

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

**December 11, 2018 10:00 a.m.**

Minutes of the Lac La Biche County Regular Council Meeting held December 11, 2018 at 10:00 a.m.

**CALL TO ORDER** Mayor Moghrabi called the meeting to order at 10:05 a.m.

<b>PRESENT</b>	Omer Moghrabi	Mayor
	Lorin Tkachuk	Councillor/Deputy Mayor
	Colette Borgun	Councillor
	Darlene Beniuk	Councillor ( <i>departed at 12:42 p.m.</i> )
	George L'Heureux	Councillor
	Jason Stedman	Councillor
	Charlyn Moore	Councillor
	Sterling Johnson	Councillor
	Colin Cote	Councillor

<b>STAFF IN ATTENDANCE</b>	Shadia Amblie	Chief Administrative Officer
	Dan Small	Assistant Chief Administrative Officer
	Darrell Lessmeister	Senior Manager, Recreation & Community Enhancement ( <i>in part</i> )
	Clayton Kittlitz	Senior Manager, Planning & Development ( <i>in part</i> )
	Alex Fuller	Communications Coordinator
	Danielle Cardinal	Legislative Services Coordinator

**ADOPTION OF AGENDA**

18.1564 Motion by Councillor Beniuk to approve the December 11, 2018 Regular Council Meeting agenda as amended:

- Addition of Item
- 8.1-Legal Matter (s.27 FOIP) –Closed Session

**CARRIED UNANIMOUSLY**

*There were two additional items added to the agenda later in the meeting as per Motion 18.1570 and Motion 18.1594. The items added included: 7.19- Workforce Attraction and Retention-Physician's Transition to Practice Event and 7.20- Capital Projects.*

## **ADOPTION OF MINUTES**

3.1 November 29, 2018 – Special Council Meeting-Budget 2019;

3.2 December 3, 2018- Special Council Meeting-Budget 2019;

3.2 December 4, 2018- Regular Council Meeting.

18.1565 Motion by Councillor Borgun to adopt the November 29, 2018 – Special Council Meeting-Budget 2019, December 3, 2018- Special Council Meeting-Budget 2019, and the December 4, 2018-Regular Council Meeting minutes as circulated.

**CARRIED UNANIMOUSLY**

## **UNFINISHED BUSINESS**

*There were no unfinished business items.*

## **URGENT MATTERS**

*There were no urgent matters.*

## **DELEGATIONS**

6.1 Delegation – Expedition Management Consulting- Mr. Justin Rousseau

6.1.1 Recreation and Parks Master Plan-What was heard update;

6.1.2 Tourism Strategy Update.

Mr. Justin Rousseau, Expedition Management Consulting, provided Council with two presentations pertaining to the Recreation and Parks Master Plan and the Tourism Strategy.

6.1.3 Disposition of Delegation Business

18.1566 Motion by Councillor L’Heureux to thank Mr. Justin Rousseau for his presentation to Council.

**CARRIED UNANIMOUSLY**

## NEW BUSINESS

### 7.1 Councillor Reports (Discussion)

Councillor Beniuk informed Council that none of her committees recently convened, as such, she had nothing to report during the meeting, but she indicated she attended the Ward Open House held in Hylo on December 10, 2018.

Councillor L'Heureux provided an update on the Ward Open House held in Hylo on December 10, 2018.

Councillor Borgun informed Council that none of her committees recently convened, as such, she had nothing to report during the meeting. Councillor Borgun also attended the Ward Open House held in Hylo, on December 10, 2018.

Councillor Stedman provided an update on the Ward Open House, held in Hylo on December 10, 2018, in addition to sharing that the Lac La Biche Regional Health Foundation also met and acknowledged the success of their Comedy for the Cure Tour fundraiser.

Councillor Moore indicated that none of her committees recently convened, as such, she had nothing to report during the meeting. Councillor Moore also attended the Ward Open House held in Hylo, on December 10, 2018.

