

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

**April 27, 2021 10:00 a.m.**

Minutes of the Lac La Biche County Regular Council Meeting held April 27, 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 Moghrabi called the meeting to order at 10:01 a.m.

<b>PRESENT</b>	Omer Moghrabi	Mayor
	Darlene Beniuk	Councillor/Deputy Mayor
	Sterling Johnson	Councillor
	Colette Borgun	Councillor
	Jason Stedman	Councillor
	Charlyn Moore	Councillor
	Colin Cote	Councillor
	Lorin Tkachuk	Councillor
	George L'Heureux	Councillor

<b>STAFF IN ATTENDANCE</b>	Ken Van Buul	Chief Administrative Officer
	Dan Small	Associate CAO, Finance and Planning Division ( <i>In part</i> )
	Melanie McConnell	Associate CAO, Corporate Services Division
	Darrell Lessmeister	Associate CAO, Recreation and Community Services Division ( <i>In part and participated electronically</i> )
	Brian Shapka	Associate CAO, Infrastructure Services Division ( <i>In part and participated electronically</i> )
	Mackenzie Girard	CAO Executive Assistant ( <i>Participated electronically</i> )
	Danielle Patenaude	Legislative Services Coordinator

**ADOPTION OF AGENDA**

21.297	<b>MOVED</b> To approve the April 27, 2021 Regular Council Meeting agenda as presented.
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**CARRIED UNANIMOUSLY**

## **ADOPTION OF MINUTES**

3.1 Regular Council Meeting-April 13, 2021

21.298 MOVED

That Council adopts the April 13, 2021 Regular Council Meeting minutes as circulated.

**CARRIED UNANIMOUSLY**

## **UNFINISHED BUSINESS**

*There were no Unfinished Business Items.*

## **URGENT MATTERS**

*There were no Urgent Matters.*

## **NEW BUSINESS**

7.1 Councillor Reports

Councillor Cote:

- Healthy Waters Meeting
- Alberta Counsel Media Training
- Alberta Urban Municipalities Association (AUMA) Spring Leader's Caucus
- Alberta Counsel Federal Budget Review
- Watershed Management Plan Engagement Session

Deputy Mayor Beniuk:

- Two Alberta Counsel Webinars
- Elected Officials Education Program (EOEP) Training
- Alberta Urban Municipalities Association (AUMA) Spring Convention
- Lac La Biche County Library Board Meeting
- Greater North Foundation
- Agricultural Services Board ZOOM Presentation

Councillor L'Heureux indicated that he attended some of the meetings already mentioned, in addition to the following:

- Alberta Beef Conference
- Special Council Meeting-Capital Projects

Councillor Borgun:

- Alberta Bilingual Municipalities Association (ABMA)
- Alberta Counsel Media Training
- Alberta Urban Municipalities Association (AUMA) Spring Leaders Caucus Meeting

- Lac La Biche Watershed Management Plan Engagement Session
- Telus Fibre Update
- Lac La Biche Mission Meeting
- Healthier Communities 2021 Golf Tournament Meeting
- Lac La Biche County Library Meeting
- Alberta Counsel Federal Budget Review
- Agricultural Services Board ZOOM Presentation

Councillor Moore indicated that she attended some of the meetings already mentioned, in addition to also meeting with residents.

Councillor Johnson:

- Alberta Urban Municipalities Association (AUMA) Spring Convention

Councillor Tkachuk indicated that he attended some of the meetings already mentioned, in addition to the following:

- Lac La Biche and District Chamber of Commerce Meeting
- Healthier Communities 2021 Golf Tournament Meeting

Councillor Stedman:

- Telus Fibre Update
- Alberta Counsel Media Training,
- Alberta Urban Municipalities Association (AUMA) Spring Convention
- Special Council Meeting-Capital Projects
- Lac La Biche Regional Health Foundation Meeting

Mayor Moghrabi:

- Spring Leaders Caucus Meeting
- Northern Alberta Mayor's and Reeve's Meeting with Minister LeBlanc

21.299

MOVED

To accept the Councillor Reports item as information.

**CARRIED UNANIMOUSLY**

## DELEGATIONS

- 6.1 10:15 a.m.-Delegation-Mr. Jeff Alliston, CPA, CA, Metrix Group LLP, Results of the 2020 Financial Statements (OPEN SESSION) and 2020 Audit Findings (CLOSED SESSION) (s.26-Testing procedures, tests and audits-FOIP)

Mr. Jeff Alliston, CPA, CA Metrix Group LLP, electronically presented the results of the 2020 Financial Statements and responded to questions.

