

**LAC LA BICHE COUNTY**

**RESERVE ALLOCATION & 2016 BUDGET GUIDING PRINCIPLES  
STRATEGIC SESSION**

**DATE:** July 27, 2015  
**TIME:** 10:00 a.m.  
**PLACE:** Council Chambers  
County Centre

**AGENDA**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. NEW BUSINESS
  - 3.1 RFD – Capital Equipment Replacement Reserves;
  - 3.2 RFD – 2015 Capital Project Reserve Allocations;
  - 3.3 RFD – 2016 County Budget Guiding Principles;
  - 3.4 RFD – Proposed 2016 Budget Calendar.
4. IN CAMERA SESSION (if necessary)
5. ADJOURNMENT

**LAC LA BICHE COUNTY  
RESERVE ALLOCATION & 2016 BUDGET  
GUIDING PRINCIPLES  
STRATEGIC SESSION**

**COUNTY CENTRE, LAC LA BICHE**

**July 27, 2015 – 10:00 a.m.**

Minutes of the Lac La Biche County Strategic Session held July 27, 2015 at 10:00 a.m.

**CALL TO ORDER** Mayor Moghrabi called the meeting to order at 10:07 a.m.

<b>PRESENT</b>	Omer Moghrabi	Mayor
	Wanda Austin	Councillor
	Robert Richard	Councillor
	Richard Olson	Councillor
	David Phillips	Councillor
	MJ Siebold	Councillor
	Hajar (Jerry) Haymour	Councillor (entered at 10:20 a.m.)
	John Nowak	Councillor/Deputy Mayor (entered at 10:25 a.m.)

<b>STAFF IN ATTENDANCE</b>	Shadia Amblie	Chief Administrative Officer/ Manager, Communications
	Melanie McConnell	Interim Assistant Chief Administrative Officer/Senior Manager, Legislative & Information Services
	Dan Small	Senior Manager, Finance & Community Services
	Maurice Gushta	Manager, Finance
	Julie MacIsaac	Communications Coordinator
	Vicki Versteeg	Legislative Services Coordinator

<b>REGRETS</b>	Tim Thompson	Councillor
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**ADOPTION OF AGENDA**

SS.15.006 Motion by Councillor Siebold to approve the July 27, 2015 Strategic Session agenda as presented.

**CARRIED UNANIMOUSLY**

## **NEW BUSINESS**

### **3.1 RFD – Capital Equipment Replacement Reserves;**

Mr. Maurice Gushta, Manager of Finance, presented the Request for Decision and the proposed plan to replace equipment in the County's fleet.

Councillor Haymour entered Council Chambers at 10:20 a.m.

Discussion continued regarding determining the useful life of County vehicles.

Councillor Nowak entered Council Chambers at 10:25 a.m.

Discussion continued regarding current monies on hand to fund the recommended reserve allocations, allocating reserve capital to equipment rather than infrastructure, and the process for allocating reserves in the future.

Councillor Haymour exited Council Chambers at 10:53 a.m.

Councillor Haymour returned to Council Chambers at 10:54 a.m.

Discussion continued regarding present value of County equipment.

## **RECESS**

Mayor Moghrabi called a recess at 11:17 a.m.

## **RECONVENE**

Mayor Moghrabi reconvened the meeting at 11:38 a.m. with all those Members of Council previously listed in attendance.

## **NEW BUSINESS**

### **3.2 RFD – 2015 Capital Project Reserve Allocations;**

Mr. Dan Small, Senior Manager of Finance and Community Services, provided an overview of the Request for Decision.

Councillor Olson exited Council Chambers at 11:44 a.m.

Councillor Olson entered Council Chambers at 11:46 a.m.

Mr. Small reviewed Administration's proposed prioritization of capital projects.

Discussion followed regarding work to be completed on the Old Trail this year prior to major road remediation.

Discussion continued regarding the development of a capital plan and flexibility in the prioritization of capital projects.

3.1 RFD – Capital Equipment Replacement Reserves (continued);

SS.15.007 Motion by Councillor Nowak to recommend that \$6,155,696 be transferred from the Capital Reserve fund to Capital Equipment Replacement Reserve and that this be brought forward for ratification at the July 28, 2015 Regular Council Meeting.

**IN FAVOUR**  
**Mayor Moghrabi**  
**Councillor Austin**  
**Councillor Richard**  
**Councillor Olson**  
**Councillor Phillips**  
**Councillor Nowak**

**OPPOSED**  
**Councillor Siebold**  
**Councillor Haymour**

**CARRIED**

SS.15.008 Motion by Councillor Phillips to recommend amendment of the 2015 Operating Budget by \$1,435,216 to provide for the Annual Reserve Requirement for Capital Equipment Replacement for Equipment Services, and that this be brought forward for ratification at the July 28, 2015 Regular Council Meeting.

