

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

**July 10, 2018**

Minutes of the Lac La Biche County Regular Council Meeting held July 10, 2018 at 10:00 a.m.

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

<b>PRESENT</b>	Omer Moghrabi	Mayor
	Colette Borgun	Councillor/Deputy Mayor ( <i>exited at 3:05 p.m.</i> )
	Darlene Beniuk	Councillor
	Jason Stedman	Councillor
	Charlyn Moore	Councillor
	Sterling Johnson	Councillor
	Colin Cote	Councillor
	Lorin Tkachuk	Councillor

<b>STAFF IN ATTENDANCE</b>	Shadia Amblie	Chief Administrative Officer
	Dan Small	Assistant Chief Administrative Officer/ Senior Manager, Finance and Grants
	Clayton Kittlitz	Senior Manager, Planning & Development
	Brian Shapka	Senior Manager, Public Works ( <i>In Part</i> )
	Darrell Lessmeister	Senior Manager, Recreation & Community Enhancement ( <i>In Part</i> )
	Jihad Moghrabi	Communications Coordinator
	Danielle Cardinal	Legislative Services Coordinator

<b>REGRETS</b>	George L'Heureux	Councillor
----------------	------------------	------------

**ADOPTION OF AGENDA**

18.881 Motion by Deputy Mayor Borgun to approve the July 10, 2018 Regular Council Meeting agenda as amended:

Addition of Item:

- o 7.18- County Tour Follow Up-Letter of Thanks to Craigend Recreation & Agricultural Society

**CARRIED UNANIMOUSLY**

Councillor Stedman entered Council Chambers at 10:09 a.m.

## **ADOPTION OF MINUTES**

- 3.1 July 3, 2018 Regular Council Meeting
- 3.2 July 5, 2018 Strategic Session Meeting Minutes
- 18.882 Motion by Deputy Mayor Borgun to adopt the July 3, 2018 Regular Council Meeting Minutes and the July 5, 2018 Strategic Session Meeting Minutes as amended:
  - o Correct the July 3, 2018 Strategic Session Meeting Minutes, Motion 18.877 to reflect that Councillor Cote voted in favour of this motion.

**CARRIED UNANIMOUSLY**

## **UNFINISHED BUSINESS**

*There was no unfinished business items.*

## **URGENT MATTERS**

*There were no urgent matters.*

## **NEW BUSINESS**

- 7.1 Rezoning Bylaw 18-017 Wickberg, Arthur & Paulette; Pt. of SE-24-65-14-W4M; from Agricultural District (AG) to On-Site Estate Residential District 2 (OE2) (Request for Decision)

Mr. Clayton Kittlitz, Senior Manager, Planning & Development presented to Council Rezoning Bylaw 18-017, which would allow for the landowners to subdivide one parcel that is approximately 10.0 acres in size.

- 18.883 Motion by Councillor Stedman that Bylaw 18-017 be given first reading this 10<sup>th</sup> day of July, 2018.

**CARRIED UNANIMOUSLY**

- 7.3 Recreation & Parks Master Plan Timeline Schedule (Briefing)

Ms. Shadia Amblie, Chief Administrative Officer provided Council with an estimated timeline of the Lac La Biche County Recreation and Parks Master Plan projects, which is estimated to take 9 months.

18.884 Motion by Councillor Cote to accept the Recreation & Parks Master Plan Timeline Schedule Briefing as information.

**CARRIED UNANIMOUSLY**

7.5 Terms and Conditions for Public Auction of Tax Recovery Properties (Request for Decision)

Mr. Dan Small, Assistant Chief Administrative Officer & Senior Manager, Finance and Grants, presented to Council proposed terms and conditions with respect to public auction of tax recovery properties. Section 419 (b) of the *Municipal Government Act* requires Council to set terms for the public auction tentatively scheduled for Monday, October 1, 2018, and as of July 5, 2018, there were 6 properties scheduled for sale.

18.885 Motion by Councillor Beniuk that County Council accepts the proposed terms and conditions of the public auction presented by Administration.

