



AGENDA
Bentley Town Council Regular Meeting
Tuesday February 27, 2024
6:30pm Regular Meeting

In-Camera Meeting 6:00 pm prior to Regular Council Meeting

In-Camera Meeting (6:00pm)

- 1. Pursuant to Section 194 of the Municipal Government Act, RSA. 2000 c.M-26, a Special In-Camera Council Meeting conducted in-person is hereby scheduled to take place at 6:00pm in advance of the Regular Council Meeting on February 27, 2024, in Council Chambers (Seniors Drop In) at the Town Office, to consider the following:**

Advice from Officials /Privileged Information – **Annexation Negotiations** (in camera pursuant to section 24(1) and 27(1) of the Freedom of Information and the Protection of Privacy Act

Regular Council Meeting (6:30pm)

- 1. Call to Order**
- 2. Indigenous Acknowledgement**

“We acknowledge that we are meeting on Treaty 6 Territory and Home of Metis Nation Region 3, on land that is part of a historic agreement involving mutuality and respect. We recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands.”
- 3. Amendments & Acceptance of Agenda**
- 4. Adoption of Previous Minutes:**
 - a) Regular Meeting of Council February 13, 2024**
- 5. Financial:**
 - a) Prepaid Cheque Listing – Cheques No. 20240084 to 20240120**
 - b) Mayor and Council Remuneration Listing – January 2024**

6. New Business

- a) **Request for Decision Regarding Notice of Intent to Annex Land – Bentley Southeast Area Structure Plan**
- b) **CPI Index Increase Summary (as per approved 2024 Budget)**

7. Correspondence

- a) **Lacombe County Council Highlights February 8, 2024**

8. Other Business

9. Adjournment



Minutes of the Regular of the Council of the Town of Bentley

February 13, 2024

In-Camera meeting at 6:00pm in advance of regular council meeting

Date and Place Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, February 13, 2024, at 6:30 p.m., in the Bentley Municipal Office and In-Camera meeting held at 6:00pm in advance of the regular council meeting.

In Attendance Mayor Greg Rathjen
Deputy Mayor Grimsdale
Councillor Valiquette
Councillor Eastman
Councillor Hansen
CAO, Marc Fortais

In-Camera Meeting Pursuant to section 194 of the Municipal Government Act, RSA. 2000 c.M-26, a Special In-Camera Council Meeting conducted in-person took place and began at 6:00pm in advance of the Regular council Meeting on February 13, 2024, in the Council Chambers (Seniors Drop In) at the Town Office.

Motion 38/2024 Moved by Councillor Eastman, "THAT the special in-camera meeting of Mayor and Council be closed to the public at 6:00pm, pursuant to section 24(1) and 27(1) of the Freedom of Information and the Protection of Privacy Act - **Advice from Officials / Privileged Information - Land Matter.**"

Carried

Motion 39/2024 Moved by Councillor Valiquette, "THAT the special in-camera meeting of Mayor and Council be concluded, and that Mayor and Council reconvene in public at 6:43pm"

Carried

Call to Order

Regular Meeting Mayor Rathjen called the regular meeting to order at 6:44pm

Indigenous

Acknowledgement “We acknowledge that we are meeting on Treaty 6 Territory and Home of Metis Nation Region 3, on land that is part of a historic agreement involving mutuality and respect. We recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands.”

Read by Mayor Rathjen

Agenda

Motion 40/2024 Moved by Councillor Hansen, “THAT the agenda of the February 13, 2024, Regular Meeting of Mayor and Council be amended to include CAO Evaluation as an additional item for New Business.”

Carried

Motion 41/2024 Moved by Councillor Eastman, “THAT the amended agenda of the February 13, 2024, Regular Meeting of Mayor and council be approved as amended.”

Carried

Previous Minutes

Motion 42/2024 Moved by Councillor Hansen, “THAT the minutes of the January 23, 2024, Regular Meeting of Council be accepted.”

Carried

Financial

a) Prepaid Cheque Listing – Cheques No. 20240033 to 20240083

Motion 43/2024 Moved by Deputy Mayor Grimsdale, “THAT Cheques No. 20240033 to 20240083 be received for information.”

Carried

Unfinished Business

a) Annual Recreation, Cultural and Tourism Funding Support Program - Bentley Minor Soccer (Missed Application)

Motion 44/2024 Moved by Councillor Valiquette, “THAT the application received from Bentley Minor Soccer for the Annual Recreation, Cultural and Tourism funding support program to support the purchase of jerseys, balls equipment and netting, in the amount of \$5,000 be approved.”

Carried

b) Oxford Park – Municipal Park

- A discussion took place with Mayor and Council regarding next steps for Oxford Park.
- There was some mention of adding more Picnic Tables and allowing others to donate to the park – ie a park bench program. Administration indicated this is something that could be explored, should Mayor and Council wish for Administration to do so. No motion was made.
- Mayor and Council again discussed the options presented and reiterated that the washroom facility was still a logical path forward at this time.
- There was still some trepidation to spend larger amounts due to other competing priorities for the town.

Motion 45/2024 Moved by Councillor Hansen, “THAT the information presented for Oxford Park be received as information”; AND

THAT administration bring back updated quotes regarding the cost to install a washroom facility in the park once received.”

Carried

New Business

a) Land Sale – 4810 55th Ave (Lot 1, Block 2, Plan 152 1374)

Motion 46/2024 Moved by Councillor Valiquette, “THAT Mayor and Council approve the sale of Lot 1, Block 2, Plan 152 1374, located in the Town of Bentley within the Sunset Heights Subdivision, to Timco Quality Builders Ltd, in the amount of \$49,900, subject to the **Terms and Conditions** listed below this motion; AND

THAT any development permit application submitted, must be presented to the Municipal Planning Commission (MPC) to verify alignment to the Architectural Standards for the subdivision.”

Carried*

**It should be noted that Councillor Grimsdale requested that the vote be recorded. The vote was 3 For and 2 Against as follows:*

Councillor Valiquette	For
Mayor Rathjen	For
Councillor Eastman	For
Councillor Hansen	Against
Councillor Grimsdale	Against

Terms and Conditions are as follows:

Excepting thereout all mines and minerals

Purchaser

Timco Quality Builders

Sale Price

The Sale price is \$49,900.00 including any applicable GST. But does not include any development costs or permits.

Environmental Considerations

The subject property is sold on an “as is – where is” basis.

Fees and Disbursements

The purchaser shall be responsible for all legal and registration fees associated with the transaction.

Vendor Conditions

Subject to approval of this agreement by Town of Bentley Council

The Seller will rebate the Buyer \$6,900 on completion of the basement on the condition that completion occurs within 12 months of closing date. Completion is defined as the walls of the basement have been erected and are permanently in place.

Purchaser Conditions

Financing condition before 6pm February 23, 2024

Subject to the Town of Bentley approving the development application as to the placing an existing home M497, sold by McCann builders and moving it onto the lot.*

*Development Permit will require architectural standards as established through Bylaw 216/2020 to be met for the exterior of the home. This is separate from the Purchase Agreement but will be condition of the development permit.

b) Annual Water and Wastewater Reports

Motion 47/2024 Moved by Councillor Hansen, “THAT the Annual Water & Wastewater Reports for the year ending December 31, 2023, be received, approved, and accepted by Town Council as information.”

Carried

c) CAO Evaluation

Councillor Hansen asked Mayor and Council, when they would be undertaking the CAO Evaluation for Town of Bentley CAO.

Mayor Rathjen indicated it is in the works, it has just been a busy time and there hasn't been a moment for him to put it together.

CAO Marc Fortais reminded Mayor and Council that the Municipal Government Act requires under section 205.1, that Council must provide an annual written performance evaluation of the CAO with respect to fulfilling the responsibilities under Section 207. No motion was made.

