

# MINUTES

## Council Meeting Municipal District of Lesser Slave River No. 124 February 28, 2018 MD Council Chambers, Slave Lake, Alberta

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<b>MEMBERS PRESENT</b>	Murray Kerik - Reeve Becky Peiffer - Division 1 Brad Pearson - Division 2 Sandra Melzer - Division 1 Jeff Commins - Division 2
<b>MEMBERS ABSENT</b>	Robert Esau - Division 1 Brian Rosche - Division 2
<b>IN ATTENDANCE</b>	Allan Winarski - Chief Administrative Officer, MD LSR Lana Spencer - Recording Secretary, MD LSR Bill Klassen - Director of Transportation & Infrastructure, MD LSR Russ Jassman - Director of Rural Services, MD LSR Dawnia McCann - Agricultural Fieldman, MD LSR Jason Warawa - Director of Finance, MD LSR Jamie Coultts - Fire Chief, Regional Fire Service Brian Vance - Chief Administrative Officer, Town of Slave Lake JD Dennis - Mirror Landing 4H Club Josh Friesen - Community Futures, Lesser Slave Region Robin-Lee Vance - Community Futures, Lesser Slave Region Steve Eppley - IT Advantage Joe McWilliams - Lakeside Leader
<b>CALL TO ORDER</b>	Reeve Kerik called the meeting to order at 10:02 a.m.
<b>ADOPTION OF AGENDA</b>	<b>MOTION 062-18</b> Moved by Councillor Commins to adopt the Agenda with the following additions: <ul style="list-style-type: none"><li>• Alberta Libraries Conference</li><li>• March 14<sup>th</sup> Regular Council meeting</li><li>• Tri-Council &amp; Intermunicipal Committee Upcoming Meeting Items</li><li>• Supplemental Brief for Item 5.1</li></ul> <p style="text-align: right;"><b>CARRIED (5-0)</b></p>
<b>DELEGATIONS</b>	<b>COMMUNITY FUTURES – LESSER SLAVE LAKE REGION</b>  Josh Friesen and Robin-Lee Vance were in attendance to provide an update on activities Community Futures completed in 2017 and activities anticipated to be going forward in 2018 including: <ul style="list-style-type: none"><li>• Business Financing</li><li>• Contract Projects</li><li>• Advisory &amp; Training Services</li><li>• Contracts in Progress</li><li>• Workshops &amp; Seminars</li><li>• Staff Training</li><li>• Community Projects</li></ul> <b>MOTION 063-18</b> Moved by Councillor Pearson to accept the <i>Community Futures – Lesser Slave Lake Region</i> Presentation as information. <p style="text-align: right;"><b>CARRIED (5-0)</b></p> <b>MIRROR LANDING 4-H CLUB</b>  JD Dennis was in attendance to request the use of the Smith Arena for the 4-H Club. The request included a request for space in the small storage room, space to permanently set up scales in the arena area, and access to riding arena on an annual schedule basis.

He provided a background to the club, how it has grown and fundraising efforts. He advised that he has support from various companies to provide improvements to the arena (i.e.: heaters).

Council advised that they would not be in favour of exclusive use of the arena to one group and suggested that Mr. Dennis work with SHARA and Russ Jassman to come up with a schedule and storage space that would satisfy everyone's needs for use of the facility.

Mr. Dennis confirmed that he would work with all parties.

**MOTION 064-18**

Moved by Councillor Peiffer to accept the *Mirror Landing 4-H Club Presentation* as information.

**CARRIED (5-0)**

**IT ADVANTAGE**

Steve Eppley was in attendance to provide Council with information regarding the Broadband Discovery Project. The project's goals are to determine what improvements to internet access are needed, where they are needed, and make recommendations for improvements.

He explained that broadband is the ability of the infrastructure to transmit and receive data at unlimited speed and capacity and how the MD could provide services to its residents.

**MOTION 065-18**

Moved by Councillor Pearson to accept the *IT Advantage Presentation* as information.

**CARRIED (5-0)**

**ADOPTION OF  
MINUTES**

**MOTION 066-18**

Moved by Councillor Pearson to adopt the *February 14, 2018 Council Minutes* as presented.

**CARRIED (5-0)**

**MOTION 067-18**

Moved by Councillor Pearson to adopt the *February 14, 2018 Community Assistance Board Minutes* as presented.

