ken Van Buul, Melanie McConnell, Dan Small, Darrell Lessmeister, Brian Shapka, Debbie Menard, and Danielle Cardinal.

5.1 County's Service Levels (s.24-FOIP) (Discussion)

Councillor Stedman exited Council Chambers at 5:18 p.m. and returned at 5:20 p.m.

Deputy Mayor Moore exited Council Chambers at 5:25 p.m. and returned at 5:26 p.m.

Ms. Menard exited Council Chambers at 5:27 p.m. and did not return.

Councillor Borgun exited the Special Council Meeting at 5:29 p.m. and did not return.

Councillor Tkachuk exited Council Chambers at 5:45 p.m. and returned at the same time.

Councillor Stedman exited Council Chambers at 6:01 p.m. and returned at the same time.

Mr. Lessmeister exited Council Chambers at 6:12 p.m. and did not return.

5.2 100 Avenue Project (s.27- FOIP) (Discussion)

5.3 Personnel Matters (s.17- FOIP) (Discussion)

All Members of Administration exited Council Chambers prior to the discussion of Item 5.3- Personnel Matters.

Councillor Cote exited the Special Council Meeting at 6:28 p.m. and did not return.

RETURN TO REGULAR MEETING

20.318 MOVED
To proceed with the meeting in open session at 6:28 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF CLOSED SESSION

5.1 County's Service Levels (s.24- FOIP) (Discussion)

20.319 MOVED
To accept the County's Service Levels (s.24-FOIP) discussion item as information.

CARRIED UNANIMOUSLY

5.2 100 Avenue Project (s.27- FOIP) (Discussion)

20.320 MOVED
To accept the 100 Avenue Project (s.27-FOIP) discussion item as information.

CARRIED UNANIMOUSLY

5.3 Personnel Matters (s.17- FOIP) (Discussion)

20.321 MOVED
To accept the Personnel Matters (s.17-FOIP) discussion item as information.

CARRIED UNANIMOUSLY

ADJOURNMENT

20.322

MOVED

To adjourn the Special Council Meeting of April 21, 2020
at 6:34 p.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

Ken Van Buul
Interim Chief Administrative Officer

ADOPTED