



# MINUTES

## County Council Meeting

9:09 AM - Thursday, April 16, 2020

Council Chambers

The County Council of Lethbridge County was called to order on Thursday, April 16, 2020, at 9:09 AM, in the Council Chambers, with the following members present:

**PRESENT:**

- Reeve Lorne Hickey
- Deputy Reeve Tory Campbell
- Councillor Robert Horvath
- Councillor Ken Benson (Present at 9:35 a.m.)
- Councillor Steve Campbell
- Councillor Klaas VanderVeen
- Councillor Morris Zeinstra
- Chief Administrative Officer Ann Mitchell
- Director of Community Services Larry Randle (Via Skype)
- Infrastructure Manager Devon Thiele
- Manager of Finance & Administration Jennifer Place
- Director of Public Operations Jeremy Wickson
- Executive Administrative Assistant Donna Irwin

### A. CALL TO ORDER - OPENING REMARKS

Reeve Hickey called the meeting to order at 9:09 a.m.

### B. PROPOSED AMENDMENTS - CONFIRMATION OF AGENDA

- J2. Public Hearing Procedure During the COVID-19 Pandemic
- J3. Donation to the Family of Firefighter Jacob Sansom, Nobleford Fire Department

80-2020 Councillor VanderVeen MOVED that the April 16, 2020 Agenda be approved as amended. CARRIED

### C. CONFIRMATION OF MINUTES

#### C.1. March 5, 2020 Regular County Council Meeting Minutes

81-2020 Councillor S.Campbell MOVED that the March 5, 2020 regular County Council meeting minutes be approved as presented. CARRIED

### D. UNFINISHED BUSINESS

### E. NOTICES OF MOTION

### F. REPORTS

### G. APPOINTMENTS

G.1. 10:00 a.m. - Wayne Petersen, North & Co. and Maria Zavala, Employee Resources & Safety Advisor, Lethbridge County Re: Policy 180 - Workplace Violence and Policy 181 - Workplace Harassment

Reeve Hickey welcomed Wayne Petersen, North & Co. and Maria Zavala, Employee Resources & Safety Advisor to the meeting at 10:00 a.m.

Mr. Petersen and Ms. Zavala reviewed with Council Policy 180 - Workplace Violence and Policy 181 - Workplace Harassment along with the Occupational Health & Safety Act / Regulations.

Reeve Hickey thanked Mr. Petersen and Ms. Zavala for their presentation.

- 82-2020 Deputy Reeve T.Campbell MOVED that County Council approve the deletion of Policy 142. CARRIED
- 83-2020 Councillor Zeinstra MOVED that County Council approve Policy 180 - Workplace Violence as amended. CARRIED
- 84-2020 Councillor Horvath MOVED that County Council approve Policy 181 - Workplace Harassment as presented. CARRIED

**G.2. 11:00 a.m. - KPMG Re: 2019 Audited Financial Statements**

Reeve Hickey welcomed Mr. Phil McFarland, KPMG to the meeting via GoTo Meeting at 11:00 a.m.

Mr. McFarland provided a presentation to Council regarding the draft 2019 Financial Statements for Lethbridge County.

Reeve Hickey thanked Mr. McFarland for attending the meeting. Mr. McFarland retired at 11:45 a.m.

- 85-2020 Deputy Reeve T.Campbell MOVED that Council approved the Audited Financial Statements for the fiscal year ended December 31, 2019 as presented by KPMG LLP. CARRIED

**H. BYLAWS**

(excluding public hearings)

**H.1. Bylaw 20-004 - Lethbridge County / Village of Barons Intermunicipal Development Plan - First Reading**

- 86-2020 Councillor Zeinstra MOVED that Bylaw 20-004 be read a first time. CARRIED

**I. MUNICIPAL SERVICES**

**I.1. Lethbridge County Public Operations Report - Budget Considerations**

- 87-2020 Councillor Zeinstra MOVED that County Council defer item I1 Lethbridge County Public Operations Report - Budget Considerations to the May 7, 2020 Council meeting. CARRIED

**I.2. 2020 Capital Projects Update**

- 88-2020 Councillor Horvath MOVED that County Council receives the 2020 Capital Project summary for information. CARRIED

**I.3. Rural Municipalities of Alberta (RMA) Resolution RE: Agriculture Service Board Grant Status**

- 89-2020 Councillor VanderVeen MOVED that County Council approve the Rural Municipalities Association (RMA) resolution for the Agriculture Service Board grant funding to be presented at the RMA resolution session scheduled for April 24, 2020, with a deadline for submissions of April 17, 2020. CARRIED

**I.4. Soil Conservation Officer Appointment - Weed and Pest Inspector Appointment**

90-2020 Councillor Zeinstra MOVED that County Council authorizes that Derek Vance be appointed an officer under the Soil Conservation Act and an inspector for the Agriculture Pest Act and Weed Control Act.

CARRIED

Note: K. Benson present at 9:35 a.m.

