

**LAC LA BICHE COUNTY**

**POLICY AND PRIORITIES COMMITTEE**

**DATE:** March 3, 2015  
**TIME:** 10:00 a.m.  
**PLACE:** Council Chambers  
COUNTY CENTRE

**AGENDA**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
  - 3.1 February 3, 2015 Policy & Priorities Committee Meeting.
4. COUNCILLOR REPORTS
5. CHIEF ADMINISTRATIVE OFFICER REPORT
  - 5.1 Chief Administrative Officer Report.
6. UNFINISHED BUSINESS
  - ~~6.1 Briefing – Water and Sewer Connection Policy, Procedure and Bylaw; (removed from agenda);~~
  - 6.2 Briefing – Restrictive Covenant at Mystic Beach;
  - 6.3 Briefing – Vacant Residential Land Report;
  - 6.4 Briefing – Explore Endeavour to Assist for Water Line Expansion;
  - 6.5 Briefing – Records and Information Management: Retention & Disposition Bylaw & Policy.
7. URGENT MATTERS
8. DELEGATIONS/PUBLIC INPUT SESSION
  - 8.1 12:15 p.m. Public Input Session;
  - 8.2 2:30 p.m. Delegation – Thorsten Hebben – Alberta Environment and Sustainable Resources – Review of Alberta Wetland Policy.

9. DISPOSITION OF DELEGATION BUSINESS

9.1 Public Input Session;

9.2 Delegation – Thorsten Hebben – Alberta Environment and Sustainable Resources – Review of Alberta Wetland Policy.

10. IN CAMERA SESSION

10.0 Negotiation Matter (section 25 FOIP) (addition to agenda);

10.1 Briefing – Legal Matter – Bare Land Condominiums (section 27 FOIP);

10.2 Briefing – Richard Memorial Spray Park Project Update (section 16 and 25 FOIP);

10.3 Briefing – Bold Center Sports Fields (section 25 FOIP) (hand-out);

10.4 Discussion – Legal Matter – Tendering Matter (section 27 FOIP).

11. NEW BUSINESS

~~11.1 Briefing – Local Improvement Practices of Municipalities in Alberta for Paved and Surface Infrastructure; (removed from agenda);~~

~~11.2 Briefing – Lac La Biche County's Draft Wetlands Policy; (removed from agenda);~~

~~11.3 Briefing – Lac La Biche County Draft Environmental Reserve Management Bylaw; (removed from agenda);~~

11.4 Briefing – Solid Waste Task Force Draft Bylaw 15-007;

11.5 Briefing – Lac La Biche Job Corps / Lac La Biche County Partnership – Community Recycling Station;

11.6 Briefing – Economic Development Authority;

11.7 Briefing – RCMP Leo N. Johnston Memorial Bursary and Scholarship.

12. BOARDS AND COMMITTEES – REPORTS & MINUTES

12.1 January/February Environmental Stewardship Advisory Committee Monthly Snapshot;

12.2 January 21, 2015 Municipal Planning Commission Meeting Minutes;

12.3 January 31, 2015 Planning & Development Services Report;

12.4 February 6, 2015 Veterans Memorial Highway Association Board of Directors Meeting;

12.5 February 6, 2015 Veterans Memorial Highway Association South Zone Meeting;

12.6 February 24, 2015 InsideAGRI Publication.

13. CORRESPONDENCE

- Received January 9, 2015 from Jaclyn Denman, Economic Development Coordinator – Invitation to attend a collaboration meeting with fellow municipalities, Metis Settlements and First Nations Reserves. Date moved to March 19, 2015;
- Received January 19, 2015 from Mayor Don Iveson, City of Edmonton – Re: Temporary Foreign Workers Program;
- Received January 21, 2015 from Program Coordinator, First Nations – Re: FCM has two new programs to support our First Nations;
- Received January 30, 2015 from Board Chairperson, Lac La Biche County Library Board Re: signage to direct traffic;
- Sent February 11, 2015 from Mayor Moghrabi, to David Yurdiga, Member of Parliament, Re: thank you letter for attending the January 13, 2015 Regular Council meeting;
- Received February 11, 2015 from Calnash Trucking Limited Re: discontinuing support to Lac La Biche County;
- Sent February 18, 2015 from Mayor Moghrabi to Dr. Richard Birkill Re: Thank you for presentation at February 10, 2015 Regular Council meeting;
- Sent February 18, 2015 from Mayor Moghrabi to Ron Briscoe, President, Lac La Biche & District Chamber of Commerce Re: invitation to meet with Council to discuss areas of mutual concern.