21.300            MOVED

To go into Closed Session at 10:50 a.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*:

- 2020 Audit Findings (s.26- Testing procedures, tests and audits-FOIP)

**CARRIED UNANIMOUSLY**

The following Members of Administration were present during the Closed Session for recording and presentation purposes: Ken Van Buul, Dan Small, Melanie McConnell, Zeeshan Hasan, Darrell Lessmeister (electronically), Brian Shapka (electronically), Mackenzie Girard (electronically), and Danielle Patenaude.

Mr. Jeff Alliston was also present during the Closed Session to present the 2020 Audit Findings.

All Members of Administration exited Council Chambers and those participating electronically were moved into an electronic Waiting Room at 11:11 a.m.

Members of Administration returned to Council Chambers at 11:28 a.m.

## **RETURN TO REGULAR MEETING**

21.301            MOVED

To proceed with the meeting in open session at 11:28 a.m.

**CARRIED UNANIMOUSLY**

## **NEW BUSINESS**

7.3            2020 Annual Financial Statements and Auditor's Report

Mr. Dan Small, Associate CAO, Finance and Planning Division and Mr. Zeeshan Hasan, Manager, Finance co-presented the 2020 Annual Financial Statements and Auditor's Report item and responded to questions.

21.302            MOVED

That County Council approves the 2020 Annual Financial Statements of Lac La Biche County, as presented in draft form.

**CARRIED UNANIMOUSLY**

21.303            MOVED  
That County Council accepts the Auditor's Report of the 2020 Annual Financial Statements of Lac La Biche County as information.

**CARRIED UNANIMOUSLY**

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

**CARRIED UNANIMOUSLY**

21.305            MOVED  
That County Council directs Administration to make the 2020 Annual Financial Statements and the Auditor's Report available to the public via the County's website: [www.laclabichecounty.com](http://www.laclabichecounty.com).

**CARRIED UNANIMOUSLY**

#### 7.4    Financial Reporting to Council

Mr. Small and Mr. Hasan co-presented the Financial Reporting item and responded to questions. Mr. Alliston was also available to respond to questions.

21.306            MOVED  
That Council accepts the Financial Reporting to Council report as information.

**CARRIED UNANIMOUSLY**

21.307            MOVED  
That Council directs Administration to bring a Council financial reporting policy that amends the monthly financial reporting structure to Council to a quarterly financial reporting structure that summarizes the reports to the same level as shown in County's 2021 Budget package.

**CARRIED UNANIMOUSLY**

21.308            MOVED  
To direct Administration to bring a Council financial reporting policy that also includes monthly financial reporting on capital projects.

**CARRIED UNANIMOUSLY**

6.1.1 Disposition of Delegation Business

21.309 MOVED

To thank Mr. Jeff Alliston for his presentation to Council.

**CARRIED UNANIMOUSLY**

7.2 Caribou Sub-Regional Task Force Nominations

Ms. Mackenzie Girard, CAO Executive Assistant presented the Caribou Sub-Regional Task Force Nominations item and responded to questions.

21.310 MOVED

That Mayor Moghrabi be appointed to the Caribou Sub-Regional Task Force for the Wandering River Planning Area.

**CARRIED UNANIMOUSLY**

7.5 Statement of Revenues and Expenditures for the Period Ended March 31, 2021

Mr. Small and Mr. Hasan co-presented the Statement of Revenues and Expenditures for the Period Ended March 31, 2021 item and responded to questions.

21.311 MOVED

That Council accept the Statement of Revenues & Expenditures for the period ended March 31, 2021 as information.

**CARRIED UNANIMOUSLY**

7.7 Request for Support Regarding Uncollectable Taxes (Addition Request)

Mayor Moghrabi presented this item and responded to questions.

21.312 MOVED

To support, in principle, the group of municipalities that intend to raise the following concerns with the Province of Alberta and Rural Municipalities of Alberta, in the spirit of helping municipalities overcome financial hardship: 1) Uncollectable taxes through the oil and gas sector; 2) split the non-residential mill rate; 3) re-address the school tax on machinery and equipment; and 4) the depreciation of underground assets.

**CARRIED UNANIMOUSLY**

7.8 Subdivision Extension Request for 2017-S-002-Elliot

Ms. Diane Cloutier, Manager, Planning and Development electronically presented the Subdivision Extension Request for 2017-S-002-Elliot item and responded to questions.

21.313 MOVED

That subdivision approval for file 2017-S-002 be granted a one (1) year extension valid until April 5, 2022.

