

LAC LA BICHE COUNTY
SPECIAL COUNCIL MEETING

DATE: July 7, 2015
TIME: 10:00 a.m.
PLACE: Council Chambers
COUNTY CENTRE

AGENDA

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
 - 3.1 June 2, 2015 Policy and Priorities Committee Meeting.
4. COUNCILLOR REPORTS
5. UNFINISHED BUSINESS
6. URGENT MATTERS
7. DELEGATIONS/PUBLIC INPUT SESSION
 - 7.1 12:15 p.m. Public Input Session.
8. DISPOSITION OF DELEGATION BUSINESS
 - 8.1 Public Input Session.
9. NEW BUSINESS
 - 9.1 Appointment of Chief Administrative Officer;
 - 9.2 Briefing – Craigen Recreation and Agricultural Society Capital Plan;
 - 9.3 Briefing – Event Sponsorships Review;
 - 9.4 Briefing – Policy CM-71-001 Recreational/Cultural Operational Funding Request;
 - 9.5 Briefing – Replacement of Viewpoint Deck;
 - 9.6 Briefing – Revised Professional Development Standard Operating Procedure;

- 9.7 Briefing – 2015 AUMA Fall Convention Lobbying Initiatives;
- 9.8 Briefing – Council Governance Review Task Force Terms of Reference;
- 9.9 Briefing – Rich Lake Mediation Task Force Terms of Reference;
- 9.10 Request for Decision – Appointment of Weed Inspector under the Weed Control Act and Lac La Biche County’s Weed Control Policy for the 2015 Season.
10. IN CAMERA SESSION
- 10.1 Briefing – Animal Control Situation Update (s. 16 FOIP);
- 10.2 Request for Decision – Tax Reduction for Loss of Property from Fire Damage (s. 17 FOIP);
- 10.3 Briefing - Parcel 9 Land Sale (s. 25 FOIP);
- 10.4 Discussion – Water & Sewer Project (s. 25 FOIP).
11. CHIEF ADMINISTRATIVE OFFICER REPORT
- 11.1 Chief Administrative Officer Report and Follow Up Action List.
12. BOARDS AND COMMITTEES – REPORTS & MINUTES
- 12.1 April – May 2015 – InsideAGRI Newsletter;
- 12.2 April 29, 2015 – F.C.S.S. Board Meeting Minutes;
- 12.3 May 20, 2015 – Library Board Minutes.
13. CORRESPONDENCE
- Sent May 24, 2015 to Mr. J. Tesolin, President, Lac La Biche Heritage Society – Successful grant application;
 - Sent May 27, 2015 to Mr. B. Jean, M.L.A. – Congratulations on election victory;
 - Sent June 5, 2015 to Ms. J. Okrainec, Lac La Biche Active Kids’ Society – Successful grant application;
 - Sent June 5, 2015 to Mr. D. Stewart, Community Futures – Permission to use County picnic tables for Annual General Meeting;
 - Sent June 5, 2015 to Mr. J. Tesolin, President, Lac La Biche Heritage Society – Successful event sponsorship for 40th anniversary celebrations;
 - Sent June 5, 2015 to Ms. Loraine Anterton, Chair, Lac La Biche County Libraries – Salary adjustments for non-management employees.

- Sent June 10, 2015 to Ms. S. Ward, Lac La Biche Rotary Club – Successful sponsorship request;
- Sent June 10, 2015 to Mr. C. Newhook, Lac La Biche Firefighters' Society – Permission to use County picnic tables for bike rodeo;
- Sent June 15, 2015 to Mr. D. Michaud, Chair, PDCDS – Successful event sponsorship request;
- Sent June 16, 2015 to Ms. T. Duhamel, Alberta Trappers Association – Successful event sponsorship request;
- Sent June 16, 2015 to Ms. T. Reid, President, Buffalo Lake Head Start Parent Advisory Council – Successful ad hoc grant application;
- Sent June 16, 2015 to Mr. D. Michard, Chair, PDCDS – Successful Event Sponsorship request;
- Sent June 16, 2015 to Ms. D. Gladu – Delegation thank you;
- Sent June 16, 2015 to Mr. M. Lefebvre, XCG Consultants Limited – Delegation thank you;
- Sent June 17, 2015 to Mr. I. Ferguson, Municipal Assessment Services Group – Delegation thank you;
- Sent June 17, 2015 to Mr. D. Imrie and Mr. M. Minard, Alberta Municipal Affairs – Delegation thank you;
- Sent June 17, 2015 to Mr.L. Horne and Mr. K. Horne, Independent Municipal Assessment Corporation – Delegation thank you.

14. ADJOURNMENT

**LAC LA BICHE COUNTY
SPECIAL COUNCIL MEETING
COUNTY CENTRE, LAC LA BICHE**

July 7, 2015 – 10:00 a.m.

