

**LAC LA BICHE COUNTY  
REGULAR COUNCIL MEETING  
MCARTHUR PLACE, LAC LA BICHE**

**April 25, 2017 – 10:00 a.m.**

Minutes of the Lac La Biche County Regular Council Meeting held April 25, 2017 at 10:00 a.m.

**CALL TO ORDER** Mayor Moghrabi called the meeting to order at 10:14 a.m.

<b>PRESENT</b>	Omer Moghrabi	Mayor
	Robert Richard	Councillor and Deputy Mayor
	Wanda Austin	Councillor
	Richard Olson	Councillor
	David Phillips	Councillor
	MJ Siebold	Councillor
	Tim Thompson	Councillor
	Hajar (Jerry) Haymour	Councillor
	John Nowak	Councillor
<b>STAFF IN ATTENDANCE</b>	Shadia Amblie	Chief Administrative Officer
	Dan Small	Assistant Chief Administrative Officer and Senior Manager, Finance & Grants
	Brian Shapka	Senior Manager, Public Works (In Part)
	Gordon Shaw	Senior Manager, Planning & Development (In Part)t
	Jihad Moghrabi	Communications Coordinator
	James Roy	Legislative Services Coordinator

**ADOPTION OF AGENDA**

17.395

Motion by Councillor Haymour to approve the April 25, 2017 Regular Council Meeting agenda as amended:

- Addition of Item(s):
  - 5.1 Peat Moss Harvesting
- Deletion of Item(s):
  - 8.14 Local Sports Hall of Fame & Inspiration Wall (RFD) (*deferred to May 09 Regular Council Meeting*);

**CARRIED UNANIMOUSLY**

## **ADOPTION OF MINUTES**

3.1 April 18, 2017 – Regular Council Meeting

17.396 Motion by Councillor Phillips to adopt the April 18, 2017 Regular Council Meeting minutes as circulated.

**CARRIED UNANIMOUSLY**

## **UNFINISHED BUSINESS**

*There was no unfinished business to discuss.*

## **URGENT MATTERS**

5.1 Peat Moss Harvesting (Discussion)

17.397 Motion by Councillor Olson to direct Administration to gather all pertinent information pertaining to peat moss harvesting and report back to Council at its next meeting.

**CARRIED UNANIMOUSLY**

## **DELEGATIONS**

6.1 10:15 a.m. Auditors – Financial Statements for 2016  
Mr. Michael Epp, Auditor, Hawkings Epp Dumont Chartered Accountant

Mr. Zeeshan Hasan, Manager, Finance, introduced Mr. Michael Epp, Auditor, who gave a presentation to Council on the County's financial statements for 2016, and responded to questions.

Councillor Olson left Council Chambers at 10:58 a.m. and returned at 11:00 a.m.

## **RECESS**

Mayor Moghrabi called a recess at 11:20 a.m.

## **RECONVENE**

Mayor Moghrabi reconvened the meeting at 11:33 a.m., with all those Members of Council previously listed in attendance.

**IN CAMERA SESSION**

17.398 Motion by Councillor Haymour to go *in camera* at 11:33 a.m.

**CARRIED UNANIMOUSLY**

7.1 2016 Audit Findings Letter and 2016 Comments on Internal Control (RFD) (s. 26 FOIP)

**RETURN TO REGULAR MEETING**

17.399 Motion by Councillor Phillips to proceed with the meeting out of camera at 12:33 p.m.

**CARRIED UNANIMOUSLY**

**PUBLIC HEARINGS**

*There were no public hearings scheduled.*

**PUBLIC INPUT SESSION**

6.3 12:15 p.m. Public Input Session;

Mayor Moghrabi declared the public input session open at 12:33 p.m.

There was no one present for the public input session and Mayor Moghrabi declared the session closed at 12:34 p.m.

**DELEGATIONS**

6.1.1 Disposition of Delegation Business

17.400 Motion by Councillor Haymour that County Council extends its thanks to Mr. Epp for his presentation.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING OUT OF *IN CAMERA* SESSION**

7.1 2016 Audit Findings Letter and 2016 Comments on Internal Control (RFD) (s. 26 FOIP)

17.401 Motion by Councillor Olson that Council accepts the audit findings letter as presented to Council as information.

**CARRIED UNANIMOUSLY**

17.402 Motion by Councillor Richard that Council accepts the comments on internal control as presented to Council as information.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 12:37 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 12:38 p.m. with all those Members of Council previously listed in attendance.

