

LAC LA BICHE COUNTY
REGULAR COUNCIL MEETING

DATE: October 11, 2016
TIME: 10 a.m.
PLACE: Council Chambers
McArthur Place

AGENDA

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
 - 3.1 September 13, 2016 Regular Council Meeting.
4. UNFINISHED BUSINESS
 - 4.1 RFD – Public Hearing (Rezoning/ASP) Policy PI-61-002;
 - 4.2 RFD – Development Agreement Policy PI-61-003;
 - 4.3 RFD – Bylaw 16-025 Lac La Biche County Family and Community Support Services Advisory Board;
 - 4.4 RFD – Legal Advice Policy CS-14-004;
 - 4.5 Briefing – Ward Boundaries for 2017 General Municipal Election.
5. URGENT MATTERS
6. PUBLIC INPUT SESSION/DELEGATIONS/PUBLIC HEARINGS
 - 6.1 10:15 a.m. Delegation – RCMP Sergeant Henry VanDorland – Annual Update;
 - 6.1.1 Disposition of Delegation Business.
 - 6.2 10:45 a.m. Delegation – V3 Companies – McArthur Storm Water Outfall Design;
 - 6.2.1 Disposition of Delegation Business.
 - 6.3 12:15 p.m. Public Input Session;
 - 6.3.1 Disposition of Public Input Session.

7. IN CAMERA SESSION *(if necessary)*

7.1 Recreation Lease (s. 25 FOIP) (addition to agenda);

7.2 RFD – Community Peace Officer (CPO) Program – Level 1 Officers (s. 17 FOIP) moved from New Business agenda item 8.2.

8. NEW BUSINESS

8.1 RFD – Request to Defer the Off-Site Levies as a Condition of Subdivision Approval File No. 2016-S-013; RL-7-68-15-W4M (LACLABI;;7);

8.2 RFD – Community Peace Officer (CPO) Program – Level 1 Officers (moved to In Camera Session as agenda item 7.2);

8.3 Briefing – Golf Course Pump House;

8.4 RFD – Lac La Biche County Wildland-Urban Interface Plan (2016);

8.5 RFD – County Funding for the 2017 Canadian Indoor 3D Nationals (Archery);

8.6 RFD – Lac La Biche Pow Wow and Fish Derby Association – Confirmation of Support to Heritage Canada under the Building Communities through Arts and Heritage Program;

8.7 RFD – Canada 150 Fund;

8.8 RFD – Application for Specialized Municipality Status;

8.9 RFD – Committee Member Selection Policy CS-11-011;

8.10 Briefing – Disposal of Unsuitable Material;

8.11 RFD – Additional Work in Lakeview Estates – TR-32-2016-03;

8.12 Old Trail Project (addition to agenda);

8.13 Discussion on 101 Avenue and Churchill Drive Projects (addition to agenda).

9. ADJOURNMENT

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

October 11, 2016 – 10 a.m.

Minutes of the Lac La Biche County Regular Council Meeting held October 11, 2016 at 10 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
	Richard Olson	Councillor
	David Phillips	Councillor
	MJ Siebold	Councillor
	Tim Thompson	Councillor
	Hajar (Jerry) Haymour	Councillor
	John Nowak	Councillor / Deputy Mayor

STAFF IN ATTENDANCE	Shadia Amblie	Chief Administrative Officer
	Melanie McConnell	Assistant Chief Administrative Officer (in part)
	Surekha Kanzig	Assistant Chief Administrative Officer
	Brian Shapka	Senior Manager, Public Works (in part)
	Gordon Shaw	Senior Manager, Planning & Development (in part)
	Dan Small	Senior Manager, Finance & Grants (in part)
	Jihad Moghrabi	Communications Coordinator
	Joanne Onciul	Legislative Services Coordinator

ADOPTION OF AGENDA

It was noted that there was a typographical error on agenda item 3.1. It should read, September 13, 2016 Regular Council Meeting as opposed to September 27, 2016 Regular Council Meeting.

