

LAC LA BICHE COUNTY

POLICY AND PRIORITIES COMMITTEE

DATE: May 5, 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 April 7, 2015 Policy and Priorities Committee Meeting.
4. COUNCILLOR REPORTS
5. CHIEF ADMINISTRATIVE OFFICER REPORT
 - 5.1 Chief Administrative Officer Report.
6. UNFINISHED BUSINESS
7. URGENT MATTERS
8. DELEGATION/PUBLIC INPUT SESSION
 - 8.1 10:15 a.m. Land Sale Matter (s. 16 FOIP);
 - 8.2 12:15 p.m. Public Input Session.
9. DISPOSITION OF DELEGATION BUSINESS
 - 9.1 Land Sale Matter (s. 16 FOIP);
 - 9.2 Public Input Session.
10. IN CAMERA SESSION
 - 10.1 Briefing – Visitor Information Centre (s. 25 FOIP);
 - 10.2 Discussion – Personnel Matter (s. 17 FOIP) (addition to agenda).

11. NEW BUSINESS

- 11.1 Briefing – Business Licenses;
- 11.2 Briefing – Control of Clubroot Disease Policy and Procedure;
- 11.3 Briefing – Community Garden;
- 11.4 Briefing – Intergovernmental/Aboriginal Relations Committee;
- 11.5 Briefing – Strategic Priorities Chart and Work Program;
- 11.6 Briefing – AAMDC Member Visit – May 25, 2015.

12. BOARDS AND COMMITTEES – REPORTS & MINUTES

- 12.1 January 8, 2015 Environmental Stewardship Advisory Committee Meeting;
- 12.2 January 15, 2015 Lac La Biche County Library Board Meeting;
- 12.3 February 9, 2015 Family and Community Support Services Meeting;
- 12.4 March 2015 Environmental Stewardship Advisory Committee Monthly Snapshot;
- 12.5 April 1, 2015 Municipal Planning Commission Meeting.

13. CORRESPONDENCE

- Received April 2, 2015 from Alberta Municipal Affairs. Re: 14th Annual Minister's Awards for Municipal Excellence;
- Sent April 7, 2015 to Ms. M.J. Siebold. Re: Presentation on behalf of the Humane Society;
- Sent April 10, 2015 to Mr. Zicki Eludin; Mr. Horace Patenaude; Chief Morris Monais; Mr. Floyd Thompson; Chief Brian Favel and Chief Germaine Anderson. RE: Health Society Collaboration;
- Received April 13, 2015 from Walter H. Ryl, B.Comm., C.A. Re: Sports Fields – J.A. Williams High School;
- Received April 14, 2015 from FCSS. Re: Invitation to Multicultural Dinner April 25, 2015 at the Devon Room;
- Received April 17, 2015 from Lac La Biche County's Planning & Economic Development Dept. Re Invitation – South Athabasca Oil Sands Region;
- Sent April 20, 2015 from FCSS. Re: St. Isadore Parish Grant;
- Sent April 21, 2015 to Mr. Gerald Wowk. Re: Work Camp Time Frames;
- Sent April 27, 2015 to Mayor Melissa Blake. Re: Proposed meeting with the Municipality of Wood Buffalo;
- Sent April 27, 2015 to Ms Terri Rudiger Lac La Biche Agricultural Society. Re: Grant Approval;

- Sent April 27, 2015 to Mr. Ron Briscoe, President Lac La Biche Chamber of Commerce
Re: Grant Approval;
- Sent April 27, 2015 to Mr. Roger Monahan, Lakeland Interpretative Society. Re: Grant Approval;
- Sent April 28, 2015 to Ms. Paula Campbell, Peng. Re: Proposed relocation of walking trail running parallel to Hwy 881.

14. ADJOURNMENT

ADOPTED

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

May 5, 2015 – 10:00 a.m.

Minutes of the Lac La Biche County Policy and Priorities Committee Meeting held May 5, 2015 at 10:00 a.m.