**CARRIED UNANIMOUSLY**

## **DELEGATIONS**

6.1 Lac La Biche Lions Club-Boreal Biker Rally

Ms. Carol St. Jean, Lac La Biche Lions Club President, and Mr. Mel Kuprowsky, Lac La Biche Lions Club Secretary, requested to appear before Council to discuss funding that was approved for the Boreal Biker Rally that is scheduled from August 24-26, 2018 at the Plamondon Festival Centre Grounds. The Lac La Biche Lions Club is requesting an additional \$4,138 in funding for a total of \$7,090.

6.1.1 Disposition of Delegation Business

18.886 Motion by Councillor Beniuk to thank Ms. Carol St. Jean, Lac La Biche Lions Club President, and Mr. Mel Kuprowsky, Lac La Biche Lions Club Secretary, for their presentation to Council.

**CARRIED UNANIMOUSLY**

## **RECESS**

Mayor Moghrabi called a recess at 10:48 a.m.

## **RECONVENE**

Mayor Moghrabi reconvened the meeting at 10:59 a.m. with all those Members of Council previously listed in attendance, except Councillor Cote and Councillor Tkachuk.

Councillor Cote entered Council Chambers at 11:01 a.m.

Councillor Tkachuk entered Council Chambers at 11:03 a.m.

## **NEW BUSINESS**

### **7.2 Managing Encroachments onto and the Degradation of Environmental Reserve Lands (Briefing)**

Mr. Kittlitz and Ms. Carmela Green, Development Compliance Officer, presented to Council options to create an Environmental Reserve Bylaw and associated implementation plan, and responded to questions.

Administration is seeking Council direction on options for a new Environmental Reserve Bylaw in order to address past and future encroachments and the degradation of environmentally sensitive lands. Administration presented three options to manage encroachment and they ranged from Open, Moderate and Restrictive.

Councillor Tkachuk exited Council Chambers at 11:34 a.m. and returned at 11:35 a.m.

Due to the scheduled Public Input Session, this agenda item was held in abeyance until the conclusion of the Public Input Session.

## **PUBLIC INPUT SESSION**

### **6.2 12:15 p.m. Public Input Session**

Mayor Moghrabi declared the Public Input Session open at 12:16 p.m.

There was one presenter for the Public Input Session, Mr. Glen Giacobbo.

Mr. Giacobbo asked the County to look into remediation options with respect to property damages due to the Old Mission Road construction in 2016 and 2017.

Administration will reach out to Mr. Giacobbo in regards to this matter.

Mayor Moghrabi thanked Mr. Glen Giacobbo for his comments, and declared the Public Input Session closed at 12:27 p.m.

**NEW BUSINESS**

7.2 Managing Encroachments onto and the Degradation of Environmental Reserve Lands (Briefing)

Mr. Kittlitz and Ms. Green resumed presenting the briefing regarding the management of encroachments.

Councillor Stedman exited Council Chambers at 12:40 p.m. and returned at the same time.

18.887 Motion by Councillor Tkachuk to accept the Managing Encroachments onto and the Degradation of Environmental Reserve Lands Briefing as information.

**CARRIED UNANIMOUSLY**

18.888 Motion by Councillor Cote to direct Administration to incorporate the following options into the proposed Environmental Reserve Bylaw, and to bring forward to a future Special Council Meeting:

- Use of ER Lands-Moderate;
- Foot Paths and Seasonal Docks-Combination of Moderate and Restrictive;
- Grandfathering of Existing Encroachments and Degradation-Combination of Moderate and Restrictive;
- Fines and Remediation-Moderate and;
- Implementation-Combination of Restrictive, Moderate and Open.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 12:44 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 1:33 p.m. with all those Members of Council previously listed in attendance.

**CLOSED SESSION**

18.889 Motion by Councillor Stedman to move the meeting to Closed Session at 1:34 p.m.

Staff in attendance during the Closed Session included: Ms. Amblie, Mr. Small, Mr. Kittlitz, Mr. Shapka, Mr. Lessmeister, Ms. Jana Rowe, Mr. J. Moghrabi and Ms. Cardinal for the purpose of presenting information and recording purposes.