**CARRIED (5-0)**

**ADMINISTRATION**

**ALBERTA LIBRARY CONFERENCE**

Councillor Pearson advised that Peace Library System (PLS) chose him to attend the Alberta Library Conference being held in Jasper from April 26<sup>th</sup> to 29<sup>th</sup>. He requested Council's approval to attend the conference. PLS will be providing hotel and mileage for Councillor Pearson to attend.

**MOTION 068-18**

Moved by Councillor Commins to approve Councillor Pearson to attend the Provincial Library Conference in Jasper from April 26 – 29, 2018.

**CARRIED (5-0)**

**FINANCE**

**CHEQUE REGISTERS**

**MOTION 069-18**

Moved by Councillor Commins to accept the *Cheque Registers* as information.

**CARRIED (5-0)**

**RECESS**

12:03 p.m.

**RECONVENE**

1:00 p.m.

**DELEGATION**

**ANNUAL REGIONAL FIRE SERVICE REPORT**

Chief Jamie Coutts and Brian Vance were in attendance to provide Council with the 2017 Annual Report highlighting:

- Statistics
- Regional Life Safety Program
- Memorable Moments
- Provided Services

Chief Coutts advised of training and programming being completed and explained the anticipated challenges for 2018.

**MOTION 070-18**

Moved by Councillor Melzer to accept the *Annual Regional Fire Service Report* as information.

**CARRIED (5-0)**

**ADMINISTRATION**

**GOA MUNICIPAL HYBRID DI PROPERTY ASSESSMENT CONTRACT**

As of 2018, the Provincial Assessor (PA) has taken over responsibility for providing assessment information for Designated Industrial Properties (DIP) within each municipality. Based on the information provided to the Province this past summer by the MD, there was a total of 684 DIP properties including 5 major industrial plants.

The MD has chosen to use a hybrid model offered by the Province that would allow their current municipal assessors complete the assessment of these properties on behalf of the Province.

The Province has provided an agreement that would capture the responsibilities of both parties requiring execution and to be returned back on February 28, 2018.

Administration explained the requirements of the agreement (identify the MD's appointed assessor as well as costs associated with completing the assessment of DIP for the next three years).

**MOTION 071-18**

Moved by Councillor Pearson that Council for the Municipal District of Lesser Slave River No. 124 endorses the execution of the Designated Industrial Property agreement with the Province for a three (3) year term ending 2020.

**CARRIED (5-0)**

**AGRICULTURE**

**WEED CONTROL ACT APPEAL PANEL POLICY J.10**

Administration provided Council with recommended changes to the Weed Control Act Appeal Panel Policy including:

- appointed members at large from six (6) to four (4)
- quorum from a minimum of four (4) to three (3)
- terminology from "in-camera" to "closed session"
- remuneration will be based on rates prescribed in Policy A.9

**MOTION 072-18**

Moved by Councillor Melzer to adopt the *Weed Control Act Appeal Panel Policy J.10*.

**CARRIED (5-0)**

**AGRICULTURE PESTS ACT APPEAL COMMITTEE POLICY J.11**

Administration provided Council with recommended changes to the Agriculture Pests Act Appeal Committee Policy including:

- appointed members at large from six (6) to four (4)
- quorum from a minimum of four (4) to three (3)
- terminology from "in-camera" to "closed session"
- remuneration will be based on rates prescribed in Policy A.9

**MOTION 073-18**

Moved by Councillor Pearson to adopt the *Agriculture Pest Act Appeal Committee Policy J.11.*

**CARRIED (5-0)**

**FINANCE**

**BAD DEBTS DECLARATION – ACCOUNTS AND UTILITIES RECEIVABLE**

As a part of the Collections and Bad Debts Policy, Administration provided Council with a breakdown of accounts that was requested by Administration that Council declare as bad debts.

**MOTION 074-18**

Moved by Councillor Pearson that Council declares the twenty-one (21) delinquent accounts totaling \$15,378.24 brought forward by Administration as bad debts and accept as information the sixteen (16) bad debts totaling \$521.82 that were written off by Administration.

**CARRIED (5-0)**

**TRANSPORTATION**

**GRADER TENDER RESULTS**

The tender for the replacement of GR13 was advertised on the Alberta Purchasing Connection and MD website on February 2, 2018 with a closing date of February 21, 2018.

