

**LAC LA BICHE COUNTY  
REGULAR COUNCIL MEETING  
COUNTY CENTRE, LAC LA BICHE**

**March 22, 2016 – 10 a.m.**

Minutes of the Lac La Biche County Regular Council Meeting held March 22, 2016 at 10 a.m.

**CALL TO ORDER** Mayor Moghrabi called the meeting to order at 10:04 a.m.

<b>PRESENT</b>	Omer Moghrabi	Mayor
	Wanda Austin	Councillor
	Robert Richard	Councillor
	Richard Olson	Councillor
	David Phillips	Councillor
	MJ Siebold	Councillor
	Hajar (Jerry) Haymour	Councillor
	John Nowak	Councillor/Deputy Mayor
<b>STAFF IN ATTENDANCE</b>	Shadia Amblie	Chief Administrative Officer
	Melanie McConnell	Assistant Chief Administrative Officer
	Jeff Lawrence	Senior Manager, Recreation & Community Enhancement (in part)
	Brian Shapka	Senior Manager, Public Works (in part)
	Gordon Shaw	Senior Manager, Planning & Development
	Dan Small	Senior Manager, Finance & Grants
	Julie MacIsaac	Communications Coordinator
	Joanne Onciul	Legislative Services Coordinator
<b>REGRETS</b>	Tim Thompson	Councillor

**ADOPTION OF AGENDA**

16.347 Motion by Councillor Haymour to approve the March 22, 2016 Regular Council Meeting agenda as amended:

- Addition of Item 5.1 – Update on Lakeview Fire;
- Addition of Item 7.2 – Specialized Municipality Update (s. 25 FOIP).

**CARRIED UNANIMOUSLY**

## **ADOPTION OF MINUTES**

3.1 March 8, 2016 – Regular Council Meeting.

16.348 Motion by Councillor Nowak to adopt the March 8, 2016 Regular Council Meeting minutes as circulated.

**CARRIED UNANIMOUSLY**

## **URGENT MATTERS**

5.1 Update on Lakeview Fire.

Mayor Moghrabi expressed his gratitude for the fire department's hard work and dedication during the Lakeview Manor apartment fire.

Mr. John Kokotilo, Manager, Protective Services, provided photos and an overview of the Lakeview Manor apartment fire that happened on March 12, 2016. He commended the volunteer fire fighters for their bravery and fast thinking. Mr. Kokotilo advised the ladder truck was a critical piece of equipment that assisted in saving lives and the building.

## **PUBLIC INPUT SESSION/DELEGATIONS/PUBLIC HEARINGS**

6.1 Delegation – Briefing – The Northeast Alberta Information HUB;

Mr. Bob Bezpalko, Executive Director of the Northeast Alberta Information HUB (“the Alberta HUB”), provided a presentation outlining:

- Background and the mission and vision statement of the Alberta HUB;
- The 41 collaborative members of the Alberta HUB;
- The Alberta HUB's strategic goals;
- Barriers to economic growth;
- Trends – use of technology / infrastructure required; and
- Forthcoming projects.

Mayor Moghrabi thanked Mr. Bezpalko for his presentation.

6.1.1 Disposition of Delegation Business.

Councillor Olson left Council Chambers at 10:53 a.m.

16.349 Motion by Councillor Nowak to send a thank you letter to Mr. Bob Bezpalko, Executive Director of the Northeast Alberta Information HUB, for his presentation.

**CARRIED UNANIMOUSLY**

16.350 Motion by Councillor Siebold to have Councillors Phillips and Olson represent Lac La Biche County at the Alberta HUB meeting on March 24, 2016 in Marwayne.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 10:54 a.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 11:02 a.m. with all those Members of Council previously listed in attendance, including Councillor Olson.

**UNFINISHED BUSINESS**

4.1 Briefing – New Golf Shop Exterior Finishing;

16.351 Motion by Councillor Richard that an asphalt pad be completed for the new golf shop building in the amount of \$34,650.

**IN FAVOUR**

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

**OPPOSED**

**Councillor Phillips**

**CARRIED**

4.2 RFD – 2016 Budget Adoption.

Councillor Siebold and Councillor Phillips each declared a pecuniary interest as they both have family working in the Utilities Department and left Council Chambers at 11:12 a.m.

16.352 Motion by Councillor Richard that County Council approve the 2016 operating budget expenditure for salaries, wages, and benefits of the Utilities Department in the amount of \$1,216,245.

