

LAC LA BICHE COUNTY
POLICY AND PRIORITIES COMMITTEE

DATE: November 4, 2014
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 October 7, 2014 Policy & Priorities Committee Meeting.
4. COUNCILLOR REPORTS
5. FOLLOW-UP ACTION LIST
 - 5.1 Follow-Up Action List.
6. UNFINISHED BUSINESS
7. URGENT MATTERS
8. DELEGATIONS/PUBLIC INPUT SESSION
 - 8.1 12:15 p.m. Public Input Session.
9. DISPOSITION OF DELEGATION BUSINESS
 - 9.1 Public Input Session.
10. NEW BUSINESS
 - 10.1 RFD – 2015 County Budget Guiding Principles and Timelines;
 - 10.2 Briefing – Lac La Biche County Grants to Community Organizations Policies;
 - 10.3 Briefing – Health Foundation Update;

- 10.4 Briefing – Draft Pool Policies: CM-71-018 Pool Allocation and CM-71-019 Pool Admission and Supervision;
- 10.5 Briefing – Firefighter Travel & Subsistence Policy CM-23-004;
- 10.6 Briefing – Firefighter Remuneration Policy CM-23-005;
- 10.7 Briefing – AAMDC Lobby Efforts;
- 10.8 Rules for County Events (addition to agenda);
- 10.9 Discussion – Councillor Remuneration Policy (addition to agenda).

11. BOARDS AND COMMITTEES – REPORTS & MINUTES

- 11.1 Environmental Stewardship Advisory Committee – Monthly Snapshot.

12. CORRESPONDENCE

- Received October 3, 2014 from Kathy Belton, Alberta Centre for Injury Control & Research - Re: Annual Seniors' Falls Prevention awareness Campaign;
- Sent October 6, 2014 to Staff Sergeant Steve Visnoski, Lac La Biche RCMP – Re: Thank you letter;
- Received October 6, 2014 from Planning & Development Department - Re: Month end Report as of September 30, 2014;
- Received October 7, 2014 from Anita Polturak, Social Planning - Re: Invite to Mayor and Council celebrate 10 years of Parent Link;
- Sent October 7, 2014 from Administration - Re: 85th Anniversary of Aviation in Athabasca Wood Buffalo Region;
- Received October 9, 2014 from MJ Siebold, Environmental Stewardship Advisory Committee – Re: Draft Encroachment Bylaw and Policy- -Recommended Amendments;
- Sent October 14, 2014 to Mrs. Negraiff – Re: Thank you Letter;
- Received October 15, 2014 from Mrs. Negraiff – Re: Class Visit to Interpretive Centre;
- Received October 17, 2014 from Luc Nowicki, Alberta Parks - Re: Sir Winston Churchill Open House Invite;
- Received October 17, 2014 from Annette Theron, Chamber of Commerce Manager – Re: Mayor and Council invite to Evening of Excellence Gala;
- Received October 17, 2014 from Mrs. Negraiff's Grade 2 Class – Re: Thank you Letter;
- Received October 21, 2014 from Arlene Hrynyk, Northern Lights School Division – Re: Mayor and Council invite to NLSD Board Meeting;
- Sent October 20, 2014 to Carol St. Jean – Re: Sponsorship of Festival of Trees;
- Received October 21, 2014 from Dennis Michaud, Plamondon District Community Development Society – Re: Mayor and Council invite to Plamondon Christmas Gala;

- Received October 23, 2014 from Michael Scheidl, Municipal Dispute Resolution Services – Re: Announcement of 2014-15 Workshop season; and
- Received October 24, 2014 from Jodi Jackson, Records Management & FOIP Coordinator – Re: Municipal Access Lunch and Learn.

13. IN CAMERA SESSION

13.1 Briefing – Land Purchase (section 25 FOIP);

13.2 Land Matter (section 25 FOIP) (addition to agenda);

13.3 Personnel Matters (section 17 FOIP) (addition to agenda).

14. ADJOURNMENT

ADOPTED

**LAC LA BICHE COUNTY
POLICY AND PRIORITIES COMMITTEE MEETING
COUNTY CENTRE, LAC LA BICHE**

November 4, 2014 – 10:00 a.m.

Minutes of the Lac La Biche County Policy and Priorities Committee Meeting held on November 4, 2014 at 10:00 a.m.

CALL TO ORDER Mayor Moghrabi called the meeting to order at 10:05 a.m.