Councillor Johnson indicated that none of his committees recently convened, as such, he had nothing to report during the meeting.

Councillor Cote provided Council with an update of a Lac La Biche Pow Wow and Fish Derby Association committee meeting he attended.

Deputy Mayor Tkachuk provided Council with an update regarding the Main Street Conceptual Workshop he and other Council Members attended. Deputy Mayor Tkachuk also attended the Ward Open House held in Hylo, on December 10, 2018.

Mayor Moghrabi indicated that none of his committees recently convened, as such, he had nothing to report during the meeting.

18.1567 Motion by Deputy Mayor Tkachuk to accept Councillor Reports as information.

**CARRIED UNANIMOUSLY**

Deputy Mayor Tkachuk exited Council Chambers at 10:38 a.m. and returned at 10:42 a.m.

7.2 Bylaw 18-021- Road Closure- 2<sup>ND</sup> & 3<sup>RD</sup> Reading (Request for Decision)

Ms. Sheera Bourassa, Acting Manager, Planning & Development and Ms. Diane Cloutier, Planning and Development Officer, presented Bylaw 18-021-Road Closure, to Council for second and third reading.

18.1568 Motion by Councillor Cote that Bylaw 18-021 be given second reading this 11<sup>th</sup> day of December, 2018.

**CARRIED UNANIMOUSLY**

18.1569 Motion by Councillor Johnson that Bylaw 18-021 be given third reading this 11<sup>th</sup> day of December, 2018.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 10:52 a.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 11:06 a.m. with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

7.19 Workforce Attraction and Retention-Physician's Transition to Practice Event (Discussion)-*Addition to agenda*

18.1570 Motion by Councillor L'Heureux to add Workforce Attraction and Retention-Physician's Transition to Practice Event in Red Deer, Alberta to the agenda as item 7.19.

**CARRIED UNANIMOUSLY**

18.1571 Motion by Councillor Beniuk to appoint Councillor Moore to attend the Workforce Attraction and Retention-Physician's Transition to Practice Event in Red Deer, Alberta on December 13, 2018.

**CARRIED UNANIMOUSLY**

7.16 2019 Agricultural Services Board Conference (Request for Decision)

Ms. Amblie presented to Council the 2019 Provincial Agricultural Service Board Conference that will be held from January 21-24, 2019 at the Hyatt Regency in Calgary, Alberta. The registration fee is \$603.75 per person, and Administration is recommending the attendance of two councillors.

18.1572 Motion by Councillor Beniuk to direct Administration to register Deputy Mayor Tkachuk, Councillor Moore, Councillor L'Heureux and Councillor Borgun to attend the 2019 Agricultural Service Board Conference.

**CARRIED UNANIMOUSLY**

7.9 Mayoral Letters of Concern Regarding Bill C-69 (Request for Decision)

Mr. Jihad Moghrabi, Communications Coordinator, presented two draft letters for Council's consideration with respect to Bill C-69- Impact Assessment Act; which replaces the Canadian Environmental Assessment Act.

18.1573 Motion by Councillor Borgun that Council sends letters of concern regarding Bill C-69 to Prime Minister Justin Trudeau, and Premier Rachel Notley, and to also forward the letters to the federal and provincial Environment and Infrastructure Ministers, and the local Member of Legislative Assembly (MLA) and Member of Parliament (MP).

**CARRIED UNANIMOUSLY**

7.3 Summer Programming Evaluation (Briefing)

Mr. Darrell Lessmeister, Senior Manager, Recreation & Community Enhancement, and Ms. Staci Lattimer, Manager, Recreation, provided Council with an update on the Summer Sunzone on the Road program; a program offering free summer recreation programs to County youth.

18.1574 Motion by Councillor Borgun to accept the Summer Programming Evaluation Briefing as information.

**CARRIED UNANIMOUSLY**

#### 7.4 Rich Lake Update (Discussion)

Mr. Lessmeister provided Council with an update of the meetings held with the Rich Lake Recreation and Agricultural Society and the Rich Lake Golden Age Pioneers regarding the community hall project.

