

The regular meeting of the Lacombe County Council was called to order by Reeve Law at 9:00 a.m. on March 11, 2021 in the Council Chamber of the Lacombe County Administration Office.

Present

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

Introductions

Mrs. Law introduced herself and those present introduced themselves. Mrs. Law reviewed the procedures for holding and attending a virtual meeting.

**C/90/21
Additions**

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

5.11 Meeting with Minister Nixon – RMA Spring Convention
14.1 Regional Wastewater Line Proposal – FOIP Section 24(1)
Item 6.2. – Move to follow item 5.2. on the agenda

Moved by Ms. Shepherd that the agenda be approved as amended.

Carried Unanimously.

**C/91/21
Minutes**

Moved by Mr. Ireland that the minutes of February 11, 2021 be approved as presented.

Carried Unanimously.

**C/92/21
COVID-19 Update**

Mr. Bussiere reviewed the update on the latest COVID-19 statistics and the ongoing mandatory restrictions introduced by the Province. Mr. Bussiere addressed questions of Council regarding the COVID-19 pandemic.

Moved by Ms. Shepherd that the presentation with regard to the COVID-19 pandemic be received for information.

Carried Unanimously.

**C/93/21
Lacombe County's
Guide to Developing
a Fire Safety Plan**

Mr. Bussiere informed Council that the National Fire Code – Alberta Edition (NFC-AE) and the National Building Code – Alberta Edition (NBC-AE) require the development of a Fire Safety Plan for the construction of new buildings, the modification or renovation of existing buildings, and the demolition of the whole or part of existing buildings.

These plans require preparation in cooperation with, and shall be acceptable to, the authority having jurisdiction. As such, the Fire Safety Plans, Lacombe County's Guide to Developing a Fire Safety Plan was developed to assist residents, contractors, and developers with the creation of these plans and to help ensure developed plans are finalized and approved as easily and efficiently as possible. Mr. Bussiere reviewed the various components of the Plans. Mr. Bussiere addressed questions of Council.

9:10 a.m. Peter Duke entered the meeting.

Moved by Mr. Wigmore that the Fire Safety Plans, Lacombe County's Guide to Developing a Fire Safety Plan be endorsed.

Carried Unanimously.

**C/94/21
Bylaw No. 1337/21
First Reading**

Mr. Bussiere presented Bylaw No.1337/21, a bylaw of Lacombe County to provide for the establishment and operation of volunteer fire departments and to provide for the protection and preservation of life and property within Lacombe County.

The current Fire Protection and Emergency Response Bylaw No. 1144/11 was approved by Council in 2015. Since that time there have been numerous names, language and definition changes that require updating. In addition, the province has adopted the National Fire Code – Alberta Edition which makes certain references in the bylaw obsolete. Mr. Bussiere reviewed the proposed changes under Bylaw No. 1337/21. Mr. Bussiere addressed questions of Council.

Moved by Mr. Wigmore that Bylaw No. 1337/21, a bylaw of Lacombe County to provide for the establishment and operation of volunteer fire departments and to provide for the protection and preservation of life and property within Lacombe County

be now read for a first time.

Carried Unanimously.

**C/95/21
Bylaw No. 1337/21
Second Reading**

Moved by Mrs. Kreil that Bylaw No. 1337/21 having been read a first time, now be read a second time.

Carried Unanimously.

**C/96/21
Bylaw No. 1337/21
Present for Third**

Moved by Mr. Stephenson that Bylaw No. 1337/21 having been read first and second time, now be presented for third reading.

Carried Unanimously.

**C/97/21
Bylaw No. 1337/21
Third Reading**

Moved by Mrs. Knight that Bylaw No. 1337/21 having been read a first and second time, now be read a third time and finally passed.

Carried Unanimously.

9:30 a.m. Mr. Bussiere withdrew from the meeting.

**C/98/21
RFP – Economic
Development
Strategy**

Mr. Duke referred to the February 11, 2021 Council meeting at which time the County Manager was directed to prepare a report regarding the retention of a consultant to develop an Economic Development Strategy (EDS).

Mr. Duke advised that the possibility of developing an EDS has been investigated by staff. The main objective of an EDS is to provide the County with the direction/guidance it needs to become business/investment ready in order to generate increased employment opportunities for local residents, diversify the local economic base, and provide additional tax revenues to meet the municipality's growing service and infrastructure demands.

