

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

July 11, 2017 – 10 a.m.

Minutes of the Lac La Biche County Regular Council Meeting held July 11, 2017 at 10 a.m.

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

| | | |
|----------------------------|-----------------------|---|
| PRESENT | Omer Moghrabi | Mayor |
| | Robert Richard | Councillor / Deputy Mayor |
| | David Phillips | Councillor |
| | MJ Siebold | Councillor |
| | Tim Thompson | Councillor |
| | John Nowak | Councillor |
| STAFF IN ATTENDANCE | Shadia Amblie | Chief Administrative Officer |
| | Dan Small | Assistant Chief Administrative Officer and Senior Manager, Finance & Grants |
| | Darrell Lessmeister | Senior Manager, Recreation & Community Enhancement (in part) |
| | Brian Shapka | Senior Manager, Public Works (in part) |
| | Gordon Shaw | Senior Manager, Planning & Development (in part) |
| | Alex Fuller | Communications Coordinator |
| | Joanne Onciul | Legislative Services Coordinator |
| REGRETS | Wanda Austin | Councillor |
| | Richard Olson | Councillor |
| | Hajar (Jerry) Haymour | Councillor |

ADOPTION OF AGENDA

17.650 Motion by Councillor Nowak to approve the July 11, 2017 Regular Council Meeting agenda as amended:

- Addition of Item 8.12 Pilot Leaf and Yard Waste Collection Program (BFG);
- Addition of Item 8.13 Discussion – Land Use Bylaw Timelines;
- Addition of Item 8.14 CAO Review Templates.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 June 20, 2017 – Regular Council Meeting

17.651 Motion by Councillor Richard to adopt the June 20, 2017 Regular Council Meeting minutes as circulated.

CARRIED UNANIMOUSLY

3.2 June 27, 2017 – Regular Council Meeting

17.652 Motion by Councillor Phillips to adopt the June 27, 2017 Regular Council Meeting minutes as circulated.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

There was no unfinished business to discuss.

URGENT MATTERS

There were no urgent matters to discuss.

PUBLIC HEARINGS

6.5 Public Hearing – Bylaw 17-010 – Rezoning of SE-18-67-14 W4M from Agricultural District to Rural Industrial District

Mayor Moghrabi declared the public hearing open at 10:17 a.m.

Mayor Moghrabi asked Ms. Shadia Amblie, Chief Administrative Officer, whether or not the public hearing was advertised and notice was provided in accordance with the applicable legislation. Ms. Amblie advised that this was the case.

Ms. Sheera Bourassa, Planning & Development Officer, summarized the purpose for the hearing. She noted that she received one phone call from an adjacent landowner expressing their concern as to why the rezoning application was being brought forward again when it was previously denied. Ms. Bourassa advised the caller that the land use bylaw has provisions that allow a developer to reapply after a specific amount of time has lapsed.

The caller did not submit a written submission and there were no other written submissions received.

Mayor Moghrabi asked if the Applicant was present and wishing to speak to the proposed bylaw.

The Applicant was not in attendance to speak to the proposed bylaw.

Mayor Moghrabi asked if there was anyone present wishing to speak in support of the proposed bylaw.

There was no one in attendance wishing to speak in support of the proposed bylaw.

Mayor Moghrabi asked if there was anyone present wishing to speak in opposition of the proposed bylaw.

There was no one in attendance wishing to speak in opposition of the proposed bylaw.

Mayor Moghrabi asked if the Applicant wishes to make any closing comments.

The Applicant was not in attendance to make closing comments.

Mayor Moghrabi thanked the presenters for their comments, and declared the public hearing closed at 10:20 a.m.

6.6 Public Hearing – Bylaw 17-011 – Rezoning of NW-25-66-15 W4M from Agricultural District to Rural Industrial District

Mayor Moghrabi declared the public hearing open at 10:21 a.m.

Mayor Moghrabi asked Ms. Amblie whether or not the public hearing was advertised and notice was provided in accordance with the applicable legislation. Ms. Amblie advised that this was the case.

Ms. Sheera Bourassa, Planning & Development Officer, summarized the purpose for the hearing, and further noted there were no written submissions.

Mayor Moghrabi asked if the Applicant was present and wishing to speak to the proposed bylaw.

The Applicant was not in attendance to speak to the proposed bylaw.