**CARRIED UNANIMOUSLY**

7.14 Graduation Street Banners

Mr. Darrell Lessmeister, Associate CAO, Recreation and Community Services electronically presented the Graduation Street Banners item and responded to questions.

21.314 MOVED

That Lac La Biche County provide \$5,000.00 towards the purchase of graduation street banners and county staff put up and take down the graduation banners.

**CARRIED UNANIMOUSLY**

**PUBLIC INPUT SESSION**

6.5 12:15 p.m. Public Input Session

Individuals were asked to pre-register for the Public Input Session at [legservices@lACLAbichecounty.com](mailto:legservices@lACLAbichecounty.com) to be provided with the pertinent ZOOM information for electronic participation.

Mayor Moghrabi opened the Public Input Session at 12:13 p.m. There were two registered speakers: Mr. Rob McKinley and Ms. Jazmin Tremblay of the *Lakeland Today* newspaper. Mr. McKinley took the opportunity to introduce their newest reporter, Ms. Tremblay, to the Lac La Biche County Council.

21.315 MOVED

To thank Mr. McKinley and Ms. Tremblay for their presentation to Council.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 12:18 p.m.

**RECONVENE**

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

## DELEGATION

- 6.2 1:15 p.m.-Delegation-Mr. Ray Crews, 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, electronically presented the Local Assessment Process and 2020 Assessment for residential, farm and commercial properties, and responded to questions.

Disposition of Delegation Business

- 21.316 **MOVED**  
To thank Mr. Crews for the presentation to Council.

**CARRIED UNANIMOUSLY**

## NEW BUSINESS

- 7.6 2021 Tax Rate Scenarios (Post 6.2-Delegation-Municipal Assessor)

Mr. Small and Mr. Hasan co-presented the 2021 Tax Rate Scenarios item and responded to questions.

- 21.317 **MOVED**  
That Council direct Administration to bring forward the 2021 Tax Rate Bylaw based on the same municipal mill rate for the 2020 year:

- Scenario 1-Status Quo

In Favour (7): Mayor Moghrabi, Councillor Borgun, Councillor Moore, Councillor Cote, Councillor L'Heureux, Councillor Stedman, and Councillor Tkachuk

Opposed (2): Deputy Mayor Beniuk, and Councillor Johnson

**CARRIED**



21.318            **MOVED**  
To direct Administration to transfer the \$1,225,000 amount (noted in Scenario 1) from the budgeted \$5,000,000 Stabilization Operating Reserve to Operating Fund.

In Favour (5): Councillor Borgun, Councillor Cote, Councillor L'Heureux, Councillor Stedman, and Councillor Tkachuk

Opposed (4): Mayor Moghrabi, Councillor Moore, Deputy Mayor Beniuk, and Councillor Johnson

**CARRIED**

7.9    Bylaw 21-014-Encroachment Agreement on Environmental Reserve (ER) Lands

Ms. Cloutier electronically presented the Bylaw 21-014-Encroachment Agreement on Environmental Reserve (ER) Lands item and responded to questions.

21.319            **MOVED**  
That Bylaw 21-014 be given first reading this 27<sup>th</sup> day of April, 2021.

In Favour (8): Mayor Moghrabi, Councillor Borgun, Councillor Moore, Councillor L'Heureux, Councillor Stedman, and Councillor Tkachuk, Deputy Mayor Beniuk, and Councillor Johnson

Opposed (1) Councillor Cote

**CARRIED**

7.10    Q1 Human Resources Department Statistics 2021

Ms. Debbie Menard, Human Resources Coordinator electronically presented the Q1 Human Resources Department Statistics 2021 and responded to questions.

21.320            **MOVED**  
That Council accept the presented Human Resources report as information.

**CARRIED UNANIMOUSLY**

7.11 Hamlet Back Lane Paving Program

Mr. Brian Shapka, Associate CAO, Infrastructure Services Division presented the Hamlet Back Lane Paving Program item and responded to questions.

21.321 MOVED

That Council accept the Hamlet Back Lane Paving Program briefing as information.

**CARRIED UNANIMOUSLY**

7.12 Budget Amendment for the 2021 Election

Ms. Melanie McConnell, Associate CAO, Corporate Services Division presented the Budget Amendment for the 2021 Election item and responded to questions.

21.322 MOVED

To increase the Legislative Services 2021 Election budget by \$25,000, to be funded from accumulated surplus.

**CARRIED UNANIMOUSLY**

7.13 Subdivision and Development Appeal Board (SDAB) Term Extension

Ms. McConnell presented the Subdivision and Development Appeal Board (SDAB) Term Extension item and responded to questions.