16.823 Motion by Councillor Haymour to approve the October 11, 2016 Regular Council Meeting agenda as amended:

- Move agenda item 8.1 to the end of new business;
- Addition of item 7.1 – Recreation Lease (s. 25 FOIP);
- Addition of item 8.12 – Old Trail Project;
- Addition of item 8.13 – Discussion on 104th Ave. and Churchill Drive project.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 September 13, 2016 – Regular Council Meeting.

16.824 Motion by Councillor Siebold to adopt the September 13, 2016 Regular Council Meeting minutes as circulated.

CARRIED UNANIMOUSLY

PUBLIC INPUT SESSION/DELEGATIONS/PUBLIC HEARINGS

6.1 Delegation – RCMP Sergeant Henry VanDorland – Annual Update;

RCMP Sergeant, Henry VanDorland presented an overview of Occurrence Stats (All Violations) to Council. Discussion ensued on the following:

- Staffing update;
- Overview of the increase of armed robberies in the County;
- Traffic and speeding violations;
- Challenges being faced with the construction of the detachment's addition.

Council requested the following information from Sergeant VanDorland: the possibility of a liaison officer being reinstated; enhanced patrols in Plamondon; and a map of the County with the location of where incidents are taking place.

RECESS

Mayor Moghrabi called a recess at 10:51 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 10:58 a.m. with all those Members of Council previously listed in attendance.

DISPOSITION OF DELEGATION BUSINESS

6.1.1 Disposition of Delegation Business – RCMP Sergeant Henry VanDorland – Annual Update.

16.825 Motion by Councillor Nowak to send a thank you letter to RCMP Sergeant, Henry VanDorland for his presentation.

CARRIED UNANIMOUSLY

PUBLIC INPUT SESSION/DELEGATIONS/PUBLIC HEARINGS

6.2 Delegation – V3 Companies – McArthur Storm Water Outfall Design;

Mr. Nick Pryce, representative for V3 Companies introduced himself and Mr. Steven Reichert to Council. Mr. Pryce provided a PowerPoint presentation outlining the different options available for the McArthur Storm Water Outfall Design. Discussion ensued regarding the same.

Councillor Olson left Council Chambers at 11:23 a.m.

Councillor Olson returned to Council Chambers at 11:25 a.m.

Mayor Moghrabi thanked the delegation for their presentation.

6.2.1 Disposition of Delegation Business – V3 Companies – McArthur Storm Water Outfall Design.

16.826 Motion by Councillor Olson to send a thank you letter to the representatives of V3 Companies for their presentation.

CARRIED UNANIMOUSLY

Discussion ensued regarding the options presented for storm water outfall designs and options for the rerouting of McArthur storm water.

16.827 Motion by Councillor Richard that McArthur Storm Water Outfall Designs option A and D be considered for routing and that option E be disregarded as a routing option.

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

OPPOSED
Councillor Siebold
Councillor Nowak

CARRIED

6.2.1 Disposition of Delegation Business – V3 Companies –
McArthur Storm Water Outfall Design (continued).

16.828 Motion by Councillor Siebold that McArthur Storm Water
Outfall Design option D be chosen for rerouting Storm
Water.

IN FAVOUR

**Mayor Moghrabi
Councillor Austin
Councillor Richard
Councillor Olson
Councillor Siebold
Councillor Thompson
Councillor Haymour**

OPPOSED

**Councillor Phillips
Councillor Nowak**

CARRIED

RECESS

Mayor Moghrabi called a recess at 11:50 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 11:59 a.m. with all those
Members of Council previously listed in attendance.