**J. COMMUNITY SERVICES**

**J.1. Coalhurst Fire Engine 108 Replacement**

91-2020 Councillor VanderVeen MOVED that County Council defer item J1. Coalhurst Fire Engine 108 Replacement to the May 7, 2020 Council meeting. CARRIED

**J.2. Public Hearing Procedure During the COVID-19 Pandemic**

92-2020 Councillor VanderVeen MOVED that County Council approve allowing written and oral (telephone submissions) for consideration at public hearings during the COVID-19 Pandemic by allowing:

- telephone submissions at the time of the public hearing
- after the first part of the public hearing, adjourn it to a set time later in the day to allow for any new email and telephone submissions regarding the public hearing matter. Once the public hearing is re-opened County Council can consider any additional submissions made and proceed with the public hearing process.

CARRIED

**J.3. Donation to the Family of Firefighter Jacob Sansom, Nobleford Fire Department**

93-2020 Councillor S.Campbell MOVED that County Council approve a donation of \$500.00 to the Jacob Sansom Go Fund Me Page, with funds to be derived from the Council Discretionary Reserve. CARRIED

**K. CORPORATE SERVICES**

**K.1. 2020 Business Tax Bylaw No. 20-005**

94-2020 Councillor Zeinstra MOVED that Bylaw No. 20-005 be read a first time. CARRIED

95-2020 Councillor VanderVeen MOVED that Bylaw No. 20-005 be read a second time. CARRIED

96-2020 Councillor Horvath MOVED that County Council consider third reading of Bylaw No. 20-005. CARRIED UNANIMOUSLY

97-2020 Councillor Benson MOVED that Bylaw No. 20-005 be read a third time. CARRIED

**K.2. 2020 Business Tax Rate Bylaw No. 20-006**

98-2020 Councillor VanderVeen MOVED that Bylaw No. 20-006 be read a first time. CARRIED

99-2020 Councillor S.Campbell MOVED that Bylaw No. 20-006 be read a second time. CARRIED

- 100-2020 Councillor Zeinstra MOVED that County Council consider third reading of Bylaw No. 20-006. CARRIED UNANIMOUSLY
- 101-2020 Councillor Horvath MOVED that Bylaw No. 20-006 be read a third time. CARRIED

**K.3. 2019 Year End Surplus Report**

Reeve Hickey recessed the meeting at 12:35 p.m.

The meeting reconvened at 1:11 p.m.

- 102-2020 Deputy Reeve T.Campbell MOVED that the reallocation of funds from Unrestricted Surplus to Restricted Surplus (Reserves) in the amount of \$208,088 is transferred as follows, and that the funds received from the Town of Coaldale as per the Annexation Agreement in the amount of \$101,307 be transferred to the Tax Equalization Reserve.

<u>Surplus Transfer to Reserve</u>	<u>Amount</u>
Utility Capital	\$148,494
Council Discretionary Reserve	\$20,000
Tax Equalization	\$39,594
<b>SURPLUS TRANSFER TOTAL</b>	<b>\$213,330</b>

***Tax Equalization Reserve  
(Coaldale Annexation Tax Per Agreement) \$101,307***

CARRIED

**L. ADMINISTRATION**

**L.1. Lethbridge County / City of Lethbridge Intermunicipal Collaboration Framework**

- 103-2020 Councillor VanderVeen MOVED that the Intermunicipal Collaboration Framework agreement between Lethbridge County and the City of Lethbridge be adopted. CARRIED

**L.2. Lethbridge County / Urban Municipalities Intermunicipal Collaboration Framework (Picture Butte, Coaldale, Coalhurst, Barons, Nobleford)**

- 104-2020 Deputy Reeve T.Campbell MOVED that Lethbridge County approves the Intermunicipal Collaboration Framework agreement presented at the April 16, 2020 Council meeting and signs the document with any or all of the Village of Barons, Town of Nobleford, Town of Coalhurst, Town of Picture Butte and Town of Coaldale who have also agreed to sign. CARRIED

**L.3. Lethbridge County / Urban Municipalities Recreation Agreement (Picture Butte, Coaldale, Coalhurst, Barons, Nobleford)**

- 105-2020 Councillor VanderVeen MOVED that Lethbridge County approves the Recreation Agreement presented at the April 16, 2020 Council meeting and signs the document with any or all of the Village of Barons, Town of Nobleford, Town of Coalhurst, Town of Picture Butte and Town of Coaldale who have also agreed to sign. CARRIED

**L.4. Council Remuneration - Policy #183 (Rescind Policy #177)**

- 106-2020 Councillor VanderVeen MOVED that County Council rescind Policy #177 - Council Remuneration 2019. CARRIED

- 107-2020 Councillor Zeinstra MOVED that County Council approves Policy #183 - Council Remuneration 2020 as presented. CARRIED
- 108-2020 Councillor VanderVeen MOVED that County Council, due to the COVID-19 Pandemic, amend Policy #183 to reflect a reduction in salary by 10% for a temporary period of time, the policy will be revisited at a future date in 2020, post Pandemic. CARRIED

M. INVITATIONS

N. COUNTY COUNCIL UPDATES

O. CLOSED SESSION

P. ADJOURN

- 109-2020 Councillor Zeinstra MOVED the meeting adjourn at 2:32 p.m. CARRIED

  
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Reeve

  
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