

LAC LA BICHE COUNTY
SPECIAL COUNCIL MEETING

DATE: January 7, 2016
TIME: 10:00 a.m.
PLACE: Council Chambers
County Centre

AGENDA

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. NEW BUSINESS
 - 3.1 Proposed 2016 County Budget.
 - 3.1.1 Briefing – Lakeshore Storm Water Management & Storm Sewer Outfall Design Projects.
4. IN CAMERA
 - 4.1 Proposed 2016 County Budget (*if necessary*).
5. ADJOURNMENT

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

January 7, 2016 – 10:00 a.m.

Minutes of the Lac La Biche County Special Council Meeting held January 7, 2016 at 10:00 a.m.

CALL TO ORDER Mayor Moghrabi called the meeting to order at 10:17 a.m.

PRESENT	Omer Moghrabi	Mayor
	Wanda Austin	Councillor
	Robert Richard	Councillor
	Richard Olson	Councillor
	MJ Siebold	Councillor
	Tim Thompson	Councillor
	John Nowak	Councillor / Deputy Mayor

STAFF IN ATTENDANCE	Shadia Amblie	Chief Administrative Officer
	Melanie McConnell	Assistant Chief Administrative Officer
	Brian Shapka	Senior Manager, Public Works
	Dan Small	Senior Manager, Finance & Grants
	Joanne Onciul	Legislative Services Coordinator

REGRETS	David Phillips	Councillor
	Hajar (Jerry) Haymour	Councillor

ADOPTION OF AGENDA

16.001 Motion by Councillor Austin to approve the January 7, 2016 Special Council Meeting agenda as presented.

CARRIED UNANIMOUSLY

NEW BUSINESS

3.1 Proposed 2016 County Budget.

Mr. Dan Small, Senior Manager of Finance and Grants, provided an overview of the following documents handed out to Council:

- Capital budget requests for consideration in 2016 preliminary budget process;

- funds available to finance capital & discretionary projects for the year ended December 31, 2016.

Mr. Maurice Gushta, Manager of Finance, was in attendance to field questions of Council.

Discussion ensued regarding the above noted hand-outs.

Mr. Gushta provided clarification of the forecasted accumulated surplus for the year ended December 31, 2015. Discussion ensued regarding the same.

RECESS

Mayor Moghrabi called a recess at 10:54 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 11:03 a.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

3.1 Proposed 2016 County Budget (continued).

Capital Budget

Brian Shapka, Senior Manager of Public Works, was in attendance to provide an overview of the Transportation Services capital budget requests for consideration in the 2016 budget.

16.002 Motion by Councillor Olson to have Administration discuss with the County Solicitor the crown and elevation design of 91st Avenue and report back to Council.

CARRIED UNANIMOUSLY

Discussion continued regarding the Transportation Services capital budget requests.

RECESS

Mayor Moghrabi called a recess at 12:10 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 12:20 p.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

3.1 Proposed 2016 County Budget (continued).

Mr. Shapka continued reviewing the Transportation Services capital budget requests. Discussion ensued regarding the same.

3.1 Proposed 2016 County Budget (continued).

16.003 Motion by Councillor Richard that Administration put to tender the base and paving of Range Road 151A from Highway 55 to Township Road 674, and continuing from the intersection of Township 674 and 151A (known as the 'Mission Four Corners') along old mission trail up to and including all that portion to the asphalt in the Hamlet of Plamondon.

CARRIED UNANIMOUSLY

Review and discussion continued regarding the Transportation Services capital budget requests for consideration in the 2016 preliminary budget.

RECESS

Mayor Moghrabi called a recess at 12:46 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 2:15 p.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

3.1 Proposed 2016 County Budget (continued).

Review and discussion continued regarding the Transportation Services capital budget requests for consideration in the 2016 preliminary budget.

16.004 Motion by Councillor Olson that Administration bring forward a Policy to the Policy Review Committee that addresses lighting on County walking trails.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 3:44 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 3:54 p.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

3.1 Proposed 2016 County Budget (continued).

16.005 Motion by Councillor Nowak to schedule Special Council Meetings on January 13 and 15 at 10:00 a.m. for the purposes of discussing the 2016 Budget.

CARRIED UNANIMOUSLY

3.1.1 Briefing – Lakeshore Storm Water Management & Storm Sewer Outfall Design Projects.

To be discussed with the Utilities Services Capital Budget.

IN CAMERA SESSION

16.006 Motion by Councillor Thompson to go in camera at 4:06 p.m.

CARRIED UNANIMOUSLY

4.1 Proposed 2016 County Budget – Personnel Matters (sec. 17 FOIP).

Councillor Siebold declared a pecuniary interest as her family member is employed by the municipality. Councillor Siebold left Council Chambers at 4:15 p.m. and did not return to the meeting.

Deputy Mayor Nowak exited Council Chambers at 4:39 p.m.