UNFINISHED BUSINESS

4.1 RFD – Public Hearing (Rezoning/ASP) Policy PI-61-002;

Mr. Gordon Shaw, Senior Manager of Planning & Development provided
an overview of the changes made to the Public Hearing (Rezoning/ASP)
Policy PI-61-002. Discussion ensued regarding the same. Additional
revisions to the policy were suggested by Council. The revisions will be
made to the policy and will be brought forward for Council’s review later
in the meeting.

PUBLIC INPUT SESSION/DELEGATIONS/PUBLIC HEARINGS

6.3 Public Input Session.

There was no one present for the public input session.

6.3.1 Disposition of Public Input Session.

There was no one present for the public input session.

UNFINISHED BUSINESS

4.2 RFD – Development Agreement Policy PI-61-003;

Mr. Shaw provided an overview of the revisions made to the Development Agreement Policy PI-61-003. Discussion ensued regarding the same.

Councillor Richard left Council Chambers at 12:42 p.m.

Councillor Richard returned to Council Chambers at 12:43 p.m.

16.829 Motion by Councillor Thompson to have Planning & Development review the Development Agreement Policy PI-61-003 and that the same be brought forward to a future Council meeting for Council’s consideration.

IN FAVOUR

- Mayor Moghrabi**
- Councillor Austin**
- Councillor Richard**
- Councillor Olson**
- Councillor Siebold**
- Councillor Thompson**
- Councillor Haymour**
- Councillor Nowak**

OPPOSED

- Councillor Phillips**

CARRIED

RECESS

Mayor Moghrabi called a recess at 12:51 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 2:12 p.m. with all those Members of Council previously listed in attendance, with the exception of Councillors Siebold and Nowak.

UNFINISHED BUSINESS

4.3 RFD – Bylaw 16-025 Lac La Biche County Family and Community Support Services Advisory Board;

Councillor Siebold entered Council Chambers at 2:16 p.m.

Changes were proposed to paragraph 38 to specify the type of grants the Board has authority to approve.

16.830 Motion by Councillor Olson that Bylaw 16-025 be given first reading this 11th day of October, 2016.

CARRIED UNANIMOUSLY

Councillor Nowak entered Council Chambers at 2:21 p.m.

4.4 RFD – Legal Advice Policy CS-14-014;

Discussion ensued regarding the parameters the Mayor has for contacting Legal Counsel.

16.831 Motion by Councillor Richard to amend the Legal Advice Policy by providing clarity and parameters as discussed and recommended by Administration (page 98 of agenda package), and that the same be brought forward to the Special Council meeting of October 13, 2016.

IN FAVOUR

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

OPPOSED

Councillor Nowak

CARRIED

4.5 Briefing – Ward Boundaries for 2017 General Municipal Election.

16.832 Motion by Councillor Thompson to accept the briefing regarding ward boundaries for 2017 general municipal election as information, and further, that a Strategic Session be scheduled to discuss options for ward boundaries.

CARRIED UNANIMOUSLY

URGENT MATTERS

There were no urgent matters to discuss.

NEW BUSINESS

8.2 RFD – Community Peace Officer (CPO) Program – Level 1 Officers;

16.833 Motion by Councillor Richard to move agenda item 8.2 to the in-camera section as agenda item 7.2.

CARRIED UNANIMOUSLY

8.3 Briefing – Golf Course Pump House;

16.834 Motion by Councillor Thompson to accept the briefing regarding the golf course pump house as information, and further that Administration bring forward a briefing to Council regarding the options for the golf course's intake system and pump house to a future meeting of Council.

CARRIED UNANIMOUSLY

8.4 RFD – Lac La Biche County Wildland-Urban Interface Plan (2016);

16.835 Motion by Councillor Thompson to bring forward the Lac La Biche County Wildland-Urban Interface Plan (2016) to a future meeting of Council to discuss and clarify its impact on the Land Use Bylaw.

CARRIED UNANIMOUSLY

EXTENSION OF MEETING

16.836 Motion by Councillor Haymour to extend the October 11, 2016 Regular Council Meeting to such time that all agenda items have been discussed.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 3:45 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 3:58 p.m. with all those Members of Council previously listed in attendance, with the exception of Councillor Olson.