14. ADJOURNMENT

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

**March 3, 2015 – 10:00 a.m.**

Minutes of the Lac La Biche County Policy and Priorities Committee Meeting held on March 3, 2015 at 10:00 a.m.

**CALL TO ORDER** Mayor Moghrabi called the meeting to order at 10:07 a.m.

**PRESENT**

Omer Moghrabi	Mayor
Wanda Austin	Councillor
Robert Richard	Councillor
David Phillips	Councillor
Tim Thompson	Councillor
Hajar (Jerry) Haymour	Councillor
John Nowak	Councillor / Deputy Mayor

**STAFF IN  
ATTENDANCE**

Shadia Amblie	Interim Chief Administrative Officer/ Manager, Communications
Melanie McConnell	Interim Assistant Chief Administrative Officer/Senior Manager, Legislative & Information Services
Karen Gingras	Interim Senior Manager, Planning & Economic Development
Jeff Lawrence	Senior Manager, Recreation & Community Enhancement (in part)
Brian Shapka	Interim Senior Manager, Public Works (in part)
Julie MacIsaac	Communications Coordinator
Joanne Onciul	Legislative Services Coordinator

**REGRETS**

MJ Siebold	Councillor
Richard Olson	Councillor

## ADOPTION OF AGENDA

P.15.045 Motion by Councillor Richard to approve the March 3, 2015 Policy and Priorities Committee Meeting agenda as amended:

- Defer the following Agenda Items to a future meeting of Council:
  - 6.1 Briefing – Water and Sewer Connection Policy, Procedure and Bylaw;
  - 11.1 Briefing – Local Improvement Practices of Municipalities in Alberta for Paved and Surface Infrastructure;
  - 11.2 Briefing – Lac La Biche County’s Draft Wetlands Policy;
  - 11.3 Briefing – Lac La Biche County Draft Environmental Reserve Management Bylaw.

**CARRIED UNANIMOUSLY**

## ADOPTION OF MINUTES

3.1 February 3, 2015 – Policy and Priorities Committee Meeting.

P.15.046 Motion by Councillor Haymour to adopt the February 3, 2015 Policy and Priorities Committee Meeting minutes as presented.

**CARRIED UNANIMOUSLY**

## COUNCILLOR REPORTS

4.1 Councillor Reports.

### **Councillor Austin**

- Attended the Emergency Management meeting;
- Attended Lakeland Agricultural Research Association (LARA) meeting.

### **Councillor Richard**

- Attended Alberta CARE (The Association of Alberta Coordinated Action for Recycling Enterprises) conference in Banff – attended several of the sessions and tours - noted that the more you see the more diverse you realize the options are for recycling and waste management.

### **Councillor Phillips**

- Attended Family Day Function;
- Is enjoying the budget process this year.

### **Councillor Thompson**

- Attended the Alberta CARE Conference – toured the Canmore Waste Management Facility and noted their waste is hauled to the Camrose facility. Discussed the Recycle with Centra Cam Collection Depot in Camrose – noted that tipping fees there were \$35; their new recycling depot was built for a cost of \$1.6 million; they supply compost to a company that makes compost into fertilizer; cardboard and paper goes all in one bale – they get less for it, but it saves a lot of sorting time; Further noted that a company out of Cold Lake buys recycling bins and picks them up – does all the sorting – Council was invited to visit his business.

### **Councillor Haymour**

- Attended budget meetings.

### **Councillor Nowak**

- Attended the Alberta CARE Conference – discussed mattress recycling – a company in Calgary tears down the mattress and sells the different parts to buyers – reduces the amount going into the landfill – one could stockpile and send a large load to make it feasible.