**CARRIED UNANIMOUSLY**

Councillor Siebold and Councillor Phillips returned to Council Chambers at 11:13 a.m., after Motion 16.352 was voted upon.

Councillor Austin declared a pecuniary interest as she has family employed at the Bold Center and with the fire department and left Council Chambers at 11:13 a.m.

Councillor Nowak declared a pecuniary interest due to personal business interests and left Council Chambers at 11:13 a.m.

16.353 Motion by Councillor Haymour that County Council approve the 2016 operating budget for Bold Center programming of \$166,500 in revenues and \$787,831 in expenditures; and further approve Bold Center facility rental revenues of \$426,600 and operation expenditures of \$8,245,787.

**CARRIED UNANIMOUSLY**

Councillor Nowak returned to Council Chambers at 11:14 a.m., after Motion 16.353 was voted upon. Councillor Austin remained out of the meeting.

16.354 Motion by Councillor Olson that County Council approve the 2016 operating budget expenditure for salaries, wages, and benefits of the Fire Department in the amount of \$511,628.

**CARRIED UNANIMOUSLY**

Councillor Austin returned to Council Chambers at 11:17 a.m., after Motion 16.354 was voted upon.

4.2 RFD – 2016 Budget Adoption (continued).

- 16.356 Motion by Councillor Haymour that County Council approve the 2016 operational budget as attached to and forming part of these minutes with operating revenues of \$80,172,448 and operating expenditures of \$48,185,954 excluding:
- Salaries, wages, and benefits of the Utilities Department in the amount of \$1,216,245,
  - Bold Center programming of \$166,500 in revenues and \$787,831 in expenditures; and Bold Center operations and maintenance revenues of \$426,600 and operational expenditures of \$8,245,787.
  - Salaries, wages, and benefits of the Fire Department in the amount of \$511,628.

**CARRIED UNANIMOUSLY**

- 16.357 Motion by Councillor Nowak that County Council approves the 2016 capital budget with estimated revenues from general revenues, grants and reserves, of \$22,803,367 and expenditures and transfers of \$49,974,387.

**CARRIED UNANIMOUSLY**

Discussion ensued on Motion 16.122 made at the January 22, 2016 Special Council Meeting.

- 16.358 Motion by Councillor Nowak to approve the Plamondon Main Street upgrades of storm water, curb and gutter, sidewalks, and lights in the amount of \$1,398,000 in the 2016 capital budget, in partnership with Alberta Transportation and Fortis.

**CARRIED UNANIMOUSLY**

Discussion ensued on Motion 16.127 made at the January 25, 2016 Special Council Meeting.

Councillor Olson left Council Chambers at 11:57 a.m.

Councillor Olson returned to Council Chambers at 11:58 a.m.

4.2 RFD – 2016 Budget Adoption (continued).

16.359 Motion by Mayor Moghrabi to rescind motion 16.127 made at the January 25, 2016 Special Council Meeting, which reads:

*“Motion by Councillor Nowak to approve Option B alignment for the McArthur Park Storm Outfall component of the Lakeshore Storm Water Management Outfall Design Project as outlined in the briefing presented, for an estimated cost of \$484,612.50.”*

**IN FAVOUR**

**Mayor Moghrabi  
Councillor Richard  
Councillor Olson  
Councillor Haymour**

**OPPOSED**

**Councillor Austin  
Councillor Siebold  
Councillor Nowak**

**CARRIED**

16.360 Motion by Mayor Moghrabi to approve Option A for alignment of the McArthur Park Storm Outfall component of the Lakeshore Storm Water Management Outfall Design Project for an estimated cost of \$231,385.

**IN FAVOUR**

**Mayor Moghrabi  
Councillor Richard  
Councillor Olson  
Councillor Haymour**

**OPPOSED**

**Councillor Austin  
Councillor Siebold  
Councillor Nowak**

**CARRIED**

Discussion ensued on Motion 16.194 made at the February 2, 2016 Special Council Meeting.

Councillor Phillips left Council Chambers at 12:14 p.m.

Councillor Phillips returned to Council Chambers at 12:17 p.m.

16.361 Motion by Councillor Richard that Administration bring back further information regarding the engineering for the Plamondon water and sewer servicing project for the area north of the bridge.

**CARRIED UNANIMOUSLY**

## **PUBLIC INPUT SESSION/DELEGATIONS/PUBLIC HEARINGS**

### **6.2 Public Input Session.**

Mayor Moghrabi declared the public input session open at 12:21 p.m.

