

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

**JANUARY 6, 2015 – 10:00 a.m.**

Minutes of the Lac La Biche County Policy and Priorities Committee Meeting held on January 6, 2015 at 10:00 a.m.

**CALL TO ORDER** Mayor Moghrabi called the meeting to order at 10:04 a.m.

<b>PRESENT</b>	Omer Moghrabi	Mayor
	Robert Richard	Councillor
	Richard Olson	Councillor
	David Phillips	Councillor
	MJ Siebold	Councillor
	Tim Thompson	Councillor
	John Nowak	Councillor / Deputy Mayor (entered at 1:43 p.m.)

<b>STAFF IN ATTENDANCE</b>	Shadia Amblie	Interim Chief Administrative Officer/ Manager, Communications
	Melanie McConnell	Interim Assistant Chief Administrative Officer/Manager, Legislative Services
	Karen Gingras	Interim Senior Manager, Planning & Economic Development
	Brian Shapka	Interim Senior Manager, Public Works
	Dan Small	Senior Manager, Finance & Community Services
	Julie MacIsaac	Communications Coordinator
	Joanne Onciul	Legislative Services Coordinator

<b>REGRETS</b>	Wanda Austin	Councillor
	Hajar (Jerry) Haymour	Councillor

## **ADOPTION OF AGENDA**

P.15.001 Motion by Councillor Olson to approve the January 6, 2015 Policy and Priorities Committee Meeting agenda as amended:

- Addition of Item 7.1 Athabasca County Joint Meeting Topics;
- Addition of Item 7.2 Discussion – Technology;
- Addition of Item 7.3 Portage College – Water Project;
- Addition of Item 10.2 Personnel Matter (section 17 FOIP);
- Move Item 11.4 Briefing – Strategic Priorities Report, Chart and Work Program and Item 11.5 Briefing – Lac La Biche County 2015-2018 Communications Plan to the end of the New Business section of the agenda.

**CARRIED UNANIMOUSLY**

## **ADOPTION OF MINUTES**

3.1 November 4, 2014 Policy and Priorities Committee Meeting;

P.15.002 Motion by Councillor Olson to adopt the November 4, 2014 Policy and Priorities Committee Meeting minutes as circulated.

**CARRIED UNANIMOUSLY**

3.2 November 27, 2014 Strategic Session – County Assessors;

P.15.003 Motion by Councillor Siebold to adopt the November 27, 2014 Strategic Session – County Assessors minutes as circulated.

**CARRIED UNANIMOUSLY**

3.3 December 4, 2014 Strategic Session – Land Use Bylaw Review;

P.15.004 Motion by Councillor Richard to adopt the December 4, 2014 Strategic Session – Land Use Bylaw Review minutes as circulated.

**CARRIED UNANIMOUSLY**

## DELEGATIONS/PUBLIC INPUT SESSION

### 8.1 Delegation – Jerry Bidulock re: Lakeland Country Regional Trail System;

Jerry Bidulock and Marvin Bjoinstad, Representatives of the Lakeland Country Outdoors, an arm of Riverland Recreational Trail Society, were present and introduced themselves to all those present.

Mayor Moghrabi introduced Council to the delegation.

Mr. Bidulock provided an overview of the Lakeland Country Regional Trail System (LCRTS) and discussed the proposed expansion of a linear playground that starts with threads of trail development throughout the Province of Alberta. NE Muni-Corr Ltd., (owns and manages Alberta's Iron Horse Trail), will be meeting with Provincial Ministers to discuss the regional trails initiative and have requested letters of support from several municipalities for the same.

Mr. Bjoinstad provided the history of the development of the Iron Horse Trail and reviewed the trail's initiatives.

Mr. Bidulock reviewed a PowerPoint presentation outlining the history, vision, and future of the LCRTS. Maps of the TransCanada Trail and Snowmobile Trails were provided and discussed.

Councillor Olson left Council Chambers at 10:44 a.m.

Councillor Olson returned to Council Chambers at 10:46 a.m.

Discussion ensued regarding the proposed trails, what they can be used for, and where they are located.

Mr. Bidulock confirmed his request for a letter of support from Lac La Biche County and the need for a dedicated individual to represent Lac La Biche County as part of a working group with Muni-Corr and other municipalities' representatives.

Mr. Bidulock and Mr. Bjoinstad thanked Council and Administration for their time and consideration.

Shadia Amblie, Interim Chief Administrative Officer thanked the delegation for their presentation.

## COUNCILLOR REPORTS

### 4.1 Councillor Reports.

#### **Councillor Richard**

- Nothing to Report.