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| PRESENT | Omer Moghrabi | Mayor |
| | Richard Olson | Councillor |
| | David Phillips | Councillor |
| | MJ Siebold | Councillor |
| | Tim Thompson | Councillor |
| | Hajar (Jerry) Haymour | Councillor |
| | John Nowak | Councillor / Deputy Mayor (entered at 11:32 a.m.) |

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|----------------------------|-------------------|---|
| STAFF IN ATTENDANCE | Shadia Amblie | Interim Chief Administrative Officer/ Manager, Communications |
| | Melanie McConnell | Interim Assistant Chief Administrative Officer/Manager, Legislative Services |
| | Dan Small | Senior Manager |
| | Julie MacIsaac | Communications Coordinator |
| | Joanne Onciul | Legislative Services Coordinator |

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| REGRETS | Robert Richard | Councillor |
| | Wanda Austin | Councillor |

ADOPTION OF AGENDA

P.14.156 Motion by Councillor Phillips to approve the November 4, 2014 Policy and Priorities Committee Meeting agenda as amended:

- Addition of Item 10.8 Rules for County Events;
- Addition of Item 10.9 Discussion – Councillor Remuneration Policy;
- Addition of Item 13.2 Land Matter (section 25 FOIP);
- Addition of Item 13.3 Personnel Matters (section 17 FOIP).

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 October 7, 2014 Policy and Priorities Committee Meeting;

Mayor Moghrabi noted the following changes to his presentation under section 4.1 – Councillor Reports:

- In the second line, change ESAC meeting to OSCA meeting; and
- The fourth line should read: “Will be meeting with oil producers, along with Councillor Richard, in November to discuss taxation.”

P.14.157 Motion by Councillor Siebold to adopt the October 7, 2014 Policy and Priorities Committee Meeting minutes as amended.

CARRIED UNANIMOUSLY

COUNCILLOR REPORTS

4.1 Councillor Reports.

Councillor Olson

- Attended PDCDS meeting – discussed budget presentations;
- Met with Seniors Minister Jeff Johnson – discussed initiatives that are all inclusive with the Greater North Foundation;
- Attended Churchill Park for the opening; noted it was nice to see what the parks people have done;
- Attended the Chamber of Commerce Gala – met with members of the business community.

Councillor Phillips

- Attended Parent Link’s 10th Anniversary;
- Attended Community Futures Annual General Meeting;
- Attended Churchill Park’s opening;
- Attended the Chamber of Commerce Awards Gala;
- Attended the Health Foundation’s formation meeting;
- Attended all council meetings as required;
- Joined Kid’s Sport and Mission Society Boards.

Councillor Siebold

- Nothing to report.

Councillor Thompson

- Nothing to report.

Councillor Haymour

- Discussed the Greater North Foundation - expressed that more services are needed for the seniors of the area.

Mayor Moghrabi

- Attended many of the same events as noted by other Councillors;
- Attended the Northern Alberta Mayors' and Reeves' Caucus in Edmonton;
 - Met with Minister Diana McQueen – concerns were raised regarding the Building Canada Fund allotted for Alberta;
 - Noted that a resolution on foreign workers was passed;
- Attended Parent Link's 10th Anniversary;
- Attended Aboriginal Awards Night.

P.14.158 Motion by Councillor Haymour that the Councillor Reports be accepted as information.

CARRIED UNANIMOUSLY

FOLLOW UP ACTION LIST

5.1 Follow-Up Action List.

P.14.159 Motion by Councillor Olson that Administration brings forward information on the present capacity of the BNR and water treatment plant to the next Public Works Committee Meeting.

CARRIED UNANIMOUSLY

P.14.160 Motion by Councillor Siebold to accept the Follow-Up Action List as information.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

6.1 There were no unfinished business items on the agenda.

URGENT MATTERS

7.1 There are no urgent matters.

NEW BUSINESS

10.1 RFD – 2015 County Budget Guiding Principles and Timelines;

Discussion ensued regarding the budget guiding principles and timelines for the 2015 County Budget.

P.14.161 Motion by Councillor Olson that Council directs Administration to prepare interim, preliminary, and final capital and operating budgets for Lac La Biche County for the 2015 fiscal year based on the guiding principles and timelines established by Council.

CARRIED UNANIMOUSLY

Discussion ensued regarding timelines for the Interim Operating Budget and final versions of the Capital and Operating Budgets.

Councillor Olson left Council Chambers at 11:21 a.m.

Discussion ensued regarding the percentage of operational spending versus capital spending and how Lac La Biche County compares to other municipalities.