Correspondence

a) Lacombe County Council Highlights January 25, 2024

Motion 48/2024 Moved by Deputy Mayor Grimsdale, "THAT correspondence item a) be accepted as information."

Carried

Other Business

None

Council Reports

- a) Mayor Rathjen
- b) Deputy Mayor Grimsdale
- c) Councillor Hansen
- d) Councillor Eastman
- e) Councillor Valiquette

Motion 49/2024 Moved by Councillor Hansen, "THAT the January Council Reports be accepted as information."

Carried

Adjournment

Mayor Rathjen adjourned the February 13, 2024, Regular Council Meeting at 8:02pm

Mayor Greg Rathjen

CAO Marc Fortais



TOWN OF BENTLEY

Cheque Listing For Council

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20240084	2024-02-15	RATHJEN, ARTHUR M				
20240085	2024-02-15	VALIQUETTE, BRENDA C				
20240086	2024-02-15	HANSEN, PAMELA				
20240087	2024-02-15	GRIMSDALE, DALE A				
20240088	2024-02-15	EASTMAN, LENORE M				
20240089	2024-02-15	CARSON, BARBARA J				
20240090	2024-02-15	JENSEN, DARREN J				
20240091	2024-02-15	MEREDITH, SANDRA L				
20240092	2024-02-15	GIBSON, COLE C				
20240093	2024-02-15	DENNEHY, NATHAN				
20240094	2024-02-15	GREAVES, LORYANNE				
20240095	2024-02-15	FORTAIS, MARC C				
20240096	2024-02-15	KIKSTRA, ROBERT B				
20240097	2024-02-15	LOOV, CHRISTOPHER D				
20240098	2024-02-09	ACCESS GAS SERVICES	202312-AB1878	PAYMENT ACCESS GAS BILL FOR DECEME	3,826.53	3,826.53
20240099	2024-02-16	1704567 ALBERTA LTD.	746	PAYMENT CURLING RINK & ARENA BAIT TF	132.30	132.30
20240100	2024-02-16	327241 ALBERTA LTD.	1269	PAYMENT ANIMAL CONTROL SERVICES FC	1,417.50	1,417.50
20240101	2024-02-16	ACCESS GAS SERVICES	202401-AB1878	PAYMENT ACCESS GAS BILL FOR JANUAR	6,668.45	6,668.45
20240102	2024-02-16	BIG HILL SERVICES	33097	PAYMENT ARENA - EDGER BLADES	286.98	286.98
20240103	2024-02-16	BUNZL CLEANING & HYGIENE	138868 138976	PAYMENT ARENA - JANITORIAL CLEANER ARENA - PAPER TOWEL ROLLS	69.68 370.86	440.54
20240104	2024-02-16	CANOE PROCUREMENT GROUP OF CANADA, D	AB201587	PAYMENT STATIONARY AND OFFICE SUPP	62.87	62.87
20240105	2024-02-16	CENTRAL SHARPENING LTD.	30635	PAYMENT ARENA - SHARPEN ICE KNIFE AP	120.75	120.75
20240106	2024-02-16	EMPRINGHAM DISPOSAL CORP.	58561	PAYMENT RECYCLING FOR JANUARY	1,227.45	1,227.45
20240107	2024-02-16	G.L.D.C. GAS CO-OP LTD.	683373	PAYMENT NATURAL GAS BILL FOR FIRE DE	1,044.33	1,044.33
20240108	2024-02-16	GROUPSOURCE	JAN2024	PAYMENT HEALTH CARE SPENDING	2,000.00	2,000.00
20240109	2024-02-16	HHID	069503	PAYMENT DEM FEBRUARY PAYMENT	787.50	787.50
20240110	2024-02-16	PITNEYWORKS	04022024	PAYMENT POSTAGE	540.00	540.00
20240111	2024-02-16	RATHJEN, GREG	31012024	PAYMENT REIMBURSEMENT MILEAGE PAI	31.86	31.86
20240112	2024-02-16	RIMBEY EXPRESS	3303	PAYMENT WATER SAMPLES & RETURNS	137.50	137.50
20240113	2024-02-16	SERVUS CREDIT UNION		PAYMENT		591.23



TOWN OF BENTLEY

Cheque Listing For Council

2024-Feb-21
9:53:38AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20240113	2024-02-16	SERVUS CREDIT UNION	31012024	SERVUS MASTERCARD BILL FOI	591.23	591.23
20240114	2024-02-16	TAXERVICE	01312024	PAYMENT TAXERVICE FEES FOR JANUARY	236.25	236.25
20240115	2024-02-16	TELUS COMMUNICATIONS INC.	04022024 04022024. FEB042024	PAYMENT INTERAC LINE FOR FEBRUARY TELUS BILL FOR FEBRUARY ARENA WIFI FOR FEBRUARY	37.54 690.77 78.75	807.06
20240116	2024-02-16	TELUS MOBILITY INC.	9153364228	PAYMENT PW CELLS PHONES & FIRE DEP'	135.68	135.68
20240117	2024-02-16	UNIVERUS SOFTWARE CANADA INC.	INV 1699	PAYMENT BOOK KING ANNUAL SUBSCRIP'	2,667.32	2,667.32
20240118	2024-02-16	WASTE CONNECTIONS OF CANADA INC.	7425-00002602	PAYMENT COMMERCIAL WASTE PICK UP F	2,677.04	2,677.04
20240119	2024-02-16	WILD ROSE ASSESSMENT SERVICES	9280	PAYMENT PROGRESS PAYMENT FOR FEB	1,330.88	1,330.88
20240120	2024-02-16	TRI-L CORPORATION O/A WINDOWS & DOORS	23-14174	PAYMENT REPLACE WINDOW SEALED UNI	759.15	759.15

Total 49,007.42

*** End of Report ***



TOWN OF BENTLEY

Cheque Register

Pay Period M202401 Batch # 16311

Cheque #	Cheque Date	CEO	CAO	Employee	Amount
20240084	2024-02-15			17 RATHJEN,ARTHUR	968.40 ✓
20240085	2024-02-15			84 VALIQUETTE,BRENDA	708.75 ✓
20240086	2024-02-15			85 HANSEN,PAMELA	577.02 ✓
20240087	2024-02-15			86 GRIMSDALE,DALE	642.46 ✓
20240088	2024-02-15			87 EASTMAN,LENORE	511.58 ✓
				Totals	3,408.21

*** End of Report ***



Request for Decision

Annexation – Notice of Intent

Council Meeting Date: February 27, 2024

RECOMMENDATION

That Council approve the Notice of Intent to Annex Lands as presented;

That Council authorize Administration to submit the Notice of Intent to Lacombe County, the Minister of Municipal Affairs, and the Land and Property Rights Tribunal (LPRT), thereby starting the formal annexation process; and,

That Council authorize Administration to forward copies of the Notice of Intent to the local MLA and affected local authorities.

STRATEGIC ALIGNMENT

Goal: The Town of Bentley will lay the foundation to ensure economic growth, with the ability to potentially attract future commercial and industrial development and broaden the tax base.

LEGISLATIVE AUTHORITY

Municipal Government Act – Chapter M-26, Part 4, Division 6, Section 116 states that a municipal authority initiates an annexation of land by giving written notice of the proposed annexation to the municipal authority from which the land is to be annexed, the Minister, the LPRT and all local authorities having jurisdiction to operate or provide services in the initiating municipal authority or in any of the municipal authorities from which the land is to be annexed.

BACKGROUND

The attached Notice of Intent to Annex document describes the lands that the Town is interested in annexing. It also describes the key reasons for the proposed annexation. Some of these reasons relate to the overall need of land supply based on the existing land use patterns, and some relate more to practical matters associated with preparing land for urban development. The primary reason for selecting the identified lands is to provide for long term commercial and industrial growth.