### **Mayor Moghrabi**

- Provided an update on the Health Foundation – waiting to discuss matters with the Health Minister; met with the review board;
- Attended Festival of Speed – noted it was a fun day;
- Will be attending JAWS opening on March 4, 2015 – the Premier will be in attendance as well;
- Attended budget meetings.

## **CHIEF ADMINISTRATIVE OFFICER REPORT**

### **5.1 Chief Administrative Officer Report.**

The Follow-Up Action List will be brought forward at next month's Policy & Priorities Committee meeting.

P.15.047 Motion by Councillor Haymour to accept the Chief Administrative Officer Report as information.

**CARRIED UNANIMOUSLY**

## **UNFINISHED BUSINESS**

- 6.1 Briefing – Water and Sewer Connection Policy, Procedure and Bylaw;

Deferred to a future meeting of Council.

- 6.2 Briefing – Restrictive Covenant at Mystic Beach;

Discussion ensued regarding architectural design standards and controls, and basic development and building controls.

- P.15.048 Motion by Councillor Thompson to accept the Briefing regarding Restrictive Covenant at Mystic Beach as information, and further that Administration researches architectural design controls and basic development and building controls.

**CARRIED UNANIMOUSLY**

- 6.3 Briefing – Vacant Residential Land Report;

- P.15.049 Motion by Councillor Phillips to accept the Briefing regarding the Vacant Residential Land Report as information, and further that a Strategic Session be scheduled to discuss housing and land development.

**CARRIED UNANIMOUSLY**

## **RECESS**

Mayor Moghrabi called a recess at 11:03 a.m.

## **RECONVENE**

Mayor Moghrabi reconvened the meeting at 11:09 a.m. with all those Members of Council previously listed in attendance.

## **UNFINISHED BUSINESS**

- 6.4 Briefing – Explore Endeavour to Assist for Water Line Expansion;

- P.15.050 Motion by Councillor Nowak to accept the Briefing regarding Explore Endeavour to Assist for Water Line Expansion as information.

**CARRIED UNANIMOUSLY**

6.5 Briefing – Records and Information Management: Retention & Disposition Bylaw & Policy.

P.15.051 Motion by Councillor Austin to accept the Briefing regarding Records and Information Management: Retention & Disposition Bylaw & Policy as information, and further that Administration bring back further information with respect to the retention schedule at the next Policy & Priorities Committee meeting.

**CARRIED UNANIMOUSLY**

**URGENT MATTERS**

7.1 There were no urgent matters.

**RECESS**

Mayor Moghrabi called a recess at 11:41 a.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 11:58 a.m. with all those Members of Council previously listed in attendance.

Mayor Moghrabi called a moment of silence at 12:00 p.m. to commemorate the 10<sup>th</sup> anniversary of the fallen R.C.M.P. members in the Mayerthorpe tragedy.

**ADDITION TO AGENDA**

P.15.052 Motion by Councillor Nowak to add Negotiation Matter (section 25 FOIP) to the in-camera portion of the agenda.

**CARRIED UNANIMOUSLY**

**IN CAMERA SESSION**

P.15.053 Motion by Councillor Nowak to go in camera at 12:01 p.m.

**CARRIED UNANIMOUSLY**

10.0 Negotiation Matter (section 25 FOIP) (addition to agenda);



## **DELGATIONS/PUBLIC INPUT SESSION**

### **8.1 Public Input Session.**

Melanie McConnell, Interim Assistant Chief Administrative Officer, confirmed there was no one present in the waiting area for the Public Input Session.

## **IN CAMERA SESSION**

10.0 Negotiation Matter (section 25 FOIP) (addition to agenda) (continued);

10.1 Briefing – Legal Matter – Bare Land Condominiums (section 27 FOIP);

## **RECESS**

Mayor Moghrabi called a recess at 12:35 p.m.

## **RECONVENE**

Mayor Moghrabi reconvened the meeting at 2:05 p.m. with all those Members of Council previously listed in attendance, with the exception of Councillor Richard.

## **IN CAMERA SESSION**

10.2 Briefing – Richard Memorial Spray Park Project Update (section 16 and 25 FOIP);

Councillor Richard returned to Council Chambers at 2:11 p.m.