***IN CAMERA* SESSION**

17.403 Motion by Councillor Haymour to go *in camera* at 12:39 p.m.

**CARRIED UNANIMOUSLY**

**RETURN TO REGULAR MEETING**

17.404 Motion by Councillor Austin to proceed with the meeting out of camera at 12:45 p.m.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 12:45 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 2:05 p.m.

## NEW BUSINESS

### 8.1 2016 Annual Financial Statements & Auditor's Report (RFD)

Mr. Dan Small, Assistant Chief Administrative Officer and Senior Manager, Finance and Grants, and Mr. Hassan made a presentation to Council on the 2016 Annual Financial Statements and Auditor's Report, and responded to questions.

17.405 Motion by Councillor Austin that Council approves the 2016 Annual Financial Statements of Lac La Biche County, as presented in draft form.

**CARRIED UNANIMOUSLY**

17.406 Motion by Councillor Richard that Council approves the 2016 Financial Information Return of Lac La Biche County, as presented in draft form.

**CARRIED UNANIMOUSLY**

17.407 Motion by Councillor Olson that Council accepts the Auditor's Report of the 2016 Annual Financial Statements of Lac La Biche County as information.

**CARRIED UNANIMOUSLY**

17.408 Motion by Councillor Phillips that Council directs Administration to make the 2016 Annual Financial Statements and the Auditor's Report available to the public via the following methods:

- Via the internet at the County's website, [www.laclabichecounty.com](http://www.laclabichecounty.com), and;
- Via hard copy at McArthur Place and County Centre or by mail upon request.

**CARRIED UNANIMOUSLY**

### 8.4 Statement of Revenues & Expenditures for Period Ending March 31, 2017 (RFD)

17.409 Motion by Councillor Thompson that Council accepts the Lac La Biche County Statement of Revenues & Expenditures for the Period Ended March 31, 2017, as presented.

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

8.5 2016 CLASS/PAL Financial Statement Review (Briefing)

Mr. Small and Mr. Hassan made a presentation to Council regarding the review of the 2016 CLASS/PAL Financial Statements, and responded to questions.

17.410 Motion by Councillor Thompson that Council accepts the CLASS/PAL Financial Statement Review as information.

**CARRIED UNANIMOUSLY**

8.6 Council Expense Claims (Briefing)

Mr. Small and Mr. Hassan made a presentation to Council regarding Council expense claims, and responded to questions.

17.411 Motion by Councillor Haymour to accept the Councillors' Expense Claims as information.

**CARRIED UNANIMOUSLY**

8.7 Council Meeting Schedule (2017 Summer Recess & Election Period) (RFD)

Mr. Small made a presentation to Council regarding a tentative Council meeting schedule during the summer months and the municipal election campaign.

17.412 Motion by Councillor Olson that the scheduled regular meetings of Council for July 18 and 25, 2017 be cancelled.

**IN FAVOUR**  
**Mayor Moghrabi**  
**Councillor Richard**  
**Councillor Olson**  
**Councillor Phillips**  
**Councillor Haymour**

**OPPOSED**  
**Councillor Thompson**  
**Councillor Nowak**  
**Councillor Austin**  
**Councillor Siebold**

**CARRIED**

**NEW BUSINESS**

8.7 Council Meeting Schedule (2017 Summer Recess & Election Period) (RFD) (continued)

17.413 Motion by Councillor Siebold that the scheduled regular meetings of Council for September 19 and 26, 2017, and October 10 and 24, 2017, be cancelled.