18.1575 Motion by Councillor L'Heureux to accept the Rich Lake Update as information.

**CARRIED UNANIMOUSLY**

#### 7.5 2019 Budget Approval (Request for Decision)

Mr. Dan Small, Senior Manager, Finance and Grants, and Mr. Zeeshan Hasan, Manager, Finance, presented to Council the 2019 Budget for approval. Mr. Small and Mr. Hasan responded to Council questions.

Councillor Borgun declared a pecuniary interest, due to personal family interests, prior to the deliberations and vote of Motions 18.1576 and 18.1577, and exited Council Chambers at 11:33 am.

18.1576 Motion by Deputy Mayor Tkachuk that County Council approves the 2019 operating budget expenditure for the Human Resources function's salaries, wages, and benefits of \$335,938.

**CARRIED UNANIMOUSLY**

18.1577 Motion by Councillor Stedman that County Council approves the 2020 - 2022 operating plan proposed expenditures for the Human Resources function's salaries, wages, and benefits of \$1,057,275.

**CARRIED UNANIMOUSLY**

Councillor Borgun returned to Council Chambers at 11:34 a.m. following the deliberation and vote of Motions 18.1576 and 18.1577.

Mayor Moghrabi declared a pecuniary interest, due to his personal business interests, prior to the deliberations and vote of Motions 18.1578 and 18.1579 and exited Council Chambers at 11:34 a.m. Deputy Mayor Tkachuk assumed the position of Chair.

18.1578 Motion by Councillor Cote that County Council approves the 2019 capital budget expenditure for boats, lawn mowers, and all-terrain vehicles of \$95,000.

**CARRIED UNANIMOUSLY**

18.1579 Motion by Councillor Johnson that County Council approves the 2020 – 2024 capital plan proposed expenditures for boats, lawn mowers, and all-terrain vehicles of \$90,900.

**CARRIED UNANIMOUSLY**

Mayor Moghrabi returned to Council Chambers at 11:35 a.m., following the deliberations and vote of Motions 18.1578 and 18.1579. Mayor Moghrabi assumed the position of Chair.

18.1580 Motion by Councillor Moore that County Council approves the 2019 operational budget with operating revenues of \$75,501,666 and operating expenditures of \$57,677,028 excluding salaries, wages, and benefits of the Human Resources function of \$335,938.

**CARRIED UNANIMOUSLY**

18.1581 Motion by Deputy Mayor Tkachuk that County Council approves the 2019 capital budget with estimated revenues from general revenues, grants and reserves, of \$11,754,924 and expenditures and transfers of \$31,365,050 excluding boats, lawnmowers, and all-terrain vehicles of \$95,000.

**CARRIED UNANIMOUSLY**

18.1582 Motion by Councillor Stedman that County Council approves the 2020 - 2022 operating plan with proposed revenues of \$229,985,065 and proposed expenditures of \$154,929,014 excluding proposed expenditures for the Human Resources function's salaries, wages, and benefits of 1,057,275.

**CARRIED UNANIMOUSLY**

18.1583 Motion by Councillor Beniuk that County Council approves the 2020 – 2024 capital plan with proposed expenditures and transfers of \$108,469,222 excluding proposed expenditures for boats, lawn mowers, and all-terrain vehicles of \$90,900.

**CARRIED UNANIMOUSLY**

7.6 Adoption of Amended Policy CS-11-001, Councillor Remuneration and Expenses (Request for Decision)

Mr. Small presented to Council the draft amended Councillor Remuneration and Expenses Policy, and responded to questions. The policy ensures that those elected to public office, are adequately and fairly compensated for such work and attendant responsibilities.

18.1584 Motion by Councillor Borgun that Lac La Biche County Council adopts the amended Policy CS-11-001, Councillor Remuneration and Expenses, as presented by Administration.