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

PRESENT	Omer Moghrabi	Mayor
	Wanda Austin	Councillor
	Robert Richard	Councillor
	Richard Olson	Councillor
	David Phillips	Councillor
	MJ Siebold	Councillor
	Tim Thompson	Councillor
	John Nowak	Councillor / Deputy Mayor (entered at 10:27 a.m.)

STAFF IN ATTENDANCE	Shadia Amblie	Interim Chief Administrative Officer/ Manager, Communications
	Melanie McConnell	Interim Assistant Chief Administrative Officer/Senior Manager, Legislative & Information Services
	Karen Gingras	Interim Senior Manager, Planning & Economic Development (in part)
	Kyle Beniuk	Agricultural Fieldman (in part)
	Julie MacIsaac	Communications Coordinator
	Vicki Versteeg	Legislative Services Coordinator

REGRETS	Hajar (Jerry) Haymour	Councillor
----------------	-----------------------	------------

ADOPTION OF AGENDA

P.15.084 Motion by Councillor Siebold to approve the May 5, 2015 Policy and Priorities Committee Meeting agenda as amended:

Addition of Item 10.2 – Personnel Matter (s. 17 FOIP).

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 April 7, 2015 – Policy and Priorities Committee Meeting.

P.15.085 Motion by Councillor Phillips to adopt the April 7, 2015 Policy and Priorities Committee Meeting minutes as circulated.

CARRIED UNANIMOUSLY

COUNCILLOR REPORTS

4.1 Councillor Reports.

Councillor Thompson

- Nothing to report.

Councillor Siebold

- Attended Library Board Meeting;
- Shared that the Lac La Biche Regional Museum is about to be recognized by the Alberta Museums Association as an official museum; and
- Attended meeting of the AUMA Municipal Governance Committee and commented on the Committee's recommended changes to FOIP Legislation.

Councillor Philips

- Attended a series of community functions including:
 - Cenovus Oilers Hockey Camp;
 - St. Isidore 100th Anniversary in Plamondon.

Councillor Olson

- Attended meeting of the Eastern Alberta Trade Corridor;
- Discussed unresolved issues and plans for Affordable Supportive Living Initiative bed space with the Chair of the Greater North Foundation;
- Attended a meeting with Alberta Environment and Sustainable Resource Development at AAMDC; and

Councillor Richard

- Noted MPC training may be beneficial.

Councillor Austin

- Attended meetings of: Library Board, Agricultural Service Board, Lakeland Agricultural Research Association, and Beaver River Water Shed Alliance;
- Attended the joint Council meeting with the Lac La Biche & District Chamber of Commerce;
- Attended Volunteer Recognition luncheon in Rich Lake where 34 volunteers were recognized for their work; and
- Attended Alberta Library Convention in Jasper.

Mayor Moghrabi

- Attended:
 - Round Dance and Pipe Ceremonies;
 - Cenovus Oilers Hockey Camp at Bold Centre;
 - Volunteer Recognition Ceremonies and events; and
 - Federal budget meetings in Ottawa.

DELGATIONS

8.1 10:15 a.m. – Delegation – Land Sale Matter (s. 16 FOIP);

IN CAMERA SESSION

P.15.086 Motion by Councillor Richard to go in camera at 10:18 a.m.

CARRIED UNANIMOUSLY

Councillor Nowak entered Council Chambers at 10:27 a.m.

Councillor Thompson exited Council Chambers at 10:29 a.m.

Councillor Thompson returned to Council Chambers at 10:30 a.m.

Councillor Olson exited Council Chambers at 11:16 a.m.

Councillor Olson returned to Council Chambers at 11:17 a.m.

RECESS

Mayor Moghrabi called a recess at 11:24 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 11:31 a.m. with all those Members of Council previously listed in attendance, with the exception of Councillor Thompson.

IN CAMERA SESSION

Councillor Thompson returned to Council Chambers at 11:32 a.m.