**IN FAVOUR**  
**Mayor Moghrabi**  
**Councillor Richard**  
**Councillor Olson**  
**Councillor Siebold**

**OPPOSED**  
**Councillor Thompson**  
**Councillor Nowak**  
**Councillor Austin**  
**Councillor Haymour**  
**Councillor Phillips**

**DEFEATED**

**DELEGATIONS**

6.2 2:30 p.m. Tender Opening – TWP Road 684A Base and Pave

Mr. Brad Grant, WSP representative, Mr. Ali Memon, Project Engineer-Team Lead, and Ms. Jennifer Jackson, Project Services Clerk, were present to open the tenders for Township Road 684A Base and Paving. The unofficial tender results are as follows:

<b>Contractor</b>	<b>Amount without GST</b>
E-Construction	\$1,782,574.00
JLG Ball Enterprises	\$1,769,908.13
Knelsen Sand & Gravel Ltd.	\$1,797,690.00

6.2.1 Disposition of Delegation Business

Mr. Grant advised that all tenders submitted would be reviewed for accuracy by the consultants, and shortly thereafter, contractors will be advised of the results by Administration.

**NEW BUSINESS**

8.7 Council Meeting Schedule (2017 Summer Recess & Election Period) (RFD) (continued)

17.414 Motion by Councillor Haymour that the scheduled regular meetings of the Public Works, Transportation Master Plan, Agriculture Service Board, and Policy Review committees between September 18 and October 30, 2017 be cancelled.

**IN FAVOUR**  
**Mayor Moghrabi**  
**Councillor Richard**  
**Councillor Olson**  
**Councillor Siebold**  
**Councillor Phillips**  
**Councillor Thompson**  
**Councillor Haymour**

**OPPOSED**  
**Councillor Nowak**  
**Councillor Austin**

**CARRIED**

8.8 Advance Portion of 2018 Operating Grant towards Playground Construction (RFD)

Mr. Small made a presentation to Council regarding an advance of the 2018 operating grant to the Plamondon District Community Development Society, and responded to questions.

Councillor Thompson left Council Chambers at 2:47 p.m.

17.415 Motion by Councillor Richard that Council approves a payment of \$83,200 to the Plamondon District Community Development Society as an advance of their 2018 operating grant, in order to enable construction of a playground on their property until the Canada 150 Grant is received.

**IN FAVOUR**  
**Mayor Moghrabi**  
**Councillor Richard**  
**Councillor Olson**  
**Councillor Siebold**  
**Councillor Phillips**  
**Councillor Thompson**  
**Councillor Haymour**  
**Councillor Austin**

**OPPOSED**  
**Councillor Nowak**

**CARRIED**



**NEW BUSINESS**

8.9 Tender Award (No. TR-32-2017-08) – Dumasfield – 90 Ave, East & 91 Ave. West Extension

Mr. Brian Shapka, Senior Manager, Public Works, made a presentation to Council regarding the award of a tender for 90 Avenue East and 91 Avenue West Extensions and Dumasfield Stormwater Pond Base and Paving, and responded to questions.

Councillor Thompson returned to Council Chambers at 2:51, declared a conflict-of-interest on this motion, and left Council Chambers at 2:52 p.m.

17.416 Motion by Councillor Olson that County Council award Tender TR-32-2017-08 (Contract No. 161-11229-00) 90 Avenue East and 91 Avenue West Extensions and Dumasfield Stormwater Pond Base and Paving with underground service improvements to Rockhard Contractors Inc. at a price of \$1,557,863.23 plus GST.

**CARRIED (Councillor Haymour Opposed)**

**DELEGATIONS**

6.3 3:00 p.m. Tender Opening – 102 Ave Water & Sewer Replacement

Mr. Steven Reichert, V3 Companies of Canada, Mr. Ali Memon, Project Engineer-Team Lead, and Ms. Jennifer Jackson, Project Services Clerk, were present to open the tenders for 102 Avenue Water & Sewer Replacement. The unofficial tender results are as follows:

<b>Contractor</b>	<b>Amount without GST</b>
E-Construction	\$1,749,624.80
Knelson Sand & Gravel	\$2,048,464.00

6.3.1 Disposition of Delegation Business

Mr. Reichert advised that all tenders submitted would be reviewed for accuracy by the consultants, and shortly thereafter, contractors will be advised of the results by Administration.

Councillor Thompson returned to Council Chambers at 3:00 p.m.

