

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

August 14, 2018 10:00 a.m.

Minutes of the Lac La Biche County Regular Council Meeting held August 14, 2018 at 10:00 a.m.

CALL TO ORDER Mayor Moghrabi called the meeting to order at 10:06 a.m.

PRESENT	Omer Moghrabi	Mayor
	Colette Borgun	Councillor / Deputy Mayor
	Darlene Beniuk	Councillor
	Jason Stedman	Councillor (Arrived at 10:40 a.m.)
	Colin Cote	Councillor
	Lorin Tkachuk	Councillor
	George L'Heureux	Councillor (Arrived at 4:17 p.m.)

STAFF IN ATTENDANCE	Shadia Amblie	Chief Administrative Officer
	Dan Small	Assistant Chief Administrative Officer/ Senior Manager, Finance & Grants
	Darrell Lessmeister	Senior Manager, Recreation & Community Enhancement (in part)
	Brian Shapka	Senior Manager, Public Works (in part)
	Clayton Kittlitz	Senior Manager, Planning & Development (in part)
	Alex Fuller	Communications Coordinator
	Danielle Cardinal	Legislative Services Coordinator

REGRETS	Charlyn Moore	Councillor
	Sterling Johnson	Councillor

ADOPTION OF AGENDA

18.959 Motion by Deputy Mayor Borgun to approve the August 14, 2018 Regular Council Meeting agenda as amended:

- Addition of Items:
 - 8.3- Northern Lights Library System Service Concerns (s.17 FOIP);
 - 8.4- Meeting update (s.16 FOIP) (Discussion).

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 August 7, 2018 – Regular Council Meeting.

18.960 Motion by Councillor Beniuk to adopt the August 7, 2018 Regular Council Meeting minutes as presented.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

There was no unfinished business.

URGENT MATTERS

There were no urgent matters.

DELEGATIONS

6.1 Delegation – Alexandra Renaissance Condo Corporation

Mr. Andre and Louise Piquette, Ms. Lise Gaudet, Mr. Dan Stevens, Mr. Leo Gaudet, and Ms. Alma Mallock, presented to Council on behalf of the Alexandra Renaissance Condominium Corporation 072-7852, their request to have adequate sidewalk and trail access for its residents for safety and accessibility reasons.

Mr. Brian Shapka, Senior Manager, Public Works and Mr. Gary Mayhew, Manager, Transportation Services were available to respond to questions.

6.1.1 Disposition of Delegation Business

18.961 Motion by Deputy Mayor Borgun to thank the Alexandra Renaissance Condominium Corporation Delegation for their presentation to Council.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 10:30 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 10:40 a.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

7.1 Cannabis Survey Results and Information (Request for Decision)

Mr. Clayton Kittlitz, Senior Manager, Planning & Development, and Ms. Sheera Bourassa, Acting Manager, Planning & Development presented to Council the Cannabis Survey Results and Information while responding to questions.

Administration is recommending to bring forward bylaws pertaining to the retail and consumption of cannabis products inclusive of a public hearing to share and gather information with respect to the bylaws.

18.962 Motion by Councillor Cote to direct Administration to bring forward a draft bylaw to amend Land Use Bylaw 17-004 for cannabis retail sales and production, furthermore, to bring forward a draft bylaw for public consumption of cannabis products to a future Council meeting.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 11:29 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 11:46 a.m. with all those Members of Council previously listed in attendance, except Councillor Beniuk.

Councillor Beniuk entered Council Chambers at 11:47 a.m.

NEW BUSINESS

7.4 Awarding of TR-32-2018-13, Township Road 674 Subgrade Cement Stabilization (Request for Decision)

Mr. Brian Shapka, Senior Manager, Public Works and Mr. Ali Memon, Manager, Engineering Services presented Council with a recommendation to award the TR-32-2018-13, Township Road 674 Subgrade Cement Stabilization tender to North West Paving Ltd, for project completion in 2018. Mr. Shapka and Mr. Memon also responded to questions.

18.963 Motion by Councillor Tkachuk that County Council approve awarding project TR-32-2018-13, Township Road 674 Cement Stabilization and Other Work at a cost of \$1,524,935 to North West Paving Ltd.

CARRIED UNANIMOUSLY

7.5 Awarding of TR-32-2018-04, Nashim Drive Base and Pave
(Request for Decision)

Mr. Brian Shapka and Mr. Ali Memon presented Council with a recommendation to award the TR-32-2018-04, Nashim Drive Base and Pave project to North West Paving in addition to approving a fund transfer from the Lakeview Crescent Waster and Sewer Project to the Nashim Drive Base and Pave project. Mr. Shapka and Mr. Memon also responded to Council questions.