10.1 Briefing – Visitor Information Centre (s. 25 FOIP);

Mayor Moghrabi exited Council Chambers at 11:37 a.m. and Deputy Mayor Nowak assumed the Chair.

Mayor Moghrabi returned to Council Chambers at 11:41 a.m. and resumed the Chair.

Councillor Olson exited Council Chambers at 11:52 a.m.

Councillor Olson returned to Council Chambers at 11:53 a.m.

Councillor Nowak exited Council Chambers at 12:10 p.m.

Councillor Nowak returned to Council Chambers at 12:11 p.m.

RETURN TO REGULAR MEETING

P.15.087 Motion by Councillor Olson to proceed with the meeting out of camera at 12:11 p.m.

CARRIED UNANIMOUSLY

DISPOSITION OF DELEGATION BUSINESS

9.1 Delegation – Land Sale Matter (s. 16 FOIP);

P.15.088 Motion by Councillor Siebold to direct Administration to liaise with the delegate for the purposes discussed *in-camera*, and further that a thank you letter be sent to the delegate advising of a future *in-camera* Strategic Session on land development matters.

CARRIED UNANIMOUSLY

10.1 Briefing – Visitor Information Centre (s. 25 FOIP);

P.15.089 Motion by Councillor Olson to direct Administration to provide written notice of termination of the General Service Agreement (pursuant to s. 3.3) to the Lac La Biche & District Chamber of Commerce with respect to the Visitor Information Centre, and further that Administration schedule a strategic session to review the service model of regional Visitor Information services.

CARRIED UNANIMOUSLY

PUBLIC INPUT SESSION

8.2 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.

CHIEF ADMINISTRATIVE OFFICER REPORT

5.1 Chief Administrative Officer Report.

P.15.090 Motion by Councillor Olson to accept the Chief Administrative Officer Report as information.

CARRIED UNANIMOUSLY

NEW BUSINESS

11.1 Briefing – Business Licenses;

Karen Gingras, Interim Senior Manager, Planning & Economic Development, presented the briefing on Business Licenses. Discussion ensued regarding the particulars, best practices, and options for administering a business licensing program.

Councillor Thompson exited Council Chambers at 12:36 p.m.

Councillor Thompson returned to Council Chambers at 12:37 p.m.

Councillor Thompson exited Council Chambers at 12:42 p.m. and did not return to the meeting.

11.1 Briefing – Business Licenses (continued);

P.15.091 Motion by Councillor Phillips that Administration bring forward a report, using cross-jurisdictional analysis, that addresses the disadvantages and advantages of moving forward with a business licensing program, which includes but is not limited to, impacts on home occupations, classification of licenses, potential impacts on the Municipal Assessment, and options for administrative models for licensing.

CARRIED UNANIMOUSLY

11.2 Briefing – Control of Clubroot Disease Policy and Procedure;

Kyle Beniuk, Agricultural Fieldman presented the briefing and explained changes to the policy and procedure.

P.15.092 Motion by Councillor Siebold that Administration brings forward a Request for Decision to a future Regular Council Meeting regarding the Control of Clubroot Disease Policy and Procedure.

CARRIED UNANIMOUSLY

11.3 Briefing – Community Garden;

Mr. Beniuk presented the above-noted briefing and explained changes to the Community Garden policy and procedure that will address users' concerns.

P.15.093 Motion by Councillor Austin that Administration brings forward a Request for Decision on changes to the Community Garden policy and procedure to a future Regular Council Meeting.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 1:10 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 2:28 p.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

11.4 Briefing – Intergovernmental/Aboriginal Relations Committee;

Motion P.15.094 was rescinded by Motion P.15.115 made June 2, 2015 at the Policy & Priorities Committee meeting.

P.15.094 Motion by Councillor Phillips that the Mayor liaise with neighbouring Aboriginal elected officials to determine their level of interest in an information-sharing/advisory committee.

