

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

**March 4, 2014 – 10:00 a.m.**

Minutes of the Lac La Biche County Policy and Priorities Committee Meeting held on March 4, 2014 at 10:00 a.m.

**CALL TO ORDER** Mayor Langevin called the meeting to order at 10:00 a.m.

<b>PRESENT</b>	Aurel Langevin	Mayor
	Wanda Austin	Councillor
	Robert Richard	Councillor / Deputy Mayor
	Richard Olson	Councillor
	David Phillips	Councillor
	MJ Siebold	Councillor
	Hajar (Jerry) Haymour	Councillor
	John Nowak	Councillor (entered at 10:05 a.m.)

<b>STAFF IN ATTENDANCE</b>	Jeff Lawrence	Interim Chief Administrative Officer/ General Manager, Operations
	Nancy Broadbent	Interim Assistant CAO / General Manager, Corporate Services
	Gordon Frank	General Manager, Development & Community Services
	Shadia Amblie	Manager, Communications
	Melanie Kanarek	Manager, Legislative Services
	Joanne Onciul	Legislative Services Coordinator

<b>REGRETS</b>	Tim Thompson	Councillor
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**ADOPTION OF AGENDA**

P.14.015 Motion by Councillor Austin to approve the March 4, 2014 Policy and Priorities Committee Meeting agenda as amended:

- Addition of In-Camera Discussion Item 8.2 – Third Party Whistle Blowing Service Provider – MNP (section 17 FOIP);
- Addition of Item 13.2 – Personnel Matter (section 17 FOIP).

**CARRIED UNANIMOUSLY**

## ADOPTION OF MINUTES

3.1 Policy and Priorities Committee Meeting of January 7, 2014.

P.14.016 Motion by Councillor Phillips to adopt the Policy and Priorities Committee Meeting minutes of January 7, 2014 as circulated.

**CARRIED UNANIMOUSLY**

## COUNCILLOR REPORTS

4.1 Councillor Reports.

### **Councillor Haymour**

- Nothing to Report.

### **Councillor Siebold;**

- Attended AUMA Standing Committee meeting;
- Was interviewed by Lac La Biche Post with respect to the Humane Society and wanted to assure Council and Administration that she was acting in a personal capacity as opposed to a representative of Council.

### **Mayor Langevin;**

- Attended meeting with Health Services along with Councillors Nowak and Richard; Discussion at this meeting ensued regarding the air medevac system and the updated heart monitors for the William J. Cadzow Health Centre.

Councillor Nowak entered Council Chambers at 10:05 a.m.

### **Councillor Phillips;**

- Attended meeting with Lac La Biche Gas Co-op.

### **Councillor Olson;**

- Nothing to report.

### **Councillor Richard;**

- Attended meeting with CN along with Councillor Nowak;
- Attended Health Services meeting;
- Attended Veteran's Memorial Highway Association meeting hosted by Flagstaff County along with Councillor Olson;
- Attended Sustainable Communities Conference and Trade Show in Charlottetown, PEI.

**Councillor Austin;**

- Attended LARA annual general meeting;
- Attended ASB Conference;
- Attended Northern Lights Library System Board Meeting.

**Councillor Nowak;**

- Attended CN meeting;
- Met with Dr. Birkill regarding the new heart monitoring system;
- Attended Sustainable Communities Conference and Trade Show in Charlottetown, PEI.

**FOLLOW UP ACTION LIST**

5.1 Follow-Up Action List.

P.14.017 Motion by Councillor Nowak to accept the Follow-Up Action List as information.

**CARRIED UNANIMOUSLY**

**DELGATIONS/PUBLIC HEARINGS**

8.1 Briefing – Delegation – Third Party Whistle Blowing Service Provider – MNP.

Introductions of Council were made and Greg Draper, representative of MNP introduced himself to all those present.

Mr. Draper reviewed a PowerPoint presentation regarding the Third Party Whistle Blowing Service as provide by MNP. Discussion ensued regarding the same.

**RECESS**

Mayor Langevin called a recess at 11:19 a.m.

**RECONVENE**

Mayor Langevin reconvened the meeting at 11:26 a.m. with all those Members of Council previously listed in attendance.

**IN CAMERA SESSION**

P.14.018 Motion by Councillor Haymour to go in camera at 11:27 p.m.

**CARRIED UNANIMOUSLY**

9.1 Briefing – Delegation – Third Party Whistle Blowing Service Provider – MNP.

## **RETURN TO REGULAR MEETING**

P.14.019 Motion by Councillor Richard to proceed with the meeting out of camera at 12:40 p.m.

**CARRIED UNANIMOUSLY**

## **DISPOSITION OF DELEGATIONS**

9.1 Briefing – Delegation – Third Party Whistle Blowing Service Provider – MNP.

No action required.

## **RECESS**

Mayor Langevin called a recess at 12:40 p.m.

## **RECONVENE**

Mayor Langevin reconvened the meeting at 1:30 p.m. with all those Members of Council previously listed in attendance, with the exception of Councillors Haymour, Nowak and Richard.

Councillor Nowak returned to Council Chambers at 1:32 p.m.

