

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

**July 2, 2019 10:00 a.m.**

Minutes of the Lac La Biche County Regular Council Meeting held July 2, 2019 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
	Lorin Tkachuk	Councillor/Deputy Mayor
	Colette Borgun	Councillor
	Darlene Beniuk	Councillor
	George L'Heureux	Councillor
	Jason Stedman	Councillor
	Charlyn Moore	Councillor
	Sterling Johnson	Councillor
<b>STAFF IN ATTENDANCE</b>	Shadia Amblie	Chief Administrative Officer
	Dan Small	Assistant Chief Administrative Officer
	Melanie McConnell	Senior Manager, Legislative & Information Services
	Darrell Lessmeister	Senior Manager, Recreation & Community Enhancement ( <i>in part</i> )
	Brian Shapka	Senior Manager, Public Works ( <i>in part</i> )
	Clayton Kittlitz	Senior Manager, Planning & Development ( <i>in part</i> )
	Jihad Moghrabi	Communications Coordinator
	Danielle Cardinal	Legislative Services Coordinator
<b>REGRETS</b>	Colin Cote	Councillor

**ADOPTION OF AGENDA**

19.596 Motion by Councillor Stedman to approve the July 2, 2019 Regular Council Meeting agenda as amended:

- Addition of item:
- 8.6-Government Relations Update (Discussion) (s.25 FOIP)

**CARRIED UNANIMOUSLY**

## **ADOPTION OF MINUTES**

3.1 June 25, 2019– Regular Council Meeting.

19.597 Motion by Deputy Mayor Tkachuk to adopt the June 25, 2019 Regular Council Meeting minutes as circulated.

**CARRIED UNANIMOUSLY**

## **UNFINISHED BUSINESS**

4.1 CAO Quarterly Department Highlights (Briefing)

Ms. Shadia Amblie, Chief Administrative Officer, presented to Council the CAO Quarterly Department Highlights for April 1, 2019 to June 30, 2019, and responded to questions.

19.598 Motion by Councillor Borgun to accept the CAO Quarterly Department Highlights briefing as information.

**CARRIED UNANIMOUSLY**

4.2 Follow Up Action List Quarterly Review (Request for Decision)

Ms. Mackenzie Girard, CAO Executive Assistant, presented to Council the Follow Up Action List for the second quarter, and responded to questions.

19.599 Motion by Councillor Stedman to accept the Follow Up Action List quarterly review as information.

**CARRIED UNANIMOUSLY**

4.3 Bylaw 19-020 Authorization to Consolidate Municipal Bylaws (Request for Decision)

Ms. Melanie McConnell, Senior Manager, Legislative and Information Services, presented to Council Bylaw 19-020- Authorization to Consolidate Municipal Bylaws, and responded to questions.

19.600 Motion by Councillor Moore that Bylaw 19-020 be given first reading this 2<sup>nd</sup> day of July, 2019.

**CARRIED UNANIMOUSLY**

19.601 Motion by Councillor Stedman that Bylaw 19-020 be given second reading this 2<sup>nd</sup> day of July, 2019.

**CARRIED UNANIMOUSLY**

19.602 Motion by Councillor Borgun that Bylaw 19-020 be submitted for third reading this 2<sup>nd</sup> day of July, 2019.

**CARRIED UNANIMOUSLY**

19.603 Motion by Deputy Mayor Tkachuk that Bylaw 19-020 be given third and final reading this 2<sup>nd</sup> day of July, 2019.

**CARRIED UNANIMOUSLY**

## **DELEGATION**

6.1 10:15 a.m.- Delegation-Clippers Junior B Hockey Club

Clippers Junior B Hockey Club Board Members, Mr. Will Abougouche and Mr. Ali Fyith presented to Council a request for financial support in the amount of \$80,000 on behalf of the Clippers Junior B for the upcoming hockey season.

6.1.1 Disposition of Delegation Business

19.604 Motion by Councillor L'Heureux to thank the Clippers Junior B delegation for their presentation to Council.

**CARRIED UNANIMOUSLY**

## **RECESS**

Mayor Moghrabi called a recess at 10:35 a.m.

## **RECONVENE**

Mayor Moghrabi reconvened the meeting at 10:41 a.m. with all those Members of Council previously listed in attendance.