The lands contained within the proposed Annexation Area include all of the NE 23-40-1-W5M, and portions of the NW 23-40-1-W5M. The proposed Annexation Area also includes the Highway 12 road allowance and the 44 Street Road allowance within the area.

This Notice of Intent was prepared in consultation with Lacombe County staff and discussed informally with the Town of Bentley/Lacombe County Intermunicipal Committee on February 1, 2024. This does not mean that the County has endorsed the Notice of Intent; the process of consultation and negotiation must still be followed. However, the Committee endorsed Section 4.0 which describes the process.

The Notice of Intent serves as the formal start of the annexation process. It is sent to the County and upon receipt, the County must meet with the Town to negotiate the proposed annexation in good faith. This will be a continuation of the discussions that have occurred with the County thus far.

The Notice of Intent is also forwarded to the Land and Property Rights Tribunal to inform them of the Town's interest in annexing lands from Lacombe County. This includes demonstrating that the Town will follow the public and landowner consultation that is expected under the *Municipal Government Act*.

Local authorities who may be impacted by the proposed annexation also receive a copy of the Notice of Intent. This includes organizations such as the school authorities, Alberta Transportation, and utility providers. A copy of the Notice of Intent is also sent to the local MLA to notify them of the Town's initiative.

RISK/CONSEQUENCES

1. Council can choose to not move ahead with submitting the Notice of Intent to the County and LPRT at this time. This means the annexation process would be delayed.
2. Council can choose to abandon the annexation proposal. This means another annexation process would need to be started at a future date. The risk is not having suitable lands in the Town's jurisdiction to be able to attract industrial and commercial growth, which may restrict the overall economic growth of the Town.

FINANCIAL CONSIDERATIONS

Funds for the annexation process have been provided as part of the Alberta Community Partnership grant for the Bentley-Lacombe Joint Development Initiative.

ATTACHMENTS

- 1) Power Point Presentation Annexation
- 2) Notice of Intent (including map of annexation area)

Author: Albert Frootman, RPP, MCIP, Parkland Community Planning Services	Date: February 5,2024
CAO Signature: Marc Fortais CAO	Date: February 5, 2024

Town of Bentley Annexation Proposal

Presentation

February 27, 2024



Presentation Outline

- What is Annexation?
- Annexation Process
- LPRT Principles for Evaluating Requests
- Typical Concerns and Responses
- Future Land Use Concept from IDP
- Proposed Annexation Area
- Municipal Compensation
- Taxation
- Next Steps

Definition and Significance

- **What is Annexation?**
- A process of transferring local government jurisdiction over land from one municipality to another (i.e., expand the Town boundary)
- It is not expropriation - the ownership of land is not affected, and the property owner remains in control of development/redevelopment
- It is strategic – based on a long-term view of the needs of the municipality (25-30+ years into the future)
- The purpose is to have a supply of land – to ensure adequate land in a variety of configurations for urban development

Annexation Process – Part 1

- Local level; pace is set by the municipalities
- Town has already identified the proposed annexation areas through the SE Bentley ASP process
- The annexation process formally starts with the “**Notice of Intent to Annex**”
- Landowners are consulted about views on annexation; Town and County negotiate issues
- Opportunity for public input
- Summary of process and input received is documented in a report; “signed off” by Town and County
- Report becomes the application to the Province

Annexation Process – Part 2

- Two possible routes: one if everyone agrees and one if everyone does not agree
- Land and Property Rights Tribunal (LPRT) provides opportunity to file objections
- Public hearing held if LPRT determines it necessary
- LPRT makes a recommendation to the Minister of Municipal Affairs
- Cabinet makes final decision; Order-in-Council makes the annexation happen
- No time limit for Province to make decision

Annexation Principles – Part 1 (from LPRT)

- ***(These things need to be addressed in the annexation report)***
- Intermunicipal cooperation – is given considerable weight
- Rational growth directions, resource use, fiscal accountability and municipal purposes – municipalities not encumbered
- Autonomy of municipalities – local autonomy under MGA is not affected
- Supporting materials concerning growth (up to a 50 year time frame) – growth projections, planning
- Logical extension of growth patterns and services
- Administration of services (cost effective, efficient, coordinated, financially viable)
- Key environmental and natural features are respected
- Use of resources – supported by IDP, MDP, servicing plans and economic development objectives

Annexation Principles – Part 2 (from LPRT)

- Financial impact – on each municipality; will the annexation drive tax increases by either municipality?
- Impacts on other institutions– e.g. service commissions
- Impacts on property owners – e.g. increased taxes
- Public consultation – must show effective public involvement both prior to and during any annexation hearings or proceedings
- Special properties – where high value properties are taken in by annexation, the Tribunal will look for revenue sharing
- Financial impacts on municipalities – not simply about taxes; full scope of costs and revenues must be considered
- Conditions of annexation – certain, unambiguous, enforceable, time specific

Typical Concerns

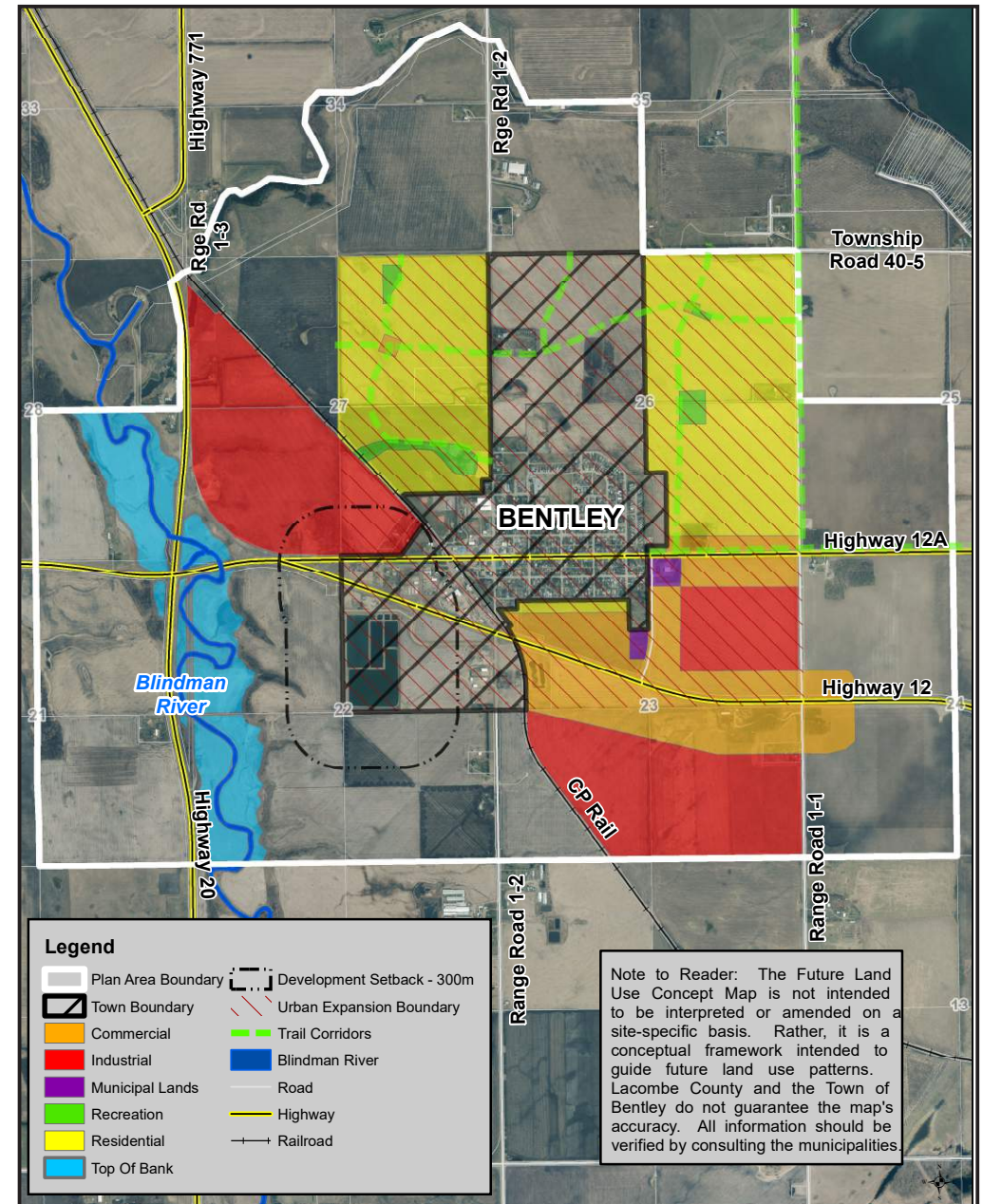
- Loss of municipal tax revenue and investment in municipal infrastructure typically roads and bridges (rural municipality)
- Loss of agricultural land and constraints on farm operations
- Increased municipal taxes (landowners)
- Continuation/status of existing development (landowners)
- Changes in services such as school busing (landowners)
- New rules that may affect use of land (landowners)
- Continued use of wells and septic systems (landowners)