#### **Councillor Olson**

- Attended Community of Leaders: Community Collaboration Initiatives in Banff

#### **Councillor Phillips**

- Enjoyed conferences attended and enjoyed the holidays

#### **Councillor Siebold**

- Attended AUMA Municipal Governance Committee meeting on December 12, 2014. Discussion ensued regarding marijuana grow operations and the lack of knowledge and understanding municipalities are facing with respect to this topic. More information will be provided with respect to this topic to ensure Council has the proper information to go forward with including grow ops in the Land Use Bylaw.

#### **Councillor Tompson**

- Nothing to Report.

#### **Mayor Moghrabi**

- Attended Oil Sands Community Alliance (OSCA) – once the facilitators from the meeting forward the requested information, it will be shared with all of Council;
- Met with Native Friendship Centre;
- Met with oil producers – need to meet with CNRL and Stat Oil; Cenovus would like to meet with us again;
- Busy attending between three and four meetings a week.

## FOLLOW UP ACTION LIST

### 5.1 Follow-Up Action List.

Discussion ensued regarding the original purpose of the Follow-Up Action List (FAL). A suggestion was made that a CAO report be provided to Council on a monthly basis and that the FAL be provided to Council on a quarterly basis. It was further noted that the FAL will be accessible on the Council's FTP site for ease of reference.

5.1 Follow-Up Action List (continued).

P.15.005 Motion by Councillor Richard to accept the Follow-Up Action List as information.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 11:10 a.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 11:19 a.m. with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

11.2 Briefing – Area Structure Plan Requirements and Request to Waive Such Requirements;

Karen Gingras, Interim Senior Manager, Planning & Economic Development, provided the history of the original subdivision application and discussed the proposed additional subdivision.

Martin Niles, the developer, was present in the gallery and by request of Council provided the history of his original subdivision plan and reviewed his future plans for the proposed subdivision development.

Discussion ensued regarding the differentiation between the current Municipal Development Plan (MDP) and the previous MDP with respect to when an Area Structure Plan is required.

Mr. Niles and Administration will work together to alleviate any discrepancies between his current subdivision application and the current MDP.

**UNFINISHED BUSINESS**

6.1 There was no unfinished business to discuss.

**URGENT MATTERS**

7.1 Athabasca County Joint Meeting Topics (addition to agenda);

Discussion ensued regarding topics to discuss at the Athabasca County and Lac La Biche County Joint Council meeting.

7.1 Athabasca County Joint Meeting Topics (addition to agenda)  
(continued);

P.15.006 Motion by Councillor Richard that Administration adds the following to the agenda for the Joint Council meeting with Athabasca County:

- Seniors Housing/Greater North Foundation;
- Plamondon Connector;
- Winter Highway Maintenance by Alberta Transportation/Carillion;
- Emergency Services on Highways 63 and 881;
- Regional Trail System.

**CARRIED UNANIMOUSLY**

7.2 Discussion – Technology (addition to agenda);

Discussion ensued regarding public access to Councillors, who has access to the Council FTP site, the general use of Council calendars, and spam emails.

Administration will contact the IT department to discuss options regarding general IT training for Council members.

7.3 Portage College – Water Project (addition to agenda).

Discussion ensued regarding the creation of a steering committee that will meet with Portage College personnel to discuss the Water Resources Strategy and report back to Council.

**DELEGATIONS/PUBLIC INPUT SESSION**

8.2 Public Input Session.

There was no one present for the Public Input Session.

**DISPOSITION OF DELEGATION BUSINESS**

9.1 Delegation – Jerry Bidulock re: Lakeland Country Regional Trail System.

P.15.007 Motion by Councillor Siebold to send a letter of thanks to the delegation for their presentation, and further that Administration brings forward an RFD regarding the appointment to the working group.

**CARRIED UNANIMOUSLY**

**URGENT MATTERS**

7.3 Portage College – Water Project (addition to agenda).

P.15.008 Motion by Councillor Thompson that Administration brings forward an RFD for appointments to the Portage College Water Project Steering Committee.

**CARRIED UNANIMOUSLY**

**RECESS** Mayor Moghrabi called a recess at 12:22 p.m.

**RECONVENE** Mayor Moghrabi reconvened the meeting at 1:43 p.m. with all those Members of Council previously listed in attendance, including Councillor Nowak and with the exception of Councillor Thompson.

**IN CAMERA SESSION**

P.15.009 Motion by Councillor Siebold to go in camera at 1:44 p.m.

**CARRIED UNANIMOUSLY**

Councillor Thompson entered Council Chambers at 1:45 p.m.