Mayor Moghrabi asked if there was anyone present wishing to speak in support of the proposed bylaw.

There was no one in attendance wishing to speak in support of the proposed bylaw.

Mayor Moghrabi asked if there was anyone present wishing to speak in opposition of the proposed bylaw.

There was no one in attendance wishing to speak in opposition of the proposed bylaw.

Mayor Moghrabi asked if the Applicant wishes to make any closing comments.

The Applicant was not in attendance to make closing comments.

Mayor Moghrabi thanked the presenters for their comments, and declared the public hearing closed at 10:23 a.m.

NEW BUSINESS

8.3 Bylaw 17-010 – Rezoning SE-18-67-14-W4M from Agricultural District (AG) to Rural Industrial District (RI); Roll #6714183001 (2nd and 3rd Reading) (RFD)

17.653 Motion by Councillor Nowak that Bylaw 17-010 be given second reading this 11th day of July, 2017.

IN FAVOUR
Mayor Moghrabi
Councillor Richard
Councillor Phillips
Councillor Thompson
Councillor Nowak

OPPOSED
Councillor Siebold

CARRIED

17.654 Motion by Mayor Moghrabi that Bylaw 17-010 be given third and final reading this 11th day of July, 2017.

IN FAVOUR
Mayor Moghrabi
Councillor Richard
Councillor Phillips
Councillor Thompson
Councillor Nowak

OPPOSED
Councillor Siebold

CARRIED

8.3 Bylaw 17-010 – Rezoning SE-18-67-14-W4M from Agricultural District (AG) to Rural Industrial District (RI); Roll #6714183001 (2nd and 3rd Reading) (RFD) (continued)

17.655 Motion by Councillor Richard that the Developer enter into a subdivision and development review phase and application regarding SE-18-67-14-W4M within 30 days of today’s date (July 11, 2017).

CARRIED UNANIMOUSLY

8.4 Bylaw 17-011 – Rezoning NW-25-66-15-W4M from Agricultural District (AG) to Rural Industrial District (RI); Roll #6615252001 (2nd and 3rd Reading) (RFD)

17.656 Motion by Councillor Phillips that Schedule A of Bylaw 17-011 be amended from 1.82 ha (4.55 acres) to 1.84 ha (4.55 acres).

CARRIED UNANIMOUSLY

17.657 Motion by Councillor Richard that Bylaw 17-011 be given second reading, as amended, this 11th day of July, 2017.

IN FAVOUR

**Mayor Moghrabi
Councillor Richard
Councillor Phillips
Councillor Thompson
Councillor Nowak**

OPPOSED

Councillor Siebold

CARRIED

17.658 Motion by Councillor Thompson that Bylaw 17-011 be given third and final reading, as amended, this 11th day of July, 2017.

IN FAVOUR

**Mayor Moghrabi
Councillor Richard
Councillor Phillips
Councillor Thompson
Councillor Nowak**

OPPOSED

Councillor Siebold

CARRIED

17.659 Motion by Councillor Richard that Administration bring forward options to include in the Land Use Bylaw that clarify the triggers for major home based businesses.

CARRIED UNANIMOUSLY

8.4 Bylaw 17-011 – Rezoning NW-25-66-15-W4M from Agricultural District (AG) to Rural Industrial District (RI); Roll #6615252001 (2nd and 3rd Reading) (RFD) (continued)

17.660 Motion by Councillor Siebold to rescind Motion 17.658 (Third Reading of Bylaw 17-011).

IN FAVOUR

**Mayor Moghrabi
Councillor Richard
Councillor Siebold
Councillor Thompson
Councillor Nowak**

OPPOSED

Councillor Phillips

CARRIED

17.661 Motion by Councillor Siebold that Administration bring forward pertinent sections of the Land Use Bylaw regarding home based businesses.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 11:15 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 11:25 a.m. with all those Members of Council previously listed in attendance.

IN CAMERA DELEGATION

17.662 Motion by Councillor Phillips to go in camera at 11:24 a.m.

CARRIED UNANIMOUSLY

6.1 In Camera Delegation – Alberta Counsel (s. 25 FOIP)

RETURN TO REGULAR MEETING

17.663 Motion by Councillor Siebold to proceed with the meeting out of camera at 12:05 p.m.

CARRIED UNANIMOUSLY

DELEGATIONS (TENDER OPENINGS)

LOSS OF QUORUM

Councillors Nowak, Thompson and Richard left Council Chambers at 12:05 p.m. prompting a loss of quorum.