Typical Responses

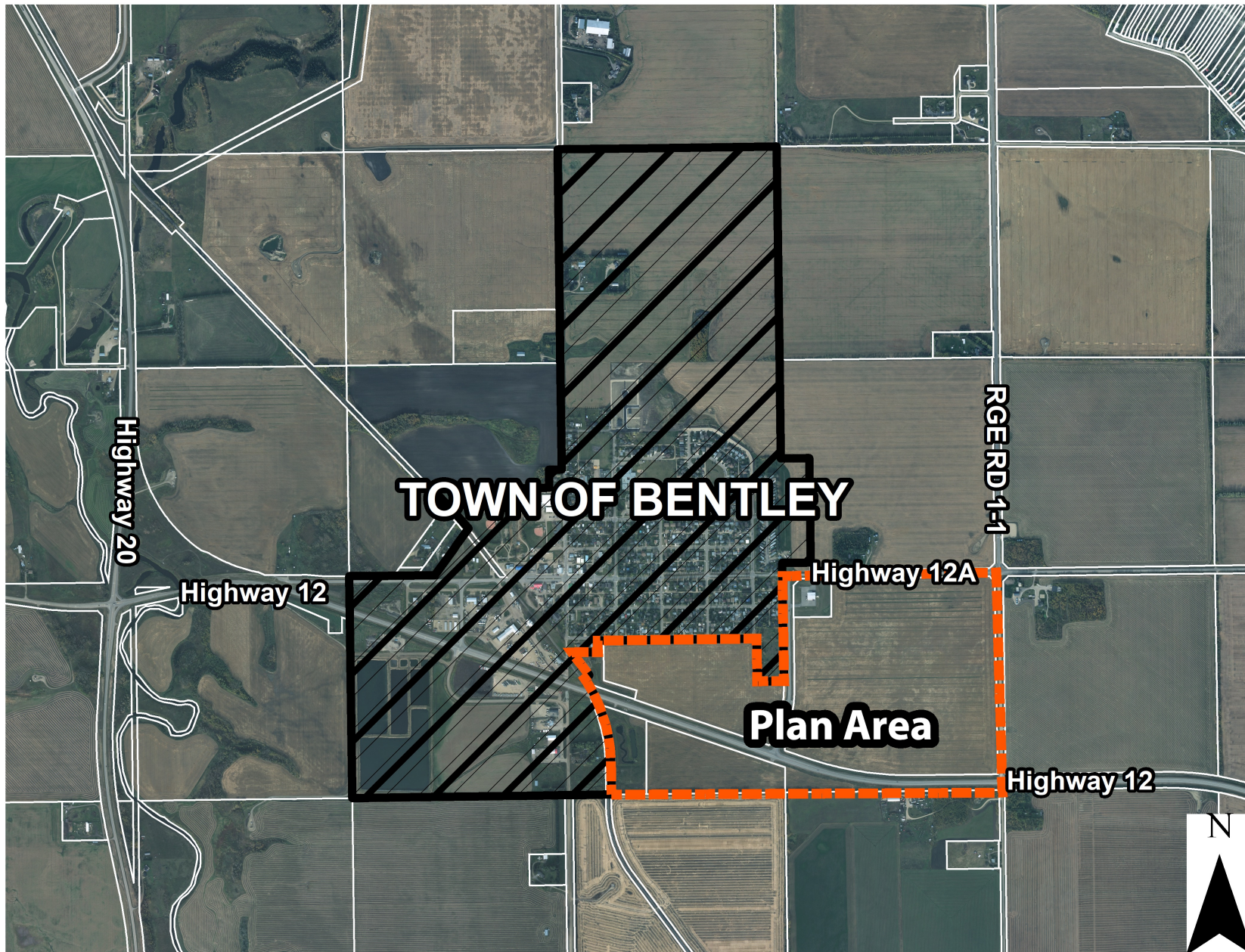
- Sliding scale payments to rural municipality based on the amount of municipal taxes lost to the urban municipality
- Compensation payment for investments in infrastructure
- Municipal tax rate “freeze” for property owners for a set time period or until new development occurs
- Continued use of rural land use bylaw or similar provisions
- Trade-offs on services provided and charged

MAP 2 - FUTURE LAND USE CONCEPT MAP

Future Land Use Concept from IDP



App. A



Proposed Annexation Area

- Plan area outlined in red

Responding to Compensation Issues

- Compensation payments to the rural municipality to offset lost taxes and investment in infrastructure are typical; however, Lacombe County does not have a practice of asking for compensation

Responding to Taxation Issues

- Town mill rate is considerably higher than County rate
- Provisions to soften the property tax impact are common to annexation agreements
- Likely approach - continue to assess and tax as if still in county until urban development occurs
- Time periods have grown significantly in recent years; 25 years seems typical now; we are exploring an indefinite period
- Offer can not affect the school portion of the property tax bill

Responding to Existing Use Issues

- Privately-owned properties are in agricultural cultivation; no buildings
- Section 135 of the MGA – Lacombe County bylaws and resolutions (MDP, ASP, LUB) continue to apply until repealed or others are made in their place by Bentley
- IDP and ASP are clear – agricultural uses may continue with existing land use rights including subdivision for agricultural purposes
- Including suitable provisions in the new Bentley Land Use Bylaw is being discussed

Next Steps

- Town Council to consider, and give direction to the CAO to issue the Notice of Intent to Annex
- Meeting of intermunicipal committee on March 11
- Schedule a public meeting
- Engage with with landowners and other interested parties
- Negotiation – private session with County representatives
- Confirm approach to managing tax impacts on landowners
- Confirm approach to compensating County





TOWN OF BENTLEY: NOTICE OF INTENT TO ANNEX LAND

1.0 INTRODUCTION

The Town of Bentley is proposing to expand its municipal boundaries by annexing selected lands from Lacombe County. This document describes the Town's proposal and, in accordance with Section 116 of the *Municipal Government Act* it:

1. Describes the lands proposed to be annexed;
2. Presents the Town's reasons for the proposed annexation;
3. Proposes a process to consult the public about the proposed annexation; and
4. Proposes a process to meet with owners of the land to be annexed and keep them informed about the progress of negotiations.

2.0 LANDS PROPOSED FOR ANNEXATION

The lands included in the annexation proposal are described below through legal descriptions. These lands are illustrated through the Proposed Annexation Map included with this document. Each individual property that is listed is identified by the corresponding number on the map.