NEW BUSINESS

8.5 RFD – County Funding for the 2017 Canadian Indoor 3D Nationals (Archery);

Councillor Olson returned to Council Chambers at 3:59 p.m.

16.837 Motion by Councillor Richard that Lac La Biche County provides \$25,000 in total cash and in-kind support to the Lakeland Archers to hold the 2017 Canadian Indoor 3D Nationals at the Bold Center from April 14-16, 2017.

CARRIED UNANIMOUSLY

8.6 RFD – Lac La Biche Pow Wow and Fish Derby Association – Confirmation of Support to Heritage Canada under the Building Communities through Arts and Heritage Program;

16.838 Motion by Councillor Richard that Council approve the Confirmation of Support for the 2017 Lac La Biche Pow Wow and Fish Derby as applied for under Heritage Canada’s Building Communities through Arts and Heritage Program.

CARRIED UNANIMOUSLY

8.7 RFD – Canada 150 Fund;

Discussion ensued regarding additional signs in the County that could benefit from the Interpretive Sign Renewal Project.

16.839 Motion by Councillor Olson to direct Administration to budget \$10,000, representing 50% of the total cost of the Interpretive Sign Renewal Project, that Administration will apply for through the Canada 150 grant.

CARRIED UNANIMOUSLY

8.8 RFD – Application for Specialized Municipality Status;

16.840 Motion by Councillor Haymour that Council accepts the revised Urban Service Areas of the hamlets of Lac La Biche and Plamondon as presented by Administration, and further that Administration submits the same to Alberta Municipal Affairs as part of the application for specialized municipality status.

CARRIED UNANIMOUSLY

16.841 Motion by Councillor Olson that Council requests Administration to add provisions into the application for specialized municipality status to grandfather the existing property tax rate ratio as contemplated and calculated by Bill 21.

CARRIED UNANIMOUSLY

NEW BUSINESS

8.9 RFD – Committee Member Selection Policy CS-11-011;

16.842 Motion by Councillor Austin to approve the revised Committee Member Selection Policy CS-11-011 as revised, and further that the next review date be set for October 1, 2021.

CARRIED UNANIMOUSLY

8.10 Briefing – Disposal of Unsuitable Material;

Councillor Olson left Council Chambers at 4:55 p.m.

Councillor Olson returned to Council Chambers at 4:56 p.m.

16.843 Motion by Councillor Austin to accept the briefing regarding the disposal of unsuitable material as information, and further that Administration bring forward a Policy and Procedure for handling construction material including soils and granular of all nature to be brought forward to Council.

IN FAVOUR
Mayor Moghrabi
Councillor Austin
Councillor Richard
Councillor Olson
Councillor Phillips
Councillor Siebold
Councillor Nowak

OPPOSED
Councillor Thompson
Councillor Haymour

CARRIED

16.844 Motion by Councillor Haymour that agenda item 8.10 – Briefing – Disposal of Unsuitable Material be added to the in camera section for further discussion under section 17 of the *Freedom of Information and Protection of Privacy Act*.

IN FAVOUR
Mayor Moghrabi
Councillor Austin
Councillor Richard
Councillor Olson
Councillor Thompson
Councillor Haymour
Councillor Nowak

OPPOSED
Councillor Phillips
Councillor Siebold

CARRIED

8.11 RFD – Additional Work in Lakeview Estates – TR-32-2016-03.

WSP Canada Inc. representatives, Mr. Brad Grant and Mr. Kent Perry were in attendance to field any questions of Council.

Councillor Thompson declared a pecuniary interest due to his personal business interests and left Council Chambers at 5:39 p.m.

16.845 Motion by Councillor Richard that County Council approves an additional \$500,000 for the Lakeview Estates Base and Pave Project (TR-32-2016-03) for a total revised project cost of \$3,900,000, and further, that the funds be reallocated from the Nipewon Road Base and Pave Project to the Lakeview Estates Base and Pave Project.