CARRIED UNANIMOUSLY

11.5 Briefing – Strategic Priorities Chart and Work Program;

P.15.095 Motion by Councillor Richard to endorse the Strategic Priorities Chart and Work Program as presented.

CARRIED UNANIMOUSLY

11.6 Briefing – AAMDC Member Visit – May 25, 2015.

Following presentation of the above noted briefing by Melanie McConnell, discussion ensued regarding possible plans for the forthcoming visit of AAMDC executive members.

P.15.096 Motion by Councillor Olson to accept the briefing regarding the AAMDC Member Visit as information, and further that Administration proceeds with plans as discussed.

CARRIED UNANIMOUSLY

BOARDS AND COMMITTEES – REPORTS & MINUTES

12.1 January 8, 2015 Environmental Stewardship Advisory Committee Meeting;

12.2 January 15, 2015 Lac La Biche County Library Board Meeting;

12.3 February 9, 2015 Family and Community Support Services Meeting;

12.4 March 2015 Environmental Stewardship Advisory Committee Monthly Snapshot;

12.5 April 1, 2015 Municipal Planning Commission Meeting.

P.15.097 Motion by Councillor Nowak to accept the Boards and Committees – Reports and Minutes, items 12.1 through 12.5, as information.

CARRIED UNANIMOUSLY

CORRESPONDENCE

13.1 List of Correspondence.

- Received April 2, 2015 from Alberta Municipal Affairs. Re: 14th Annual Minister's Awards for Municipal Excellence;
- Sent April 7, 2015 to Ms. M.J. Siebold. Re: Presentation on behalf of the Humane Society;
- Sent April 10, 2015 to Mr. Zicki Eludin; Mr. Horace Patenaude; Chief Morris Monais; Mr. Floyd Thompson; Chief Brian Favel and Chief Germaine Anderson. RE: Health Society Collaboration;
- Received April 13, 2015 from Walter H. Ryl, B.Comm., C.A. Re: Sports Fields – J.A. Williams High School;
- Received April 14, 2015 from FCSS. Re: Invitation to Multicultural Dinner April 25, 2015 at the Devon Room;
- Received April 17, 2015 from Lac La Biche County's Planning & Economic Development Dept. Re Invitation – South Athabasca Oil Sands Region;
- Sent April 20, 2015 from FCSS. Re: St. Isadore Parish Grant;
- Sent April 21, 2015 to Mr. Gerald Wowk. Re: Work Camp Time Frames;
- Sent April 27, 2015 to Mayor Melissa Blake. Re: Proposed meeting with the Municipality of Wood Buffalo;
- Sent April 27, 2015 to Ms Terri Rudiger Lac La Biche Agricultural Society. Re: Grant Approval;
- Sent April 27, 2015 to Mr. Ron Briscoe, President Lac La Biche & District Chamber of Commerce Re: Grant Approval;
- Sent April 27, 2015 to Mr. Roger Monahan, Lakeland Interpretative Society. Re: Grant Approval;
- Sent April 28, 2015 to Ms. Paula Campbell, P.Eng. Re: Proposed relocation of walking trail running parallel to Hwy 881.

P.15.098 Motion by Councillor Siebold to accept the Correspondence items listed under agenda item 13.1 as information.

CARRIED UNANIMOUSLY

IN CAMERA SESSION

P.15.099 Motion by Councillor Siebold to go in camera at 2:50 p.m.

CARRIED UNANIMOUSLY

IN CAMERA SESSION

10.2 Personnel Matters (s. 17 FOIP) (addition to agenda).

RETURN TO REGULAR MEETING

P.15.100 Motion by Councillor Austin to proceed with the meeting out of camera at 3:30 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF IN CAMERA SESSION

10.2 Personnel Matters (s. 17 FOIP) (addition to agenda).

No action required.

ADJOURNMENT

P.15.101 Motion by Councillor Siebold to adjourn the Policy and Priorities Committee Meeting of May 5, 2015 at 3:31 p.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

**Shadia Amblic
Interim Chief Administrative Officer**