## **RETURN TO REGULAR MEETING**

P.15.054 Motion by Councillor Nowak to proceed with the meeting out of camera at 2:55 p.m.

**CARRIED UNANIMOUSLY**

## **DELGATIONS/PUBLIC INPUT SESSION**

8.2 Delegation – Thorsten Hebben – Alberta Environment and Sustainable Resources – Review of Alberta Wetland Policy.

Thorsten Hebben representative of Alberta Environment and Sustainable Resources was in attendance and provided a PowerPoint presentation reviewing the following with respect to the Alberta Wetlands Policy:

- Outline – Key Reminders – Go-Forward Policy; Reclamation Requirements; Permanent Wetland Loss; Temporary Wetland Impact;

- Strategic Policy Review – Legislative Background, Policy Goal and Outcomes; Relative Wetland Value & Wetland Mitigation; Wetland Replacement and Ratios;
- The Wetland Management System – Project Planning; Wetland Assessment and Impact Report; Application and Authorization;
- Planning Tools – Merged Wetland Inventory; Relative Value Assessment Units; Abundance Modifier; ABWRET Estimator;
- Regulatory Tools – Assessment and Impact Report; Wetland Classification; Wetland Delineation; AB Wetland Rapid Evaluation Tool; Wetland Science Practitioner;
- Standardized Process – consistency, predictability, expectations are clear;
- Wetland Replacement – Offsets; Replacement – In Lieu Payments; Wetland Replacement Agents; Enabling Municipalities; Phase Policy Implementation; education and Training; Website information;
- Wetland Distribution Map; Wetland Area Loss Map; Wetland Number Loss Map; Relative Value Distribution Map; and Offset Chart.

Discussion ensued regarding Mr. Hebben’s PowerPoint presentation.

Mayor Moghrabi thanked Mr. Hebben for his presentation.

**RECESS**

Mayor Moghrabi called a recess at 3:37 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 3:42 p.m. with all those Members of Council previously listed in attendance, with the exception of Councillors Haymour and Richard.

**EXTEND MEETING**

P.15.055 Motion by Councillor Austin to extend the March 3, 2015 Policy & Priorities Committee meeting to the end of the agenda.

**CARRIED UNANIMOUSLY**

Councillor Haymour and Councillor Richard returned to Council Chambers at 3:43 p.m.

## **IN CAMERA SESSION**

P.15.056 Motion by Councillor Phillips to go in camera at 3:43 p.m.

**CARRIED UNANIMOUSLY**

10.2 Briefing – Richard Memorial Spray Park Project Update (section 16 and 25 FOIP) (continued);

10.3 Briefing – Bold Center Sports Fields (section 25 FOIP) (hand-out);

10.4 Discussion – Legal Matter – Tendering Matter (section 27 FOIP).

## **RETURN TO REGULAR MEETING**

P.15.057 Motion by Councillor Nowak to proceed with the meeting out of camera at 5:58 p.m.

**CARRIED UNANIMOUSLY**

## **RECESS**

Mayor Moghrabi called a recess at 5:58 p.m.

## **RECONVENE**

Mayor Moghrabi reconvened the meeting at 6:02 p.m. with all those Members of Council previously listed in attendance.

## **DISPOSITION OF DELEGATION BUSINESS**

9.1 Public Input Session.

There was no one in attendance for the Public Input Session.

9.2 Delegation – Thorsten Hebben – Alberta Environment and Sustainable Resources – Review of Alberta Wetland Policy.

P.15.058 Motion by Councillor Nowak to send a letter of thanks to Mr. Hebben for his presentation.

**CARRIED UNANIMOUSLY**

## **NEW BUSINESS**

11.1 Briefing – Local Improvement Practices of Municipalities in Alberta for Paved and Surface Infrastructure;

This matter was removed from the agenda and deferred to a future meeting of Council.

11.2 Briefing – Lac La Biche County’s Draft Wetlands Policy;

This matter was removed from the agenda and deferred to a future meeting of Council.

11.3 Briefing – Lac La Biche County Draft Environmental Reserve Management Bylaw;

This matter was removed from the agenda and deferred to a future meeting of Council.

11.4 Briefing – Solid Waste Task Force Draft Bylaw 15-007;

This matter was deferred to a future Council meeting.