## **DELEGATION**

### 6.1.1 Disposition of Delegation Business

- 19.605 Motion by Councillor Beniuk to direct Administration to request the Clippers Junior B Hockey Club to provide their financial information and Business Plan to Administration prior to exploring funding options to the Hockey Club.

**CARRIED UNANIMOUSLY**

## **URGENT MATTERS**

### 5.1 Invitation to Participate-Alberta Wildland and Urban Interface (Request for Decision)

Mr. John H. Kokotilo, Manager, Protective Services presented to Council the Invitation to Participate-Alberta Wildland Urban Interface (WUI) Structural Protection Program Request for Decision and responded to questions.

- 19.606 Motion by Councillor Johnson to endorse the application for the Alberta Wildland Urban Interface Structural Protection Program application on behalf of Lac La Biche County.

**CARRIED UNANIMOUSLY**

## **RECESS**

Mayor Moghrabi called a recess at 11:08 a.m.

## **RECONVENE**

Mayor Moghrabi reconvened the meeting at 11:18 a.m. with all those Members of Council previously listed in attendance.

## **DELEGATION**

### 6.2 11:00 a.m.- Delegation- Transitional Solutions Inc (TSI)-Mr. Ron Cust and Mr. Randy Seimens- 2018-19 Review of Fire Rescue Services

Mr. Ron Cust and Mr. Randy Seimens of Transitional Solutions Inc (TSI) presented to Council the 2018-19 Review of Fire Rescue Services Report, and responded to questions.

19.607 Motion by Councillor Beniuk to thank the TSI delegation for their presentation to Council.

**CARRIED UNANIMOUSLY**

**RECESS** Mayor Moghrabi called a recess at 12:13 p.m.

**PUBLIC INPUT SESSION**

6.3 12:15 p.m.- Public Input Session

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

**RECONVENE** Mayor Moghrabi reconvened the meeting at 12:17 p.m. with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

7.1 Councillor Reports (Briefing)

In addition to the briefing containing Councillor Report updates submitted to Administration from Councillor Borgun, Councillor Cote, Deputy Mayor Tkachuk and Councillor Beniuk, the following Councillors also provided a verbal Councillor Report update:

Councillor Moore

- Coalition for Safer 63 & 881/Fort McMurray Traffic Corridors Working Group
- Lac La Biche Traffic Safety Committee
- Community Futures- Lac La Biche

Councillor Johnson

- Buffalo Lake Metis Settlement Economic Development Committee

Councillor L'Heurux

- Agriculture Appreciation Days
- Alberta Health Services Workshop
- Beaver Lake Cree Nation 2019 Pow Wow

Deputy Mayor Tkachuk

- Municipal Planning Commission
- Chief Administrative Officer/Mayor/Deputy Mayor Agenda Review Meeting
- Northeast Alberta Information Hub Ltd.
- Firefighter Fundraiser-Omar's Barbershop

19.608 Motion by Councillor L'Heureux to accept the Councillor Reports briefing and verbal updates as information.

**CARRIED UNANIMOUSLY**

**RECESS**

Mayor Moghrabi called a recess at 12:28 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 1:11 p.m. with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

7.2 Council Correspondence (Briefing)

Ms. Girard presented to Council a briefing relating to Council Correspondence and responded to questions.

19.609 Motion by Councillor Moore to register a team for the Road to Hope Golf Classic which will be held on September 5, 2019 for a Platinum Sponsorship.

**CARRIED UNANIMOUSLY**

19.610 Motion by Councillor Borgun to direct Administration to secure a meeting with the RCMP K Division Commanding Officer and the pertinent Assistant Deputy Minister during the AUMA Fall Convention with the following Councillors in attendance: Mayor Moghrabi, Deputy Mayor Tkachuk, and Councillor L'Heureux.

**CARRIED UNANIMOUSLY**

19.611 Motion by Councillor Beniuk to accept the June 5, 2019 resident correspondence as information, and Administration will acknowledge receipt of the correspondence.

**CARRIED UNANIMOUSLY**

19.612 Motion by Councillor L'Heureux to accept the letter received by the Space Camp and Aviation Challenge as information.