RECESS Mayor Moghrabi called a recess in efforts to obtain quorum. Councillor Nowak returned to Council Chambers at 12:08 p.m.

RECONVENE Mayor Moghrabi reconvened the meeting at 12:08 p.m. once a quorum was acquired.

DELEGATIONS (TENDER OPENINGS)

6.2 Tender Opening – UT-41-2017-06 (Plamondon Water & Sewer Improvements – Highway 858/101st Ave.)

Councillor Richard returned to Council Chambers at 12:10 p.m.

Mr. Khalil Shaikh, Manager, Utilities, and Mr. Steven Reichert, representative from WSP, advised Council that there were no tenders submitted for UT-41-2017-06 – Plamondon Water & Sewer Improvements – Highway 858/101st Ave. despite Administration's efforts to make the tender more attractive (extending end date, adding 101st Ave. as a deleted item).

Discussion ensued regarding options for the retendering of UT-41-2017-06 – Plamondon Water & Sewer Improvements – Highway 858/101st Ave.

PUBLIC INPUT SESSION

6.7 Public Input Session

Mayor Moghrabi declared the public input session open at 12:15 p.m.

6.7.1 Mr. Wayne Duplessis – Eaglehaunt Estates

Mr. Wayne Duplessis, Developer of Eaglehaunt Estates, provided a history and update on the development and subdivision of the Eaglehaunt Estates project.

Councillor Thompson returned to Council Chambers at 12:18 p.m.

Mr. Duplessis requested that his previously paid offsite levies in the amount of \$76,741.89 be allocated towards paving the first stage of the subdivision's access road.

Mayor Moghrabi thanked Mr. Duplessis for his presentation.

6.7.2 Mr. Albert Stratichuk & Reverend Brad Boychuk – Word of Faith Church

Mr. Albert Stratichuk and Reverend Brad Boychuk, on behalf of the Word of Faith Church, provided an overview of the financial burden the Church has had with the land preparation and construction of their new building. Mr. Stratichuk and Reverend Boychuk requested that the \$34,001 for offsite levies paid in 2015 be reimbursed to the Word of Faith Church to help offset their financial burdens.

Mayor Moghrabi thanked Mr. Stratichuk and Reverend Boychuk for their presentation and declared the public input session closed at 12:47 p.m.

RECESS

Mayor Moghrabi called a recess at 12:47 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 2:06 p.m. with all those Members of Council previously listed in attendance.

DISPOSITION OF DELEGATION BUSINESS

6.1.1 Disposition of Delegation Business – Alberta Counsel

17.664 Motion by Councillor Richard to thank Alberta Counsel for their presentation and further that Administration bring forward a revised copy of the Government Relations Plan.

CARRIED UNANIMOUSLY

DISPOSITION OF PUBLIC INPUT SESSION

6.7.1.1 Mr. Wayne Duplessis – Eaglehaunt Estates

17.665 Motion by Councillor Phillips to thank Mr. Duplessis for his presentation.

CARRIED UNANIMOUSLY

6.7.2.1 Mr. Albert Stratichuk and Reverend Brad Boychuk – Word of Faith Church

17.666 Motion by Councillor Richard to thank Mr. Stratichuk and Rev. Boychuk for their presentation.

CARRIED UNANIMOUSLY

NEW BUSINESS

8.10 Draft Letter of Support on a Moratorium on Canada Post Closures (RFD)

17.667 Motion by Councillor Thompson that Lac La Biche County send a letter to federal Minister of Public Services and Procurement, the Honourable Judy M. Foote, regarding the moratorium on rural post office closures.

CARRIED UNANIMOUSLY

8.8 Committee Reports & Minutes (BFG)

17.668 Motion by Councillor Thompson to accept the Committee Reports and Minutes as information.

CARRIED UNANIMOUSLY

DELEGATIONS (TENDER OPENINGS)

6.3 Tender Opening – UT-16-001-2 (Water Treatment Plant Phase II)

Mr. Shaikh and Ms. Jennifer Jackson, Project Services Clerk, Public Works, were present to open the tenders for the Water Treatment Plant Phase II. The unofficial tender results are as follows:

| Contractor | Amount without GST |
|-------------------------------------|---------------------------|
| QQR Mechanical Contracting Ltd. | \$2,469,675.08 |
| Nason Contracting Group Ltd. (NCGL) | \$7,636,117.00 |
| Nova Mechanical Systems | \$2,447,054.40 |
| AGS Mechanical Contractors Ltd. | \$2,575,371.00 |

Mr. Shaikh 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 2:25 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 2:26 p.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

8.1 Jubilee Hall (Centennial Building) Concept Plans (RFD)

17.669 Motion by Councillor Siebold to accept the concept plans for the Museum and Visitor Information Centre to move to the Centennial Building.

