

The regular meeting of the Lacombe County Council was called to order by Reeve Law at 9:00 a.m. on March 26, 2020 in the Council Chamber of the Lacombe County Administration Office.

Present

Present: Reeve P. Law; Deputy Reeve, K. Wigmore; Councillors, J. Ireland, D. Kreil, B. Knight, B. Shepherd and K. Stephenson; County Manager, T. Timmons; Director of Corporate Services, M. Minchin; Director of Operations, B. Cade; Senior Planner, C. Paradis; Fire Chief, D. Bussiere; and Executive Administrative Coordinator, L. Turnbull.

**C/158/20
Agenda**

Mrs. Law inquired if there were any additions or deletions to the agenda. There were two additions to the agenda.

5.10 Cancellation of March 28, 2020 Special Meeting
5.11 Future Council Meetings

Moved by Mrs. Knight that the agenda be approved as amended.

Carried Unanimously.

**C/159/20
Minutes**

Moved by Mr. Stephenson that the minutes of the February 27, 2020 meeting be approved as presented.

Carried Unanimously.

**C/160/20
Administrative
Report**

Mr. Timmons, Mr. Cade, Mr. Minchin, Ms. Paradis and Mr. Bussiere provided an overview of their department activities as presented in the Administrative Report.

Moved by Mrs. Kreil that the Administrative Report as at March 26, 2020 be received for information.

Carried Unanimously.

**C/161/20
Mirror Dog Park**

Mr. Cade advised that following a presentation at the January 30, 2020 Council meeting by Daniel Jefferies, President of the Mirror Community Network, the County Manager was directed to prepare a report with regard to the Network's request that the County provide in-kind labour, year-round access, maintenance and occasional winter snow removal for the proposed Mirror off-leash dog park.

Mr. Cade provided an overview of the proposed locations for the dog park and the current services provided by the County for the existing temporary dog park. Mr. Cade addressed questions of Council.

Moved by Mrs. Knight that the construction and operation of a permanent Dog Park facility in Mirror be approved and that its location be at the Mirror Christian School upon entering into an agreement with the landowner and further, that the project be funded from the Operational Reserve.

Carried.

10:00 a.m. Michael Kartusch and Mike Foote entered the meeting.

Mr. Kartusch introduced Mr. Foote who has recently undertaken the I.T. Infrastructure Coordinator position with Lacombe County. Council welcomed Mr. Foote to Lacombe County.

10:05 a.m. Mr. Kartusch and Mr. Foote withdrew from the meeting.

**C/162/20
Policy OP(8)**

Mr. Cade referred to the Operations Department policy review that was undertaken at the March 12, 2020 Council meeting. It was noted that Policy OP(8) Compensation for Road Construction had a redundant clause regarding compensation for crop or forage damage.

Mr. Cade advised that upon further review of the policy it was determined that the clause regarding additional compensation for crop and forage damage was not consistent with the County's current practice for compensation. Compensation rates are outlined in Schedule A of the Policy. As such, Policy OP(8) will be amended to remove the following clause:

Additional compensation of up to \$ 300 per acre may be paid for any crop or forage damage.

Moved by Mr. Ireland that Policy OP(8) Compensation for Road Construction be approved as presented.

Carried Unanimously.

10:15 a.m. Meghan Richer-Poth and Nicole Plewis entered the meeting.

**C/163/20
COVID-19 Report**

Mr. Bussiere provided a report on activities that have been undertaken by Lacombe County to address the current global COVID-19 pandemic. Mr. Bussiere highlighted the following:

- Lacombe County Actions
 - ECC Activation
 - Contingency Plans
 - Social Distancing
 - Cleaning Protocols
 - Wellness Initiatives for Staff
 - Staff Self-isolation
 - Alternative Work Arrangements
 - Messaging to County Residents
 - District Emergency Management

- Provincial Actions
 - Public Health Measures
 - Measures for Businesses and Residents
 - Emergency Management Organizations/States of Local Emergencies
 - Additions to Emergency Management Act

Questions and discussion took place throughout the presentation.

Reeve Law reported on recent conference calls she has had with the Mayors and Reeves Group and Federal MP's Blaine Calkins and Earl Dreeschen.

Moved by Mr. Stephenson that the report on activities that have been undertaken by Lacombe County and the Province to address the current COVID-19 Pandemic be received for information.

Carried Unanimously

**C/164/20
Utilities, Property Tax
Payment Penalties**

Mr. Minchin reported on the issue of utility payments and taxation payment. Mr. Minchin outlined the actions that could be undertaken with regard to utilities and property tax payments.