CARRIED UNANIMOUSLY

Councillor Thompson returned to Council Chambers at 5:46 p.m. after motion 16.845 was made.

8.12 Old Trail Project (addition to agenda);

Mr. Brian Shapka, Senior Manager of Public Works and Mr. Ali Memon, Development Engineer provided an update to Council on the Old Trail Project.

Councillor Olson left Council Chambers at 5:51 p.m.

Councillor Olson returned to Council Chambers at 5:52 p.m.

Discussion ensued regarding the Old Trail Project.

8.13 Discussion – 104th Avenue & Churchill Drive Project (addition to agenda).

Mr. Shapka and Mr. Memon provided an overview and fielded questions regarding the 104th Avenue and Churchill Drive water and sewer replacement project. Discussion ensued regarding the same.

Councillor Olson left Council Chambers at 6:10 p.m.

Councillor Olson returned to Council Chambers at 6:12 p.m.

NEW BUSINESS

8.1 RFD – Request to Defer the Off-Site Levies as a Condition of Subdivision Approval File No. 2016-S-013; RL-7-68-15-W4M (LACLABI;;7);

16.846 Motion by Councillor Olson to defer agenda item 8.1 – Request to Defer the Off-Site Levies as a Condition of Subdivision Approval File No. 2016-S-013; RL-7-68-15-W4M (LACLABI;;7) to a future meeting of Council.

CARRIED UNANIMOUSLY

IN CAMERA SESSION

16.847 Motion by Councillor Olson to go in camera at 6:23 p.m. p.m.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 6:23 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 6:30 p.m. with all those Members of Council previously listed in attendance.

IN CAMERA SESSION

7.1 Discussion – Land Lease (s.25 FOIP) (addition to agenda);

7.2 RFD – Community Peace Officer (CPO) Program – Level 1 Officers (moved from 8.2) (section 17 FOIP);

8.10 Briefing – Disposal of Unsuitable Material (section 17 FOIP).

Councillor Olson left Council Chambers at 7:53 p.m.

Councillor Olson returned to Council Chambers at 7:54 p.m.

RETURN TO REGULAR MEETING

16.848 Motion by Councillor Olson to proceed with the meeting out of camera at 7:55 p.m.

CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

4.1 RFD – Public Hearing (Rezoning/ASP) Policy PI-61-002;

16.849 Motion by Councillor Nowak to defer item 4.1 RFD – Public Hearing (Rezoning/ASP) Policy PI-61-002 to a future meeting of Council.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF “IN CAMERA SESSION”

7.1 Discussion – Recreational Lease (s.25 FOIP) (addition to agenda);

16.850 Motion by Councillor Olson to direct Administration to apply for the Recreational Lease as discussed *in camera*.

CARRIED UNANIMOUSLY

7.2 RFD – Community Peace Officer (CPO) Program – Level 1 Officers (section 17 FOIP);

16.851 Motion by Councillor Haymour that Administration fill the vacant Peace Officer position with a Level 2 Peace Officer.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 8:10 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 8:12 p.m. with all those Members of Council previously listed in attendance.

BUSINESS ARISING OUT OF “IN CAMERA SESSION”

7.2 RFD – Community Peace Officer (CPO) Program – Level 1 Officers (section 17 FOIP) (continued);

16.852 Motion by Councillor Siebold that Administration reclassify the current Peace Officer Supervisor position, as discussed *in camera*, to a level 1 Peace Officer.

IN FAVOUR

**Councillor Austin
Councillor Olson
Councillor Phillips
Councillor Siebold**

OPPOSED

**Mayor Moghrabi
Councillor Richard
Councillor Thompson
Councillor Haymour
Councillor Nowak**

DEFEATED

7.2 RFD – Community Peace Officer (CPO) Program – Level 1 Officers (section 17 FOIP) (continued);

16.853 Motion by Councillor Richard that Administration investigate utilizing the municipal police force program and the RCMP enhanced policing program, and further that the findings be brought back to Council.