CARRIED UNANIMOUSLY

8.2 McArthur Place Renovation (BFG)

17.670 Motion by Councillor Richard to accept the briefing regarding the McArthur Place Renovation as information.

CARRIED UNANIMOUSLY

DELEGATIONS (TENDER OPENINGS)

6.4 Tender Opening – TR-32-2017-11 (2017 Hamlet Resurfacing)

Mr. Gary Mayhew, Manager, Transportation Services and Ms. Helen Wells, Transportation Services Coordinator were present to open the tenders for the 2017 Hamlet Resurfacing. The unofficial tender results are as follows:

| Contractor | Amount without GST |
|----------------------------|---------------------------|
| Camp 5 Paving Ltd. | \$543,554.66 |
| Knelsen Sand & Gravel Ltd. | \$879,538.00 |
| E Construction Ltd. | \$788,422.80 |

Mr. Mayhew confirmed 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

8.6 Auction of Surplus County Assets (RFD)

17.671 Motion by Councillor Thompson that the list of surplus assets provided by Administration be approved for the auction on September 16, 2017.

CARRIED UNANIMOUSLY

8.5 Awarding of UT-41-2017-05 Mission Beach Phase 1 Water and Sewer (RFD)

17.672 Motion by Councillor Phillips that County Council award Tender UT-41-2017-05 (Mission Beach Phase 1 Water and Sewer), in the amount of \$1,281,580 plus GST, to 1266581 Alberta Ltd. (Razor Earthworks).

CARRIED UNANIMOUSLY

8.7 Miscellaneous Accounts Receivable Collections Policy CS-10-007 Update (RFD)

17.673 Motion by Councillor Richard that the Miscellaneous Accounts Receivable Collections Policy be adopted as presented and that the accompanying procedure be accepted as information.

CARRIED UNANIMOUSLY

8.9 Plamondon Seniors Rendez-Vous Centre Capital Request (RFD)

17.674 Motion by Councillor Phillips that County Council approve an additional \$2,722.40 in capital funding for the renovation project at the Plamondon Rendez-Vous Senior Centre to cover the increased costs associated with installation of fans, and to increase the amount budgeted for the Plamondon and District Community Development Society's (PDCDS) capital project assistance grants by this amount, which will be transferred out of accumulated surplus.

CARRIED UNANIMOUSLY

8.11 Draft Lac La Biche 2017 Communications Plan (RFD)

17.675 Motion by Councillor Thompson to approve the draft Lac La Biche County 2017 Communications Plan as presented.

CARRIED UNANIMOUSLY

8.12 Pilot Leaf and Yard Waste Collection Program (BFG) (addition to agenda)

17.676 Motion by Councillor Thompson to accept the briefing regarding the Pilot Leaf and Yard Waste Collection Program as information, and further to cancel the pilot project for this year and bring back options during the 2018 budget season.

CARRIED UNANIMOUSLY

8.13 Land Use Bylaw Timelines (Discussion) (addition to agenda)

Discussion ensued regarding dates for the review of the draft Land Use Bylaw.

17.677 Motion by Councillor Richard that Administration schedule the first reading of the Land Use Bylaw for the August 15, 2017 Regular Council Meeting.

CARRIED UNANIMOUSLY

17.678 Motion by Councillor Phillips to schedule a Special Council meeting for the Public Hearing for the Land Use Bylaw for September 7, 2017 at 5 p.m.

CARRIED UNANIMOUSLY

8.14 CAO Review Templates (addition to agenda)

Discussion ensued regarding which CAO review template to use.

No action required.

RECESS Mayor Moghrabi called a recess at 3:43 p.m.

RECONVENE Mayor Moghrabi reconvened the meeting at 3:52 p.m. with all those Members of Council previously listed in attendance.