10.1 Briefing – Surface Mineral Lease and Exploration (Section 25 FOIP);

Councillors Siebold and Thompson left Council Chambers at 2:27 p.m.

Councillor Siebold returned to Council Chambers at 2:27 p.m.

Councillor Thompson returned to Council Chambers at 2:28 p.m.

**RECESS** Mayor Moghrabi called a recess at 2:46 p.m.

**RECONVENE** Mayor Moghrabi reconvened the meeting at 2:54 p.m. with all those Members of Council previously listed in attendance.

**IN CAMERA SESSION**

10.2 Personnel Matter (section 17 FOIP) (addition to agenda).

## RETURN TO REGULAR MEETING

P.15.010 Motion by Councillor Thompson to proceed with the meeting out of camera at 3:04 p.m.

**CARRIED UNANIMOUSLY**

## BUSINESS ARISING OUT OF “IN CAMERA SESSION”

10.1 Briefing – Surface Mineral Lease and Exploration (Section 25 FOIP);

P.15.011 Motion by Councillor Nowak that Administration responds to the Lease Holder as discussed *in camera*.

**CARRIED UNANIMOUSLY**

10.2 Personnel Matter (section 17 FOIP) (addition to agenda).

No action required.

## NEW BUSINESS

11.1 Briefing – Land Use Bylaw;

Karen Gingras, Interim Senior Manager, Planning and Economic Development provided a summary of the issues and concerns respecting the draft Land Use Bylaw raised by Council during discussions at the December 4, 2014 Strategic Session and ISL’s responses to these issues.

Discussion ensued regarding the following:

- Recreational Resort District;
- Riparian Area Protection Overlay;
- Peat Moss Extraction;
- Campgrounds;
- RV Storage;
- Work Camps;

Councillor Thompson left Council Chambers at 4:08 p.m.

Councillor Thompson returned to Council Chambers at 4:10 p.m.

P.15.012 Motion by Councillor Nowak to extend the January 6, 2015 Policy & Priorities Committee Meeting to the end of the agenda.

**CARRIED UNANIMOUSLY**



11.1 Briefing – Land Use Bylaw (continued);

Councillor Thompson requested that Work Camps be added to Tuesday’s agenda.

Discussion continued regarding the following:

- Medicinal Marijuana;
- Barrier-Free Suites in Multi-Unit Dwellings;
- Residential Lot Sizes;
- Variances on Undersized (“Old”) Lots;
- Building Heights; and
- Miscellaneous Revisions.

P.15.013 Motion by Councillor Olson to accept the briefing regarding Land Use Bylaw as information, and further that Administration bring forward more information to the January 13, 2015 Regular Council Meeting.

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

11.3 Briefing – Jubilee Basement Renovation;

Discussion ensued regarding the Jubilee basement renovations and the use of lease agreements for the rented space.

P.15.014 Motion by Councillor Phillips to accept the Briefing regarding the Jubilee Basement Renovation as information, and further that an RFD be brought forward for the lease agreement.

**CARRIED UNANIMOUSLY**

11.6 Briefing – Pre-Incident Site Planning;

Discussion ensued regarding the pre-incident site planning and how the inspections will be carried out. Fire Chief, John Kokotilo ensured that inspectors will have the proper training to carry out the inspections and that the pre-incident site planning will provide information and education for the fire departments and business owners.

P.15.015 Motion by Councillor Siebold to accept the Briefing regarding Pre-Incident Site Planning as information.

**CARRIED UNANIMOUSLY**

11.7 Briefing – Lac La Biche Regional Health Foundation Update.

Dan Small, Senior Manager, Finance and Community Services, provided an update on the Lac La Biche Regional Health Foundation.

Discussion ensued regarding a letter sent from Stephan Mandel, Minister of Health, addressed to Mayor Moghrabi dated December 22, 2014 with respect to questions posed to the Minister in a letter dated October 6, 2014 and discussions at AUMA (Alberta Urban Municipalities Association) meeting of September 2, 2014.

P.15.016 Motion by Councillor Thompson that Administration brings forward Terms of Reference for an intergovernmental relations/aboriginal relations committee of Council.

**CARRIED UNANIMOUSLY**

P.15.017 Motion by Councillor Phillips to accept the Briefing regarding the Lac La Biche Regional Health Foundation Update as information.

**CARRIED UNANIMOUSLY**

11.4 Briefing – Strategic Priorities Report, Chart and Work Program;

Councillor Nowak left Council Chambers at 5:30 p.m. and did not return to the meeting.

P.15.018 Motion by Councillor Richard to defer item 11.4 Briefing – Strategic Priorities Report, Chart and Work Program to a future Council meeting.