P.14.162 Motion by Councillor Haymour that Administration reviews the operational/capital ratio spending and compare to similar municipalities and report as part of the budget process.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 11:23 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 11:32 a.m. with all those Members of Council previously listed in attendance, including Councillors Olson and Nowak.

NEW BUSINESS

10.2 Briefing – Lac La Biche County Grants to Community Organizations Policies;

Councillor Olson left Council Chambers at 11:37 a.m.

Councillor Olson returned to Council Chambers 11:37 a.m.

10.2 Briefing – Lac La Biche County Grants to Community Organizations Policies (continued);

Discussion ensued regarding the Lac La Biche County Grants to Community Organizations Policies.

P.14.163 Motion by Councillor Thompson to accept the briefing regarding Lac La Biche County Grants to Community Organizations Policies as information.

CARRIED UNANIMOUSLY

10.3 Briefing – Health Foundation Update;

Dan Small, Senior Manager provided an update on the Health Foundation.

P.14.164 Motion by Councillor Haymour to accept the briefing regarding the Health Foundation Update as information.

CARRIED UNANIMOUSLY

10.4 Briefing – Draft Pool Policies: CM-71-018 Pool Allocation and CM-71-019 Pool Admission and Supervision;

P.14.165 Motion by Councillor Thompson to accept the briefing regarding Draft Pool Policies: CM-71-018 Pool Allocation and CM-71-019 Pool Admission and Supervision as information, and further, that these policies be brought forward for adoption at a Regular Meeting of Council.

CARRIED UNANIMOUSLY

Discussion ensued regarding a Strategic Plan for the pool which would include a recruitment strategy.

DELGATIONS/PUBLIC INPUT SESSION

8.1 Public Input Session.

There was no one present for the public input session.

DISPOSITION OF DELEGATION BUSINESS

9.1 There was no one present for the public input session.

NEW BUSINESS

10.5 Briefing – Firefighter Travel & Subsistence Policy CM-23-004;

Administration brought forward changes to paragraph 7 of the Volunteer Firefighters Travel & Subsistence Policy CM-23-004.

P.14.166 Motion by Councillor Nowak to accept the briefing regarding the Firefighter Travel & Subsistence Policy CM-23-004 as information, and further that this Policy be brought forward for adoption at a Regular Meeting of Council.

CARRIED UNANIMOUSLY

10.6 Briefing – Firefighter Remuneration Policy CM-23-005;

A typographical error was noted in Schedule B: The Level 1 Pay title should be over the Level 2 Pay column, and the Level 2 Pay title should be over the Level 1 Pay column, and further, the Cadet hourly rate of \$17.50 should be under the Level 1 Pay Column.

P.14.167 Motion by Councillor Phillips to accept the briefing regarding the Firefighter Remuneration Policy CM-23-005 as information, and further that this Policy be brought forward for adoption at a Regular Meeting of Council with the proposed amendments to Schedule B as discussed.

CARRIED UNANIMOUSLY

P.14.168 Motion by Councillor Nowak that Administration brings forward a Policy that sees a return investment on training dollars for both County employees and paid volunteers.

CARRIED UNANIMOUSLY

10.7 Briefing – AAMDC Lobby Efforts;

Discussion ensued regarding lobbying efforts and which Ministries Council wishes to address at AAMDC.

RECESS

Mayor Moghrabi called a recess at 1:08 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 2:33 p.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

10.7 Briefing – AAMDC Lobby Efforts (continued);

Councillor Thompson requested that discussion on this matter be brought forward to the in camera session.

Discussion continued regarding lobbying efforts and which Ministries Council wishes to address at AAMDC.

P.14.169 Motion by Councillor Thompson to direct Administration to request meetings with the following Ministries to discuss the noted topics of interest:

Transportation

- Highway 858 – Paving;
- Provincial Highway Maintenance (Highways 36, 63 and 881);
- Owl River / 881 Intersection;
- Passing lanes and pullouts on Highway 881;
- Intersections on Highways within Lac La Biche County – Request information on traffic counts;

Seniors Minister

- Seniors Housing.

CARRIED UNANIMOUSLY

10.8 Rules for County Events (addition to agenda).

Discussion ensued regarding the requirement for security at County events.

10.9 Discussion – Councillor Remuneration Policy (addition to agenda);

Melanie McConnell, Interim Assistant Chief Administrative Officer, distributed the Councillor Remuneration and Expenses Policy CS-11-001 to Council. Discussion ensued regarding the same.

P.14.170 Motion by Councillor Phillips that Administration brings forward the Councillor Remuneration and Expenses Policy CS-11-001 for consideration.