EXTENSION OF MEETING

17.679 Motion by Councillor Phillips to extend the July 11, 2017 Regular Council Meeting to such time that all agenda items have been brought forward.

CARRIED UNANIMOUSLY

IN CAMERA SESSION

17.680 Motion by Councillor Nowak to go in camera at 3:53 p.m.

CARRIED UNANIMOUSLY

7.1 Commercial Development of Plan 658HW, Block A – Update (s. 16 FOIP) (BFG)

7.2 Awarding of RFP – Audit Services (s. 16(1) FOIP) (RFD)

7.3 Doubtful Accounts Receivable Review (s. 17 FOIP) (RFD)

7.4 Government Relations Update (DSN) (s. 24 FOIP)

RETURN TO REGULAR MEETING

17.681 Motion by Mayor Moghrabi to proceed with the meeting out of camera at 4:55 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF “IN CAMERA SESSION”

7.1 Commercial Development of Plan 658HW, Block A – Update (s. 16 FOIP) (BFG)

17.682 Motion by Councillor Siebold that Administration is directed to set up a meeting date between the landowners and County representatives to discuss servicing options.

CARRIED UNANIMOUSLY

7.2 Awarding of RFP – Audit Services (s. 16(1) FOIP) (RFD)

17.683 Motion by Councillor Phillips that County Council awards the engagement for audit services for the 2017 – 2021 fiscal years to Hawkings Epp Dumont LLP, Chartered Professional Accountants, based on their proposal submitted to the County on July 4, 2017.

CARRIED UNANIMOUSLY

7.3 Doubtful Accounts Receivable Review (s. 17 FOIP) (RFD)

17.684 Motion by Councillor Richard that County Council accepts the December 31, 2016 Allowance for Doubtful Accounts listings for General accounts, Utilities, and Taxes as information.

CARRIED UNANIMOUSLY

17.685 Motion by Councillor Richard that Administration is authorized to write-off the doubtful accounts receivable as listed below:

General Accounts Receivable:

| Customer Number | Amount |
|-----------------|--------------------|
| 1667 | \$15,000.00 |
| 1051 | \$12.00 |
| 5714 | \$8.00 |
| 2768 | \$8.00 |
| 6892 | \$1,250.00 |
| 3708 | \$625.00 |
| TOTAL | \$16,903.00 |

Tax Roll Accounts Receivable:

| Roll Number | Amount |
|--------------|---------------------|
| 8000004234 | \$102,865.15 |
| 9721218401 | \$3,981.49 |
| 9751215401 | \$2,030.31 |
| 9741333301 | \$1,809.38 |
| 9751302301 | \$1,809.38 |
| 9700933201 | \$1,011.26 |
| 9701231201 | \$515.99 |
| 7313274001 | \$217.38 |
| TOTAL | \$114,240.34 |

IN FAVOUR
Councillor Richard
Councillor Phillips
Councillor Siebold
Councillor Nowak

OPPOSED
Mayor Moghrabi
Councillor Thompson

CARRIED

7.4 Government Relations Plan Update (DSN) (s. 24 FOIP)

17.686 Motion by Councillor Thompson to accept the Government Relations Plan Update as information.

CARRIED UNANIMOUSLY

DISPOSITION OF PUBLIC INPUT SESSION (CONTINUED)

6.7.1.1 Mr. Wayne Duplessis – Eaglehaunt Estates

Discussion ensued regarding the presentation of Mr. Duplessis.

17.687 Motion by Councillor Richard that Administration review the Planning and Development file for the contents of the subdivision approval and that the same be brought forward to the July 13, 2017 Special Council Meeting.

CARRIED UNANIMOUSLY

6.7.2.1 Mr. Albert Stratichuk & Reverend Brad Boychuk – Word of Faith Church

Discussion ensued regarding the presentation of Mr. Stratichuk and Rev. Boychuk on behalf of the Word of Faith Church.

17.688 Motion by Councillor Richard that Lac La Biche County refund \$32,376.40, paid in offsite levies, to the Word of Faith Church as it is a non-profit organization.

CARRIED UNANIMOUSLY

ADJOURNMENT

17.689 Motion by Councillor Siebold to adjourn the Regular Council Meeting of July 11, 2017 at 5:26 p.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

**Shadia Amblie
Chief Administrative Officer**