Deputy Mayor Nowak returned to Council Chambers at 5:36 p.m.

Councillor Olson left Council Chambers at 5:48 p.m.

Councillor Olson returned to Council Chambers at 5:49 p.m.

RETURN TO REGULAR MEETING

16.007 Motion by Councillor Nowak to proceed with the meeting out of camera at 5:51 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF “IN CAMERA SESSION”

4.1 Proposed 2016 County Budget.

16.008 Motion by Mayor Moghrabi to rescind the Employee Personal Improvement and Development Plan benefit from the Compensation and Benefits Policy CS-03-016.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF “IN CAMERA SESSION”

4.1 Proposed 2016 County Budget (continued).

16.009 Motion by Councillor Olson that Administration prepare a report with a 5% reduction in expenditures from the 2016 interim operating budget (\$49,731,923) which does not reduce County service provision.

CARRIED UNANIMOUSLY

16.010 Motion by Councillor Austin that Administration develop a restructuring plan that streamlines the organizational structure.

CARRIED UNANIMOUSLY

ADJOURNMENT

16.011 Motion by Councillor Austin to adjourn the Special Council Meeting of January 7, 2016 at 5:55 p.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

**Shadia Amblie
Chief Administrative Officer**



LAC LA BICHE COUNTY POLICY

TITLE: LAC LA BICHE COUNTY'S COMPENSATION AND BENEFITS POLICY	POLICY NO: CS-03-016
RESOLUTION: 16.008	EFFECTIVE DATE: SEPTEMBER 24, 2013
LEAD ROLE: Manager, Human Resources	NEXT REVIEW DATE: SEPTEMBER 24, 2016
SPECIAL NOTES/CROSS REFERENCE: Procedures: CS-03-016-01 to CS-03-016-15	AMENDMENT DATE: JANUARY 7, 2016

POLICY STATEMENT:

Lac La Biche County strives to maintain a total compensation package that is internally equitable and externally competitive. The components of the benefits are designed to address the needs of our employees, reward employees for their contributions, attract and retain suitable candidates and foster a satisfying work experience at Lac La Biche County.

General Statements:

a) Administration of Salary and Benefits

Lac La Biche County strives to maintain a salary and benefits program that is internally equitable and externally competitive.

b) Employee Wellness Programs

Lac La Biche County supports the overall wellness of our employees by developing voluntary wellness initiative which encourage and support healthy personal lifestyle choices and safe practices both on and off Lac La Biche County premises.

c) Employee Recognition

Lac La Biche County recognizes and values the efforts and accomplishments of all employees and the contributions they make towards the success of our organization. The municipality will strive to recognize their achievements in an appropriate and timely fashion.

d) Professional Development

Lac La Biche County supports the job-related training and development of its employees, with the particular objective of meeting the County's present and future skill needs.

e) Special Leave

Lac La Biche County understands that under certain circumstances special leave with or without pay may be granted to an employee to take care of non-work related matters.

i) Bereavement/Funeral Leave

Lac La Biche County understands that employees should have time off work to attend funeral services, grieve, and deal with family issues in the event of a death. It is our intention to

ensure that our employees are provided the time they need to properly take care of their family obligations, while maintaining their employment with our organization.

ii) **Compassionate/Emergency Leave**

Lac La Biche County is committed to supporting a work-life balance for its employees and understands that situations can arise in which employees need to be away from work to attend to urgent matters that directly affect their families or dependants.

iii) **Jury Duty**

Lac La Biche County recognizes and respects the necessary civic duty of Jury Duty, and shall make accommodations for employees that have been selected to perform it. The County also recognizes that there are times when an employee is required to attend court as a plaintiff, defendant or witness.

iv) **Reasonable Accommodation**

Lac La Biche County will support required workplace accommodation for employees and job applicants under the grounds described in the Human Rights Code/Act, up to the point of undue hardship for the organization.

v) **Return to Work**

The County is committed to supporting employees to safely return to work, at the earliest possible date following an injury or illness, through the implementation of a return to work program.

vi) **Maternity/Parental/Adoption Leave**

Lac La Biche County ensures that employees are provided with maternity, parental or adoption leave, in accordance with Alberta Employment Standards Code guidelines, without fear of a negative impact on their employment status or opportunities with the organization.

vii) **Sick Leave**

It is the commitment of the municipality to establish guidelines and procedures surrounding the awarding and use of sick leave benefits.

viii) **Statutory Holiday**

In addition to annual vacation leave, Lac La Biche County provides a variety of paid holidays to employees each year: a blend of statutory, civic and County-recognized holidays.

ix) **Vacation**

It is the policy of the municipality to provide annual vacation benefits to employees, which shall include vacation time off or vacation payment compensation.

“Original Signed”

Chief Administrative Officer

January 13, 2016

Date

“Original Signed”

Mayor

January 13, 2016

Date