21.323 MOVED

To extend Mr. Ken Warkentin's SDAB Appointment from June 27, 2021 to November 23, 2021 and to extend Mr. Brian Bahry's SDAB Appointment end date to January 30, 2024.

**CARRIED UNANIMOUSLY**

7.15 Bold Center Ball Diamond 90' Base Line

Mr. Lessmeister presented the Bold Center Ball Diamond 90' Base Line item and responded to questions.

21.324 MOVED

That County Council approve \$135,484.57 in phase 3 Bold Sport Field Development to accommodate 90-foot base run on the 300' Ball Diamond.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 2:58 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 3:04 p.m. with all those Members of Council previously listed in attendance.

**DELEGATION**

6.3 3:00 p.m. Delegation-Mr. Steve Reichert and Mr. Nick Pryce, V3 Companies of Canada, and Mr. John Buchko, EDS Group-101 Avenue Main Street Revitalization and Richard Devonian Park Updates

Mr. Steve Reichert, Director, Mr. Nick Pryce, Ms. Cassandra Dell'Aquila, and Mr. John Buchko electronically presented the Streetscape Design-Cost Saving Options, Lac La Biche Streetscape Concept-Options for Reducing Costs and Richard Devonian Park Concept Design Update and responded to questions.

**EXTENSION OF MEETING**

21.325 **MOVED**  
To extend the April 27, 2021 Regular Council Meeting until all items on the agenda are addressed.

**CARRIED UNANIMOUSLY**

**DELEGATION**

6.3 3:00 p.m. Delegation-Mr. Steve Reichert and Mr. Nick Pryce, V3 Companies of Canada, and Mr. John Buchko, EDS Group-101 Avenue Main Street Revitalization and Richard Devonian Park Updates

The Delegation resumed their presentation.

21.326 **MOVED**  
To remove the following Design Element as part of the Streetscape Design:  
▪ Design Element 1: Parking Buffer \$235,000.

**CARRIED UNANIMOUSLY**

- 21.327            **MOVED**  
To remove the following Design Element as part of the Streetscape Design:
- Design Element 2: Stamped Cross Walks \$160,000.

In Favour (3): Councillor Borgun, Councillor L'Heureux, and Councillor Johnson

Opposed (6): Mayor Moghrabi, Councillor Moore, Councillor Cote, Deputy Mayor Beniuk, Councillor Stedman, and Councillor Tkachuk

**DEFEATED**

- 21.328            **MOVED**  
To remove the following Design Element as part of the Streetscape Design:
- Design Element 3: Emergency Booth \$28,000.

**CARRIED UNANIMOUSLY**

- 21.329            **MOVED**  
To remove the following Design Element as part of the Streetscape Design:
- Design Element 4: Drinking Fountains \$44,000.

In Favour (8): Mayor Moghrabi, Councillor Borgun, Councillor Moore, Councillor Cote, Deputy Mayor Beniuk, Councillor L'Heureux, Councillor Tkachuk, and Councillor Johnson

Opposed (1): Councillor Stedman

**CARRIED**

- 21.330            **MOVED**  
To remove the following Design Element as part of the Streetscape Design:
- Design Element 5: Planters at Intersections \$221,250.

In Favour (2): Councillor L'Heureux, and Councillor Johnson

Opposed (7): Mayor Moghrabi, Councillor Borgun, Councillor Moore, Councillor Cote, Deputy Mayor Beniuk, Councillor Stedman, and Councillor Tkachuk

**DEFEATED**

21.331

MOVED

To remove the following Design Element as part of the Streetscape Design:

- Design Element 6: Street Speakers \$38,400.

In Favour (5): Mayor Moghrabi, Councillor Cote, Deputy Mayor Beniuk, Councillor L'Heureux, and Councillor Johnson

Opposed (4): Councillor Borgun, Councillor Moore, Councillor Stedman, and Councillor Tkachuk

**CARRIED**

21.332

MOVED

To remove the following Design Element as part of the Streetscape Design:

- Design Element 7: Bollards-non illuminated \$54,900.

In Favour (5): Mayor Moghrabi, Councillor Borgun, Deputy Mayor Beniuk, Councillor L'Heureux, and Councillor Johnson

Opposed (4): Councillor Moore, Councillor Cote, Councillor Stedman, and Councillor Tkachuk

**CARRIED**

21.333

MOVED

To remove the following Design Element as part of the Streetscape Design:

- Design Element 8: New Tree Infrastructure \$719,600.