Parcel No.1

Town Stormwater Pond

- 10.78 acres
- Linc No. 0034569617
- Lot 1, Block 2, Plan 1026356
- Short Legal 1026356;2;1

Parcel No.2

- Roll No. 40012333002
- 3.79 acres
- Linc No 0034569609
- Lot 2, Block 1, Plan 1026356

- Short Legal 1026356;1;1
- Title No. 102407201

Parcel No.3

- Roll No. 4001233001
- 44.55 acres
- Linc No. 0036187813
- Short Legal 5;1;40;23;NW
- Title No. 142175391007

Parcel No. 4

- Roll No. 4001233004
- 24.02 acres
- Linc No. 0036187813
- Short Legal 5;1;40;23;NW
- Title No. 142175391007

Parcels 3 and 4 are one title in two parts, separated by Highway 12.

Parcel No. 5

- Roll No. 4001234002 – Fire Hall – currently outside the town limits
- 4.99 acres
- Linc No. 0035347921
- Lot 1, Block 1, Plan 1223446
- Short Legal 1223446;1;1
- Title No. 142055912

Parcel No. 6

- Roll No. 4001234001
- 132.59 acres
- Linc No 0038091591
- Short Legal 5;1;40;23;NE
- Title No. 182257833003

Property No. 7

- Highway 12 road allowance within the NW 23 and NE 23.

In addition to the titled lands described above, it is the Town's intention to annex the Highway 12 road allowance within the NW 23 and NE 23, and 44 Street from Highway 12 to Highway 12A.

3.0 REASONS FOR THE PROPOSED ANNEXATION

There are four primary reasons for the Town's proposed annexation. These reasons relate to the implementation of key directions of the Town of Bentley / Lacombe County Intermunicipal Development Plan and the practical planning considerations to position the Town to plan for and attract diverse scale commercial and industrial development.

1. Collective Vision

The Annexation Area is within the Urban Expansion Boundary described on Map 2 of the Town of Bentley / Lacombe County Intermunicipal Development Plan. This proposed annexation reflects the logical next step for what was already agreed upon and set as the future vision through extensive intermunicipal collaboration.

The Town of Bentley/Lacombe County Intermunicipal Development Plan includes explicit policies intended to support commercial and industrial development in the Bentley area, and to pursue joint initiatives in this regard.

An Area Structure Plan for the Annexation Area has already been prepared and adopted by Lacombe County. The lands remain under County jurisdiction at this time.

The proposed annexation represents a logical expansion of the urban area of the Town. Residential development is expected to occur on lands in the north part of Bentley, and on lands to the north of Highway 12A in the future. The areas south of Highway 12A to the east of the Town, and along Highway 12 in the south are planned for commercial and industrial uses, in proximity to transportation corridors.

2. Competitive Commercial Land Supply

The Town has no large blocks of land available to attract commercial development that require various parcel sizes. Based on a 2021 commercial land inventory, there are only five parcels available for commercial development. These parcels are located along the Town's main street within its downtown core. The location and size of these parcels constrains for the size and type of development that can be accommodated within the Town's traditional commercial area. In particular, there is a significant opportunity to attract highway commercial development in proximity to Highway 12, which is not suited for the downtown.

These constraints have affected the ability of the Town to attract a share of the economic growth in central Alberta. The Town recently experienced this in recent years when it was unable to accommodate a culinary school and bakery due to the shortage of its commercial land supply. The Annexation Area will provide the Town a competitive land supply to attract commercial development.

3. Industrial Land Supply

The Town has a very limited supply of industrial land for development. The ability to attract industrial development depends on the availability of designated and serviced blocks of lands of varying sizes. The Town's control over the Annexation Area can accommodate a well-planned industrial area that provides flexible parcel sizes to attract

various scale industrial development within the area. The Annexation Area would provide the Town the opportunity to respond to industrial proposals within the region.

4. Preparation for Future Planning and Development

A detailed area structure plan (ASP) to guide the development of the annexation area was developed in 2022 and 2023, and was approved and adopted as Bylaw 1397/23 by Lacombe County Council in November 2023. This process was guided by the Town of Bentley/Lacombe County Intermunicipal Committee.

Background work included an environmental review, along with servicing and transportation studies.

The development of the plan included public meetings in November 2022 and June 2023, an online survey, numerous meetings and conversations with landowners and interested individuals, and a statutory public hearing held in October 2023.

The planning process has been funded through an Alberta Community Partnership (ACP) grant, with Parkland Community Planning Services acting as a planning consultant to the Committee. The Town of Bentley is the managing partner for the grant. It was the stated intention of the parties from the beginning for the Town of Bentley to apply to annex the area that is now the subject of the ASP.

The Southeast Bentley Area Structure Plan is presently a statutory plan of Lacombe County. Should the annexation be successful, the ASP would receive some minor amendments and be re-adopted as a Town of Bentley planning document.

If the annexation is not successful, the ASP would remain as a County planning document, and a Joint Economic Area (JEA) agreement between Town and County would be required.

In summary, the proposed annexation would provide the Town with the commercial and industrial land inventory needed to attract new economic activity and to support the long term viability and sustainability of the community. The area proposed for annexation is suitable for commercial and industrial development, adjacent to the Town, and can be readily serviced.

4.0 PROPOSED PROCESSES TO NEGOTIATE AND CONSULT

Throughout the creation of the Southeast Bentley Area Structure Plan, the Town and County had numerous meetings and consultations with the landowners affected by the Town's annexation proposal. The development of the ASP has been done with the explicit intention of proceeding to this annexation proposal.

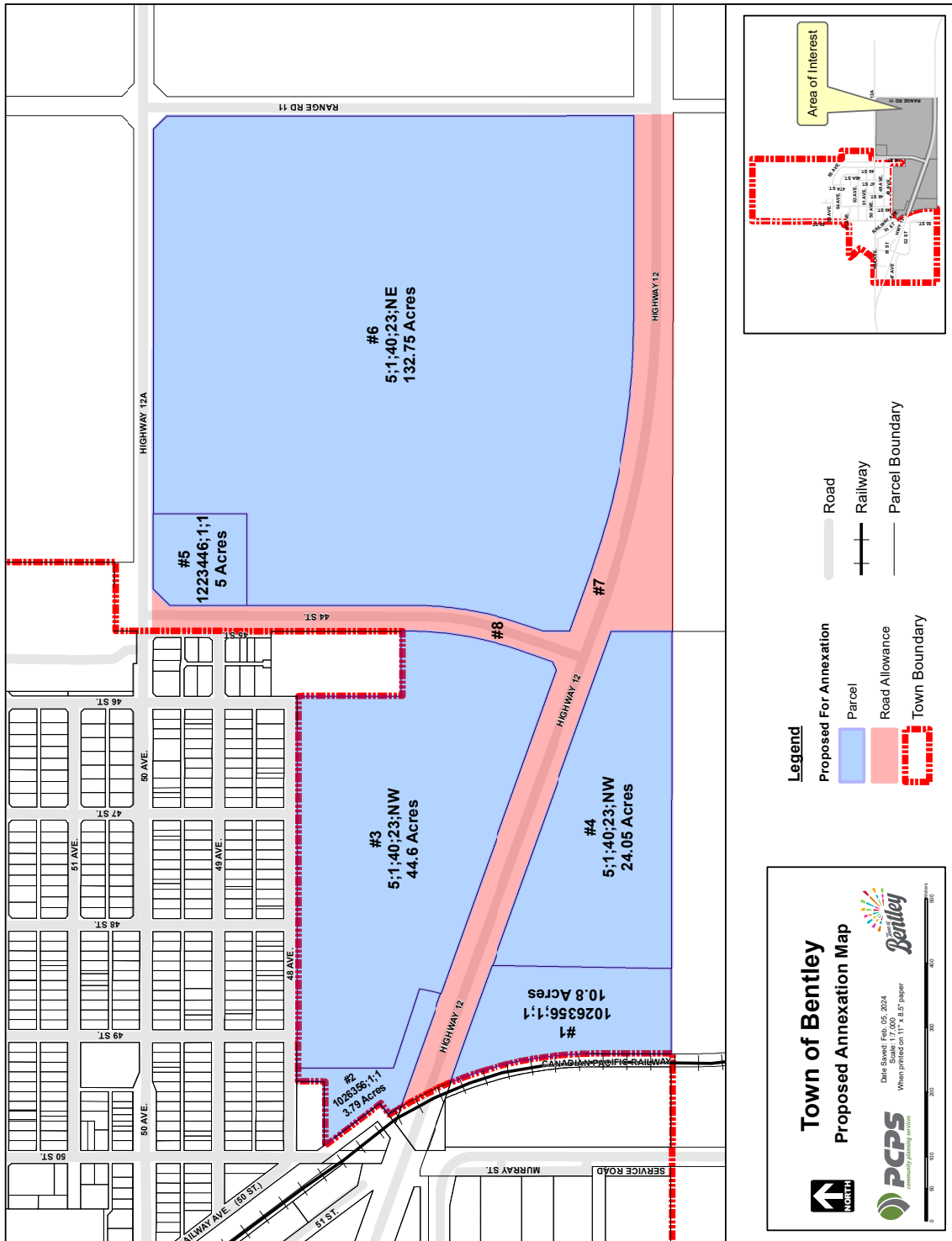
It is still necessary to formally consult with landowners and the public regarding this annexation proposal, and for the Town to negotiate with the County.