Mr. Timmons advised that Administration is proposing the following actions:

- That penalties not be imposed on outstanding utility bills for 90 days commencing April 1, 2020. After 90 days Council will review this action.
- Property Taxation – no action to be taken at this time.

Council discussion took place. Council agreed that action regarding property taxation will be further considered at a later date.

Moved by Mrs. Knight that Lacombe County provide a penalty deferral program to be implemented April 1, 2020 for a 90-day period at the request of the utility customer by written agreement; and further, that all outstanding amounts must be paid by October 31, 2020 or will be subject to the respective Lacombe County Utility Bylaw.

Carried Unanimously.

**C/165/20
Committee of the
Whole April 7, 2020
Cancelled**

Mr. Timmons advised that the next Committee of the Whole meeting is on April 7, 2020. The delegations with regard to Safety Codes Accreditation have cancelled. Mr. Timmons advised the next Committee of the Whole following April 7 is June 2, 2020.

Moved by Ms. Shepherd that the April 7, 2020 Committee of the Whole meeting be cancelled; and further, that all agenda items be deferred to future Committee of the Whole meetings.

Carried Unanimously.

1:00 p.m. The meeting reconvened following lunch with all Councillors, Mr. Timmons, Mr. Minchin, Mr. Bussiere, Ms. Richer-Poth and Mrs. Turnbull present.

***C/166/20
Bylaw No. 1260/17
Addition to the
Agenda***

A Council discussion took place with regard to holding regularly scheduled Council meetings. The next meeting of Council will be held on April 9, 2020. Council agreed to proceed with regularly scheduled Council meetings at this time until directed by the Province to take alternative actions.

Moved by Mr. Stephenson that Bylaw No. 1260/17, Lacombe County's Procedural Bylaw be added to the agenda.

Carried Unanimously.

A Council discussion took place with regard to Bylaw No. 1260/17, Lacombe County's Procedural Bylaw.

***C/167/20
Bylaw No. 1324/20
Procedural Bylaw
Amendment***

Moved by Mr. Wigmore that Bylaw No. 1324/20, the Lacombe County Procedural Bylaw for the purpose of amending Bylaw 1260/17 to remove Item a) under Section 4.17 so a Councillor may participate in Council meetings or public hearings by means of electronic or other communication resources in situations not limited to quorum not being achieved.

be now read for the first time.

***C/168/20
Amendment to Bylaw
No. 1324/20
Resolution – Motion
Lost***

Moved by Mrs. Kreil that that the amendment provided for in Bylaw No. 1324/20 be amended to be in place only during the time of the Provincial State of Public Emergency for the global COVID-19 pandemic

Motion Lost.

Mrs. Law called the question on the original motion which reads:

***C/167/20
Bylaw No. 1324/20
Original Resolution
Motion Lost***

Moved by Mr. Wigmore that Bylaw No. 1324/20, the Lacombe County Procedural Bylaw for the purpose of amending Bylaw 1260/17 to remove Item a) under Section 4.17 so a Councillor may call into Council meetings or public hearings by means of electronic or other communication resources in situations not limited to quorum not being achieved.

be now read for the first time.

Motion Lost.

***C/169/20
County HR Manual
COVID-19
Amendments***

Ms. Richer-Poth commented that during the global pandemic COVID-19 outbreak, Lacombe County wants to ensure that its employees are taken care of financially and are given adequate time-off (i.e. to properly self-isolate, take care of themselves or family members if they are sick, arrange alternate child care, etc.) during this challenging and unprecedented time.

This may include: providing employees alternative work arrangements (i.e. working from home, working non-standard hours, etc.); accessing their sick leave bank; accessing their vacation, flex or overtime banks; going on employment insurance; allowing employees to go into a deficit position in earned sick days, and; accessing the 14-day unpaid job protected leave (as per Employment Standards).

In order to implement these measures Administration is seeking Council's approval of proposed revisions to the Lacombe County HR Manual. Ms. Richer-Poth provided a detailed overview of the proposed revisions. Ms. Richer-Poth addressed questions of Council.

Moved by Ms. Shepherd that the Lacombe County HR Manual be approved as amended to implement measures to deal with the global pandemic COVID-19 outbreak.

Carried Unanimously.

1:30 p.m. Ms. Richer-Poth and Mr. Bussiere withdrew from the meeting.

**C/170/20
Eckville Community
Centre Project
Funding Approval**

Mr. Minchin presented a funding request from the Eckville Community Centre Society as per Policy RC(1) Capital Support of Recreation and Cultural Facilities. The Society is requesting 33% or \$ 13,731.52 in funding for the replacement of the centre's front area furnaces and duct work. The total cost of the project is \$ 41,194.55. A question period followed Mr. Minchin's presentation.

