

**LAC LA BICHE COUNTY
ORGANIZATIONAL MEETING
MCARTHUR PLACE, LAC LA BICHE**

October 24, 2017 – 10:00 a.m.

Minutes of the Lac La Biche County Regular Council Meeting held October 24, 2017 at 10:00 a.m.

CALL TO ORDER The Chief Administrative Officer, Shadia Amblie, called the meeting to order at 10:06 a.m.

PRESENT	Omer Moghrabi	Mayor
	Darlene Beniuk	Councillor
	George L'Heureux	Councillor
	Colette Borgun	Councillor
	Jason Stedman	Councillor
	Charlyn Moore	Councillor
	Sterling Johnson	Councillor
	Colin Côté	Councillor
	Lorin Tkachuk	Councillor

STAFF IN ATTENDANCE	Shadia Amblie	Chief Administrative Officer
	Melanie McConnell	Assistant Chief Administrative Officer
	Darrell Lessmeister	Senior Manager, Recreation & Community Enhancement (in part)
	Brian Shapka	Senior Manager, Public Works (in part)
	Alex Fuller	Communications Coordinator
	James Roy	Legislative Services Coordinator

OATH OF OFFICE

The Oath of Office was administered to Mayor Moghrabi and the Councillors, by Mr. David Hanson, MLA, *Lac La Biche-St. Paul-Two Hills*, in accordance with section 156 of the *Municipal Government Act* and as prescribed by the *Oaths of Office Act*.

Mayor Moghrabi assumed the Chair after receiving the Oath of Office.

OATH OF OFFICE

The Oath of Office was administered to the Councillors by Mr. David Hanson, MLA, *Lac La Biche-St. Paul-Two Hills*, in accordance with section 156 of the *Municipal Government Act* and as prescribed by the *Oaths of Office Act*.

RECESS Mayor Moghrabi called a recess at 10:15 a.m.

RECONVENE Mayor Moghrabi reconvened the meeting at 10:36 a.m. with all those Members of Council previously listed in attendance.

ADOPTION OF AGENDA

17.982 Motion by Councillor Borgun to approve the October 24, 2017 Organizational Council Meeting agenda as presented.

CARRIED UNANIMOUSLY

PROCEDURAL INFORMATION

5.1 Process for Appointing Members (Briefing)

Ms. Melanie McConnell, Assistant Chief Administrative Officer, made a presentation to Council on procedure relating to appointment of committee members and the Deputy Mayor, and responded to questions.

No action required

DEPUTY MAYOR APPOINTMENT

4.1 Selection of Deputy Mayor (Request for Decision).

Mayor Moghrabi called for nominations for Deputy Mayor.

Councillor Tkachuk nominated Councillor Borgun. Councillor Borgun accepted the nomination.

Mayor Moghrabi asked, for a second time, if there were any further nominations.

Councillor Beniuk nominated Councillor Johnson. Councillor Johnson accepted the nomination.

Mayor Moghrabi asked, for a third time, if there were any further nominations. There were no further nominations.

17.983 Motion by Councillor L'Heureux that nominations cease.

CARRIED UNANIMOUSLY

17.984 Motion by Councillor Stedman that Council vote by secret ballot for the Deputy Mayor appointment.

CARRIED UNANIMOUSLY

All Members of Council voted by secret ballot.

Ms. Amblie, Chief Administrative Officer, and Ms. McConnell, Assistant Chief Administrative Officer, counted the votes.

Ms. McConnell advised that Councillor Borgun was the successful candidate.

17.985 Motion by Councillor Tkachuk to appoint Councillor Borgun as Deputy Mayor.

CARRIED UNANIMOUSLY

17.986 Motion by Councillor Stedman to destroy the ballots for the Deputy Mayor vote.

CARRIED UNANIMOUSLY

Councillor Borgun swore the Oath of Office for Deputy Mayor in accordance with section 156 of the *Municipal Government Act* and as prescribed by the *Oaths of Office Act*.

RECESS

Mayor Moghrabi called a recess at 10:53 a.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 11:08 a.m. with all those Members of Council previously listed in attendance.

MEETING SCHEDULES

6.1 Briefing – Meeting Schedules.

Ms. McConnell made a presentation to Council regarding Council's meeting schedule, and responded to questions.

17.987 Motion by Councillor Tkachuk that Regular Council Meetings be held on the 2nd, 3rd, 4th Tuesday of each month at 10:00 a.m. in Council Chambers.

CARRIED UNANIMOUSLY

APPOINTMENTS

7.1 County Signing Authorities (Request for Decision).

Mr. Zeeshan Hassan, Manager of Finance, made a presentation to Council regarding county signing authorities, and responded to questions.