CARRIED UNANIMOUSLY

BOARDS AND COMMITTEES – REPORTS & MINUTES

11.1 Environmental Stewardship Advisory Committee – Monthly Snapshot.

P.14.171 Motion by Councillor Siebold to accept the Boards and Committees – Reports & Minutes, item 11.1, as information.

CARRIED UNANIMOUSLY

CORRESPONDENCE

12.0 Correspondence.

- Received October 3, 2014 from Kathy Belton, Alberta Centre for Injury Control & Research - Re: Annual Seniors' Falls Prevention awareness Campaign;
- Sent October 6, 2014 to Staff Sergeant Steve Visnoski, Lac La Biche RCMP – Re: Thank you letter;
- Received October 6, 2014 from Planning & Development Department - Re: Month end Report as of September 30, 2014;
- Received October 7, 2014 from Anita Polturak, Social Planning - Re: Invite to Mayor and Council celebrate 10 years of Parent Link;
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- Received October 23, 2014 from Michael Scheidl, Municipal Dispute Resolution Services – Re: Announcement of 2014-15 Workshop season; and
- Received October 24, 2014 from Jodi Jackson, Records Management & FOIP Coordinator – Re: Municipal Access Lunch and Learn.

P.14.172 Motion by Councillor Olson to accept the Correspondence items listed under agenda item 12.0 as information.

CARRIED UNANIMOUSLY

IN CAMERA SESSION

P.14.173 Motion by Councillor Siebold to go in camera at 3:34 p.m.

CARRIED UNANIMOUSLY

13.1 Briefing – Land Purchase (section 25 FOIP);

RETURN TO REGULAR MEETING

P.14.174 Motion by Councillor Siebold to proceed with the meeting out of camera at 4:00 p.m.

CARRIED UNANIMOUSLY

P.14.175 Motion by Councillor Siebold to extend the November 4, 2014 Policy and Priorities Committee meeting to the end of the agenda.

CARRIED UNANIMOUSLY

IN CAMERA SESSION

P.14.176 Motion by Councillor Nowak to go in camera at 4:00 p.m.

CARRIED UNANIMOUSLY

13.1 Briefing – Land Purchase (section 25 FOIP) (continued);

RECESS

Mayor Moghrabi called a recess at 4:10 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 4:18 p.m. with all those Members of Council previously listed in attendance.

IN CAMERA SESSION

- 13.2 Land Matter (Section 25 FOIP) (addition to agenda);
 - 13.3 Personnel Matters (section 17 FOIP) (addition to agenda);
 - 10.7 Briefing – AAMDC Lobby Efforts (continued);
- Councillor Haymour left Council Chambers at 4:59 p.m.
- Councillor Haymour returned to Council Chambers at 5:00 p.m.
- Councillor Olson left Council Chambers at 5:45 p.m.
- Councillor Olson returned to Council Chambers at 5:46 p.m.

RETURN TO REGULAR MEETING

- P.14.177 Motion by Councillor Thompson to proceed with the meeting out of camera at 5:52 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF “IN CAMERA SESSION”

- P.14.178 Motion by Councillor Olson that Administration install noise deadening music/sound in the lobby of County Centre in order to maintain the confidentiality of in-camera sessions held by Council.

CARRIED UNANIMOUSLY

- 13.1 Briefing – Land Purchase (section 25 FOIP);

- P.14.179 Motion by Councillor Nowak to direct Administration to further investigate, but not negotiate, the proposed Land Purchase as discussed *in camera*.

CARRIED UNANIMOUSLY

- 13.2 Land Matter (Section 25 FOIP) (addition to agenda);

No action required.

- 13.3 Personnel Matters (section 17 FOIP) (addition to agenda).

No action required.

BUSINESS ARISING OUT OF “IN CAMERA SESSION”

10.7 Briefing – AAMDC Lobby Efforts (continued);

P.14.180 Motion by Councillor Nowak to direct Administration to write a letter to the CEO of Devon Canada requesting information as discussed *in camera*, and that the same be distributed to Council.

CARRIED UNANIMOUSLY

P.14.181 Motion by Councillor Haymour to accept the information re: Land Matter and Personnel Matters, as discussed *in camera* as information.

CARRIED UNANIMOUSLY

ADJOURNMENT

P.14.182 Motion by Councillor Siebold to adjourn the Policy and Priorities Committee Meeting of November 4, 2014 at 5:58 p.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

**Shadia Amblie
Interim Chief Administrative Officer**