Moved by Mr. Wigmore that Lacombe County provide funding of 33% of the cost of the Eckville Community Centre Furnace and HVAC Replacement Project, to a maximum of \$ 13,316.05; and further, that this contribution be funded from the County's Recreation Capital Assistance Reserve.

Carried Unanimously.

**C/171/20
RCMP Visit – Topics
Of Discussion**

Mr. Timmons advised that the RCMP Detachment Commanders that serve Lacombe County have been invited to attend the June 2, 2020 Committee of the Whole meeting. Supt. Peter Tewfik, OIC Crime Reduction Strategy for K. Division will also be attending to provide a presentation on Crime Mapping and other crime related issues.

This meeting is an opportunity for Council to discuss issues and topics with the Commanders that are relevant to Lacombe County. Mr. Timmons commented that it would be beneficial if a list of topics were provided for the Commanders prior to their visit.

The following topics will be provided to the Commanders for discussion:

- Status of GIS Positions funded by Red Deer and Lacombe County
- Filling vacant positions
- Status of hiring additional Crown Prosecutors
- Efficient utilization of RCMP officers' time
- Funding model - citizen advisory panels
- Community Liaison with RCMP
- Provision of reports to municipalities

Moved by Mr. Wigmore that the County Manager be authorized to forward the above topics to the RCMP Detachment Commanders for discussion at the June 2, 2020 Committee of the Whole meeting:

Carried Unanimously.

**C/172/20
Volunteer
Recognition Report**

Ms. Shepherd reported that the Public Relations Committee met on March 12, 2020 following the Council meeting. It was agreed that in light of the Coronavirus situation, no formal volunteer recognition event will take place in 2020. An article recognizing our County volunteers will be printed in the County News and it will be stated that no event is being held this year due to Coronavirus.

Ms. Shepherd advised that the Committee agreed that in 2021 either a pancake breakfast or a BBQ lunch will be held at the east and west remote shops on different days. The Committee will meet in January or early February to finalize dates and details if it is agreed to move forward. A report will be presented to Council following that meeting.

Moved by Mr. Stephenson that the report on volunteer recognition be received for information.

Carried Unanimously.

**C/173/20
Town of Blackfalds/
Lacombe County ICF
Agreement**

Mr. Timmons referred to the Intermunicipal Collaboration Framework (ICF) between Lacombe County and the Town of Blackfalds. As of March 31, 2020, municipalities that share a common boundary must create an ICF with one another as per the Modernized Municipal Government Act.

Members of the Town of Blackfalds and Lacombe County ICF negotiating teams have met six times since May of 2019. As a result of those discussions a draft ICF Master Agreement has been developed with the Town. The agreement is being presented to each municipal Council for their approval. Mr. Timmons provided an overview of the major components of the agreement.

Moved by Ms. Shepherd that the Town of Blackfalds/Lacombe County Intermunicipal Collaboration Framework Agreement be approved.

Carried Unanimously.

**C/174/20
Sylvan Lake IDP
Public Hearing March
28, 2020 Cancelled**

Moved by Ms. Shepherd that the special meeting of March 28, 2020 commencing at 1:30 p.m. at the NexSource Centre-Senior Centre for the purpose of conducting a public hearing for Bylaw No. 1319/20, a bylaw of Lacombe County for the purpose of adopting the Sylvan Lake Intermunicipal Development Plan be cancelled.

Carried Unanimously.

**C/175/20
Agenda Item
Follow-up**

Moved by Mr. Stephenson that the Agenda Item Follow-up be received for information.

Carried Unanimously.

**C/176/20
Consent Agenda**

Moved by Mrs. Kreil that the Consent Agenda be approved as presented.

Carried Unanimously.

Councillor Inquiry

Mr. Ireland commented that he received a call from a ratepayer who advised that he feels the County should not subsidize the dust control program. Mr. Timmons commented that the program has been in place for many years and is extremely popular with County residents. Mr. Timmons advised that in the past oil (MC30) was used but became cost prohibitive, so calcium chloride is now used. Mrs. Knight inquired if Council should be looking at the cost-share for dust control, perhaps returning to the 50/50 formula. Council agreed discussion of the formula could be a consideration in the future.

**C/177/20
Adjourn**

**Moved by Mr. Ireland that the meeting adjourn.
Time: 2:00 p.m.**

Carried Unanimously.

Reeve

County Manager