17.988 Motion by Councillor L'Heureux that Council designates the following personnel as cheque signing authorities in accordance with Cheque and Document Signing Authority Policy No. CS-10-016 effective immediately:

- One of:
 - Mayor Moghrabi,
 - Deputy Mayor Borgun,
 - Ward 1 Councillor Beniuk,
 - Ward 5 Councillor Moore, and
 - Ward 7 Councillor Tkachuk

and;

- One of:
 - Chief Administrative Officer Shadia Amblie,
 - Assistant Chief Administrative Officer Melanie McConnell,
 - Senior Manager, Recreation and Community Enhancement, Darrell Lessmeister,
 - Senior Manager, Public Works, Brian Shapka
 - Senior Manager, Planning and Development, Gordon Shaw, and,
 - Senior Manager, Finance and Grants, Daniel Small

CARRIED UNANIMOUSLY

7.2 Appointment of Municipal Solicitor (Request for Decision).

17.989 Motion by Councillor Beniuk to appoint *Reynolds Mirth Richards and Farmer* as the primary solicitor for Lac La Biche County, and *Brownlee LLP Barristers and Solicitors* as the secondary solicitor.

CARRIED UNANIMOUSLY

PROCEDURES & COMMITTEE APPOINTMENTS

8.1 Committee Appointments (Request for Decision).

Ms. McConnell made a presentation to Council on Committee Appointments, and responded to questions.

Members of Council reviewed the internal and external committee appointments and distributed memberships as follows:

INTERNAL COMMITTEES

a. Emergency Advisory Committee and State of Local Emergency (SOLE) Committee

17.990 Motion by Councillor Beniuk to appoint Councillors Tkachuk, Côté, and Stedman to both the Emergency Advisory Committee and the State of Local Emergency Committee.

CARRIED UNANIMOUSLY

b. Lac La Biche County Family and Community Support Services (FCSS) Advisory Board

17.991 Motion by Councillor Tkachuk to appoint Councillors Borgun and Moore to the Lac La Biche County Family and Community Support Services (FCSS) Advisory Board.

CARRIED UNANIMOUSLY

c. Lac La Biche County Library Board

17.992 Motion by Councillor Tkachuk to appoint Councillors Beniuk and L'Heureux to the Lac La Biche County Library Board.

CARRIED UNANIMOUSLY

d. Municipal Planning Commission

17.993 Motion by Councillor L'Heureux to appoint Councillors Beniuk, Borgun, Moore, Johnson and Tkachuk to the Municipal Planning Commission.

CARRIED UNANIMOUSLY

e. Subdivision and Development Appeal Board

17.994 Motion by Councillor Borgun to appoint Councillors L'Heureux and Côté to the Subdivision and Development Appeal Board.

CARRIED UNANIMOUSLY

f. Aboriginal Liaison Committee

17.995 Motion by Councillor Beniuk to appoint Councillors Tkachuk, Côté, and L'Heureux to the Aboriginal Liaison Committee.

CARRIED UNANIMOUSLY

g. Agricultural & Environmental Appeals Committee

17.996 Motion by Mayor Moghrabi to appoint Councillors Beniuk, Côté, and L'Heureux to the Agricultural & Environmental Appeals Committee.

CARRIED UNANIMOUSLY

h. Agricultural Service Board

17.997 Motion by Councillor Côté to appoint Councillor L'Heureux as Chair of the Agricultural Service Board, and Councillor Borgun as member.

CARRIED UNANIMOUSLY

i. Bold Center Sports Field Development Task Force

17.998 Motion by Councillor Borgun to appoint Councillors Tkachuk, Côté, and Moore to the Bold Center Sports Field Development Task Force.

CARRIED UNANIMOUSLY

j. Policy Review Committee

17.999 Motion by Councillor Moore to direct Administration to return to Council with a Bylaw that rescinds Bylaw 15-032 (Policy Review Committee) and abolishes the Policy Review Committee; and further, to commence bringing forward all policies and procedures directly to regular meetings of Council.

IN FAVOUR

Mayor Moghrabi
Councillor Stedman
Councillor Moore
Councillor Johnson
Councillor Côté
Councillor Tkachuk

OPPOSED

Councillor Borgun
Councillor Beniuk
Councillor L'Heureux

CARRIED

k. Public Works Committee

17.1000 Motion by Councillor Moore to appoint Councillors Johnson, Tkachuk, and L'Heureux to the Public Works Committee.

CARRIED UNANIMOUSLY

17.1001 Motion by Councillor Borgun that the Public Works Committee meet on the 1st Tuesday of each month at 10:00 a.m.

CARRIED UNANIMOUSLY

EXTERNAL COMMITTEES

a. Greater North Foundation

17.1002 Motion by Councillor Tkachuk to appoint Councillors L'Heureux and Borgun to the Greater North Foundation, with Mayor Moghrabi and Councillor Stedman as alternates.