As the County does not employ an Economic Development Officer or persons with training to develop an EDS it is recommended that a consultant be retained to complete an EDS. Mr. Duke commented that due to the time associated with preparing an EDS and the issue of limited public consultation due to the COVID pandemic it may be beneficial to defer this project until after the 2021 municipal election. Mr. Duke addressed questions of Council.

Moved by Mr. Wigmore that the County Manager be directed to prepare a report regarding requirements for an RFP for the preparation of an Economic Development Strategy (EDS); and further this report be presented at a future Council meeting for Council's consideration.

Mr. Wigmore withdrew his motion.

**C/99/21
Economic
Development Officer**

Moved by Mrs. Knight that in the matter of economic development the County Manager be directed to investigate the options of hiring an Economic Development Officer; and further, a report in this regard be presented for Council's consideration at a future Council meeting.

Carried Unanimously.

10:30 a.m. Mr. Duke withdrew from the meeting. Cajun Paradis entered the meeting.

**C/100/21
Project C0401
Amendment**

Mr. Cade advised Council that Range Road 4-0 south of the Rainy Creek Road to Township 39-5 (Project C0401) has been on the Long-Term Construction Program since 2017 at the request of local landowners. This project includes approximately 1,050 meters of rehabilitation of the existing road and 550 meters of new construction through the undeveloped portion that would tie into the Rainy Creek Road.

Mr. Cade advised that all landowners along the project have been signed up with the exception of one landowner. This landowner is required to sign up in order for the undeveloped portion of the project to be feasible. Without proper backslipping through this section the road cannot be adequately constructed due to the existing terrain. Mr. Cade commented that the Long-Term Construction Program could be amended by removing that portion of Project C0401 from the Rainy Creek Road south 550 meters. Council discussion took place.

Moved by Mr. Wigmore that the 2018-2023 Long-Term Construction Program be amended to modify Project C0401 by removing the north 550 meters from the program.

Carried Unanimously.

**C/101/21
Sylvan Lake IDP
Minister's Awards for
Municipal Excellence**

Ms. Paradis advised Council that the 2021 Minister's Awards for Municipal Excellence features "Partnership" as a category. The award will recognize an innovative initiative involving a local or regional partnership that achieves results that could not have been accomplished by the municipality alone.

Ms. Paradis recommended that an application be made for this award for the Sylvan Lake Intermunicipal Development Plan Project. This project highlights a regional partnership of eight municipalities to create a statutory plan that ensures land-use decisions are thoughtfully considered and support the long-term interests of all municipalities.

Moved by Ms. Shepherd that the submission of an application for the Sylvan Lake Intermunicipal Plan Project for consideration of the 2021 Minister's Awards for Municipal Excellence be endorsed.

Carried Unanimously.

**C/102/21
Town of Blackfalds
Minister's Awards for
Municipal Excellence
Letter of Support**

Mr. Timmons referenced the 2021 Minister's Awards for Municipal Excellence. Council was advised that the Town of Blackfalds will be applying under the Partnership category for the Eagle Builders Centre Project. The Town is requesting the County provide a letter of support to accompany their application. Mr. Timmons commented that this project was a collaborate initiative involving the Town, the County, a number of community groups, local agencies, senior levels of government and private industry.

Moved by Mr. Stephenson that Lacombe County provide the Town of Blackfalds a letter of support for their Minister's Awards for Municipal Excellence application under the Partnership category for the Eagle Builders Centre Project.

Carried Unanimously.

11:00 a.m. Ms. Paradis withdrew from the meeting.

**C/103/21
Unpaid Oil & Gas
Company Property
Tax – Advocacy**

Mr. Timmons referred to the RMA providing member municipalities with the results of their recently conducted survey on unpaid oil and gas taxes borne by rural municipalities in Alberta. The survey results indicate that rural municipalities are currently facing an overall unpaid oil and gas property tax burden of \$245.7 million with still-operating oil and gas companies being responsible for 57% of these unpaid taxes. The RMA is requesting that Alberta's rural municipalities engage in lobbying efforts to assist in invoking the changes required to advance a resolution to this problem. Council discussion took place.

Moved by Mrs. Knight that Lacombe County advocate for a resolution to the unpaid oil and gas company property tax issue through the following actions:

- 1. Schedule a meeting with MLA and Minister of Alberta Environment and Parks Jason Nixon and MLA Ron Orr**
- 2. Engage with local media**
- 3. Write to the Minister of Municipal Affairs**
- 4. Write to the Minister of Energy and the Alberta Energy Regulator**

Carried Unanimously.