The Town proposes the following general process for further intermunicipal negotiations and public consultation and to keep landowners advised on the outcome of negotiations between the Town and County:

1. An initial meeting of the Town and County (the Intermunicipal Committee) to discuss this annexation proposal.
2. Formal Submission of this Notice of Annexation to Lacombe County, along with the Minister of Municipal Affairs, the Land and Property Rights Tribunal, Provincial Departments and other affected local authorities having jurisdiction within the Town of Bentley or Lacombe County.
3. Public notice of annexation advertised in the local newspaper and on municipal websites that describes the nature of proposal and the means on how to participate.
4. Letter to landowners providing information on the annexation negotiations, implications and inviting the landowners to a meeting, hosted by the Town, to discuss the annexation.
5. Landowner/Public open house to explain and discuss the proposed annexation.
6. Follow-up letters and/or conversations with individual landowners on implications, negotiations and thoughts on the proposed annexation.
7. Meeting between the County and the Town representatives to share information from landowner and public consultations and finalize annexation negotiations.
8. Preparation of the negotiation/annexation report and submission to County Council and Town Council for consideration.
9. Submission of the final negotiation/annexation report to the Land and Property Rights Tribunal.
10. Advertisement of the final negotiation report's availability for public review.

The official annexation process will be considered to begin upon approval of this document by the Town Council and will continue until a decision has been issued in accordance with the *Municipal Government Act*. In addition to the consultation described above, the Town will undertake follow-up notifications with the landowners and public once a decision has been issued to ensure they are aware of the outcome.

Proposed Annexation Map





Agenda Date: February 27, 2024

Agenda Item: **New Business:**
Annual Review – Employee Salary Grid and Council Remuneration & Expense

POLICY GUIDANCE/AUTHORITY

Policy 07/04 Salary Grid and Cost of Living Policy establishes a salary grid for each employment position. Annually, Council shall consider a cost of living increase.

Policy 40-2021 Council Remuneration & Expenses establishes rates and guidelines for the claiming of remuneration by Council and expenses incurred by Council, Staff members and Citizen Members-at-large attending meetings, conferences, seminars, courses, workshops etc.

SUMMARY AND BACKGROUND:

Annually, pursuant to the Salary Grid and Cost of Living Policy 07/04 (**Attachment 1**), Council considers a cost-of-living increase to the Employee Salary Grid (**Attachment 2**).

Council has been using an average of the Statistics Canada Consumer Price Index of the previous year to guide their deliberations. Council Remuneration & Expense Policy 40/2021 (**Attachment 3**), as amended, states:

“Annually, the remuneration and expense rates will be adjusted, based on the same cost of living adjustment made to the Employee Salary Grid, as determined by Council, pursuant to the Salary Grid and Cost of Living Policy 07/04”.

During the 2024 budget deliberations, Mayor and Council decided that they would not change or amend the Council Remuneration and Expenses for the 2024 year, therefore administration has attached the current Council Remuneration & Expenses (**Attachment 4**), which remain unchanged from the 2023 budget year. .

Information from the Statistics Canada Consumer Price Index, for the months of January to December 2023, is as follows:

January	5.00%	July	3.40%
February	4.30%	August	3.50%
March	4.00%	September	3.50%
April	4.10%	October	3.40%
May	3.90%	November	3.30%
June	3.50%	December	3.30%

The average Consumer Price Index for Alberta for the 12 months of 2023 is 3.77%. However, during the 2024 budget deliberations, Mayor and Council approved a wages and salaries increase in the amount of 2.5% for Town of Bentley Staff only, with no increase for Mayor and Council, to be incorporated into the approved 2024 budget.

RATIONAL FOR RECOMMENDATIONS:

- An annual salary increase has been typically done in accordance with policy 07/04 approved by Mayor and Council. The wages and salary increase for this year, although it is less than the increased costs of goods and services as per the Statistics Canada Consumer Price Index 12-month average for 2023, it has been approved based on the fact that there has been cost-of-living increase to staff, but also that Mayor and Council along with staff need to be conservative and lessen the burden on the local taxpayer. .
- The amount of increase has been anticipated in budget planning and budgeted for within the 2024 budget approved by Mayor and Council in December of 2023 and revised and presented again on January 9, 2024.

BUDGET & FINANCIAL CONSIDERATIONS:

It is anticipated that the impact of this increase over the prior year 2023 budget is approximately \$17,621 including all wages and RRSP benefits for staff salaries. There is no impact from council based on no increase in remuneration for the 2024 calendar year. This amount was factored into the approved 2024 budget.

RECOMMENDATION:

- a) That pursuant to Policy 07/04, Council approve a cost-of-living increase of 2.50% to the salary grid, to take effect March 1, 2024.
- b) That pursuant to Policy 40/2021, Council will opt out of an approved cost-of-living increase for the 2024 budget year and remain at the same rates for compensation as 2023.

ATTACHMENTS:

- 1) Policy 07/04 – Salary Grid and Cost of Living Expenses
- 2) Town of Bentley Employee Salary Grid
- 3) Policy 40/2021 – Council Remuneration and Expense
- 4) Council Remuneration and Expense Summary

Marc Fortais, CAO

POLICY NO. 07/04

POLICY TITLE: Salary Grid and Cost of Living Increases

DATE ADOPTED: July 27, 2004

POLICY PURPOSE:

- a) Amendment to Personnel Policy No. 7/2000 Article 17 - Pay Administration
- b) To provide a stable working environment that encourages and rewards employees for their job performance
- c) To maintain salary levels that are current with the (municipal) market place
- d) To establish a fair, impartial and consistent method of determining the salary of each employee.


POLICY STATEMENT: Personnel Policy No. 7/2000, Article 17 - Pay Administration shall be deleted and replaced with the following:

- 17.1 A salary grid is hereby established for each employment position.
- 17.2 Individual employee placement and advancement on the grid shall be determined by the Chief Administrative Officer and shall be based on the following criteria:
 - a) work related experience and knowledge
 - b) results of annual performance review
 - c) recognized further education/training successfully completed
 - d) additional job responsibilities
 - e) budgetary considerations
- 17.3 Annual employee performance appraisals will be undertaken in December of each year.