18.964 Motion by Councillor Stedman that County Council approve awarding project TR-32-2018-04, Nashim Drive Base and Pave at a cost of \$2,068,136 to North West Paving Ltd.

CARRIED UNANIMOUSLY

18.965 Motion by Councillor Cote that County Council approves a fund transfer of \$1,117,282.27 from accumulated surplus to the Nashim Drive Base and Pave project.

CARRIED UNANIMOUSLY

PUBLIC INPUT SESSION

6.4 Public Input Session

Mayor Moghrabi declared the Public Input Session open at 12:15 p.m.

Administration checked the lobby to confirm if anyone was present for the Public Input Session, and there was no one available.

Mayor Moghrabi declared the Public Input Session closed at 12:16 p.m.

NEW BUSINESS

7.6 Allocation of Funding for Deer Ridge Subdivision Resurfacing
(Request for Decision)

Mr. Shapka presented Council with a recommendation to allocate funding towards the resurfacing of the Deer Ridge Subdivision and the Martushev Subdivision surfacing project. Mr. Mayhew also responded to questions.

18.966 Motion by Councillor Tkachuk that \$140,000 of funding from the 2018 Capital Budget/Project Reserves be allocated for the costs associated with the resurfacing of the Deer Ridge Subdivision.

CARRIED UNANIMOUSLY

18.967 Motion by Deputy Mayor Borgun to increase the budget of the Martushev Subdivision Surfacing Project from \$250,000 to \$360,000 by utilizing \$110,000 of the 2018 Capital Budget/Project Reserve funding originally set aside for the Resurfacing of the Deer Ridge Subdivision.

CARRIED UNANIMOUSLY

7.2 Archery Building Grant (Request for Decision)

Mr. Darrell Lessmeister, Senior Manager, Recreation and Community Enhancement presented Council with an update regarding the Community Facility Enhancement Program that was submitted in partnership with the Lakeland Archers Club on October 1, 2017.

18.968 Motion by Councillor Cote that County Council approves support to apply for a Community Facility Enhancement Program grant for funding support of \$550,000 for the development of an archery facility to host the 2019 World Archery Championship and future public-use.

CARRIED UNANIMOUSLY

7.3 Recreation & Parks for Elected Officials Workshop (Briefing)

Mr. Lessmeister presented Council with an invitation by Alberta Recreation & Parks Association to attend the 2018 Recreation and Parks Association annual conference. Given that Lac La Biche County will be completing a Recreation & Parks Master Plan, the scheduling of this conference is timely.

18.969 Motion by Mayor Moghrabi to direct Administration to invite Mr. Greg Krischke to Lac La Biche County in the fall of 2018 for a Recreation & Parks Workshop.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 12:26 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 1:23 p.m. with all those Members of Council previously listed in attendance.

NEW BUSINESS

7.7 Policy/Procedure Update for Investment of Surplus Cash (Request for Decision)

Mr. Small, Senior Manager, Finance and Grants, presented Council with a proposed Investment of Surplus Cash Policy and Procedure for Council's endorsement. The Investment of Surplus Cash on Hand Policy and Procedure effectively manages its investment portfolio and maximizes the return on cash investments while minimizing the risk.

18.970 Motion by Councillor Stedman that Council approve the Investment of Surplus Cash On Hand Policy CS-10-001 with the following amendment:

- The inclusion of a 100% principal guarantee provision.

CARRIED UNANIMOUSLY

18.971 Motion by Councillor Cote that Council accept the Investment of Surplus Cash On Hand Procedure CS-10-001 as information reflecting the inclusion of the 100% principal guarantee provision.

CARRIED UNANIMOUSLY

7.8 IDP/ICF Workshop in Slave Lake, September 24, 2018 (Request for Decision)

Mr. Dan Small presented Council with an overview of the upcoming Intermunicipal Development Plan (IDP)/Intermunicipal Collaboration Framework (ICF) workshop that is being held in Slave Lake, Alberta on September 24, 2018. The workshop is being sponsored the MD of Opportunity with representatives from Municipal Affairs with surrounding municipalities also invited given that municipalities are mandated by the Municipal Government Act to create IDPs and ICFs.

18.972 Motion by Councillor Beniuk that the Mayor be authorized to attend the IDP/ICF workshop in Slave Lake on September 24, 2018 sponsored by the MD of Opportunity.

In Favour

Mayor Moghrabi
Deputy Mayor Borgun
Councillor Stedman
Councillor Beniuk

Opposed

Councillor Cote
Councillor Tkachuk

CARRIED

18.973 Motion by Councillor Beniuk that Deputy Mayor Borgun be authorized as an alternate to attend the IDP/ICF workshop in Slave Lake on September 24, 2018 sponsored by the MD of Opportunity.