**C/104/21
Agricultural Fieldman
Appointment**

Mr. Boras advised that Lacombe County is recognized as a local authority and as such has been delegated by the Minister of Agriculture & Forestry to carry out the required duties of the Agricultural Service Board (ASB) Act, within the geographical boundaries of Lacombe County.

The ASB Act requires that once a Council has established an Agricultural Service Board, that the Council, in consultation with the Board, must appoint a qualified person as Agricultural Fieldman to implement agricultural policies and programs and to manage the agricultural resources of the municipality. Dion Burlock was hired in January 2008 to hold the position of Agricultural Fieldman. At that time Mr. Burlock was not appointed by Council as Agricultural Fieldman for Lacombe County.

Moved by Mr. Wigmore that Dion Burlock be appointed to the position of Agricultural Fieldman as per the Alberta Agricultural Service Board Act.

Carried Unanimously.

**C/105/21
RMA Spring
Resolutions**

Council reviewed the proposed RMA Spring Convention resolutions. The Convention will be held virtually on March 16 and 17, 2021.

Moved by Mr. Stephenson that the RMA Spring Convention resolutions be received for information.

Carried Unanimously.

**C/106/21
Missing Link Internet
Letter of Support**

Mr. Timmons advised that Missing Link Internet is seeking a letter of support from Lacombe County to accompany applications to various funding programs to access funds to improve mobile coverage in the Lacombe County area and other areas. Missing Link is currently running fiber around the Gull Lake area. Mr. Timmons addressed questions of Council.

Moved by Mr. Ireland that Lacombe County provide Missing Link Internet with a letter in support of applications made for grant funding to improve telecommunication coverage in the Lacombe County area.

Carried Unanimously.

**C/107/21
Minister Nixon Issues
of Concern**

Mr. Timmons advised that Minister of Environment and Parks Jason Nixon has extended an invitation to Council to meet during the RMA Spring Convention on March 17th, 2021 from 3:45 to 4:15 p.m. Council agreed to meeting with Minister Nixon and will raise the following issues of concern:

1. Unpaid oil and gas taxes
2. Provincial policing
3. Ice fishing hut registration program
4. Compensation for wetlands within road allowances (having to pay it)
5. Gull Lake Stabilization project (Prussian Carp filtering system)
6. Coal Policy review and coal mining in the Nordegg area
7. Water issues (i.e., water allocations, on-stream/off-stream storage)
8. Highway 11 Twinning project
9. Provincial government consultation process (with the public and local authorities)

Moved by Mrs. Kreil the invitation from Minister Nixon to meet during the RMA Spring Convention on March 17, 2021 from 3:45 to 4:15 p.m. and the issues of concerns to be raised be received for information.

Carried Unanimously.

11:20 a.m. Cajun Paradis entered the meeting

**C/108/21
MDP/LUB – 2020
Review Annual
Report & Monitoring
Matrix**

Ms. Paradis advised that the County's *Municipal Development Plan* (MDP) and *Land Use Bylaw* (LUB) were adopted in July 2017. Policy MUNI 8.3.2 requires an annual review and report based on the findings of the Monitoring Matrix of the MDP. The matrix was created to test the success or failure of the policies within the plans and to indicate if the policies are meeting the plan's objectives.

Ms. Paradis presented the Municipal Development Plan & Land Use Bylaw 2020 Review – Annual Report and Monitoring Matrix. The review has identified some areas of improvement in the plans, to which amendments are proposed.

Bylaw No. 1334/21 proposes amendments to the MDP and Bylaw 1335/21 proposed amendments to the LUB. Council was advised that public submissions have also been taken into consideration. Ms. Paradis provided an overview of the proposed amendments.

Moved by Ms. Shepherd that the Municipal Development Plan & Land Use Bylaws 2020 Review - Annual Report & Monitoring Matrix be received for information.

Carried Unanimously.

**C/109/21
Bylaw No. 1334/21
First Reading**

Moved by Mr. Ireland that Bylaw No. 1334/21, a bylaw of Lacombe County to amend the Lacombe County Municipal Development Plan Bylaw No. 1238/17 as it relates to general regulations and district requirements

now be read a first time.

Carried Unanimously.

C/110/21
Bylaw No. 1335/21
First Reading

Moved by Mrs. Kreil that Bylaw No. 1335/21, a bylaw of Lacombe County to amend the Lacombe County Land Use Bylaw No. 1237/17 as it relates to general regulations and district requirements

now be read a first time.