Councillor Richard returned to Council Chambers at 1:32 p.m.

Councillor Haymour returned to Council Chambers at 1:34 p.m.

## **NEW BUSINESS**

10.1 Briefing – Proposed Event Sponsorship Policy;

Discussion ensued regarding the proposed Event Sponsorship Policy.

P.14.020 Motion by Councillor Phillips to accept the briefing regarding the Proposed Event Sponsorship Policy as information.

**CARRIED UNANIMOUSLY**

10.2 Briefing – Land Sale Policy;

Gordon Frank, General Manager, Development & Community Services reviewed the process of how County-owned land is determined as surplus. Discussion ensued regarding the same.

Councillor Olson left Council Chambers at 2:04 p.m.

Councillor Olson returned to Council Chambers at 2:04 p.m.

10.2 Briefing – Land Sale Policy (continued);

Discussion continued regarding the process of how County-owned land is determined as surplus.

Discussion ensued on the Land Use Policy.

P.14.021 Motion by Councillor Haymour that Administration brings the Land Sales Policy forward to Council for review after the budget.

**CARRIED UNANIMOUSLY**

P.14.022 Motion by Councillor Olson to accept the briefing regarding the Land Sales Policy as information.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Langevin called a recess at 2:40 p.m.

**RECONVENE**

Mayor Langevin reconvened the meeting at 2:49 p.m. with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

10.3 Briefing – Affordable Housing Options;

Discussion ensued regarding affordable housing options for Lac La Biche County.

Councillor Olson left Council Chambers at 3:37 p.m.

Councillor Olson returned to Council Chambers at 3:39 p.m.

P.14.023 Motion by Councillor Phillips to accept the briefing regarding the Affordable Housing Options as information.

**CARRIED UNANIMOUSLY**

P.14.024 Motion by Councillor Siebold to extend the meeting to the end of the agenda.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Langevin called a recess at 4:00 p.m.

**RECONVENE**

Mayor Langevin reconvened the meeting at 4:10 p.m. with all those Members of Council previously listed in attendance.

## NEW BUSINESS

- 10.4 Briefing – CAO Matters – Bylaw, Recruitment Committee, and Orientation (Hand-out).

Councillor Haymour left Council Chambers at 4:12 p.m., and did not return to the meeting.

Nancy Broadbent, Interim Assistant CAO and General Manager, Corporate Services provided a copy of the Briefing titled CAO Recruitment and provided an overview of the same.

Discussion ensued regarding the current Chief Administrative Officer Bylaw 07-001.

Discussion ensued regarding a bylaw to establish a Chief Administrative Officer Recruitment Committee.

- P.14.025 Motion by Councillor Olson to direct Administration to bring forward an RFD for the establishment of a Chief Administrative Officer Recruitment Committee to the March 11, 2014 Regular Council Meeting.

**CARRIED UNANIMOUSLY**

- P.14.026 Motion by Councillor Siebold to accept the briefing regarding the – CAO Matters – Bylaw, Recruitment Committee, and Orientation as information.

**CARRIED UNANIMOUSLY**

## BOARDS AND COMMITTEES – REPORTS & MINUTES

- 11.1 March 8, 2013 Economic Development Authority Meeting Minutes;
- 11.2 April 22, 2013 CN Switching Yards Committee Meeting Minutes;
- 11.3 September 13, 2013 AAMDC District 5 Meeting Minutes;
- 11.4 October 11, 2013 Economic Development Authority Meeting Minutes;
- 11.5 October 16, 2013 FCSS Board Meeting Minutes;
- 11.6 November 4, 2013 FCSS Board Meeting Minutes;

- 11.7 November 4, 2013 Lac La Biche Reconfiguration Meeting Minutes;
- 11.7.a November 7, 2013 Federation of Alberta Gas Co-ops Ltd. Zone 3 & 4 Meeting;
- 11.7.b November 8, 2013 Federation of Alberta Gas Co-ops Ltd. Zone 6 Meeting;
- 11.7.c November 16, 2013 Northern Lights Library System Board Meeting Minutes;
- 11.8 November 18, 2013 Greater North Foundation Board Meeting Minutes;
- 11.9 November 21, 2013 Lac La Biche County Library Board Minutes;
- 11.10 November 25, 2013 PDCDS Board Meeting Minutes;
- 11.11 December 9, 2013 FCSS Board Meeting Minutes;
- 11.12 December 16, 2013 PDCDS Board Meeting Minutes;
- 11.13 December 18, 2013 Agriculture Service Board Organizational Meeting Minutes;
- 11.14 December 18, 2013 Municipal Planning Commission Meeting Minutes;
- 11.15 January 13, 2014 LLBC FCSS Board Meeting Minutes;
- 11.16 January 20, 2014 PDCDS Board Meeting Minutes;
- 11.17 February 1, 2014 ESAC Monthly Snapshot;
- 11.18 February 5, 2014 MPC Meeting Minutes.

P.14.027 Motion by Councillor Richard to accept the Boards and Committees – Reports & Minutes, items 11.1 to 11.18, as information.