- 17.4 Annually, during the month of January, Council shall consider a cost of living increase.
- 17.5 Pay periods shall be mid-month and month-end. Payments shall be by direct deposit to the employees' individual bank account.

All employees shall receive an itemized statement showing the period worked, gross earnings and all relevant deductions for the pay period in question.

- 17.6 Copies of daily time records shall be kept on file in the Municipal Office.



Mayor



Chief Administrative Officer

Town of Bentley - Salary Increases

2024 Increases as per Policy 07/04

CPI Increase

2.50%

Position	HRS	1		2		3		4		5		6		7		8	
		2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024
Chief Administrative Officer	35 hrs/wk	\$ 100,442.08	\$ 102,953.13	\$ 103,455.30	\$ 106,041.68	\$ 106,558.98	\$ 109,222.95	\$ 109,755.73	\$ 112,499.62	\$ 113,048.01	\$ 115,874.21	\$ 116,440.07	\$ 119,351.07	\$ 137,385.00	\$ 140,819.63	\$ 142,880.40	\$ 146,452.41
Administrative Assistant	32.5 hrs/wk	51,402.90	52,687.97	52,456.33	53,767.74	54,510.25	55,873.01	56,135.31	57,538.69	\$ 57,760.36	59,204.37	\$ 59,562.07	61,051.12	\$ 61,346.10	62,879.75	\$ 63,200.80	64,780.82
Administrative Clerk	26 hrs/wk	36,966.63	37,890.80	38,068.85	39,020.57	39,213.46	40,193.80	40,400.47	41,410.48	\$ 41,601.59	42,641.63	\$ 42,830.99	43,901.76	\$ 45,147.79	46,276.48	\$ 45,459.35	46,595.83
Public Works Foreman	40 hrs/wk	83,319.56	85,402.55	85,817.85	87,963.30	88,391.14	90,600.92	91,042.90	93,318.97	\$ 93,774.17	96,118.52	\$ 96,587.41	99,002.10	\$ 99,485.02	101,972.15	\$ 102,411.49	104,971.78
Parks Supervisor/Safety Officer	40 hrs/wk	70,876.12	72,648.02	72,995.66	74,820.55	75,192.78	77,072.60	77,441.58	79,377.62	\$ 79,768.63	81,762.85	\$ 82,171.80	84,226.10	\$ 84,627.41	86,743.10	\$ 87,166.26	89,345.42
Assistant Public Works Foreman	40 hrs/wk	70,876.12	72,648.02	72,995.66	74,820.55	75,192.78	77,072.60	77,441.58	79,377.62	\$ 79,768.63	81,762.85	\$ 82,171.80	84,226.10	\$ 84,627.41	86,743.10	\$ 87,166.26	89,345.42
Maintenance Worker III	40 hrs/wk	62,216.93	63,772.35	64,103.83	65,706.43	66,016.62	67,667.04	68,006.43	69,706.59	\$ 70,049.27	71,800.50	\$ 72,142.67	73,946.24	\$ 74,313.95	76,171.80	\$ 76,532.93	78,446.25
Maintenance Worker II	40 hrs/wk	53,421.24	54,756.77	55,082.76	56,459.83	56,737.07	58,155.50	58,443.08	59,904.16	\$ 60,174.91	61,679.28	\$ 61,984.28	63,533.89	\$ 63,845.35	65,441.48	\$ 65,758.15	67,402.10
Maintenance Worker I	per hour	\$ 17.95	18.40	\$ 18.49	18.95	\$ 19.03	19.51	\$ 19.62	20.11	\$ 20.22	20.73	\$ 20.80	21.32	\$ 21.42	21.96	\$ 22.08	22.63

Seasonal & Part Time (Includes Arena Part Time)

FCSS Program	28 hrs/wk	\$ 44,677.44	45,794.38	\$ 46,012.82	47,163.14	\$ 47,397.64	48,582.58	\$ 48,815.46	50,035.85	\$ 50,282.72	51,539.79	\$ 51,799.45	53,094.44	\$ 53,349.14	54,682.87	\$ 54,898.84	56,271.31
Casual Labour	May Vary	\$ 17.95		\$ 30.69	\$ 18.40		\$ 31.46		Wage varies subject to job duties, experience and knowledge								

Public Works Stand-by-Rates

	2022	2023
Monday - Friday: outside regular work hours	\$25.56	\$ 26.20
Saturday, Sunday: per 24 hour period	\$63.90	\$ 65.50
Holidays: as recognized in the Personnel Policy per 24 hour period	\$76.87	\$ 78.79

Placement and / or Advancement on the Salary Grid is determined by:

- a.) results of performance evaluation
- b.) work related experience & knowledge
- c.) recognized education/training
- d.) additional job responsibilities
- e.) budgetary considerations

2.50% Cost of Living Increase to Salary Grid

Approved by Bentley Town Council - Date:

Mayor Greg Rathjen

CAO Marc Fortais



TOWN OF BENTLEY

POLICY NO. 40/2021
POLICY TITLE: Council Remuneration & Expenses
DATE ADOPTED: October 12, 2021
DATE EFFECTIVE: January 1, 2022

REPLACES: Policy 40/2011

PURPOSE: To recognize the time and out-of-pocket expenses incurred by members of the Bentley Municipal Council on meetings, functions and other activities relating to or required by their elected positions.

To establish the rates and guidelines for the claiming of remuneration by Council and the expenses incurred by Council, Staff Members and Citizen Members-at-large attending meetings, conferences, seminars, courses, workshops, etc.

1. Monthly Council Remuneration

Mayor \$556.84 per month

- Established to recognize the additional duties and responsibilities of the "Chief Elected Official" as set out in the Municipal Government Act and the additional time spent, as Mayor, on Town business or public relations
- To recognize time spent in the Municipal Office signing cheques, letters, and other Municipal Documents
- To recognize time spent reviewing/discussing matters with the Chief Administrative Officer, members of Council and/or members of the Community, outside the formal meeting setting
- To recognize time spent meeting with other Government Officials, engineers, lawyers, and attending as "exo-ficio" meetings of Council Committee
- To recognize time spent attending local functions when the presence of the Mayor is requested or when protocol dictates the Mayor's presence or where good public relations warrants the Mayor's attendance

- i.e. - groundbreaking ceremonies
- grand openings
- anniversaries/birthdays
- community reunions
- graduation exercises

Deputy Mayor \$250.00 per month

- To recognize the additional time spent, as Deputy Mayor, on Town business and public relations.
- To recognize time spent in the Municipal Office signing cheques, letters, and other municipal documents in the Mayor's absence.
- To recognize any time spent, in the Mayor's absence, reviewing/discussing matters with the Chief Administrative Officer, members of Council and/or members of the Community, outside of the formal meeting setting.
- To recognize time spent meeting with other Government Officials, engineers, lawyers and attending as "exo-ficio" meetings of Council Committee in the Mayor's absence.
- To recognize time spent attending local functions when the presence of the Mayor is requested or when protocol dictates the Mayor's presence or where good public relations warrants the Mayor's attendance and where the Deputy Mayor is attending on behalf of the Mayor.
- i.e. - groundbreaking ceremonies
- grand openings
- anniversaries/birthdays
- community reunions
- graduation exercises

Councillors \$146.57 per month

- to recognize the time spent reviewing/discussing matters with other members of Council and the citizens of Bentley, outside of the formal meeting setting
- attending local functions when the presence of members of Council are requested, when protocol dictates a Council presence or where good public relations warrants Council attendance
- to recognize the time spent on other local matters pertaining to the office of Councillor of the Town of Bentley
- to recognize the representation of Council, at functions in which the Mayor is unable to attend