Carried Unanimously.

C/111/21
Bylaw Nos. 1334/21 &
1335/21
Public Hearing

Moved by Mr. Wigmore that in the matter of Bylaw Nos. 1334/21 and 1335/21:

- 1) that a public hearing be held on April 8, 2021 commencing at 9:00 a.m. at the Lacombe County Administration office;**
- 2) any person present at the public hearing will be heard upon recognition of the Chair; and**
- 3) the publication of the notice of the public hearing be advertised in local papers.**

Carried Unanimously.

C/112/21
Public Consultation
Cannabis Facilities
Motion Lost

Moved by Mrs. Kreil that the County undertake public consultation with regard to the location of cannabis facilities within Lacombe County.

Motion Lost.

C/113/21
MPC

Moved by Mr. Stephenson that the meeting recess in order to conduct a Municipal Planning Commission meeting.

Time: 1:00 p.m.

Carried Unanimously.

C/114/21
Reconvene

Moved by Mr. Wigmore that the meeting reconvene.

Time: 1:35 p.m.

Carried Unanimously.

1:40 p.m.
 virtually.

Marco Fontana, Alberta Conservation Association entered the meeting

C/115/21
Alberta Conservation
Association Project
Boulder Lake

Mr. Fontana provided an overview of the Alberta Conservation Association Fisheries Access Site Development Project at Boulder Lake highlighting the following:

- Conserving Alberta's Wild Side
- What is the Alberta Conservation Association
- Our Vision/Our Mission
- Member Groups
- Conservation Program Areas
- Land Management Program
- Conservation Sites
- Fisheries Access Sites
- Boulder Lake Plan
- Boulder Lake Access
- Request to Lacombe County
- Recognition of Partners
- Community Involvement

Mr. Fontana addressed questions of Council.

2:13 p.m.

Mr. Fontana withdrew from the meeting.

Moved by Mr. Wigmore that the presentation by the Alberta Conservation Association regarding the Boulder Lake Plan be received for information.

Carried.

C/116/21
Supplement
Assessment Bylaw
Presentation

At the July 28, 2020 Pre-budget meeting, by resolution, Council directed the County Manager to prepare a Supplementary Assessment Bylaw for the 2021 taxation year for Council's consideration.

Mr. Minchin presented Bylaw No. 1338/21, a bylaw of Lacombe County to authorize a supplementary assessment for the 2021 taxation year. A supplementary assessment allows a municipality to assess properties completed after December 31st of

the previous year and tax them at the same rate as other properties in the same assessment class for the period of the year that they have been completed. Mr. Minchin presented a number of factors to consider before the passing of this bylaw. Mr. Minchin addressed questions of Council.

Moved by Mrs. Kreil that the report on a proposed Supplementary Assessment Bylaw be received for information.

Carried Unanimously.

**C/117/21
Small Business
Property Assessment
Sub-class**

At the July 28, 2020 Pre-budget meeting, by resolution, Council directed the County Manager to prepare a report regarding the creation of a small business sub-class bylaw for Council's consideration.

Mr. Minchin presented Bylaw No. 1339/21, a bylaw of Lacombe County to authorize a small business property assessment sub-class. This sub-class allows municipalities to create a separate municipal tax rate for small business from the non-residential rate charged to all other commercial and industrial property assessments. The intent of the sub-class is to provide tax relief to small businesses who have a much smaller impact on the municipality and municipal services such as roads compared to other non-residential properties. Mr. Minchin addressed questions of Council.

Moved by Ms. Shepherd that the report on the proposed small business property assessment sub-class be received for information.

Carried.

**C/118/21
Agenda Item
Follow-up**

Moved by Mr. Stephenson that the Agenda Item Follow-up for February 25, 2021 be received for information.

Carried Unanimously.

Council Reports

Ms. Shepherd reported on the following:

- Ellis Bird Farm AGM
- AUMA Summit on Policing
- LRWSC
- Provincial Crime Watch AGM
- Blackfalds & District Recreation & Cultural Board
- Tour of Eagle Builders Multi-plex

Mrs. Knight reported on the following:

- CAEP
- Brownlee LLP Law Seminar
- Highway 12/21 Water Services Commission
- Enhance Energy Press Conference
- Buffalo Lake IDP
- Alberta Synergy
- Mirror Library

Mrs. Kreil reported on the following:

- Eckville Municipal Library
- Sylvan Lake Regional Wastewater Commission
- AUMA Summit on Policing
- Bentley Municipal Library
- Provincial Crime Watch AGM
- Medicine River Crime Watch

Mr. Ireland reported on the following:

- Alix & District Chamber of Commerce
- Brownlee LLP Law Seminar
- LRWSC
- Deputy Minister of Environment – Application & Licensing of Energy Projects
- Alix Arena AGM
- Enhance Energy Press Conference

- RDMUG
- Red Deer River Watershed Alliance

Mr. Stephenson reported on the following:

- Sylvan Lake Management Committee
- Brownlee LLP Law Seminar
- Central Alberta Synergy Meeting

2:40 p.m. Mr. Boras withdrew from the meeting.