## NEW BUSINESS

### 8.12 Amendment to Visitors Information Centre Services Contract (RFD)

Mr. Gordon Shaw, Senior Manager, Planning and Development, made a presentation to Council regarding amending the Visitors Information Centre contract, and responded to questions.

17.417 Motion by Councillor Austin that the contract between the Lakeland Interpretive Society and the Association Canadienne Francaise de l'Alberta regionale de Plamondon-Lac La Biche and Lac La Biche County for the delivery of Visitor Information Centre Services be amended to reflect revised operating hours in the months of May until September (inclusive) of 2017, for the hamlets of Lac La Biche and Plamondon.

**CARRIED UNANIMOUSLY**

## DELEGATIONS

### 6.4 3:15 p.m. Tender Opening – Mission Beach Subdivision – Phase 01 (Water & Sewer)

Mr. Ryan Sharp of MPE Engineering, Mr. Ali Memon, Project Engineer-Team Lead, and Ms. Jennifer Jackson, Project Services Clerk, were present to open the tenders for Mission Beach Subdivision – Phase 01 (Water & Sewer)

The unofficial tender results are as follows:

<b>Contractor</b>	<b>Amount without GST</b>
Urlacher Construction Ltd.	\$1,877,222.22
La Force Construction (1984) Ltd.	\$1,850,605.41
1266581 Alberta Ltd. O/A Razor Earthworks	\$1,271,180.00
Good Brothers Construction 2002 Ltd.	\$1,495,500.00
1755022 Alberta Ltd. O/A ART Horizontal	\$2,179,886.88
Glen Armstrong Construction, Ltd.	\$3,043,050.00

**DELEGATIONS**

6.4.1 Disposition of Delegation Business

Mr. Sharp advised that all tenders submitted would be reviewed for accuracy by the consultants, and shortly thereafter, contractors will be advised of the results by Administration.

**RECESS**

Mayor Moghrabi called a recess at 3:35 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 3:46 p.m., with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

8.2 2017 Tax Rate Bylaws 17-007 & 17-008 – Urban & Rural Mill Rates (RFD)

Mr. Small and Mr. Hasan made a presentation to Council regarding the 2017 Tax Rate Bylaws, and responded to questions.

**EXTENSION OF MEETING**

17.418 Motion by Councillor Austin to extend today’s regular meeting of Council past 4:00 p.m.

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

8.2 2017 Tax Rate Bylaws 17-007 & 17-008 – Urban & Rural Mill Rates (RFD) (continued)

Mr. Small and Mr. Hasan continued their presentation to Council regarding the 2017 Tax Rate Bylaws, and responded to questions.

17.419 Motion by Councillor Nowak to direct Administration to amend Bylaw 17-007 by reducing the mill rate for the urban non-residential category, to 10.1688 mills (0.0101688 per \$1000 of assessed value), and further, to bring the same forward to Council for its consideration and readings.

**CARRIED UNANIMOUSLY**

## NEW BUSINESS

- 8.15 Scheduling Special Council Meeting (Emergency Management Plan & Community Peace Officer Policy) (RFD)

Councillor Haymour left Council Chambers at 4:36 p.m.

Ms. Amblie informed Council of the status of the Emergency Management Plan and Community Peace Officer Policy, and the scheduling of a special council meeting for that purpose, and responded to questions.

- 17.420 Motion by Councillor Austin to direct Administration to schedule a Special Council Meeting on May 18, 2017 to review the Municipal Emergency Management Plan and CM-26-001 Community Peace Officer Policy.

**CARRIED UNANIMOUSLY**

Councillor Haymour returned to Council Chambers at 4:41 p.m.

- 8.16 Council Orientation (RFD)

Ms. Amblie made a presentation to Council on post-election training for the next Council, and responded to questions.

- 17.421 Motion by Councillor Olson to approve \$9,000 (including expenses) from general revenue for post-election training, and further to direct Administration to secure the services of George B. Cuff & Associates to facilitate the orientation workshop in November 2017.

**CARRIED UNANIMOUSLY**

## NEW BUSINESS

- 8.17 Appointment of Members on the Task Force with Northern Lights Public Schools (RFD)

Ms. Amblie made a presentation to Council on prospective appointments to the Task Force with Northern Lights Public Schools, and responded to questions.