**CARRIED UNANIMOUSLY**

7.5 Bylaw 19-021 Records Retention & Disposition (Briefing)

Ms. McConnell and Ms. Cynthia Stevens, Supervisor, Records and Information Management, presented to Council Bylaw 19-021 Records Retention and Disposition, and responded to questions.

19.613 Motion by Councillor Stedman to direct Administration to bring forward a Request for Decision to adopt Bylaw 19-021-Records Retention and Disposition.

**CARRIED UNANIMOUSLY**

7.3 Visitor Friendly Assessment and Action Plan – Update (Briefing)

Ms. Jana Rowe, Tourism Marketing and Economic Development Coordinator, presented to Council the Visitor Friendly Assessment and Action Plan briefing and responded to questions.

19.614 Motion by Councillor Borgun to accept the Visitor Friendly Assessment and Action Plan-Update briefing as information.

**CARRIED UNANIMOUSLY**

Deputy Mayor Tkachuk exited Council Chambers at 1:42 p.m. and returned at 1:46 p.m.

7.4 Business Capacity Survey Results (Briefing)

Ms. Rowe presented the Business Capacity Survey briefing to Council and responded to questions.

19.615 Motion by Councillor L'Heureux to direct Administration to bring forward a business case for program options for the 2020 budget.

**CARRIED UNANIMOUSLY**

Councillor L'Heureux exited Council Chambers at 2:11 p.m. and returned at the same time.

7.7 Public Works Manager Reports (Briefing)

Mr. Brian Shapka, Senior Manager, Public Works, and Ms. Molly Fyten, Manager, Environmental Services presented to Council the Manager Reports for Public Works, and responded to questions.

19.616 Motion by Councillor Beniuk to accept the Public Works-Manager Reports briefing as information.

**CARRIED UNANIMOUSLY**

7.8 Sentinel Park Water and Sewer (Briefing)

Mr. Shapka, Mr. Clayton Kittlitz, Senior Manager, Planning & Development and Mr. Khalil Shaikh, Manager, Utility Services, presented to Council the Sentinel Park Water and Sewer Engineering briefing, and responded to questions.

19.617 Motion by Deputy Mayor Tkachuk to accept the Sentinel Park Water and Sewer briefing as information.

**CARRIED UNANIMOUSLY**

19.618 Motion by Deputy Mayor Tkachuk to direct Administration to bring forward a Request for Decision, to a future Council Meeting, for additional fees to cover the preliminary and detailed engineering pertaining to water upgrades at Sentinel West and adjacent industrial areas.

**In Favour**

Deputy Mayor Tkachuk  
Councillor Johnson  
Councillor Moore  
Councillor Stedman  
Councillor Borgun  
Councillor L'Heureux  
Councillor Beniuk

**Opposed**

Mayor Moghrabi

**CARRIED**



**RECESS**

Mayor Moghrabi called a recess at 2:51 p.m.

**RECONVENE**

Mayor Moghrabi reconvened the meeting at 3:02 p.m. with all those Members of Council previously listed in attendance.

**NEW BUSINESS**

7.9 Natural Gas System Operations and Maintenance Guidelines  
Policy PI-44-003 (Request for Decision)

Mr. Shapka and Mr. Shaikh presented to Council the Natural Gas System Operations and Maintenance Guidelines Policy PI-44-003 and responded to questions.

19.619 Motion by Councillor Johnson that County Council adopt the Natural Gas System Operations and Maintenance Guidelines Policy No. PI-44-003 as amended.

**CARRIED UNANIMOUSLY**

19.620 Motion by Councillor Stedman that County Council endorse the Quality Management Plan for the Natural Gas Distribution System.

**CARRIED UNANIMOUSLY**

7.10 Amended Code of Conduct Bylaw 18-002 (Briefing)

Ms. McConnell and Ms. Danielle Cardinal, Legislative Services Coordinator presented to Council the Amended Code of Conduct briefing, and responded to questions.

19.621 Motion by Councillor Borgun to direct Administration to incorporate the proposed amendments to the Council Code of Conduct Bylaw, and to bring the Bylaw forward to the July 9, 2019 Regular Council Meeting for readings.