Minutes of the Lac La Biche County Special Council Meeting held July 7, 2015 at 10:00 a.m.

CALL TO ORDER Mayor Moghrabi called the meeting to order at 10:04 a.m.

PRESENT	Omer Moghrabi	Mayor
	Wanda Austin	Councillor
	Robert Richard	Councillor
	Richard Olson	Councillor
	MJ Siebold	Councillor
	Hajar (Jerry) Haymour	Councillor
	John Nowak	Councillor/Deputy Mayor (entered at 10:07 a.m.)

STAFF IN ATTENDANCE	Shadia Amblie	Chief Administrative Officer/ Manager, Communications
	Melanie McConnell	Interim Assistant Chief Administrative Officer/Senior Manager, Legislative & Information Services
	Brian McCosh	Planning & Development Consultant (in part)
	Jeff Lawrence	Senior Manager, Recreation & Community Enhancement (in part)
	Brian Shapka	Interim Senior Manager, Public Works (in part)
	Dan Small	Senior Manager, Finance & Community Services (in part)
	Julie MacIsaac	Communications Coordinator
	Vicki Versteeg	Legislative Services Coordinator

REGRETS	Tim Thompson	Councillor
	David Phillips	Councillor

ADOPTION OF AGENDA

15.467	Motion by Councillor Richard to approve the July 7, 2015 Special Council Meeting agenda as presented.
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CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 June 2, 2015 Policy and Priorities Committee Meeting.

15.468 Motion by Councillor Nowak to adopt the June 2, 2015 Policy and Priorities Committee Meeting minutes as amended.

CARRIED UNANIMOUSLY

COUNCILLOR REPORTS

4.1 Councillor Reports.

Mayor Moghrabi

- Attended three highschool graduations.
- Attended opening ceremonies of the Beaver Lake Pow Wow.
- Attended Canada Day celebrations at the Mission.

Councillor Nowak entered Council Chambers at 10:07 a.m.

Councillor Austin

- Attended Federation of Canadian Municipalities conference.
- Attended ground breaking and ribbon cutting ceremony for the spray park.
- Attended meeting of Lakeland Agricultural Research Association.
- Attended Community Futures Annual General Meeting and barbeque.
- Attended Agricultural Service Board (ASB) Agricultural Appreciation Day activities.
- Attended Two Hills ASB meeting.

Councillor Richard

- Attended Federation of Canadian Municipalities conference.
- Attended ribbon cutting for Spray Park.
- Attended information session on Lac La Biche fishing.
- Attended open house for Ward 3.
- Attended meetings with developers.
- Attended meetings for committee work, including meetings with Diamond Ridge, Solid Waste Management Committee, and Coalition for a Safer 63/881.

Councillor Olson

- Hosted Ward 3 Open House.
- Attended grand opening of Plamondon Festival Centre Mini Theatre.
- Attended Greater North Foundation meeting in Westlock.

- Attended Program for Adult Learning ribbon cutting ceremony.
- Attended Community Futures Annual General Meeting and barbeque.
- Attended Plamondon & District Community Development Society meeting.
- Attended Mayor's Golf Fore Health tournament.

Councillor Siebold

- Attended Federation of Canadian Municipalities conference.

Councillor Haymour

- Attended grand opening of Plamondon Festival Centre Mini Theatre.
- Attended meeting with developers.
- Attended Mayor's Golf Fore Health tournament.

Councillor Nowak

- Attended meetings with developers.
- Attended Federation of Canadian Municipalities conference.

NEW BUSINESS

9.1 Appointment of Chief Administrative Officer;

15.469 Motion by Councillor Olson to appoint Shadia Amblie as the Chief Administrative Officer, effective July 7, 2015, subject to the terms and conditions of the mutually agreed upon employment agreement.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 10:39 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 10:50 a.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

9.2 Briefing – Craigend Recreation and Agricultural Society Capital Plan;

15.470 Motion by Councillor Siebold to accept the Craigend Recreation and Agricultural Society Capital Plan as information, and further that the capital grant of \$37,129 be released to the Craigend Recreation and Agricultural Society.

CARRIED UNANIMOUSLY

9.3 Briefing – Event Sponsorship Review;

Following presentation of the Briefing by Ms. Anita Polturak, Manager of F.C.S.S. and Community Development, the use of cash sponsorships, value of in kind donations, nature of county donations, and accounting for donations were discussed.

15.471 Motion by Councillor Siebold to accept the review of event sponsorships as information.

CARRIED UNANIMOUSLY

9.4 Briefing – Policy CM-71-001 – Recreational/Cultural Operational Funding Request;

Councillor Richard exited Council Chambers at 11:24 a.m.