In Favour

Mayor Moghrabi
Deputy Mayor Borgun
Councillor Stedman
Councillor Beniuk

Opposed

Councillor Cote
Councillor Tkachuk

CARRIED

6.2 2:15 p.m. Construction Tender Opening- Tender-CS-31-2018-01, County Centre Shop Expansion Phase 2

Mr. Ali Memon, Manager, Engineering Services, Ms. Jennifer Jackson, Project Services Clerk and Mr. Mike Richards, Engineer Consultant, Richards Consulting were present to open tenders for the CS-31-2018-01 County Center Shop Expansion. The unofficial tender results are as follows:

Contractor	Amount without GST
Nova Mechanical Services	\$2,356,000
Bold Corp	\$2,378,000
Apple Building Systems	\$2,545,383

Mr. Memon advised that all tenders submitted would be reviewed for accuracy by the consultants, and a Request for Decision will be brought to Council. Further, Administration will advise the contractors of the contract results.

RECESS Mayor Moghrabi called a recess at 2:25 p.m.

RECONVENE Mayor Moghrabi reconvened the meeting at 2:40 p.m. with all those Members of Council previously listed in attendance except Councillor Beniuk.

CLOSED SESSION

18.974 Motion by Deputy Mayor Borgun to go into Closed Session at 2:40 p.m.

CARRIED UNANIMOUSLY

Councillor Beniuk returned to Council Chambers at 2:41 p.m.

Staff in attendance during the Closed Session included Ms. Amblie, Mr. Small, Mr. Lessmeister, and Ms. Cardinal for presentation and recording purposes.

DELEGATIONS

6.3 Delegation- Alberta Counsel- Ms. Janelle Saskiw (s.25 FOIP)

Councillor Tkachuk exited Council Chambers at 3:38 p.m. and returned at 3:39 p.m.

RETURN TO REGULAR MEETING

18.975 Motion by Councillor Stedman to proceed with the meeting in Open Session at 3:41 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF “CLOSED SESSION”

6.3 2:30 p.m. Delegation- Alberta Counsel (s.25 FOIP)

6.3.1 Disposition of Delegation Business

18.976 Motion by Councillor Beniuk to thank Ms. Saskiw for her presentation to Council.

CARRIED UNANIMOUSLY

RECESS Mayor Moghrabi called a recess at 3:41 p.m.

RECONVENE Mayor Moghrabi reconvened the meeting at 3:56 p.m. with all those Members of Council previously listed in attendance.

EXTENSION OF MEETING

18.977 Motion by Deputy Mayor Borgun to extend the August 14, 2018 Regular Council Meeting until all items on the agenda are addressed.

In Favour

Mayor Moghrabi
Deputy Mayor Borgun
Councillor Stedman
Councillor Beniuk

Opposed

Councillor Cote
Councillor Tkachuk

CARRIED

NEW BUSINESS

7.9 Organizational Meeting of Council for 2019 (Request for Decision)

Mr. Dan Small presented a recommendation to Council to hold the upcoming annual Organizational Meeting on Thursday, October 25, 2018. The Municipal Government Act requires Council to hold an Organizational Meeting annually no later than 2 weeks after the 3rd Monday in October.

18.978 Motion by Deputy Mayor Borgun to direct Administration to schedule the Organizational Meeting on Wednesday, October 24, 2018 at 10:00 a.m. at Council Chambers, Second Floor, McArthur Place.

CARRIED UNANIMOUSLY

7.10 Council Budget Transfers (Briefing)

Mr. Dan Small presented Council with an update on Council's boards and committee budgets and an identified oversight regarding Councillor Tkachuk's 2018 budget, whereby funding was not allocated for some of the conferences the Councillor attended.

Mr. Small indicated that Council will receive a Request for Decision on August 28, 2018 identifying the updated boards and committee budgets for each Council Member.

18.979 Motion by Councillor Stedman to accept the Council Budget Transfers Briefing as information.

CARRIED UNANIMOUSLY

7.11 Councillor Capital Proposals (CCPs) for the 2019 Budget (Briefing)

Mr. Dan Small discussed with Council a request for Capital Proposals to be submitted by each Councillor so Administration can determine costing, and include in the 2019 budget, and the 2020-2022 operating plan and the 2020-2024 capital plan. Additionally, Council will begin deliberating the 2019 budget in October 2018.

There was also Council discussion to rename this item to Councillor Expense Proposals instead of Councillor Capital Proposals.

18.980 Motion by Councillor Tkachuk to accept the Councillor Expense Proposals (CEP's) for the 2019 Budget Briefing as information.