**CARRIED UNANIMOUSLY**

7.11 Red Tape Reduction Act-RMA Consultation (Briefing)

Ms. McConnell presented to Council the Red Tape Reduction Act-RMA Consultation briefing and responded to questions.

19.622 Motion by Deputy Mayor Tkachuk to direct Administration to bring forward a draft submission to the Rural Municipalities of Alberta (RMA) regarding Council's position on the Red Tape Reduction Act.

**CARRIED UNANIMOUSLY**

7.12 Municipal Development Plan Update (Briefing)

Mr. Kittlitz presented to Council a Municipal Development Plan Update, and responded to questions.

19.623 Motion by Councillor Moore to accept the Municipal Development Plan Update Briefing as information.

**CARRIED UNANIMOUSLY**

19.624 Motion by Councillor Beniuk to direct Administration to bring forward a Request for Decision regarding a Business Case to complete the MDP Bylaw 13-020 comprehensive update.

**CARRIED UNANIMOUSLY**

7.13 Understanding Off-Site Levy Bylaws (Briefing)

Mr. Kittlitz presented to Council the Understanding Off-Site Levies briefing and responded to questions.

19.625 Motion by Councillor Beniuk to accept the Understanding Off-Site Levies briefing as information.

**CARRIED UNANIMOUSLY**

7.14 Options for Micro-Cultivation of Cannabis (Briefing)

Mr. Kittlitz presented to Council the Options for Micro-Cultivation of Cannabis briefing and responded to questions.

19.626 Motion by Councillor L'Heureux to direct Administration to bring forward a Request for Decision outlining amendments to the Land Use Bylaw to a future Council meeting, while incorporating Option 2, as outlined in the Options for Micro-Cultivation of Cannabis briefing.

**CARRIED UNANIMOUSLY**

## **EXTENSION OF MEETING**

- 19.627 Motion by Councillor L'Heureux to extend the July 2, 2019 Regular Council Meeting until all items on the agenda are addressed.

**CARRIED UNANIMOUSLY**

## **NEW BUSINESS**

- 7.6 Rich Lake Community Center (Request for Decision)

Mr. Darrell Lessmeister, Senior Manager, Recreation and Community Enhancement presented to Council a Request for Decision pertaining to the Rich Lake Community Centre and responded to questions.

Councillor L'Heureux exited Council Chambers at 4:02 p.m. and returned at the same time.

- 19.628 Motion by Councillor Beniuk to authorize Administration to utilize \$600,000 allocated to the Rich Lake Community Centre project, and further to authorize Administration to manage the completion of the construction in collaboration with the Rich Lake community groups, subject to the completion of the community hall/seniors center being the project priority.

**CARRIED UNANIMOUSLY**

- 7.15 Fishing Regulations – Letter from Alberta Environment Parks (AEP) Minister Nixon (Briefing)

Ms. Amblie presented to Council the Fishing Regulations-Letter from AEP Minister Nixon briefing, and presented a draft letter for Council's consideration. Ms. Amblie also responded to questions.

- 19.629 Motion by Councillor Moore to direct Administration to send a letter to neighbouring municipalities requesting the coordination of efforts to address the current fishing regulations.

**CARRIED UNANIMOUSLY**

**RECESS** Mayor Moghrabi called a recess at 4:09 p.m.

**RECONVENE** Mayor Moghrabi reconvened the meeting at 4:20 p.m. with all those Members of Council previously listed in attendance.

**CLOSED SESSION**

19.630 Motion by Councillor Beniuk to go into Closed Session at 4:20 p.m.

**CARRIED UNANIMOUSLY**

The following members of Administration were present during the Closed Session for recording and presentation purposes: Ms. Shadia Amblie, Chief Administrative Officer, Mr. Dan Small, Assistant Chief Administrative Officer, Ms. Melanie McConnell, Senior Manager, Legislative & Information Services, Mr. Darrell Lessmeister, Senior Manager, Recreation & Community Enhancement, Mr. Clayton Kittlitz, Senior Manager, Planning & Development, Mr. Brian Shapka, Senior Manager, Public Works, Ms. Danielle Cardinal, Legislative Services Coordinator and Ms. Nadine Gordey-Landstrom, Homeless Outreach Worker.