**CARRIED UNANIMOUSLY**

- 8.1 95 Street Preliminary Design, Cost Estimates and Funding Options (S.25-FOIP) (Request for Decision)

## **RETURN TO REGULAR MEETING**

- 18.890 Motion by Deputy Mayor Borgun to proceed with the meeting out of Closed Session at 2:47 p.m.

**CARRIED UNANIMOUSLY**

- 18.891 Motion by Councillor Stedman to add Event Funding (s.24 FOIP) as Item 8.7 to Closed Session.

**CARRIED UNANIMOUSLY**

## **CLOSED SESSION**

- 18.892 Motion by Councillor Stedman to move the meeting to Closed Session at 2:50 p.m.

**CARRIED UNANIMOUSLY**

Staff in attendance during the Closed Session included: Ms. Amblie, Mr. Small, Mr. Lessmeister, Ms. Rowe and Ms. Cardinal for the purpose of presenting information and recording purposes.

- 8.7 Event Funding (s.24-FOIP) (Discussion)

- 8.2 Tender Award for Lac La Biche Storm Water Outlet Improvement (s.27 FOIP) (Request for Decision)

Deputy Mayor Borgun exited the meeting at 3:05 p.m. and did not return.

- 8.3 Additional Work and Completion of Lakeview Estates Base and Pave Project (s.27-FOIP) (Request for Decision)

Councillor Tkachuk exited Council Chambers at 3:15 p.m. and returned at 3:16 p.m.

Councillor Cote exited Council Chambers at 3:16 p.m. and returned at the same time.

8.4 Craigend Grader Shop Update (s. 25 FOIP) (Request for Decision)

8.5 Affordable Housing Initiative (s.25 FOIP) (Discussion)

8.6 Chief Administrative Officer Annual Review (s.17-FOIP)  
(Briefing)

#### **RETURN TO REGULAR MEETING**

18.893 Motion by Councillor Stedman to move the meeting out of Closed Session at 3:41 p.m.

**CARRIED UNANIMOUSLY**

#### **EXTENSION OF MEETING**

18.894 Motion by Councillor Moore to extend the July 10, 2018 Regular Council Meeting until all items on the agenda are addressed.

**CARRIED UNANIMOUSLY**

#### **RECESS**

Mayor Moghrabi called a recess at 3:42 p.m.

#### **RECONVENE**

Mayor Moghrabi reconvened the meeting at 3:56 p.m. with all those Members of Council previously listed in attendance.

#### **BUSINESS ARISING OUT OF “CLOSED SESSION”**

8.1 95 Street Preliminary Design, Cost Estimates and Funding Options (S.25-FOIP) (Request for Decision)

18.895 Motion by Councillor Tkachuk to negotiate a Cost Sharing Agreement with the landowner of Block A, Plan 658HW that includes a developer portion of off-site infrastructure improvements equal to \$24,710.50 per hectare and that this same rate be applied in a future a Off-site Levy Bylaw for the lands identified in Schedule 4 of the presentation in Closed Session.

**CARRIED UNANIMOUSLY**

8.2 Tender Award for Lac La Biche Storm water Outlet Improvement  
(s.27 FOIP) (Request for Decision)

18.896 Motion by Councillor Cote that County Council award construction tender UT-41-2018-04 Lac La Biche Storm Outlet Improvements – 101 Street and 104 Street and McArthur Park Oil/Grit Separator to In-Line Contracting Partnership for \$970,150.

**In Favour**

Mayor Moghrabi  
Councillor Beniuk  
Councillor Stedman  
Councillor Cote  
Councillor Tkachuk  
Councillor Moore

**Opposed**

Councillor Johnson

**CARRIED**

18.897 Motion by Councillor Stedman that County Council approve additional funds of \$93,141.50 from accumulated surplus for the McArthur Beach (Park) Storm Water Outfall project, an increase of the existing budget of \$165,276 to \$258,417.50.

**In Favour**

Mayor Moghrabi  
Councillor Beniuk  
Councillor Stedman  
Councillor Cote  
Councillor Tkachuk  
Councillor Moore

**Opposed**

Councillor Johnson

**CARRIED**



18.898 Motion by Councillor Beniuk that County Council approve \$305,902.04 from accumulated surplus for the 101 Street and 104 Street Storm Water Outlet project, an increase of the existing budget of \$502,845.46 to \$808,747.50.

