

LAC LA BICHE COUNTY
ORGANIZATIONAL MEETING

DATE: October 30, 2014
TIME: 1:30 p.m.
PLACE: Council Chambers
County Centre

AGENDA

1. CALL TO ORDER
 - 1.1 Adoption of Agenda.
2. PROCEDURAL INFORMATION
 - 2.1 Discussion – Council Member Appointments.
3. DEPUTY MAYOR APPOINTMENT
 - 3.1 Briefing – Selection of the Deputy Mayor.
4. MEETING SCHEDULES
 - 4.1 Briefing – Meeting Schedules.
5. APPOINTMENTS
 - 5.1 Briefing - Signing Authorities;
 - 5.2 Briefing – Appointment of Municipal Solicitor.
6. PROCEDURAL BYLAW & COMMITTEE APPOINTMENTS
 - 6.1 Briefing – Review of Bylaw 14-001 – Procedures and Committees of the Whole Council and Council Committees.
7. ADJOURNMENT

**LAC LA BICHE COUNTY
ORGANIZATIONAL MEETING
COUNTY CENTRE, LAC LA BICHE**

October 30, 2014 – 1:30 p.m.

Minutes of the Lac La Biche County Organizational Meeting held on October 30, 2014 at 1:30 p.m.

CALL TO ORDER Mayor Moghrabi called the meeting to order at 1:40 p.m.

PRESENT	Omer Moghrabi	Mayor
	Wanda Austin	Councillor
	Richard Olson	Councillor
	David Phillips	Councillor
	MJ Siebold	Councillor
	John Nowak	Councillor

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

REGRETS	Robert Richard	Councillor / Deputy Mayor
	Tim Thompson	Councillor
	Hajar (Jerry) Haymour	Councillor

ADOPTION OF AGENDA

14.778 Motion by Councillor Austin to approve the October 30, 2014 Organizational Meeting agenda as presented.

CARRIED UNANIMOUSLY

PROCEDURAL INFORMATION

2.1 Discussion – Council Member Appointments.

Melanie McConnell, Interim Assistant Chief Administrative Officer, provided an overview of the procedures for Council Member Appointments.

DEPUTY MAYOR APPOINTMENT

3.1 Briefing – Selection of the Deputy Mayor.

Mayor Moghrabi called for nominations for Deputy Mayor.

Councillor Olson nominated Councillor Nowak. Councillor Nowak accepted the nomination.

Mayor Moghrabi asked if there were any further nominations. There were no further nominations.

14.779 Motion by Councillor Phillips that nominations cease.

CARRIED UNANIMOUSLY

14.780 Motion by Councillor Olson to appoint Councillor Nowak as Deputy Mayor.

CARRIED UNANIMOUSLY

Councillor Nowak swore the Oath of Office for Deputy Mayor in accordance with section 156 of the Municipal Government Act and as prescribed by the Oaths of Office Act.

MEETING SCHEDULES

4.1 Briefing – Meeting Schedules.

14.781 Motion by Councillor Nowak to defer Item 4.1 Briefing – Meeting Schedules to a meeting of Council when all Council Members are present.

CARRIED UNANIMOUSLY

APPOINTMENTS

5.1 Briefing - Appointment of Signing Authorities;

14.782 Motion by Councillor Phillips that County Council ratifies the signing authorities in accordance with the Cheque and Document Signing Authority Policy as follows:

- Mayor Omer Moghrabi;
- Deputy Mayor John Nowak;
- Councillor MJ Siebold;
- Councillor Tim Thompson;
- Councillor Robert Richard;
- Interim Chief Administrative Officer – Shadia Amblie;
- Interim Assistant Chief Administrative Officer – Melanie McConnell;
- General Manager, Operations, Jeff Lawrence;
- Senior Manager, Dan Small.

CARRIED UNANIMOUSLY

5.2 Briefing – Appointment of Municipal Solicitor.

14.783 Motion by Councillor Nowak that County Council appoints Brownlee LLP Barristers & Solicitors as the primary Solicitor for Lac La Biche County and Reynolds, Mirth, Richards and Farmer as the secondary solicitor.