8.4 Transitional Housing (s.25 FOIP) (Briefing)

Deputy Mayor Tkachuk exited Council Chambers at 4:52 p.m.

Councillor Johnson exited Council Chambers at 4:57 p.m. and returned at 4:59 p.m.

Mr. Lessmeister and Ms. Gordey-Landstrom exited Council Chambers at the conclusion of the Transitional Housing (s.25 FOIP) agenda item.

8.3 ID 349 Revenue Sharing (s.25(1) FOIP) (Discussion)

8.2 Elinor Lake Resort Water and Sewage Plants (s.16 FOIP) (Briefing)

Deputy Mayor Tkachuk returned to Council Chambers at 5:13 p.m.

Councillor Moore exited Council Chambers at 5:13 p.m. and returned at the same time.

Councillor L'Heureux exited Council Chambers at 5:34 p.m. and returned at 5:36 p.m.

Mr. Shapka exited Council Chambers at the conclusion of the Elinor Lake Resort Water and Sewage Plants (s.16 FOIP) agenda item.

**RECESS** Mayor Moghrabi called a recess at 5:36 p.m.

**RECONVENE** Mayor Moghrabi reconvened the meeting at 5:38 p.m. with all those Members of Council previously listed in attendance, except Councillor Stedman.

**CLOSED SESSION**

8.1 Strategic Land Purchases (s.25 FOIP) (Briefing)

Councillor Stedman returned to Council Chambers at 5:40 p.m.

Councillor Stedman exited Council Chambers at 5:52 p.m. and returned at 5:55 p.m.

Councillor L'Heureux declared a Pecuniary Interest due to a family interest, and exited Council Chambers at 6:10 p.m. prior to the discussion of page 8 of the Closed Session package.

Councillor L'Heureux returned to Council Chambers at 6:14 p.m. at the conclusion of discussing page 8 of the Closed Session package.

8.6 Government Relations Plan (s.25 FOIP) (Discussion)

8.5 Changes to the Organizational Hierarchy (s.17 FOIP) (Request for Decision)

Deputy Mayor Tkachuk exited Council Chambers at 6:40 p.m. and did not return.

**RETURN TO REGULAR MEETING**

19.631 Motion by Councillor L'Heureux to proceed with the meeting in open session at 6:41 p.m.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING OUT OF "CLOSED SESSION**

8.1 Strategic Land Purchases (s.25 FOIP) (Briefing)

19.632 Motion by Councillor Johnson to direct Administration to undertake an appraisal as discussed during in Closed Session.

**CARRIED UNANIMOUSLY**

8.2 Elinor Lake Resort Water and Sewage Plants (s.16 FOIP)  
(Briefing)

19.633 Motion by Councillor Beniuk to accept the Elinor Lake  
Resort Water and Sewage Plants (s.16 FOIP) briefing as  
information.

**CARRIED UNANIMOUSLY**

8.3 ID 349 Revenue Sharing (s.25(1) FOIP) (Discussion)

19.634 Motion by Councillor Moore to direct the Mayor to  
proceed as discussed in Closed Session.

**CARRIED UNANIMOUSLY**

8.4 Transitional Housing (s.25 FOIP) (Briefing)

19.635 Motion by Councillor Borgun to direct Administration to  
provide additional information on the viability of providing  
transitional housing and wrap around services for  
homelessness in the County.

**In Favour**

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

**Opposed**

Councillor Beniuk

**CARRIED**

8.5 Changes to the Organizational Hierarchy (s.17 FOIP) (Request for  
Decision)

19.636 Motion by Councillor Stedman that County Council  
endorses the changes to the organizational hierarchy as  
discussed in Closed Session at the June 11, 2019 Regular  
Council Meeting.

**CARRIED UNANIMOUSLY**

8.6 Government Relations Update (s. 25 FOIP) (Discussion)

19.637 Motion by Councillor L'Heureux to direct the Mayor to attend the July 18, 2019 meeting as discussed in Closed Session.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

19.638 Motion by Councillor Stedman to adjourn the Regular Council Meeting of July 2, 2019 at 6:45 p.m.

**CARRIED UNANIMOUSLY**

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**Omer Moghrabi, Mayor**

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**Shadia Amblie  
Chief Administrative Officer**