- 17.422 Motion by Councillor Nowak that County Council appoints Councillor Haymour, Councillor Thompson, and Councillor Phillips to the Task Force with Northern Lights Public Schools, and further, that Mayor Moghrabi sits *ex-officio* on the Task Force.

**CARRIED UNANIMOUSLY**

- 8.18 Reports and Minutes from Committees (Briefing)

- 17.423 Motion by Councillor Thompson to accept the reports and minutes from committees as information.

**CARRIED UNANIMOUSLY**

## IN CAMERA SESSION

- 7.2 Transfer of Budget Funding for Organizational Development (RFD) (s. 17 FOIP)

- 17.424 Motion by Councillor Haymour to go *in camera* at 4:49 p.m.

**CARRIED UNANIMOUSLY**

## RECESS

Mayor Moghrabi called a recess at 4:50 p.m.

## RECONVENE

Mayor Moghrabi reconvened the meeting at 4:52 p.m., with all those Members of Council previously listed in attendance.

## RETURN TO REGULAR MEETING

- 17.425 Motion by Councillor Haymour to proceed with the meeting out of camera at 5:06 p.m.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING OUT OF *IN CAMERA* SESSION**

7.2 Transfer of Budget Funding for Organizational Development (RFD)  
(s. 17 FOIP)

17.426 Motion by Councillor Olson to approve the transfer of previously approved Facilities capital budget dollars to the General Administration operating budget for the purpose of organizational development, and further that these transferred dollars are outlined in the Chief Administrative Officer's report as per Policy CS- 10-017, Transfer Between Budget Line Items.

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

8.2 2017 Tax Rate Bylaws (17-007 & 17-008) – Urban & Rural Mill Rates (RFD) (continued)

Mr. Small and Mr. Hasan continued their presentation to Council regarding the 2017 Tax Rate Bylaws, and responded to questions. Proposed Bylaw number 17-007 was reviewed by Administration to reflect changes requested by Council resolution 17.419.

17.427 Motion by Councillor Thompson that Bylaw 17-007, as amended, be given first reading this 25th day of April 2017.

**CARRIED UNANIMOUSLY**

17.428 Motion by Councillor Haymour that Bylaw 17-007 be given second reading this 25th day of April 2017.

**CARRIED UNANIMOUSLY**

17.429 Motion by Councillor Richard that Bylaw 17-007 be submitted for third and final reading this 25th day of April 2017.

**CARRIED UNANIMOUSLY**

17.430 Motion by Councillor Nowak that Bylaw 17-007 be given third and final reading this 25th day of April 2017.

**CARRIED UNANIMOUSLY**

17.431 Motion by Councillor Olson that Bylaw 17-008 be given first reading this 25th day of April 2017.

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

17.432 Motion by Councillor Richard that Bylaw 17-008 be given second reading this 25th day of April 2017.

**CARRIED UNANIMOUSLY**

17.433 Motion by Councillor Haymour that Bylaw 17-008 be submitted for third and final reading this 25th day of April 2017.

**CARRIED UNANIMOUSLY**

17.434 Motion by Councillor Thompson that Bylaw 17-008 be given third and final reading this 25th day of April 2017.

**CARRIED UNANIMOUSLY**

8.3 Crediting Taxes of Non-Residential Property Owners in Expanded Urban Service Area (RFD)

Mr. Small and Mr. Hasan made a presentation to Council regarding crediting 2017 property taxes for five non-residential properties outside of the current urban service area, and responded to questions.

17.435 Motion by Councillor Thompson that Lac La Biche County credit the property tax accounts of the following five non – residential properties on the outskirts of the urban service areas surrounding Plamondon and Lac La Biche:

Roll Number	Tax Credit
6614282001	\$ 394.32
6614332001	\$ 555.23
6614334004	\$ 555.23
6614334013	\$1,731.72
6816114001	\$4,070.18
Total	\$7,306.67.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

17.436 Motion by Councillor Austin to adjourn the Regular Council Meeting of April 25, 2017 at 5:21 p.m.

**CARRIED UNANIMOUSLY**

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**Omer Moghrabi, Mayor**

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**Shadia Amblie  
Chief Administrative Officer**

ADOPTED