2. Meeting Rates – Mayor and Council

A.	Regular Council Meetings	\$ 111.38 per meeting
	Budget Meetings	\$ 111.38 per meeting


Initial

- B. Special Council Meetings:
- Up to and including 2hrs. \$ 63.30
 - Over 2hrs. and up to and including 4hrs \$ 111.38
 - Over 4 hrs. - Per day (maximum) \$ 208.83
- C. Attendance at other meetings of Council, Board/Committee, Foundation or Society, Conference, Seminars, Workshops, etc. meetings held within the Town – Same rate as Special Council meetings
- D. Attendance at Board/Committee, Foundation, Society, Conference, Seminars, Workshops, etc., held outside the Town – Same rate as Special Council meetings except that travel time is included in time durations.
- E. Attendance at informal (Public Relations) activities over 1 hour, i.e., parades – Mileage and meal per diem only

3. Expenses

- A. Hotel/Motel Accommodations for attendance at functions, meetings, conferences, conventions, workshops, etc, located more than 100 kilometers from Bentley, requiring an overnight stay shall be paid as per receipts submitted.
- Reimbursement of expenses for overnight stays within 100 km. from Bentley will require prior approval.
- B. Same activities as above, but staying at a friend or relative's residence - **\$41.00** per night
- C. Mileage – will be paid at the rate established by Canada Revenue Agency for reimbursement of mileage.
For example, 2021 CRA Rates are: 59 cents per km – first 5000km and 53 cents per km after that.
- D. Meals – shall be reimbursed for actual expenses (receipts to be submitted) subject to a maximum per meal and daily rate as defined by the Canada Revenue Agency (with no receipt).

For example, 2021 CRA Rates are (Daily Max \$69.00):

Breakfast	\$23.00
Luncheon	\$23.00
Dinner	\$23.00

Gratuities are included in the above

4. Technology/Communication Allowance

The Town shall reimburse Mayor and Council members at a flat rate of \$50.00 per month as an allowance for their use of personal telephone, internet service and cellular phones, and computers in the execution of their duties.



A. Other Expenses

Parking Charges – actual expense based on submitted receipt, except that no receipts are required for parking meter costs.

Car Rentals – actual expense based on submitted receipts

Miscellaneous – other related expenses based on submitted receipts

5. Remuneration from Outside Boards and/or Committees

Where Mayor or Councillor receives additional remuneration from another board or committee for which they are attending on behalf of the Town and receiving reimbursement from the town, such additional remuneration should be paid directly to the Town of Bentley.

6. Reporting

It is expected when attending a meeting on behalf of the Town of Bentley and claiming a meeting rate that the Mayor, Deputy Mayor or Councillor will report to their fellow councilors regarding such meetings.

7. Payment Procedures

- The Council member will submit an expense sheet monthly to the CAO for review, prior to the end of the month (at least 5 days in advance). The expense sheet will outline their attendance at approved meetings and the appropriate rate, any expenses they are claiming with supporting receipts and documentation
- Council Members claims will be approved by the Mayor.
- Mayor Claims will be approved by the Deputy Mayor.
- Payments for claims submitted at the end of a month will be made the following month on the 15th day of that month.

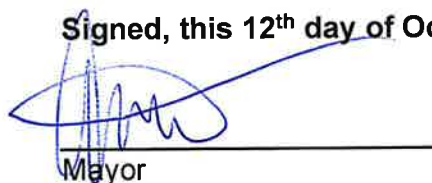
8. Community Citizens serving on Council appointed Committee and Boards shall be subject to the same meeting and expense rates as set out in this policy and amendments thereto.

5. Staff members shall be subject to the same expense rates as set out in this policy and amendments thereto.

6. Annually, Council will determine if the remuneration and expense rates will be adjusted, based on the same cost of living adjustment made to the Employee Salary Grid, pursuant to the Salary Grid & Cost of Living Policy 07/04.

7. This Policy replaces Policy 40/2011

Signed, this 12th day of October 2021



Mayor



Chief Administrative Officer

Town of Bentley - Mayor and Council Renumeration and Expense

2024 Increase as per Policy 40/2021

CPI Index Increase

0.00%

Position	Frequency of Renuumeration	2023	2024
Mayor	Monthly	\$ 612.01	\$ 612.01
Deputy Mayor	Monthly	\$ 274.77	\$ 274.77
Councillors	Monthly	161.09	\$ 161.09
Regular Budget Meetings	As Required	122.41	\$ 122.41
Special Committee & Other Meetings	As Required		
Under 2 hours		69.58	\$ 69.58
Half Day		122.41	\$ 122.41
Per Day (maximum)		229.52	\$ 229.52
Meals *			
Breakfast	Per Day	23.00	\$ 24.35
Lunch	Per Day	23.00	\$ 24.65
Dinner	Per Day	23.00	\$ 60.45

Hotel As Per Actual Expense
 Other As per Actual Expense
 Technology Allowance \$50.00 per month
 Meals As per CRA Rates \$109.45 per day
 Mileage As per CRA Rates .53 per km in Alberta

* Gratuities are included in the per day amount



HIGHLIGHTS OF THE REGULAR COUNCIL MEETING FEBRUARY 8, 2024

QE II WEST AREA STRUCTURE PLAN

A second public meeting to seek feedback on the draft QE II West Area Structure Plan is scheduled for March 21, 2024 at 7:00 p.m. at the Lacombe County Council Chambers.

BLISSFUL BEACH EMERGENCY ACCESS ROAD

The County Manager was directed to enter into a 50/50 cost-sharing agreement with the Summer Village of Sunbreaker Cove for the construction of an emergency access road between the Summer Village of Sunbreaker Cove and Blissful Beach. The County's portion of the cost associated with the construction of the road and all other amenities, including signs and gates, is to be funded from the 2024 Operating Budget.

MIRROR BALL DIAMOND UPGRADE REQUEST

Lacombe County will contribute work in-kind up to \$15,000 and materials up to \$7,000 to the Mirror Association of Ball Diamonds, Campgrounds, and Skating Society for upgrades to the Mirror Ball Diamonds.

TOWN OF SYLVAN LAKE RECREATION COST-SHARING AGREEMENT

The Recreation Cost-Sharing Agreement between the Town of Sylvan Lake and Lacombe County, for the years 2024 to 2028 inclusive, was approved as presented.

AOPA AND AGRICULTURE BYLAWS REVIEW

The County Manager will engage with the Farmer's Advocate Office of Alberta, the Agricultural Operations Practices Act (AOPA), and the Natural Resources Conservation Board (NRCB) to arrange for an education session to gain a better understanding of how agricultural legislation aligns with the County's Municipal Development Plan and Land Use Bylaw.

DWELLINGS ON AGRICULTURAL 'A'; DISTRICT PARCELS – BYLAW NOS. 1406/24 and 1407/24

Bylaw Nos. 1406/24 and 1407/24, bylaws of Lacombe County to amend the Lacombe County Municipal Development Plan and Land Use Bylaw, received first reading. A public hearing for Bylaw Nos. 1406/24 and 1407/24 will be held on March 14, 2024, at 7:00 p.m. at the Lacombe County Council Chambers.

SYLVAN LAKE AND AREA URGENT CARE COMMITTEE

Council received a presentation on the 2023 activities and initiatives of Sylvan Lake Urgent Care Committee and directed the County Manager to prepare a report and recommendation regarding the County's support of the Sylvan Lake and Area Health Foundation, for consideration at a future Council meeting.

**Next Regular Council Meeting is
February 22, 2024 – 9:00 a.m.**

**Next Committee of the Whole Meeting is
April 2, 2024 – 9:00 a.m.**

Lacombe County Administration Building

****For more details from Lacombe County Council meetings, please refer to the meeting minutes. All meeting minutes are posted on the website (www.lacombecounty.com) after approval.**