CARRIED UNANIMOUSLY

7.12 AUMA Letter-Alberta Police Act Working Group (Request for Decision)

Ms. Shadia Amblie, Chief Administrative Officer presented Council with a letter sent by Alberta Urban Municipalities Association (AUMA) regarding the Alberta Police Act Working Group, whereby AUMA is advocating for a new and more equitable police funding model given it is one of the association's priorities for 2018.

18.981 Motion by Deputy Mayor Borgun to appoint Councillor L'Heureux, and Councillor Tkachuk as an alternate, to the Alberta Police Act Working Group established by Alberta Urban Municipalities of Association.

CARRIED UNANIMOUSLY

7.13 Alberta Bilingual Municipalities Association Conference (Request for Decision)

The Alberta Bilingual Municipalities Association (ABMA) reached out to invite Deputy Mayor Borgun to attend the Alberta Bilingual Municipalities Association conference from September 5, 2018 until September 7, 2018 in Grande Prairie. Given that Lac La Biche County was the first member to join the network, the Association would like to have a representative attend.

18.982 Motion by Councillor Cote to direct Administration to register Deputy Mayor Borgun to attend the Alberta Bilingual Municipalities Association Conference.

CARRIED UNANIMOUSLY

7.14 Storm Pond-Sentinel Industrial Park (Discussion)

Councillor Beniuk indicated there are concerns regarding the development of the storm pond at Sentinel Industrial Park and is inquiring why there has been no resolution to this matter. Administration shared that they have been in contact with the landowner's engineer to determine the costs associated with completing this project, however, until this information is received by the landowner's engineer, this matter will be held in abeyance.

No further action is to be taken on this item given that Council previously directed Administration to look into this matter.

Councillor L'Heureux entered Council Chambers at 4:17 p.m.

Councillor L'Heureux exited Council Chambers at 4:21 p.m. and returned at the same time.

CLOSED SESSION

18.983 Motion by Councillor Stedman to go into Closed Session at 4:27 p.m.

CARRIED UNANIMOUSLY

Staff in attendance during the Closed Session included Ms. Amblie, Mr. Small, Mr. Kittlitz, and Ms. Cardinal for presentation and recording purposes. Note that Mr. Kittlitz exited Council Chambers, and Mr. Shapka entered during the Closed Session.

- 8.1 Land Acquisition Update (s.25 FOIP) (Discussion)
- 8.3 Northern Lights Library System Service Concerns (s.17 FOIP) (Discussion)
- 8.4 Meeting update (s.16 FOIP) (Discussion)

Councillor Tkachuk exited Council Chambers at 4:53 p.m. and returned at the same time.

RETURN TO REGULAR MEETING

- 18.984 Motion by Councillor L’Heureux to proceed with the meeting in Open Session at 4:56 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF “CLOSED SESSION”

- 8.1 Land Acquisition Update (s.25 FOIP) (Discussion)
- 18.985 Motion by Councillor Tkachuk to direct Administration to place an offer on the property, as discussed in Closed Session, subject to a satisfactory geotechnical report to a maximum amount of \$425,000.

CARRIED UNANIMOUSLY

- 8.3 Northern Lights Library System Service Concerns (s.17 FOIP) (Discussion)
- 18.986 Motion by Councillor Beniuk to direct Administration to forward a letter, on behalf of the Mayor, to the municipal membership of the Northern Lights Library System Board addressing various matters shared by the Lac La Biche County Library Board.

CARRIED UNANIMOUSLY

- 8.4 Meeting update (s.16 FOIP) (Discussion)

No further action is required on this item.

NEW BUSINESS

7.15 Compliance Matter (Discussion)

18.987 Motion by Councillor Beniuk to remove the Compliance Matter discussion item from the August 14, 2018 Regular Council Meeting agenda.

CARRIED UNANIMOUSLY

CLOSED SESSION

18.988 Motion by Deputy Mayor Borgun to go into Closed Session at 5:22 p.m.

CARRIED UNANIMOUSLY

There was no one from Administration present during the Closed Session.

8.2 Chief Administrative Officer Annual Evaluation (s.17 FOIP) (Briefing)

Councillor Beniuk exited Council Chambers at 6:45 p.m. and did not return.

RETURN TO REGULAR MEETING

18.989 Motion by Deputy Mayor Borgun to proceed with the meeting in Open Session at 7:11 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF "CLOSED SESSION"

8.2 Chief Administrative Officer Annual Evaluation (s.17 FOIP) (Briefing)

No motions were made regarding 8.2-Chief Administrative Officer Annual Evaluation (s.17 FOIP)

ADJOURNMENT

18.990 Motion by Councillor Stedman to adjourn the Regular Council Meeting of August 14, 2018 at 7:11 p.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

**Shadia Amblie
Chief Administrative Officer**