**CARRIED UNANIMOUSLY**

11.5 Briefing – Lac La Biche County 2015-2018 Communications Plan.

P.15.019 Motion by Councillor Thompson to accept the Briefing regarding the Lac La Biche County 2015-2018 Communications Plan as information.

**CARRIED UNANIMOUSLY**

## **BOARDS AND COMMITTEES – REPORTS & MINUTES**

- 12.1 January 23, 2014 Environmental Stewardship Advisory Committee;
- 12.2 March 6, 2014 Environmental Stewardship Advisory Committee;
- 12.3 April 10, 2014 Environmental Stewardship Advisory Committee;
- 12.4 May 8, 2014 Environmental Stewardship Advisory Committee;
- 12.5 May 15, 2014 Environmental Stewardship Advisory Committee;
- 12.6 June 12, 2014 Environmental Stewardship Advisory Committee;
- 12.7 July 17, 2014 Environmental Stewardship Advisory Committee;
- 12.8 July 23, 2014 Environmental Stewardship Advisory Committee;
- 12.9 August 14, 2014 Environmental Stewardship Advisory Committee;
- 12.10 October – November, 2014 Environmental Stewardship Advisory Committee Snapshot;
- 12.11 March 13, 2014 Solid Waste Management Committee;
- 12.12 April 10, 2014 Solid Waste Management Committee;
- 12.13 June 12, 2014 Solid Waste Management Committee;
- 12.14 August 14, 2014 Solid Waste Management Committee;
- 12.15 September 17, 2014 Lac La Biche County Library Board;
- 12.16 September 17, 2014 Municipal Planning Commission;
- 12.17 October 15, 2014 Municipal Planning Commission;
- 12.18 November 5, 2014 Municipal Planning Commission;
- 12.19 November 26, 2014 Municipal Planning Commission;

12.20 October 10, 2014 Plamondon District Community Development Society.

P.15.020 Motion by Councillor Thompson to accept the Boards and Committees – Reports and Minutes, items 12.1 through 12.20, as information.

**CARRIED UNANIMOUSLY**

## **CORRESPONDENCE**

### 13. CORRESPONDENCE

- Received November 4, 2014 from John McGowan AUMA – Re: Invitation for Participation for Councillor Siebold;
- Received November 4, 2014 from Hele Rice, AUMA – Re: Reappointment of Chair;
- Received November 5, 2014 from Tom Nahirniak
- Alberta Surface Rights - Re: Annual Meeting Notice;
- Received November 6, 2014 from Planning and Development – Re: Planning and Development Services Report as of October 31, 2014;
- Received November 6, 2014 from Honorable Jeff Johnson – Re: Note to the Mayor;
- Received November 17, 2014 from Honorable Kyle Fawcett – Re: Fisheries;
- Sent November 19, 2014 to Sylvia Ladoucer, Hope Haven Society – Re: Approval of Funding Request;
- Sent November 19, 2014 to Ron Briscoe, Lac La Biche Chamber of Commerce – Re: Approval of ad hoc grant;
- Sent November 19, 2014 to Denis Michaud, Plamondon Community Development Society – Approval for 2014 Festival de Noel;
- Received November 20, 2014 from Larry Lyons, President McGrane Branch #28 - Re: Remembrance Day 2014;
- Received November 21, 2014 from Wendy Boje, CASA – Re.: 2013 CASA Annual Report;
- Received November 21, 2014 from Honorable Diana McQueen – Re: Thank you letter;
- Re: Sent November 24, 2014 to Rotary Club; Venture Building Supplies; Golden Age Pioneers; Kingdom Diamond Ridge Group Ltd; Little Divide Search and Rescue – Re: Thank you letter;
- Received November 30, 2014 from Planning and Development - Re: Planning and Development Services Report as of November 30, 2014;
- Sent December 10, 2014 to Premier Jim Prentice – Re: Standard of Road Maintenance on Provincial Highways; and

- Received December 11, 2014 from Zicki Eludin, Lac La Biche Regional Health Foundation – Lac La Biche Regional Health Foundation Bylaws.

P.15.021 Motion by Councillor Richard to accept the Correspondence items listed under agenda item 13.0 as information.

**CARRIED UNANIMOUSLY**

## **ADJOURNMENT**

P.15.022 Motion by Councillor Siebold to adjourn the Policy and Priorities Committee Meeting of January 6, 2015 at 6:16 p.m.

**CARRIED UNANIMOUSLY**

---

**Omer Moghrabi, Mayor**

---

**Shadia Amblie  
Interim Chief Administrative Officer**