Councillor Siebold left Council Chambers at 12:22 p.m. following declaration of a conflict of interest as she is a member of the Lac La Biche Regional Humane Society.

Ms. Judy Parkin addressed Council and expressed support for a cat bylaw and partnership between the County and Lac La Biche Regional Humane Society in favour of contracting private cat control services. Ms. Parkin provided Council with materials pertaining to the Lac La Biche Regional Humane Society.

Ms. Allison Turnbull addressed Council and explained that she and her husband have greenhouses that are overrun by feral cats. Ms. Turnbull expressed support for the work of the Lac La Biche Regional Humane Society and the cost effectiveness of their services when compared with contracted cat control services.

Mr. Andrew Yerxa addressed Council and expressed concern with the rationale Council has used to justify their cat control activities and quality of services presently provided by the County. Mr. Yerxa expressed support for ensuring cat control measures are effective and make the best possible use of funds.

Mayor Moghrabi thanked the presenters for their comments, and declared the public input session closed at 12:45 p.m.

16.362 Motion by Councillor Richard to send a letter of thanks to each of the delegates for their presentation.

**CARRIED UNANIMOUSLY**

Councillor Siebold returned to Council Chambers at 12:45 p.m. following conclusion of the cat control discussion.

### **RECESS**

Mayor Moghrabi called a recess at 12:45 p.m.

### **RECONVENE**

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

**UNFINISHED BUSINESS**

4.2 RFD – 2016 Budget Adoption.

16.363 Motion by Councillor Nowak that Administration address land development at the May 2016 strategic session.

**CARRIED UNANIMOUSLY**

**UNFINISHED BUSINESS**

4.3 RFD – Review of Procurement Policy CS-10-004;

Mayor Moghrabi entered Council Chambers at 2:17 p.m. and resumed the Chair.

16.364 Motion by Councillor Richard to table item 4.3 to the end of the meeting where revisions to section 7 Purchase Guidelines and Approval Process will be presented.

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

8.4 Discussion – Letter to the Editor – Stratichek Development;

Councillor Olson left Council Chambers at 3:17 p.m.

16.365 Motion by Mayor Moghrabi to direct Administration to compile a chronology of events, commencing in June 2005, regarding subdivisions and developments in the Madison Meadow area, and further that this information be presented to Council as soon as possible.

**CARRIED UNANIMOUSLY**

8.1 Business Case for Lead Hand – Environmental Services;

Councillor Olson left Council Chambers at 3:23 p.m.

Councillor Olson returned to Council Chambers at 3:25 p.m.

Councillor Phillips left Council Chambers at 3:29 p.m.

Councillor Phillips returned to Council Chambers at 3:32 p.m.

8.1 Business Case for Lead Hand – Environmental Services  
(continued);

16.366 Motion by Councillor Nowak to approve the repurposing of the existing vacant operator position at the Beaver Lake landfill to a Lead Hand position as presented in the business case.

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

**OPPOSED**  
**Councillor Richard**  
**Councillor Haymour**

**CARRIED**

**AMENDMENT TO AGENDA**

16.367 Motion by Mayor Moghrabi to add agenda item 8.10.1 RFD – Awarding of Contract for Tender ENVS-43-2016-02 Construction of Storm Water Management Ponds for Beaver Lake and Plamondon Landfills to the March 22, 2016 Regular Council Meeting agenda.

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

8.10.1 RFD – Awarding of Contract for Tender ENVS-43-2016-02 Construction of Storm Water Management Ponds for Beaver Lake and Plamondon Landfills;

16.368 Motion by Councillor Haymour to award tender ENVS-43-2016-02 to Billy Taha Trucking Ltd. for the construction of the storm water ponds at the Beaver Lake and Plamondon landfill sites, in the amount of \$708,639.70 to be funded from reserves.

**CARRIED UNANIMOUSLY**

**EXTENTION OF THE MEETING**

16.369 Motion by Councillor Nowak to extend the meeting to a time such that all agenda items have been addressed.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 3:55 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 4:05 p.m. with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

8.3 RFD – Rezoning Bylaw No. 16-005; Lac La Biche County; Lot 23MR, Block 6, Plan 1224260 and Lot 64, Plan LACLABI (Pt. of SL-64-67-13-W4M); from Parks, Recreation and Open Space District (P) and Restricted Large Lot Residential District (RR1) to Public/Institutional District (PI);

16.370 Motion by Councillor Siebold to approve the disposal of the Municipal Reserve (MR) land registered as Lot 23MR, Block 6, Plan 1224260 and furthermore, that a public hearing be held regarding the MR disposal in accordance with section 674 of the *Municipal Government Act*.