Councillor Richard returned to Council Chambers at 11:29 a.m.

Councillor Nowak exited Council Chambers at 11:29 a.m.

Councillor Nowak returned to Council Chambers at 11:31 a.m.

Councillor Olson exited Council Chambers at 11:32 a.m.

Councillor Olson returned to Council Chambers at 11:33 a.m.

15.472 Motion by Councillor Haymour to accept the redrafted Policy CM-71-001 as information, and direct Administration to bring forward the revised policy and procedure to a Regular Council Meeting for adoption.

CARRIED UNANIMOUSLY

9.5 Briefing - Replacement of Viewpoint Deck;

Mr. Gary Harman, Manager, Facilities, reviewed the briefing plans for the replacement of the viewpoint deck. Discussion followed regarding the architecture, design, and beautification around the deck.

NEW BUSINESS

9.5 Briefing - Replacement of Viewpoint Deck (continued);

15.473 Motion by Councillor Siebold to accept the Briefing regarding replacement of the Viewpoint Deck as information and further, that Administration move forward with the construction project.

IN FAVOUR
Mayor Moghrabi
Councillor Austin
Councillor Richard
Councillor Olson
Councillor Siebold
Councillor Nowak

OPPOSED
Councillor Haymour

CARRIED

9.6 Briefing – Revised Professional Development Standard Operating Procedure;

Ms. Shadia Amblie, Chief Administrative Officer, presented the revised Standard Operating Procedure and Return to Service Agreement.

Discussion followed regarding reporting of training and conferences and return to service requirements for paid-on-call volunteer fire fighters.

Councillor Austin recused herself from Council Chambers due to a conflict of interest.

15.474 Motion by Councillor Siebold to accept the Briefing regarding the revised Professional Development Standard Operating Procedure as information.

CARRIED UNANIMOUSLY

15.475 Motion by Councillor Richard to exclude paid-on-call volunteer fire fighters from the Return for Service training agreement.

CARRIED UNANIMOUSLY

Councillor Austin returned to Council Chambers immediately following voting on Motion 15.475.

NEW BUSINESS

9.7 Briefing – AUMA Fall Convention Lobbying Initiatives;

Ms. Melanie McConnell, Interim Chief Administrative Officer and Senior Manager of Legislative & Information Services, presented the briefing outlining previous lobbying initiatives.

Discussion followed regarding meeting with the Ministers responsible for fisheries, natural resources, tourism, and policing to discuss gravel, Affordable Supportive Living Initiative bedspaces, traffic enforcement, trail development, tourism, and investment in parks.

15.476 Motion by Councillor Nowak to accept the briefing as information, and further to direct Administration to schedule meetings with Ministers and prepare briefings for the topics discussed.

CARRIED UNANIMOUSLY

9.8 Briefing – Council Governance Review Task Force Terms of Reference;

Ms. Melanie McConnell presented the Briefing and draft Task Force Terms of Reference. Discussion followed regarding increasing quorum to three members of Council and clarifying the membership of Mayor Moghrabi on the Task Force.

15.477 Motion by Councillor Haymour to accept the briefing on the Council Governance Review Task Force Terms of Reference with the required changes as discussed.

CARRIED UNANIMOUSLY

DELEGATIONS & PUBLIC INPUT SESSION

7.1 12:15 P.M. Public Input Session.

At 12:15 p.m., Melanie McConnell, Interim Assistant Chief Administrative Officer/Senior Manager, Legislative & Information Services confirmed no persons were present for the Public Input Session.

NEW BUSINESS

9.10 Request for Decision – Appointment of Weed Inspector under the Weed Control Act and Lac La Biche County’s Weed Control Policy for the 2015 Season.

15.478 Motion by Councillor Nowak to appoint Daton Tchir as Weed Inspector to perform the duties and functions as established by the Alberta Weed Control Act and Lac La Biche County Integrated Vegetation Management Policy (PI-63-002), with an effective date of July 7, 2015, and culminating with the expiration of employment as set forth in the employment agreement with Mr. Tchir.

CARRIED UNANIMOUSLY

9.9 Briefing – Rich Lake Mediation Task Force Terms of Reference;

15.479 Motion by Councillor Haymour to adopt the amended Rich Lake Mediation Task Force Terms of Reference and further to direct Administration to liaise with the Rich Lake Golden Age Pioneers and Rich Lake Recreation and Agricultural Society to assess their willingness to participate in the Mediation Task Force.

CARRIED UNANIMOUSLY

15.480 Motion by Councillor Austin to appoint Mayor Moghrabi, Councillor Richard, and Deputy Mayor Nowak to the Rich Lake Mediation Task Force.

CARRIED UNANIMOUSLY

RECESS Mayor Moghrabi called a recess at 12:40 p.m.