**In Favour**

Deputy Mayor Tkachuk  
Councillor Johnson  
Councillor Beniuk  
Councillor Moore  
Councillor Stedman  
Councillor Cote  
Councillor Borgun

**Opposed**

Mayor Moghrabi  
Councillor L'Heureux

**CARRIED**

7.7 Surplus Cash Investment Update (Briefing)

Mr. Small and Mr. Hasan presented to Council an update of Lac La Biche County's short term investments; as per the Investment of Surplus Cash on Hand Policy and Procedure CS-10-001.

18.1585 Motion by Councillor Stedman to accept the Surplus Cash Investment Update Briefing as information.

**CARRIED UNANIMOUSLY**



7.8 Transfers Between Budget Line Items (Briefing)

Mr. Hasan presented to Council the Transfers between budget line items that were made to accommodate over expenditures in the following areas:

- To cover expenses for BNR plan capital renewal;
- To replace a fridge and installation of a flag pole; and
- To allocate budget for geotech study for the affordable housing project.

18.1586 Motion by Councillor L'Heureux to accept the Transfers Between Budget Line Items as information.

**CARRIED UNANIMOUSLY**

7.10 Updated 2018 Council Priorities Tactical Plan (Request for Decision)

Ms. Shadia Amblie, Chief Administrative Officer, presented to Council the updated 2018 Council Priorities Tactical Plan with the recommendation to conclude the plan as majority of the actions are completed or ongoing.

18.1587 Motion by Deputy Mayor Tkachuk that County Council concludes the 2018 Council Priorities Tactical Plan as presented, and further that Administration is directed to add the outstanding matters to the Follow Up Action List.

**CARRIED UNANIMOUSLY**

7.11 CAO Quarterly Department Highlights (Briefing)

Ms. Amblie presented to Council the CAO Quarterly Department Highlights for October 1, 2018 to December 31, 2018, and responded to questions.

18.1588 Motion by Councillor Borgun to accept the CAO Quarterly Department Highlights briefing as information and as amended.

**CARRIED UNANIMOUSLY**

7.12 Follow up Action List (Request for Decision)

Ms. Amblie presented to Council the Follow Up Action List for the fourth quarter, and responded to questions.

- 18.1589 Motion by Councillor Cote that Council accepts the Follow Up Action List for the fourth quarter of 2018 as information.

**CARRIED UNANIMOUSLY**

7.13 Update on the development of Intermunicipal Collaboration Frameworks and Intermunicipal Development Plan (Briefing)

Ms. Amblie provided an update to Council regarding the development of Intermunicipal Collaboration Frameworks and Intermunicipal Development Plans with neighbouring municipalities, which are to be in place by April 1, 2021.

- 18.1590 Motion by Councillor Beniuk to partner with Athabasca County on an Alberta Community Partnership application for the purpose of completing an Intermunicipal Development Plan and Intermunicipal Collaboration Framework, with Lac La Biche County as the managing partner.

**CARRIED UNANIMOUSLY**

7.14 Whistle Blowing Standard Operating Procedure (Briefing)

Mr. Kashif Ijaz, HR Manager informed Council that the Whistle Blowing Standard Operating Procedure CS-03-015-11 requires a report to Council on an annual basis. Ms. Amblie added that no reports were filed in 2018, with the MNP Whistleblower Hotline-Ethics Alert Services. Mr. Ijaz also advised that the contract with MNP expires December 31, 2018 and was seeking Council direction on further whistle blower services.

- 18.1591 Motion by Councillor Moore to re-tender the Whistle Blowing service, as outlined in the Lac La Biche County Whistle Blowing Standard Operating Procedure.

**CARRIED UNANIMOUSLY**

## **PUBLIC INPUT SESSION**

### 6.2 Public Input Session.

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

Administration checked the lobby, and there was no one present for the Public Input Session.

Mayor Moghrabi declared the Public Input Session closed at 12:17 p.m.