**CARRIED UNANIMOUSLY**

16.371 Motion by Councillor Phillips that Bylaw 16-005 be given first reading this 22<sup>nd</sup> day of March, 2016.

**CARRIED UNANIMOUSLY**

8.7 RFD – Laser Tag Proposal;

Mayor Moghrabi left Council Chambers at 4:08 p.m. Deputy Mayor Nowak assumed the Chair.

Mayor Moghrabi returned to Council Chambers at 4:12 p.m.; Deputy Mayor Nowak retained the Chair.

16.372 Motion by Councillor Siebold that Council approve the Laser Tag proposal and initial funding of \$5,000 as proposed in the Request for Decision.

**CARRIED UNANIMOUSLY**

Mayor Moghrabi resumed the Chair.

## NEW BUSINESS

### 8.2 Appointment of Fire Guardians for 2016-17 Fire Permit Season;

16.373 Motion by Councillor Nowak to appoint as Fire Guardians for the 2016-2017 fire permit seasons the following emergency response personnel, who will be responsible to undertake duties and functions as set forth in Fire Protection Bylaw 12-006 or succeeding bylaw, effective March 1, 2016:

- Larry Fayad, Lac La Biche District, District Deputy Fire Chief;
- Shane Bair, Lac La Biche District, Platoon Fire Chief;
- David Moseley, Lac La Biche District, Platoon Fire Chief;
- Mark Wiebe, Owl River District, Platoon Fire Chief;
- Curtis McGillvray, Owl River District, District Deputy Fire Chief;
- Draper Dempsey, Plamondon District, Platoon Fire Chief;
- Peter Lewis, Plamondon District, District Deputy Fire Chief;
- Brad Bow, Hylo District, Platoon Fire Chief;
- David Bayduze, Hylo District, Captain;
- Philip Arnett, Rich Lake District, District Deputy Fire Chief.

**CARRIED UNANIMOUSLY**

### 8.5 Briefing – Diamond Ridge – Pathways/Parks – Cross Country Skiing;

16.374 Motion by Councillor Nowak to accept the briefing regarding Diamond Ridge pathways/parks and cross country skiing as information, and further that Administration pursue a joint user agreement with the local ski association and Lac La Biche Golf and Country Club.

**CARRIED UNANIMOUSLY**

8.6 Briefing – Cat Control;

Councillor Olson left Council Chambers at 4:34 p.m.

Councillor Siebold declared a conflict of interest as she is a member of the Humane Society and left Council Chambers at 4:34 p.m.

Councillor Olson returned to Council Chambers at 4:35 p.m.

16.375 Motion by Councillor Haymour to accept the briefing regarding cat control as information, and further, that a cat bylaw reflecting option 3 (as detailed in the briefing) be created to address the issue of felines roaming at large in Lac La Biche County, and that the same be brought forward to Council for consideration.

**CARRIED UNANIMOUSLY**

Councillor Siebold returned to Council Chambers at 5:16 p.m. after Motion 16.375 was voted upon.

Councillor Austin left Council Chambers at 5:16 p.m.

8.8 Briefing – Prequalification of Consultants;

Councillor Austin returned to Council Chambers at 5:18 p.m.

Councillor Haymour left Council Chambers at 5:27 p.m.

Councillor Haymour returned to Council Chambers at 5:28 p.m.

16.376 Motion by Councillor Nowak to accept the briefing regarding prequalification of consultants as information, and further that Administration bring forward the scoring for all engineering submissions.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 5:45 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 5:57 p.m. with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

8.9 Briefing – Back Lane 104 Avenue – Veteran Street Back Lane History;

16.377 Motion by Councillor Nowak to approve the sanitary sewer project for 104 Avenue for an estimated cost of \$300,000 in the 2016 budget.

**CARRIED UNANIMOUSLY**

8.11 RFD – Appointments to the Lac La Biche County Library Board;

16.378 Motion by Councillor Siebold that County Council re-appoint Loraine Anderton and Ron Cofer to the Lac La Biche County Library Board effective immediately, and for a term ending April 30, 2019.

**CARRIED UNANIMOUSLY**

8.12 RFD – Roles and Responsibilities Workshop;

16.379 Motion by Councillor Austin to direct Administration to schedule a Role and Responsibilities Workshop to be facilitated by Alberta Municipal Affairs in the second quarter of 2016.