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

**OPPOSED**  
**Councillor Haymour**

**CARRIED**

3.1 RFD – Capital Equipment Replacement Reserves (continued);

SS.15.009 Motion by Councillor Phillips to recommend transferring \$2,465,517 from the Capital Reserve fund to the Capital Fire Apparatus Replacement Reserve and further that this be brought forward for ratification at the July 28, 2015 Regular Council Meeting.

**IN FAVOUR**  
**Mayor Moghrabi**  
**Councillor Austin**  
**Councillor Olson**  
**Councillor Phillips**  
**Councillor Siebold**  
**Councillor Haymour**  
**Councillor Nowak**

**OPPOSED**  
**Councillor Richard**

**CARRIED**

SS.15.010 Motion by Councillor Olson to recommend amending the 2015 Operating Budget by \$233,950 to provide for the Annual Reserve Requirement for Capital Fire Apparatus Replacement for Fire Protection Services, and to bring this forward for ratification at the July 28, 2015 Regular Council Meeting.

**CARRIED UNANIMOUSLY**

3.2 RFD – 2015 Capital Project Reserve Allocations;

SS.15.011 Motion by Councillor Nowak to recommend allocating reserve funds to the following projects in the 2015 fiscal year and to bring this forward for ratification at the July 28, 2015 Regular Council Meeting:

1. 4 year hamlet sidewalk replacement program (\$3,600,000).
2. 4 year hamlet resurfacing program (\$5,600,000)
3. Paving Old Trail (\$19,500,000).
4. Underground Utilities – 104 St. from 101 Ave. to 101B Avenue (\$1,222,000).
5. Underground Utilities – Lakeview Crescent (\$3,320,000).
6. Class 3 Cell at Beaver Lake Landfill (\$605,000).

**CARRIED UNANIMOUSLY**

**RECESS** Mayor Moghrabi called a recess at 12:59 p.m.

**RECONVENE** Mayor Moghrabi reconvened the meeting at 2:25 p.m. with all those Members of Council previously listed in attendance, with the exception of Councillor Phillips. Councillor Phillips did not return to the meeting.

**NEW BUSINESS**

3.3 RFD – 2016 County Budget Guiding Principles;

Mr. Small presented details of the principles being proposed to guide the 2015 budget.

Discussion followed regarding a capital plan, service levels, and specificity of the proposed 2016 budget process guiding principles.

Councillor Olson exited Council Chambers at 3:05 p.m.

Discussion continued regarding Council sharing requests for enhanced services to Administration.

Councillor Olson returned to Council Chambers at 3:07 p.m.

SS.15.012 Motion by Councillor Haymour that Administration prepare the 2016 budget per the guiding principles, as presented to Council, for the Lac La Biche County Budget for the 2016 fiscal year.

**IN FAVOUR**  
**Mayor Moghrabi**  
**Councillor Austin**  
**Councillor Richard**  
**Councillor Olson**  
**Councillor Haymour**  
**Councillor Nowak**

**OPPOSED**  
**Councillor Siebold**

**CARRIED**

**RECESS** Mayor Moghrabi called a recess at 3:25 p.m.

**RECONVENE** Mayor Moghrabi reconvened the meeting at 3:33 p.m. with all those Members of Council previously listed in attendance.

## NEW BUSINESS

### 3.4 RFD – Proposed 2016 Budget Calendar.

Mr. Small presented the Request for Decision and rationale for developing a 2016 budget calendar with a deadline of passing the 2016 budget by December 23, 2015.

Councillor Haymour exited Council Chambers at 3:53 p.m.

Discussion continued regarding Council's capital project requests.

Councillor Haymour returned to Council Chambers at 3:59 p.m.

SS.15.013 Motion by Councillor Austin to direct Administration to prepare a calendar of possible dates to discuss budget items beginning in November, to exclude December 21 and 23, and establish the goal of adopting the 2016 Lac La Biche County budget by the end of December 2015.

**CARRIED UNANIMOUSLY**

## ADJOURNMENT

SS.15.014 Motion by Councillor Haymour to adjourn the Strategic Session of July 27, 2015 at 4:05 p.m.

**CARRIED UNANIMOUSLY**

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**Omer Moghrabi, Mayor**

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**Shadia Amblie  
Chief Administrative Officer**