RECONVENE Mayor Moghrabi reconvened the meeting at 2:21 p.m. with all those Members of Council previously listed in attendance, excluding Councillor Nowak.

CHIEF ADMINISTRATIVE OFFICER REPORT

11.1 Chief Administrative Officer Report and Follow Up Action List.

Discussion of employee recruiting and housing followed the presentation of the Chief Administrative Officer report and Follow Up Action List.

Councillor Richard exited Council Chambers at 2:41 p.m.

Councillor Richard returned to Council Chambers at 2:44 p.m.

11.1 Chief Administrative Officer Report and Follow Up Action List (continued).

15.481 Motion by Councillor Austin to accept the Chief Administrative Officer Report and Follow Up Action List as information.

CARRIED UNANIMOUSLY

BOARDS AND COMMITTEES – REPORTS & MINUTES

12.1 April – May 2015 – InsideAGRI Newsletter;

12.2 April 29, 2015 – F.C.S.S. Board Meeting Minutes;

12.3 May 20, 2015 – Library Board Minutes.

15.482 Motion by Councillor Siebold to accept Agenda Items 12.1 through 12.3, Boards and Committees' Reports and Minutes, as information.

CARRIED UNANIMOUSLY

CORRESPONDENCE

15.483 Motion by Councillor Haymour to accept all items listed under Agenda item 13.0 – Correspondence as information.

CARRIED UNANIMOUSLY

IN CAMERA SESSION

15.484 Motion by Councillor Siebold to go in camera at 3:07 p.m.

CARRIED UNANIMOUSLY

10.2 Request for Decision – Tax Reduction for Loss of Property from Fire Damage;

Councillor Nowak entered Council Chambers at 3:31 p.m.

10.3 Briefing – Parcel 9 Land Sale (s. 25 FOIP);

Councillor Olson exited Council Chambers at 3:46 p.m.

Councillor Olson returned to Council Chambers at 3:48 p.m.

Councillor Haymour exited Council Chambers at 3:54 p.m.

Councillor Haymour returned to Council Chambers at 3:55 p.m.

Councillor Haymour exited Council Chambers at 3:59 p.m.

Councillor Haymour returned to Council Chambers at 4:01 p.m.

10.4 Discussion – Water & Sewer Project (s. 25 FOIP).

Councillor Siebold recused herself from Council Chambers due to a Conflict of Interest with Agenda Item 10.1, as she is a member of the Lac La Biche Humane Society, and did not return to the meeting.

RECESS

Mayor Moghrabi called a recess at 4:20 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 4:32 p.m. with all those Members of Council previously listed in attendance.

IN CAMERA SESSION

10.1 Briefing – Animal Control Situation Update (s. 16 FOIP);

Councillor Haymour exited Council Chambers at 4:32 p.m.

Councillor Haymour returned to Council Chambers at 4:33 p.m.

Councillor Olson exited Council Chambers at 4:53 p.m.

Councillor Olson returned to Council Chambers at 4:55 p.m.

Councillor Richard exited Council Chambers at 5:16 p.m.

RETURN TO REGULAR MEETING

15.485 Motion by Councillor Haymour to proceed with the meeting out of camera at 5:17 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF IN CAMERA SESSION

10.2 Request for Decision – Tax Reduction for Loss of Property from Fire Damage;

15.486 Motion by Councillor Nowak to uphold the current property taxes of \$608.22 and charge the late payment penalty of \$30.41 on Roll #66143403019.

CARRIED UNANIMOUSLY

Councillor Richard returned to Council Chambers at 5:20 p.m.

Mayor Moghrabi exited Council Chambers at 5:20 p.m. and Deputy Mayor Nowak assumed the Chair.

Mayor Moghrabi returned to Council Chambers at 5:21 p.m and Deputy Mayor Nowak retained the Chair.

10.3 Briefing – Parcel 9 Land Sale (s. 25 FOIP);

15.487 Motion by Councillor Olson to direct Administration to determine requirements and costs associated with a road to Parcel 9.

CARRIED UNANIMOUSLY

10.4 Discussion – Water & Sewer Project (s. 25 FOIP).

No action required.

10.1 Briefing – Animal Control Situation Update (s. 16 FOIP);

15.488 Motion by Councillor Haymour to accept the Animal Control Situation Update Briefing as information, and further to direct Administration to return to Council with costs associated with enforcing the Bylaw as discussed *in camera*, and prepare a long-term plan following discussions with stakeholders.

CARRIED UNANIMOUSLY

ADJOURNMENT

15.489 Motion by Councillor Austin to adjourn the Special Council Meeting of July 7, 2015 at 5:25 p.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

**Shadia Amblie
Chief Administrative Officer**

ADOPTED