11.5 Briefing – Lac La Biche Job Corps / Lac La Biche County Partnership – Community Recycling Station;

This matter was deferred to a future Council meeting.

11.6 Briefing – Economic Development Authority;

P.15.059 Motion by Councillor Haymour to accept the briefing regarding Economic Development Authority as information, and further that this matter be brought forward to the April Policy & Priorities Committee Meeting.

**CARRIED UNANIMOUSLY**

11.7 Briefing – RCMP Leo N. Johnston Memorial Bursary and Scholarship.

P.15.060 Motion by Councillor Haymour to accept the briefing regarding the RCMP Leo N. Johnston Memorial Bursary and Scholarship as information, and further that Administration announce the endowment fund.

**CARRIED UNANIMOUSLY**

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

- 12.1 January/February Environmental Stewardship Advisory Committee Monthly Snapshot;
  - 12.2 January 21, 2015 Municipal Planning Commission Meeting Minutes;
  - 12.3 January 31, 2015 Planning & Development Services Report;
  - 12.4 February 6, 2015 Veterans Memorial Highway Association Board of Directors Meeting;
  - 12.5 February 6, 2015 Veterans Memorial Highway Association South Zone Meeting;
  - 12.6 February 24, 2015 InsideAGRI Publication.
- P.15.061 Motion by Councillor Richard to accept the Boards and Committees – Reports and Minutes, items 12.1 through 12.6, as information.

**CARRIED UNANIMOUSLY**

## **CORRESPONDENCE**

### **13. CORRESPONDENCE**

- Received January 9, 2015 from Jaclyn Denman, Economic Development Coordinator – Invitation to attend a collaboration meeting with fellow municipalities, Metis Settlements and First Nations Reserves. Date moved to March 19, 2015;
- Received January 19, 2015 from Mayor Don Iveson, City of Edmonton – Re: Temporary Foreign Workers Program;
- Received January 21, 2015 from Program Coordinator, First Nations – Re: FCM has two new programs to support our First Nations;
- Received January 30, 2015 from Board Chairperson, Lac La Biche County Library Board Re: signage to direct traffic;
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- Sent February 18, 2015 from Mayor Moghrabi to Dr. Richard Birkill  
Re: Thank you for presentation at February 10, 2015 Regular Council meeting;
- Sent February 18, 2015 from Mayor Moghrabi to Ron Briscoe, President, Lac La Biche & District Chamber of Commerce Re: invitation to meet with Council to discuss areas of mutual concern.

P.15.062 Motion by Councillor Richard to accept the Correspondence items listed under agenda item 13.0 as information.

**CARRIED UNANIMOUSLY**

### **BUSINESS ARISING OUT OF “IN CAMERA SESSION”**

10.0 Negotiation Matter (section 25 FOIP) (addition to agenda);

10.1 Briefing – Legal Matter – Bare Land Condominiums (section 27 FOIP);

P.15.063 Motion by Councillor Nowak to accept the briefing regarding Legal Matter – Bare Land Condominiums (section 27 FOIP) as information.

**CARRIED UNANIMOUSLY**

10.2 Briefing – Richard Memorial Spray Park Project Update (section 16 and 25 FOIP);

P.15.064 Motion by Councillor Thompson to accept the briefing regarding Richard Memorial Spray Park Project Update (section 16 and 25 FOIP) as information, and further that Administration proceed as previously directed.

**CARRIED UNANIMOUSLY**

10.3 Briefing – Bold Center Sports Fields (section 25 FOIP) (hand-out);

P.15.065 Motion by Councillor Austin to accept the briefing regarding Bold Center Sports Fields (section 25 FOIP) as information.

**CARRIED UNANIMOUSLY**

10.4 Discussion – Legal Matter – Tendering Matter (section 27 FOIP).

No action required.

**ADJOURNMENT**

P.15.066 Motion by Councillor Phillips to adjourn the Policy and Priorities Committee Meeting of March 3, 2015 at 6:23 p.m.

**CARRIED UNANIMOUSLY**

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**Omer Moghrabi, Mayor**

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**Shadia Amblie  
Interim Chief Administrative Officer**