IN FAVOUR

**Mayor Moghrabi
Councillor Austin
Councillor Olson
Councillor Siebold
Councillor Nowak**

OPPOSED

Councillor Phillips

CARRIED

PROCEDURAL BYLAW & COMMITTEE APPOINTMENTS

6.1 Briefing – Review of Bylaw 14-001 – Procedures and Committees of the Whole Council and Council Committees.

A review of Bylaw 14-001 – Procedures and Committees of the Whole Council ensued. The following suggestions were made:

- Monthly Strategic Sessions – change to schedule as required, aiming at one per month, prioritizing by importance;
- Order of Agenda – Try to put lighter matters near the end, and heavier matters at the beginning of the agenda;

- Public Hearings – schedule for the morning around 10:15 a.m. rather than the afternoon;
- Public Input Sessions – schedule from 12:15 – 12:45 p.m. to allow public to attend during their lunch breaks.

Ms. McConnell noted that the Monthly Strategic Session scheduling will be discussed when Council discusses the scheduling of meetings with all Council present. The remaining changes will be implemented immediately.

APPOINTMENTS TO INTERNAL COMMITTEES

Members of Council reviewed the internal committee appointments and distributed membership as follows:

Agricultural/Environmental Appeals Committee;

Councillor Richard / Councillor Siebold / Councillor Thompson

Agricultural Service Board;

Councillor Austin – Chairperson / Councillor Olson

Assessment Review Boards (Local and Composite);

Councillor Phillips / Councillor Siebold

Administration will bring forward information regarding Regional Assessment Review Boards for consideration.

Chief Administrative Officer Recruitment Committee;

Mayor Moghrabi / Councillor Richard (Councillor Siebold as alternate) / Councillor Haymour / Deputy Mayor Nowak

Councillor Austin left Council Chambers at 3:05 p.m.

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

RECESS

Mayor Moghrabi called a recess at 3:08 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 3:15 p.m. with all those Members of Council previously listed in attendance.

APPOINTMENTS TO INTERNAL COMMITTEES (continued)

CN Switching Yards Relocation Committee;

Deputy Mayor Nowak – Chairperson / Councillor Haymour

Community Enhancement Advisory Committee;

Administration will bring forward the Terms of Reference for discussion at the next Council meeting. A suggestion was made to change this committee to a task force.

Community Policing Committee;

Administration will bring forward a Request for Decision to rescind the Community Policing Committee.

Emergency Advisory Committee;

Councillor Austin / Councillor Olson / Deputy Mayor Nowak

Administration will bring forward the Terms of Reference for discussion at the next Council meeting.

State of Local Emergency (SOLE) Committee;

Mayor Moghrabi / Deputy Mayor Nowak (Ex-officio)
Councillor Austin / Councillor Phillips

Environmental Stewardship Advisory Committee;

Councillor Siebold – Chairperson / Deputy Mayor Nowak

LLB Family and Community Support Services (FCSS) Advisory Board;

Administration will bring forward for discussion when all Council members are present.

LLB County Housing Task Force;

Councillor Phillips / Councillor Thompson / Councillor Haymour / Deputy Mayor Nowak

Lac La Biche County Library Board;

Councillor Austin / Councillor Siebold

Municipal Planning Commission;

Deputy Mayor Nowak – Chair / Councillor Thompson – Vice-Chair / Mayor Moghrabi / Councillor Richard / Councillor Haymour

Administration will bring forward the Terms of Reference for discussion at the next Council meeting.

Subdivision and Development Appeal Board;

Councillor Siebold / Councillor Phillips

Regional Economic Development;

Mayor Moghrabi – Chairperson / Deputy Mayor Nowak

Solid Waste Management Committee;

Deputy Mayor Nowak – Chairperson / Councillor Richard / Councillor Thompson

Administration will bring forward the Terms of Reference for discussion at the next Council meeting. A suggestion was made to change this committee to a task force.

Strategic Communication Planning Team;

Councillor Siebold – Chairperson / Deputy Mayor Nowak

Administration will bring forward the Terms of Reference for discussion at the next Council meeting. A suggestion was made to change this committee to a task force and that the same be reviewed annually.

Transportation Master Plan Committee;

Councillor Richard – Chair / Councillor Olson / Councillor Haymour.