Mr. Wigmore reported on the following:

- Central Alberta Synergy
- Mary C. Moore Public Library
- Provincial Crime Watch AGM
- NRDRWSC

Mrs. Law reported on the following:

- Brownlee LLP Law Seminar
- City of Red Deer, Mayor of Innisfail - Conference Call
- RMA Budget Update Call
- Premier Kenny/Minister McIvor Conference Call
- Ellis Bird Farm AGM
- Lacombe & District Chamber of Commerce
- Lacombe Rural Tourism

The following will attend the Community Planning Association Conference to be held virtually from May 3 to May 5, 2021:

- Mrs. Knight
- Mrs. Kreil
- Mrs. Law
- Mr. Stephenson
- Mr. Wigmore
- Mr. Timmons

**C/119/21
Consent Agenda**

Moved by Mr. Ireland that the Consent Agenda be approved as presented.

Carried Unanimously.

Council Inquiries

Mr. Stephenson inquired if Council has had a course on municipal management of water and drainage. Mr. Timmons advised that no course has been provided. Mr. Stephenson advised he has had an inquiry from a ratepayer regarding the County doing an in-service on the matter. Mr. Timmons commented that the County provides water well and sewer system courses and that articles are published in the County News regarding land draining.

Mr. Stephenson commented there are rules and regulations as to what a landowner can do and what they are responsible for. Mr. Timmons commented that the County is getting more proactive on drainage issues and getting information out to landowners. Mr. Timmons added that the County does not have jurisdiction in the area of drainage and Alberta Environment should be promoting information in this regard. Mr. Timmons advised he will follow up on this matter with Alberta Environment.

Mrs. Knight referred to the sign erected by the County on the Buffalo Lake access road regarding the removal of ice shacks off land. Mrs. Knight inquired if an additional sign could be erected advising that ice shacks must be off the lake by the end of March. Mr. Cade advised that the road is Lacombe County's jurisdiction therefore the sign can refer to the road. The Take It Off the Lake signs are not regulated by the County. Mrs. Knight commented she will bring this issue to the Buffalo Lake Management Team so they can approach the province regarding this matter.

**C/120/21
Enhance Energy –
Congratulatory Letter**

Moved by Mr. Ireland that a letter of congratulations be sent to Enhance Energy in recognition of the completion of the Alberta Carbon Trunk Line.

Carried Unanimously.

Council Inquiries

Ms. Shepherd advised that the Joffre Community Association has new members and is moving forward with new initiatives.

Mr. Stephenson referred to the Canadian Grain Farmers Code of Practice and commented that it should be published in the County News and possibly included in the Lacombe County Agricultural Guide.

Ms. Shepherd inquired if there are two gas fired electrical generators set up on a site near Joffre. Mr. Freitag commented there is one set up for the new solar facility. Ms. Shepherd commented that these generators are not for the solar facility. Mr. Freitag advised that the County should be notified in advance of such an operation, but if it is for agricultural purposes approval is not required. If it is a commercial operation a permit is required. Mr. Freitag will look into this matter.

**C/121/21
ACCPC Authorization** *Moved by Mr. Ireland that Ms. Shepherd be authorized to attend the Alberta Community Crime Prevention Conference being held virtually from May 12 to 13, 2021.*
Carried Unanimously.

**C/122/21
In-camera** *Moved by Mr. Wigmore that the meeting recess in order to meet In-camera for the purpose of discussing a Regional Wastewater Line proposal. Time: 3:30 p.m.*
Carried Unanimously.

**C/123/21
Reconvene** *Moved by Mrs. Knight that the meeting reconvene. Time: 3:54 p.m.*
Carried Unanimously.

**C/124/21
Adjourn** *Moved by Mr. Wigmore that the meeting adjourn. Time: 3:55 p.m.*
Carried Unanimously.

Reeve

County Manager