In Favour (3): Mayor Moghrabi, Deputy Mayor Beniuk, and Councillor L'Heureux

Opposed (6): Councillor Borgun, Councillor Moore, Councillor Cote, Councillor Stedman, Councillor Tkachuk, and Councillor Johnson

**DEFEATED**

21.334

MOVED

To remove the following Design Element as part of the Streetscape Design:

- Design Element 9: Street Zone Pavers \$378,800.

In Favour (3): Mayor Moghrabi, Councillor L'Heureux, and Councillor Johnson

Opposed (6): Councillor Borgun, Councillor Moore, Councillor Cote, Deputy Mayor Beniuk, Councillor Stedman, and Councillor Tkachuk

**DEFEATED**

Mr. John Buchko electronically presented the Richard Devonian Park Concept Design Update and responded to questions

21.335

MOVED

To accept the Revised Conceptual Layout for the Richard Devonian Park as presented.

In Favour (7): Mayor Moghrabi, Councillor Borgun, Councillor Moore, Councillor Cote, Deputy Mayor Beniuk, Councillor Stedman, and Councillor Tkachuk

Opposed (2): Councillor L'Heureux, and Councillor Johnson

**CARRIED**

6.3.1 Disposition of Delegation Business

21.336

MOVED

To thank Mr. Reichert, Mr. Pryce, Ms. Dell'Aquila and Mr. Buchko for the presentation to Council.

**CARRIED UNANIMOUSLY**

Councillor L'Heureux exited Council Chambers at 4:35 p.m.

## CLOSED SESSION

21.337

MOVED

To go into Closed Session at 4:36 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*:

- 8.1-Land Sale Opportunity (s.24-Advice from officials- FOIP)
- 8.2-Delegation 4:00 p.m. RC Strategies-Mr. Michael Roma and Mr. Shaun Visser- Draft Aquatic Center Concept Plan (s.24-Advice from officials-FOIP)
- 8.3-2020 Tax Penalty Waiver (s.16- Disclosure harmful to business interests-FOIP)

**CARRIED UNANIMOUSLY**

Councillor L'Heureux returned to Council Chambers.

The following Members of Administration were present during the Closed Session for recording and presentation purposes: Ken Van Buul, Dan Small, Melanie McConnell, Darrell Lessmeister, Mackenzie Girard (electronically) and Danielle Patenaude.

The following Members of the Public were present during Closed Session: Michael Roma and Shaun Visser.

8.2 Delegation 4:00 p.m. RC Strategies-Mr. Michael Roma and Mr. Shaun Visser- Draft Aquatic Center Concept Plan (s.24-FOIP)

Mr. Michael Roma and Mr. Shaun Visser exited the meeting at the conclusion of item 8.2.

8.1 Land Sale Opportunity (s.24-FOIP)

Mr. Lessmeister exited Council Chambers at the conclusion of Item 8.1 and before Item 8.3.

8.3 2020 Tax Penalty Waiver (s.16-FOIP)

Deputy Mayor Beniuk exited Council Chambers at 4:11 p.m. and returned at the same time.

## RETURN TO REGULAR MEETING

21.338

MOVED

To proceed with the meeting in Open Session at 6:32 p.m.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING OUT OF CLOSED SESSION**

8.1 Land Sale Opportunity (s.24-Advice from officials-FOIP)

21.339 MOVED  
To proceed as discussed in Closed Session.

In Favour (8): Mayor Moghrabi, Councillor Borgun,  
Councillor Moore, Councillor Cote, Councillor Stedman,  
Councillor Tkachuk, Councillor L’Heureux and Councillor  
Johnson

Opposed (1): Deputy Mayor Beniuk

**CARRIED**

8.2 Delegation 4:00 p.m. RC Strategies- Draft Aquatic Center Concept  
Plan (s.24-Advice from officials-FOIP)

21.340 MOVED  
To proceed as discussed in Closed Session.

**CARRIED UNANIMOUSLY**

8.3 2020 Tax Penalty Waiver (s.16- Disclosure harmful to business  
interests-FOIP)

21.341 MOVED  
That County Council deny the taxpayer's request to waive  
the unpaid 2020 tax penalties for tax roll numbers  
150XXXX32 and 150XXXX41.

**CARRIED UNANIMOUSLY**

**NOTICES OF MOTION**

*There were no Notices of Motion presented*

**ADJOURNMENT**

21.342 MOVED  
To adjourn the Regular Council Meeting of April 27, 2021  
at 6:36 p.m.

**CARRIED UNANIMOUSLY**



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**Omer Moghrabi, Mayor**

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**Ken Van Buul  
Chief Administrative Officer**

ADOPTED