

**LAC LA BICHE COUNTY
PUBLIC WORKS COMMITTEE MEETING
COUNTY CENTRE, LAC LA BICHE**

December 2, 2015 – 3:30 p.m.

Minutes of the Lac La Biche County Public Works Committee Meeting held December 2, 2015 at 3:30 p.m.

CALL TO ORDER Mayor Moghrabi called the meeting to order at 3:41 p.m.

PRESENT	Omer Moghrabi	Mayor
	Robert Richard	Councillor
	Tim Thompson	Councillor
	Hajar (Jerry) Haymour	Councillor

STAFF IN ATTENDANCE	Shadia Amblie	Chief Administrative Officer
	Melanie McConnell	Assistant Chief Administrative Officer
	Brian Shapka	Senior Manager, Public Works
	Vicki Versteeg	Legislative Services Coordinator

ADOPTION OF AGENDA

PWC.15.001 Motion by Councillor Thompson to approve the December 2, 2015 Public Works Committee Meeting agenda as presented.

CARRIED UNANIMOUSLY

PROCEDURAL MATTERS

3.1 Selection of Chair & Vice Chair;

Mayor Moghrabi called for nominations for Chair.

Councillor Haymour nominated Councillor Richard for Chair. Councillor Richard accepted the nomination.

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

PWC.15.002 Motion by Councillor Thompson that nominations for Chair cease.

CARRIED UNANIMOUSLY

3.1 Selection of Chair & Vice Chair (continued);

PWC.15.003 Motion by Councillor Thompson to appoint Councillor Richard as Chair of the Public Works Committee.

CARRIED UNANIMOUSLY

Chairman Richard assumed the Chair.

Chairman Richard called for nominations for Vice Chair.

Councillor Thompson nominated Councillor Haymour as Vice Chair. Councillor Haymour accepted the nomination.

Chairman Richard asked if there were any further nominations. There were no further nominations.

PWC.15.004 Motion by Mayor Moghrabi that nominations for Vice Chair cease.

CARRIED UNANIMOUSLY

PWC.15.005 Motion by Councillor Thompson to appoint Councillor Haymour as Vice Chair of the Public Works Committee.

CARRIED UNANIMOUSLY

3.2 Establishing Meeting Schedule;

Discussion followed on the timing of Public Works Committee meetings.

PWC.15.006 Motion by Mayor Moghrabi that Public Works Committee meetings be held the first Tuesday of each month at 10 a.m. in Council Chambers.

CARRIED UNANIMOUSLY

3.3 Establishing Work Plan & Expectations.

The Committee established that an initial overview of Capital Projects and operational programs and activities from all Public Works departments will be provided to the Committee regularly.

Emergent Issues & Seasonal Programs Update
To be a standing item on the Committee agenda

Discussion continued on the expectations of Administration and how recommendations will move from the Committee to Regular Council Meetings.

Mayor Moghrabi exited Council Chambers at 4:03 p.m.

Mayor Moghrabi returned to Council Chambers at 4:04 p.m.

Public Works Department Work Plan

To be a standing item on the Committee agenda

Meeting Length

To be determined

Tender Openings

When reasonable, tenders may be opened at Committee meetings. As established in the Committee Bylaw, all members have a standing invitation to attend tender openings.

Delegations

When reasonable, and depending on the nature of the matter, delegations may appear at Committee meetings.

ADJOURNMENT

PW.15.007 Motion by Councillor Thompson to adjourn the Public Works Committee Meeting of December 2, 2015 at 4:31 p.m.

CARRIED UNANIMOUSLY

Robert Richard, Chair

**Shadia Amblie
Chief Administrative Officer**