**In Favour**

Mayor Moghrabi  
Councillor Beniuk  
Councillor Stedman  
Councillor Cote  
Councillor Tkachuk  
Councillor Moore

**Opposed**

Councillor Johnson

**CARRIED**

8.3 Additional Work and Completion of Lakeview Estates Base and Pave Project (s.27-FOIP) (Request for Decision)

18.899 Motion by Councillor Johnson that County Council approves an additional \$670,000 for the Lakeview Estates Base and Pave Project (TR-32-2016-03) for a total revised project cost of \$4,465,000 and further that the funds be allocated from accumulated surplus.

**CARRIED UNANIMOUSLY**

8.4 Craigend Grader Shop Update (s. 25 FOIP) (Request for Decision)

18.900 Motion by Councillor Beniuk that Administration proceed with the proposed land purchase as discussed in the closed session of Council.

**In Favour**

Mayor Moghrabi  
Councillor Beniuk  
Councillor Stedman  
Councillor Johnson  
Councillor Tkachuk  
Councillor Moore

**Opposed**

Councillor Cote

**CARRIED**

8.5 Affordable Housing Initiative (s.25 FOIP) (Discussion)

*No further action required.*

8.6 Chief Administrative Officer Annual Review (s.17-FOIP)  
(Briefing)

18.901 Motion by Councillor Tkachuk to defer item 8.6-Chief  
Administrative Officer Annual Review (s.17-FOIP)  
(Briefing) to July 12, 2018.

**CARRIED UNANIMOUSLY**

*Resolution 18.901 was updated by Resolution 18.916 later  
in the meeting.*

8.7 Event Funding (s.24-FOIP) (Discussion)

18.902 Motion by Councillor Stedman to refer this matter back to  
Administration for response.

**CARRIED UNANIMOUSLY**

## **NEW BUSINESS**

7.6 Investing in Canada Infrastructure Program (Grant) (Briefing)

Councillor Tkachuk exited Council Chambers at 4:06 p.m.

Mr. Small presented to Council considerations for submitting an  
expression of interest, for various County projects, as part of the Investing  
in Canada Infrastructure Program grant.

18.903 Motion by Councillor Beniuk to accept the Investing in  
Canada Infrastructure Program Briefing as information.

**CARRIED UNANIMOUSLY**

Councillor Tkachuk returned to Council Chambers at 4:16 p.m.

7.14 Crime Reduction Committee Appointments (Request for Decision)

Mr. Kokotilo presented to Council recommended appointments to the  
Crime Reduction Committee for three members at large. The Lac La Biche  
County Crime Reduction is an advisory committee to County Council and  
will make recommendations with respect to the Enhanced Policing

Agreement with the Royal Canadian Mounted Police based on community input, and contributing factors impacting community crime.

18.904 Motion by Councillor Stedman to appoint Mr. Andrew Snook, Mr. Walter Sinclair, and Mr. Claude Gaudet as members of the Crime Reduction Committee.

**CARRIED UNANIMOUSLY**

7.13 Revision of Community Peace Officer Policy (Request for Decision)

Mr. John Kokotilo, Manager, Protective Services, presented revised Community Peace Officer Policy CM-26-001 for adoption. This Policy was developed in accordance with provincial legislation and the Alberta Solicitor General's Department.

18.905 Motion by Councillor Stedman to adopt the revised CM-26-001 Community Peace Officer Policy with the following changes:

- Revise Item #7-Parks and campgrounds to Parks and Open Spaces and;
- Itemize the priorities by bullet form instead of ranking them.

**In Favour**

Mayor Moghrabi  
Councillor Beniuk  
Councillor Stedman  
Councillor Moore  
Councillor Johnson

**Opposed**

Councillor Cote  
Councillor Tkachuk

**CARRIED**

7.7 Lac La Biche Agricultural Society Grant Funding: Use of Awarded Grant Funding (Request for Decision)

Mr. Small and Mr. Carl Kurppa, Policy and Grant Coordinator, presented to Council, and responded to questions, regarding a funding request on behalf of the Lac La Biche Agricultural Society for the completion of water and sewer work at the Agricom grounds.