IN FAVOUR

**Mayor Moghrabi
Councillor Austin
Councillor Richard
Councillor Olson
Councillor Siebold
Councillor Thompson
Councillor Haymour
Councillor Nowak**

OPPOSED

Councillor Phillips

CARRIED

8.10 Briefing – Disposal of Unsuitable Material (section 17 FOIP);

No action required.

ADJOURNMENT

16.854 Motion by Councillor Haymour to adjourn the Regular Council Meeting of October 11, 2016 at 8:20 p.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

**Shadia Amblie
Chief Administrative Officer**



LAC LA BICHE COUNTY POLICY

TITLE: COMMITTEE MEMBER SELECTION	POLICY NO: CS-11-011
RESOLUTION: 16.842	EFFECTIVE DATE: AUGUST 28, 2012
LEAD ROLE: ASSISTANT CAO	NEXT REVIEW DATE: OCTOBER 1, 2021
SPECIAL NOTES/CROSS REFERENCE:	AMENDMENT DATE: OCTOBER 11, 2016

POLICY STATEMENT:

Lac La Biche County Council believes that it is appropriate to establish a process for selecting members-at-large and organizational representatives to serve on County boards and committees. This process shall be fair, consistent, and respectful to the privacy of the applicants, such that the most suitable and qualified candidates are selected.

PURPOSE:

The policy sets out Council's preferred process for appointing members-at-large and organizational representatives to County committees. Any provision of this policy may be waived by County Council in the spirit of recruiting and filling vacancies on committees.

DEFINITIONS:

"Members-at-Large" are selected by County Council to serve as voting members on County boards and committees, in accordance with the board or committee bylaw.

"Organizational Representatives" are individuals who represent community organizations and serve as voting members on County boards and committees, in accordance with the board or committee bylaw.

ELIGIBILITY:

1. Unless otherwise stated in the board or committee bylaw, all members-at-large and organizational representatives shall be of the full age of 18 years.
2. Members-at-large and organizational representatives are not necessarily required to be residents of Lac La Biche County, however residency requirements may be specified in the bylaw or terms of reference for the applicable committee.
3. County employees shall not normally be considered for appointment as voting members on County committees. However, Council may waive this provision to authorize County employees to serve as voting Members on a case-by-case basis or as outlined in the bylaw or terms of reference of the applicable committee.

RECRUITMENT:

4. Member-at-Large Recruitment:
 - i. Administration will commence the recruitment campaign for upcoming Member-at-Large vacancies on County Boards and Committees. The recruitment campaign for any vacancy shall be for no less than two weeks.
 - ii. The recruitment efforts shall be conducted in a manner that generates the greatest response from the public and should include, but is not limited to: the County website, County newsletters, County utility bills, County facilities, local print media and local radio media.
 - iii. All advertising efforts shall indicate the nature of the board or committee, the number of vacancies, the term of appointment, the eligible remuneration, and the appropriate Administrative contact information.
 - iv. In addition to public advertising, Administration shall invite, in writing, those departing members-at-large that are eligible for reappointment, to reapply to serve on County boards and committees. Applicants that are reapplying to serve on a County board or committee shall submit all applicable documents in accordance with this policy.
 - v. All applicants will be required to submit a cover letter and completed application form as outlined in attached Schedule "A".
 - vi. Applications will be accepted throughout the year and will be retained by Administration for one (1) year. If vacancies occur throughout the year, they may be filled from the applications on file, or by advertising.
 - vii. Administration will make every attempt to avoid presenting individual applications for Council's consideration, and rather may wait to receive additional applications to ensure that all interested applicants are considered for appointment.
 - viii. In the case of the Agricultural Service Board, the Library Board and the FCSS Advisory Board, any applications received will first go to the respective Board to make a recommendation to Council.
5. Organizational Representative Recruitment:
 - i. As required by the board or committee bylaw, Administration will invite, in writing, the identified community organization to select a representative from its membership, administration or volunteer sector to serve as an organizational representative on the County board or committee.
 - ii. The request for membership shall indicate the nature of the board or committee, the number of vacancies, the term of appointment, the eligible remuneration, the appropriate Administrative contact information, and that a written response to the request is required.