Administration will bring forward for discussion when all Council members are present.

RECESS Mayor Moghrabi called a recess at 4:19 p.m.

RECONVENE Mayor Moghrabi reconvened the meeting at 4:53 p.m. with all those Members of Council previously listed in attendance.

APPOINTMENTS TO EXTERNAL COMMITTEES

Athabasca Watershed Council;

Councillor Siebold has resigned from this position.

AUMA Municipal Governance Standing Committee

Councillor Siebold's appointment has expired; she is waiting to hear if she has been reappointed.

Beaver River Watershed Alliance;

Councillor Austin

Coalition for a Safer 63 & 881 / Fort McMurray Traffic Corridors Working Group;

Councillor Richard

Cold Lake Oil Sands Area CRISP;

Remove from Committee List.

Community Futures – Lac La Biche;

Councillor Phillips

Greater North Foundation;

Councillor Olson / Councillor Haymour / Mayor Moghrabi as alternate

Lac La Biche and District Chamber of Commerce;

Deputy Mayor Nowak

Lac La Biche County – Northern Lights School Division Advocacy Committee;

Remove from Committee List.

Lac La Biche Golf Club Society;

Councillor Thompson

Interim Lac La Biche Health Services Foundation / Lakeland Doctor Recruitment Board;

Mayor Moghrabi / Deputy Mayor Nowak / Councillor Phillips

Lac La Biche Pow Wow & Fish Derby Association;

Councillor Phillips / Mayor Moghrabi

Lac La Biche Traffic Safety Committee;

Chief Administrative Officer

Lakeland Agricultural Research Association (LARA);

Councillor Austin / Councillor Siebold – alternate

Lakeland Interpretive Society (Lac La Biche Museum & Discovery Centre);

Councillor Siebold

Natural Gas Partnership Committee;

Councillor Olson and Councillor Philips

Natural Gas System & Natural Gas Issues;

Councillor Olson and Councillor Phillips as alternate

Northeast Alberta Information HUB Ltd.;

Mayor Moghrabi

Northern Lights Library Board System;

Councillor Austin / Councillor Siebold - alternate

Oil Sands Developers Group;

Mayor Moghrabi

APPOINTMENTS TO EXTERNAL COMMITTEES (continued)

Plamondon & District Community Development Society (PDCDS);

Councillor Olson

Councillor Nowak left Council Chambers at 5:35 p.m. and did not return to the meeting.

Ports to Plains Alliance / Veteran's Memorial Highway Association;

Councillor Richard and Councillor Olson as alternate

RCMP Liaison & Victim Services;

Chief Administrative Officer

VSI Services (Veterinary Services (1980) Ltd.);

Councillor Austin

14.784 Motion by Councillor Siebold to ratify the appointments of Council Members to the Internal/External Committees of Council as discussed above and further that the following boards and committees be revisited by Council for the noted purposes:

Review Terms of Reference:

- Assessment Review Board – *look at regional board;*
- Community Enhancement Advisory Committee – *review terms of reference (consider task force);*
- Community policing – *to rescind;*
- Emergency Advisory Committee – *review terms of reference;*
- Municipal Planning Commission – *review terms of reference;*
- Solid Waste Management Committee – *review terms of reference (consider task force);*
- Strategic Communication Planning Team – *review terms of reference (consider task force);*
- Greater North Foundation – *request additional membership.*

Motion 14.784 continued...

Motion 14.784 continued

Bring forward for appointment:

- Lac La Biche County Family & Community Support Services (FCSS) Advisory Board;
- Subdivision and Development Appeal Board;
- Lac La Biche County Transportation Master Plan Committee;
- Lac La Biche and District Chamber of Commerce;
- Greater North Foundation.

CARRIED UNANIMOUSLY

Discussion ensued regarding attendance at committee meetings, and reporting on meetings and events.

Discussion ensued regarding review of the council remuneration policy, conference attendance policy, and development of the council budget.

ADJOURNMENT

14.785 Motion by Councillor Olson to adjourn the Organizational Meeting of October 30, 2104 at 6:35 p.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

**Shadia Amblie
Interim Chief Administrative Officer**