**CARRIED UNANIMOUSLY**

## CORRESPONDENCE

### 12.0 Correspondence.

- Received December 5, 2013 from Portage College – Re: The 14<sup>th</sup> Annual Sports and Education Dinner, April 11, 2014;
- Received December 16, 2013 from Lac La Biche County Libraries – Re: Queries regarding Temporary Space Allocation for the Library;
- Sent on December 31, 2013 to Portage College – Re: The beginning of a three year agreement with Lac La Biche County for the under the Water Source Management Training Initiative;
- Received January 2, 2014 from the County of Wetaskiwin No. 10 – Re: Support efforts to urge Province to reinstate funding for the replacement, repair and maintenance of bridges and culverts;
- Received January 6, 2014 from the Lac La Biche Planning & Development department – Re: Monthly Services Report;
- Received January 6, 2014 from Alberta Transportation – Re: Topics/Issues discussed at the November AAMDC Convention;
- Received January 9, 2014 from The Alberta Order of Excellence – Re: Invitation to nominate an Albertan for the Albert Order of Excellence;
- Sent on January 10, 2014 to Plamondon & Wandering River Community Resource Society – Re: Approved funding request for Plamondon Youth Centre;
- Received January 13, 2014 from Northwest Alberta Information HUB – Re: EARN Event on January 24, 2014;
- Received January 13, 2014 from Alberta Environment and Sustainable Resource Department – Re: Lac La Biche County's interest in serving as a wetland mitigation agent;
- Received January 15, 2014 from Legislative Assembly Alberta – Re: Jeff Wilson, the new Official Opposition Critic for Municipal Affairs;
- Received January 17, 2014 from Clearwater County – Re: Support to urge Province to reinstate funding for the replacement, repair and maintenance of bridges and culverts;
- Sent January 17, 2014 to Northern Lights Library System Board – Re: The Proposed per capita levy increase for 2014 has been approved;
- Received January 24, 2014 from the Lac La Biche Planning & Development department – Re: Monthly Summary of Development Permits;
- Received January 24, 2014 from the Lac La Biche Economic Development department – Re: Visitor Information Centre Community Consultation, February 27, 2014;
- Received January 24, 2014 from Royal Canadian Mounted Police – Re: AAMDC Spring Convention;



- Received January 27, 2014 from Conseil Scolaire, Regional Authority of East Central Francophone Education Region No. 3 – Re: A collaborative working relationship;
- Received January 27, 2014 from Alberta Recycling – Re: Tire Marshalling Area Grant;
- Received January 27, 2014 from Alberta Recycling – Re: Lac La Biche Active Kids Society grant;
- Received January 27, 2014 from Alberta Human Services – Re: Building Families and Communities Act;
- Received January 28, 2014 from Alberta Environment and Sustainable Resource Development – Re: Lower Athabasca Regional Plan Implementation Information Sessions;
- Received January 31, 2014 from Athabasca County – Re: Bridge Funding;
- Received February 3, 2014 from Wheatland County – Re: Bridge Funding;
- Received February 3, 2014 from Enbridge – RE: Norlite Pipeline Project;
- Received February 4, 2014 from Alberta Transportation – Re: TRAVIS Multi-Jurisdiction;
- Received February 7, 2014 from Natural Resources Conservation Board – Re: *Agricultural Operation Practices Act (AOPA)*;
- Sent February 7, 2014 to MP Brian Sorseth – Re: January 21, 2014 meeting;
- Received February 11, 2014 from Alberta Association of Police Governance – Re: membership & conference;
- Received February 11, 2014 from Alberta Energy Corridor – Re: Industry Stakeholder Showcase;
- Received February 13, 2014 from Northern Lights Library System – Re: levy increase;
- Sent February 12, 2014 to Lac La Biche RCDC – Community Futures – Re: February 11, 2014 delegation.

P.14.028 Motion by Councillor Nowak to accept the correspondence items listed under item 12.0 as information.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Langevin called a recess at 4:59 p.m.

**RECONVENE**

Mayor Langevin reconvened the meeting at 5:06 p.m. with all those Members of Council previously listed in attendance.

## **IN CAMERA SESSION**

P.14.029 Motion by Councillor Siebold to go in camera at 5:06 p.m.

**CARRIED UNANIMOUSLY**

13.1 Briefing – Land Sales – Information regarding offers to purchase (section 25 FOIP);

13.2 Personnel Matters (section 17 FOIP).

## **RETURN TO REGULAR MEETING**

P.14.030 Motion by Councillor Richard to proceed with the meeting out of camera at 6:20 p.m.

**CARRIED UNANIMOUSLY**

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

13.1 Briefing – Land Sales – Information regarding offers to purchase (section 25 FOIP);

No action required.

13.2 Personnel Matters (section 17 FOIP).

No action required.

## **ADJOURNMENT**

P.14.031 Motion by Councillor Nowak to adjourn the Policy and Priorities Committee Meeting of March 4, 2014 at 6:21 p.m.

**CARRIED UNANIMOUSLY**

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**Aurel Langevin, Mayor**

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**Jeff Lawrence, B. Comm, MPA  
Interim Chief Administrative Officer**