18.906 Motion by Councillor Moore to include additional water/sewer work, including a new septic tank, as an eligible

and grantable project cost, as identified in the Lac La Biche Agricultural Society's second and final grant report for the 2016 Capital Projects Assistance Grant Project.

**CARRIED UNANIMOUSLY**

7.8 5HV Club: Capital Project Request -New Air Conditioner (Request for Decision)

Mr. Small and Mr. Kurppa presented to Council, and responded to questions, in relation to the 5HV's Club Capital Projects Assistance Grant request for \$6,000 in funding. The society is applying for funds to replace the facility air conditioner.

18.907 Motion by Councillor Tkachuk that Council approves Capital Projects Assistance Grant funding equal to 50% of the total project costs to a maximum of \$4,000 for the 5HV Club for the purchase and installation of a new air conditioner, and further that that the Capital Projects Assistance Grant budget for 2018 be increased by \$3,000 by transferring funds from accumulated surplus.

**CARRIED UNANIMOUSLY**

7.9 2018 Recreational/Cultural Operating Funding Program Grant Program Allocations (Request for Decision)

Mr. Small and Mr. Kurppa presented to Council, and responded to questions, in relation to the recommended grant allocations pursuant to the Recreational/Cultural Operating Funding Program for 2018.

The Recreational/Cultural Operating Funding Program provides annual operating funding to organizations that provide cultural and recreational services in the County as per Policy & Procedure CM-071-021.

18.908 Motion by Councillor Tkachuk that Council approves the grant allocations under the Recreational/Cultural Operating Funding Program for 2018, as requested in Administration's report to Council.

**CARRIED UNANIMOUSLY**

**RECESS**

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

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 5:11 p.m. with all those Members of Council previously listed in attendance, except Councillor Tkachuk.

Councillor Tkachuk declared a pecuniary interest due to his personal employment, prior to Item 7.10-Broadband Request for Proposals, and exited Council Chambers at 5:08 p.m.

**NEW BUSINESS****7.10 Broadband Request for Proposals (Briefing)**

Mr. Small provided a briefing to Council regarding the installation of fibre optic cable to connect all County facilities in Lac La Biche for internal County use. The cost of installation for a network upgrade/wide area network is estimated at \$1.3 million.

Administration is requesting Council to consider rebudgeting \$1.3 million to encourage broadband suppliers to submit proposals to install and operate a full broadband network in the hamlets of Lac La Biche and Plamondon, in addition to the surrounding subdivisions and adjacent rural areas.

18.909 Motion by Councillor Cote to direct Administration to bring back to Council a Request for Proposals for a broadband network and to also engage with nearby Indigenous groups to discuss collaboration opportunities regarding this project.

**CARRIED UNANIMOUSLY**

Councillor Tkachuk entered Council Chambers at 5:36 p.m. following the conclusion of Item 7.10- Broadband Request for Proposal.

**7.11 Local Authorities Election Act Engagement (Briefing)**

Mr. Small presented to Council a Briefing regarding proposed changes to the Local Authorities Election Act that Alberta Municipal Affairs is undertaking through an online consultation. The deadline for the online survey is July 31, 2018, and Administration is seeking clarification if Council wishes to individually complete the online survey or if Administration should respond on behalf of Council, or submit a formal report to the Municipal Affairs Department based on comments from the 2017 Returning Officer, Ms. Melanie McConnell.

18.910 Motion by Councillor Johnson to direct Administration to respond to Municipal Affairs, in response to the Local Authorities Election Act online survey, by forwarding the commentary from the County's Returning Officer.

**CARRIED UNANIMOUSLY**

Councillor Stedman exited Council Chambers at 5:40 p.m. and returned at 5:42 p.m.

7.12 Lakeland Interpretive Society- Request for Employee Benefit Coverage (Request for Decision)

Mr. Small informed Council that Administration received an enquiry from the board of the Lakeland Interpretive Society to determine if their employees could participate in the County's benefit package.