CARRIED UNANIMOUSLY

b. Joint Steering Committee for the Inter-Municipal Development Plan Project

17.1003 Motion by Councillor Tkachuk to appoint Councillor Johnson to the Joint Steering Committee, with Mayor Moghrabi as an alternate.

CARRIED UNANIMOUSLY

c. Natural Gas Partnership and Natural Gas System/Issues Committees

- 17.1004 Motion by Councillor Moore to appoint Councillors L'Heureux and Johnson to the Natural Gas Partnership Committee and that Councillor Johnson be appointed to the Natural Gas System/Issues Committee with Councillor L'Heureux as an alternate.

CARRIED UNANIMOUSLY

d. Northern Lights Library Board

- 17.1005 Motion by Councillor Stedman to appoint Councillor L'Heureux to the Northern Lights Library Board, with Councillor Beniuk as alternate.

CARRIED UNANIMOUSLY

e. Plamondon & District Community Development Society (PDCDS)

- 17.1006 Motion by Councillor Tkachuk to appoint Councillors Borgun and L'Heureux to the Plamondon & District Community Development Society (PDCDS).

CARRIED UNANIMOUSLY

f. Beaver River Watershed Alliance

- 17.1007 Motion by Councillor Borgun to appoint Councillor Côté to the Beaver River Watershed Alliance.

CARRIED UNANIMOUSLY

g. Coalition for a Safer 63 & 881/Fort McMurray Traffic Corridors Working Group

- 17.1008 Motion by Councillor Stedman to appoint Councillor Moore to the Coalition for a Safer 63 & 881/Fort McMurray Traffic Corridors Working Group, and Councillor Tkachuk as alternate.

CARRIED UNANIMOUSLY

h. Community Futures Lac La Biche

17.1009 Motion by Councillor Tkachuk to appoint Councillor Moore to Community Futures Lac La Biche.

CARRIED UNANIMOUSLY

i. Lac La Biche and District Chamber of Commerce

17.1010 Motion by Councillor Stedman to appoint Councillor Côté to the Lac La Biche and District Chamber of Commerce.

CARRIED UNANIMOUSLY

j. Lac La Biche Golf Club Society

17.1011 Motion by Councillor Moore to appoint Councillor Tkachuk to the Lac La Biche Golf Club Society.

CARRIED UNANIMOUSLY

k. Lac La Biche Regional Health Foundation/Lakeland Doctor Recruitment Board

17.1012 Motion by Councillor Borgun to appoint Councillors L'Heureux , Stedman, and Mayor Moghrabi to the Lac La Biche Regional Health Foundation/Lakeland Doctor Recruitment Board.

CARRIED UNANIMOUSLY

l. Lac La Biche Traffic Safety Committee

17.1013 Motion by Councillor Moore to appoint Mayor Moghrabi and the Chief Administrative Officer to the Lac La Biche Traffic Safety Committee, with Councillor Tkachuk as an alternate.

CARRIED UNANIMOUSLY

m. Lakeland Agricultural Research Association (LARA)

17.1014 Motion by Councillor Beniuk to appoint Councillor L'Heureux to the Lakeland Agricultural Research Association (LARA), with Councillor Borgun as an alternate.

CARRIED UNANIMOUSLY

n. Lakeland Archers Event Organizing Committee

17.1015 Motion by Councillor Stedman to appoint Councillor Côté to the Lakeland Archers Event Organizing Committee with Councillor Johnson as an alternate.

CARRIED UNANIMOUSLY

RECESS

Mayor Moghrabi called a recess at 12:30 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 12:45 p.m. with all those Members of Council previously listed in attendance.

o. Lakeland Interpretive Society (Lac La Biche Museum & Discovery Centre)

17.1016 Motion by Councillor Stedman to appoint Councillor Tkachuk to the Lakeland Interpretive Society (Lac La Biche Museum & Discovery Centre).

CARRIED UNANIMOUSLY

p. Northeast Alberta Information HUB Ltd.

17.1017 Motion by Councillor Beniuk to appoint Councillor Tkachuk to the Northeast Alberta Information HUB Ltd. with Councillor Stedman as alternate.