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

**OPPOSED**  
**Councillor Haymour**

**CARRIED**

8.13 RFD – Revisions to Policy CS-11-006 Council Members’ Code of Conduct;

**RECESS**

Mayor Moghrabi called a recess at 6:36 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 7:10 p.m. with all those Members of Council previously listed in attendance, excluding Councillors Haymour and Nowak who did not return to the meeting,

## **NEW BUSINESS**

8.13 RFD – Revisions to Policy CS-11-006 Council Members’ Code of Conduct;

16.380 Motion by Councillor Phillips to approve the revised Council Members’ Code of Conduct Policy CS-11-006, with a review date of October 1, 2018.

**CARRIED UNANIMOUSLY**

8.14 RFD – Revised Elected Official Position Descriptions;

16.381 Motion by Councillor Phillips to approve the revised Elected Official Position Descriptions as presented.

**CARRIED UNANIMOUSLY**

Councillor Richard declared a pecuniary interest as this matter concerns his expense claims and left Council Chambers at 7:18 p.m.

8.15 RFD – Councillor Expenses Claims.

16.382 Motion by Mayor Moghrabi to approve the reimbursement of Councillor Richard’s June to December, 2015 expenses and remuneration.

**CARRIED UNANIMOUSLY**

Councillor Richard returned to Council Chambers at 7:19 p.m. after Motion 16.382 was voted upon.

Mayor Moghrabi left Council Chambers at 7:21 p.m.; Councillor Siebold assumed the chair.

## **IN CAMERA SESSION**

16.383 Motion by Councillor Austin to go in camera at 7:22 p.m.

**CARRIED UNANIMOUSLY**

## **RETURN TO REGULAR MEETING**

16.384 Motion by Councillor Olson to proceed with the meeting out of camera at 7:22 p.m.

**CARRIED UNANIMOUSLY**

## UNFINISHED BUSINESS

4.3 RFD – Review of Procurement Policy CS-10-004 (Continued).

Mayor Moghrabi returned to Council Chambers at 7:24 p.m. and resumed the Chair.

Mr. Dan Small, Senior Manager of Finance and Grants, provided a hand-out regarding revisions to section 7 Purchase Guidelines and Approval Process of the Procurement Policy CS-10-004.

16.385 Motion by Councillor Olson that Procurement Policy CS-10-004 be adopted as revised, including the revision of section 7 Purchase Guidelines and Approval Process.

**CARRIED UNANIMOUSLY**

16.386 Motion by Councillor Richard that Appendix “B” to Procurement Policy CS-10-004, the *Purchasing Procedure Manual of Lac La Biche County*, be accepted as information.

**CARRIED UNANIMOUSLY**

## IN CAMERA SESSION

16.387 Motion by Councillor Siebold to go in camera at 7:33 p.m.

**CARRIED UNANIMOUSLY**

7.1 RFD – Wastewater Treatment Facility Project Holdback Interest (s. 25 FOIP).

7.2 Specialized Municipality Update (s. 25 FOIP) (addition to agenda).

## RETURN TO REGULAR MEETING

16.388 Motion by Councillor Richard to proceed with the meeting out of camera at 7:54 p.m.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING OUT OF IN CAMERA SESSION**

7.1 RFD – Wastewater Treatment Facility Project Holdback Interest (s. 25 FOIP);

16.389 Motion by Councillor Siebold that County Council approve the payment of \$138,011.63 for interest payment on the warranty holdback for the Wastewater Treatment Facility Construction Project as per contract, the release of Operations and Management payment holdback of \$46,524.87, as well as reimbursement of \$25,000 as a 50/50 cost share of Maple Reinders Inc. to-date desludging efforts for a total of \$209,535.87 as per Maple Reinders Inc. proposal, and further that Administration direct Maple Reinders Inc. to not de-sludge the lagoons.

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

**OPPOSED**  
**Councillor Richard**  
**Councillor Haymour**

**CARRIED**

7.2 Specialized Municipality Update (s. 25 FOIP) (addition to agenda).

No action required.

**ADJOURNMENT**

16.390 Motion by Councillor Phillips to adjourn the Regular Council Meeting of March 22, 2016 at 7:56 p.m.

**CARRIED UNANIMOUSLY**

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**Omer Moghrabi, Mayor**

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**Shadia Amblie**  
**Chief Administrative Officer**