Presently, the County offers its benefits benefit package to the Lac La Biche County Library Board at its cost. The County's benefit providers have indicated that they have no issues with the request of the Lakeland Interpretive Society, and that the decision belongs to the County.

18.911 Motion by Councillor Cote that the County permits the Lakeland Interpretive Society to offer Lac La Biche County's employee benefit package at the Society's cost.

**CARRIED UNANIMOUSLY**

7.15 Rich Lake Community Hall (Discussion)

Councillor Beniuk requested that the Rich Lake Community Hall be added as a discussion item, following the July 9, 2018 County Tour which included a tour of the Rich Lake Community Hall and riding arena.

Discussion ensued regarding next steps with respect to funding needs and options for the Rich Lake Community Hall and riding arena.

18.912 Motion by Councillor Stedman to direct Administration to undertake an assessment of the Rich Lake Community Hall and the riding arena and to bring forward the assessment results plus recommendations to an August regular Council meeting.

**CARRIED UNANIMOUSLY**

7.16 Archery Building Option for Cost of Water Sewer Servicing (Briefing)

Mr. Brian Shapka, Senior Manager, Public Works, presented to Council costing options in response to a motion made by Council directing Administration to bring forward options for water/sewer servicing and road improvements for the Archery Building that was approved by Council to host the 2019 3D World Archery Championship.

Administration is of the opinion that a probable estimated cost for water and sewer servicing will be in the neighbourhood of \$750,000 for water and low pressure sewer lines to service the building.

18.913 Motion by Councillor Tkachuk to direct Administration to proceed with engineering for the installation of water/sewer servicing, a cold mix surface road and a parking lot for the Archery Building and to bring the results to a future Council meeting.

**CARRIED UNANIMOUSLY**

7.17 Old Trail Walking Trail (Request for Decision)

Mr. Shapka presented to Council that the additional funding is required to complete the walking trail at a cost of \$350,000.

18.914 Motion by Mayor Moghrabi that an additional budget of \$350,000 be allocated to the Old Trail Walking Trail project and further that the funds be allocated from accumulated surplus.

**In Favour**

Mayor Moghrabi  
Councillor Stedman  
Councillor Cote  
Councillor Tkachuk  
Councillor Moore  
Councillor Johnson

**Opposed**

Councillor Beniuk

**CARRIED**

7.18 County Tour Follow Up-Letter of Thanks to Craigend Recreation and Agricultural Society

Mayor Moghrabi added Item 7.18-County Tour Follow Up-Letter of Thanks to Craigend to the agenda to discuss forwarding a letter of thanks to the Craigend Recreation and Agricultural Society for the meal they prepared as part of the July 9, 2018 County Tour which was attended by members of Council and members of Administration.

18.915 Motion by Councillor Moore to direct Administration to send a Letter of Thanks to the Craigend Recreation and Agricultural Society for their contributions to the July 9, 2018 County Council Tour.

**CARRIED UNANIMOUSLY**

18.916 Motion by Councillor Moore to defer Item 8.6-Chief Administrative Officer Annual Review (s.17 FOIP) (Briefing) to an August Regular Council Meeting with all members of Council present.

**CARRIED UNANIMOUSLY**

*Resolution 18.916 replaces Resolution 18.901 that was passed earlier in the meeting.*

7.4 Utility Deposits for Commercial Tenants (Briefing)

Mr. Small provided a briefing to Council regarding the Deposits process for utility accounts within Lac La Biche County, in response to Council direction of September 2017 to research options for charging deposits to commercial tenants for utility services.

Councillor Moore exited Council Chambers at 6:41 p.m. and did not return.

18.917 Motion by Councillor Tkachuk to accept the Utility Deposits for Commercial Tenants Briefing as information.

**CARRIED UNANIMOUSLY**



**ADJOURNMENT**

18.918 Motion by Councillor Stedman to adjourn the Regular Council Meeting of July 10, 2018 at 6:43 p.m.

**CARRIED UNANIMOUSLY**

---

**Omer Moghrabi, Mayor**

---

**Shadia Amblie  
Chief Administrative Officer**