CARRIED UNANIMOUSLY

q. Oil Sands Community Alliance (OSCA)

17.1018 Motion by Councillor Tkachuk to appoint Mayor Moghrabi to the Oil Sands Community Alliance (OSCA) with Councillor L'Heureux as alternate.

CARRIED UNANIMOUSLY

r. Veteran’s Memorial Highway Association

17.1019 Motion by Councillor Stedman to appoint Councillor Borgun to the Veteran’s Memorial Highway Association with Councillor Johnson as alternate.

CARRIED UNANIMOUSLY

s. The Next Step – Underutilized Fish Stocks in Northeast Alberta

17.1020 Motion by Councillor Moore to appoint Mayor Moghrabi and Councillor L’Heureux to The Next Step – Underutilized Fish Stocks in Northeast Alberta.

CARRIED UNANIMOUSLY

t. Water North Coalition

17.1021 Motion by Councillor Stedman to appoint Councillors Côté and Johnson to the Water North Coalition.

CARRIED UNANIMOUSLY

u. VSI Services (Veterinary Services (1980) Ltd.)

17.1022 Motion by Councillor Borgun to appoint Councillor L’Heureux to VSI Services (Veterinary Services (1980) Ltd.).

CARRIED UNANIMOUSLY

ADDITION TO AGENDA

17.1023 Motion by Mayor Moghrabi to add item 10.2 “Council Code of Conduct – Discussion)” to the October 24, 2017 Organizational Meeting agenda as an *in camera* item.

CARRIED UNANIMOUSLY

IN CAMERA SESSION

17.1024 Motion by Councillor Beniuk to go *in camera* at 1:45 p.m.

CARRIED UNANIMOUSLY

10.2 Council Code of Conduct (Discussion)
(s. 17 FOIP – Personnel Matters)

RETURN TO REGULAR MEETING

17.1025 Motion by Councillor L'Heureux to go out of camera at 2:15 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF *IN CAMERA* SESSION

10.2 Council Code of Conduct (Discussion)
(s. 17 FOIP – Personnel Matters)

No action required

8.1 (d) Municipal Planning Commission (continued)

17.1026 Motion by Councillor Moore to appoint Councillor Johnson as Chair of the Municipal Planning Commission and Councillor Tkachuk as Vice-Chair.

CARRIED UNANIMOUSLY

PROCEDURES & COMMITTEE APPOINTMENTS

9.1 Future Orientation Meetings (Briefing)

Ms. Amblie made a presentation to Council on scheduling future orientation meetings, and responded to questions.

17.1027 Motion by Councillor Tkachuk to direct Administration to schedule special meetings of Council for orientation purposes at November 7, 2017 at 10:00 a.m., and further that the currently scheduled meeting of the Public Works Committee be postponed to 10:00 a.m. on November 10, 2017.

CARRIED UNANIMOUSLY

RECESS Mayor Moghrabi called a recess at 2:29 p.m.

RECONVENE Mayor Moghrabi reconvened the meeting at 2:33 p.m. with all those Members of Council previously listed in attendance.

INFORMATION TECHNOLOGY

10.1 Information Technology (IT) Orientation (Discussion)

Mr. Travis Simmons, Manager, Information Technology, made a presentation to Council on the Information Technology Department, oriented Councillors on their county laptops, and responded to questions.

RECESS

Mayor Moghrabi called a recess at 3:16 p.m.

RECONVENE

Mayor Moghrabi reconvened the meeting at 3:24 p.m. with all those Members of Council previously listed in attendance.

ADDITION TO AGENDA

17.1028 Motion by Mayor Moghrabi to add item 10.2 “Capital Projects (Discussion)” to the October 24, 2017 Organizational Meeting agenda as an *in camera* item.

CARRIED UNANIMOUSLY

IN CAMERA SESSION

17.1029 Motion by Councillor Stedman to go *in camera* at 3:27 p.m.

CARRIED UNANIMOUSLY

10.3 Capital Projects (Discussion)
(s. 25 FOIP – Economic Interests)

RETURN TO REGULAR MEETING

17.1030 Motion by Councillor Tkachuk to go out of camera at 3:43 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF *IN CAMERA* SESSION

10.3 Capital Projects (Discussion)
(s. 25 FOIP – Economic Interests)

No action required.

ADJOURNMENT

17.1031 Motion by Councillor Beniuk to adjourn the Organizational Meeting of October 24, 2017 at 3:43 p.m.

CARRIED UNANIMOUSLY

Omer Moghrabi, Mayor

**Shadia Amblie
Chief Administrative Officer**

ADOPTED