## **RECESS**

Mayor Moghrabi called a recess at 12:18 p.m.

## **RECONVENE**

Mayor Moghrabi reconvened the meeting at 1:03 p.m. with all those Members of Council previously listed in attendance, except Councillor Beniuk, who departed the meeting at 12:42 p.m. and did not return.

## **NEW BUSINESS**

### 7.15 Emerging Trends in Municipal Law-RMRF & Brownlee Seminars (Request for Decision)

Ms. Amblie presented that the 2019 Municipal Law Seminar for Brownlee LLP will be held in Edmonton, Alberta on February 14, 2019, and that the Reynolds Mirth Richards & Farmer LLP law seminar will be held on February 15, 2019. Both firms host seminars on Emerging Trends in Municipal Law every year, and Administration was confirming if any members of Council would like to attend as per the Councillor Conference Attendance Policy.

18.1592 Motion by Councillor Moore to direct Administration to register interested Council Members to attend the Emerging Trends in Municipal Law for RMRF and Brownlee LLP on February 14 and 15, 2019.

**CARRIED UNANIMOUSLY**

### 7.17 Lac La Biche County Library Board Appointment-Public Member (Request for Decision)

Mr. Small presented to Council, a recommendation from the Lac La Biche Library Board to appoint Ms. Mary Jane Siebold as a public member, for a three year term ending November 21, 2021.

18.1593 Motion by Councillor Moore to appoint Ms. Mary Jane Siebold to the Lac La Biche County Library Board for a three-year term ending November 21, 2021.

**CARRIED UNANIMOUSLY**

18.1594 Motion by Councillor L'Heureux to add Capital Projects to the December 11, 2018 agenda as Item 7.20.

**CARRIED UNANIMOUSLY**

7.18 Video Live Streaming (Discussion)

Councillor L'Heureux added this item to the agenda and would like the County to pursue live video streaming.

Mr. Small provided Council with an update regarding the meeting management software, eSCRIBE that Administration will be implementing in 2019, and following the implementation of the software, then Administration can bring forward live video streaming options.

18.1595 Motion by Councillor L'Heureux to direct Administration to bring forward options relating to Video Live Streaming to a future Council meeting.

**In Favour**

Mayor Moghrabi  
Deputy Mayor Tkachuk  
Councillor L'Heureux  
Councillor Stedman  
Councillor Cote  
Councillor Borgun  
Councillor Moore

**Opposed**

Councillor Johnson

**CARRIED**

7.20 Capital Project (Discussion)-*Addition to agenda*

18.1596 Motion by Councillor Johnson to direct Administration to schedule a Special Council Meeting dedicated to Capital Projects and subdivision maintenance and engineered projects and further that this information is posted to Council SharePoint prior to the Special Council Meeting.

**CARRIED UNANIMOUSLY**

**CLOSED SESSION**

18.1597 Motion by Councillor Borgun to go into Closed Session at 1:31 p.m.

**CARRIED UNANIMOUSLY**

8.1 Legal Matter (s.27 FOIP)

Staff in attendance during the Closed Session for presenting and recording purposes included: Shadia Amblie, Chief Administrative Officer, Dan Small, Assistant Chief Administrative Officer and Danielle Cardinal, Legislative Services Coordinator.

**RETURN TO REGULAR MEETING**

18.1598 Motion by Councillor Cote to proceed with the meeting in open session at 2:05 p.m.

**CARRIED UNANIMOUSLY**

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

8.1 Legal Matter (s.27 FOIP)

18.1599 Motion by Councillor Moore to accept the Legal Matter (s.27 FOIP) discussion item as information.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

18.1600 Motion by Councillor L’Heureux to adjourn the Regular Council Meeting of December 11, 2018 at 2:05 p.m.

**CARRIED UNANIMOUSLY**

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**Omer Moghrabi, Mayor**

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**Shadia Amblie  
Chief Administrative Officer**