- iii. Upon receipt of a response from the community organization, Administration will bring forward the appointment(s) for Council’s consideration.

SELECTION

- 6. When applications are forwarded to Council, the content of the application and any discussion of candidate qualifications are protected from disclosure in accordance with the Freedom of Information and Protection of Privacy Act. County Council may proceed in-camera to discuss the application(s) received. Appointment of member(s)-at-large shall be in accordance with the Council’s procedural bylaw, whereby appointments are only official once a resolution by Council is passed at a public meeting.
- 7. In considering applicants, Council will focus on each individual’s past history as outlined in their cover letter and application. Familiarity with the work of the board or committee, experience serving on boards or committees and education will be considered by Council.
- 8. All appointments of members-at-large and organizational representatives are at the discretion of Council, and shall be in accordance with the board or committee bylaw.
- 9. Members-at-Large will be selected by a majority vote of Council, as outlined in the County’s Meeting Procedure bylaw.
- 10. Administration will advise all applicants, in writing, of Council’s decision.

RESIGNATION OR TERMINATION

- 11. Committee Members wishing to resign their position shall submit their written resignation to the Chief Administrative Officer or designate. In accordance with the County’s Procedural Bylaw, upon submission of the written resignation the resignation is deemed accepted by County Council.
- 12. Council may terminate an appointment by majority vote in a public meeting.

Chief Administrative Officer

Date

Mayor

Date

Lac La Biche County Committee Member Application Form



PERSONAL INFORMATION (Please print or type)

Title
(Mr./Ms./etc.)

Full Name

Address

Town/City

Province

Postal Code

Phone
(daytime)

Phone
(evening)

Email

Are you a resident of Lac La Biche County? Yes No If yes, how long?

By completing and submitting this form you are consenting to the confidential review of your application by County Council. If appointed, your name would appear in the record of the meeting as well as a committee member listing, which are public documents.

I accept the release of my name to the general public: Yes No

Complete application forms and cover letters can be submitted to Lac La Biche County by either:

Email: legislativeservices@laclabichecounty.com

Mail: Legislative Services
Lac La Biche County
PO Box 1679
Lac La Biche, AB T0A 2C0

Fax: 780-623-2039

Deliver to: Lac La Biche County Centre, 13422 HWY 881

NOTE: Your personal information is being collected under the authority of Section 33 (c) of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection and use of this information, please contact the Assistant Chief Administrative Officer for Lac La Biche County at 780-623-1747.

INTERESTS AND QUALIFICATIONS

Please answer each of the following questions, in relation to the committee and describing your relevant education, expertise, work or real life experience.

Please indicate which board(s) or committee(s) you are applying for. What interests you to apply for this position?

Do you have any previous board experience? Please elaborate.

How will Lac La Biche County benefit from your participation on the board/committee?

What special skills or knowledge would you bring to the Board?

Are there any professional or personal constraints to your time that could interfere with serving on the board/committee?

Describe your understanding of the purpose and function of the board/committee and how it operates.

What is it that would make for a satisfying board/committee experience for you? What are you hoping to get out of the experience of being on this board/committee?

Do you foresee any limitations to you being on this board/committee in terms of personal interests that could conflict? If so, please explain.

This board/committee provides a small honorarium and mileage compensation for your service. As such, it is essentially a volunteer appointment. What motivates you as a volunteer?

Any other information you would like to add?