The following two tenders were received:

- |                        |           |
|------------------------|-----------|
| 1. Brandt Tractor Ltd. | \$420,000 |
| 2. Finning             | \$479,500 |

**MOTION 075-18**

Moved by Councillor Melzer that Council authorizes Administration to purchase a 772 GP John Deere grader with ripper for \$420,000 from Brandt Tractor Ltd.

**CARRIED (5-0)**

**LOWBOY TENDER RESULTS**

The tender for a new lowboy was advertised on the Alberta Purchasing Connection and MD website on February 2, 2018 with a closing date of February 21, 2018.

The following five tenders were received:

- |                                 |             |
|---------------------------------|-------------|
| 1. Flaman                       | \$61,150    |
| 2. Gerry's Trailer Sales        | \$71,800    |
| 3. Diamond International Trucks | \$74,442.50 |
| 4. Hayworth Equipment           | \$76,300    |
| 5. Summit Trailer Ltd.          | \$93,900    |

**MOTION 076-18**

Moved by Councillor Peiffer that Council authorizes Administration to purchase a Behnke Lowboy from Flaman in the amount of \$61,150.

**CARRIED (5-0)**

**WHEEL LOADER TENDER RESULTS**

The tender for a new wheel loader (to replace LD 8) was advertised on the Alberta Purchasing Connection and MD website on February 2, 2018 with a closing date of February 21, 2018.

The following eight tenders were received:

- |                                 |              |
|---------------------------------|--------------|
| 1. CEM Heavy Equipment          | \$261,912.63 |
| 2. Wajax                        | \$275,500    |
| 3. Bobcat & Doosan of the Peace | \$296,082    |
| 4. Rocky Mountain Equipment     | \$296,811    |
| 5. SMS Equipment                | \$317,802    |
| 6. Brandt Tractor Ltd.          | \$321,400    |
| 7. Finning                      | \$323,600    |
| 8. Finning                      | \$370,300    |

**MOTION 077-18**

Moved by Councillor Pearson that Council authorizes Administration to purchase a John Deere 644K loader from Brandt Tractor Ltd. in the amount of \$321,400.

**CARRIED (5-0)**

**2018 & 2019 CRACK SEALING TENDER RESULTS**

The tender for a two (2) year contract for crack sealing was advertised locally and on the Alberta Purchasing Connection website January 31, 2018 with a closing date of February 22, 2018.

The following four tenders were received:

- |  |          |
|--|----------|
| 1. Federal Joint Sealing Co. of Canada Ltd.          | \$30,562 |
| 2. Malaco Holdings Ltd. O/A Alberta Pavement Repairs | \$47,397 |
| 3. Alberta Parking Lot Service                       | \$54,390 |
| 4. AAA Striping & Seal Coating Service               | \$95,210 |

**MOTION 078-18**

Moved by Councillor Commins to award the contract for the 2018 and 2019 Crack Sealing to Federal Joint & Sealing Co. of Canada in the amount of \$30,562 per year.

**CARRIED (5-0)**

**CULVERT INSTALLATION AND OTHER WORK TENDER RESULTS**

In 2017, the Municipal District received approval for a grant to replace the BF71329 Bridge Culvert on the Ranch Road. WSP was engaged to provide Engineering Consulting Services for the project in August of 2017. The tender was advertised on the Alberta Purchasing Connection (APC) website and locally on February 9, 2018 with a closing date of February 23, 2018.

The following nine tenders were received:

- |   |           |
|---|-----------|
| 1. Cox Contractors Ltd.                             | \$309,843 |
| 2. EOS Pipeline & Facilities Inc.                   | \$316,663 |
| 3. 727619 Alberta Ltd. O/A Roughrider International | \$368,800 |
| 4. In-Line Contracting Ltd.                         | \$381,040 |
| 5. Northern Roadbuilders                            | \$395,500 |
| 6. Unsurpassable Construction Ltd.                  | \$419,600 |
| 7. Prairie Erectors International Inc.              | \$435,705 |
| 8. Whissell Enterprises Ltd.                        | \$510,260 |
| 9. Martushev Logging Ltd.                           | \$623,355 |

Administration advised that the grant funding (STIP) approved for the project is a 75%-25% (Government-MD) split.

**MOTION 079-18**

Moved by Councillor Melzer to award the contract for the project to replace the BF71329 Bridge Culvert on Ranch Road to Cox Contractors Ltd. in the amount of \$309,843.

**CARRIED (5-0)**

**EATING CREEK EROSION TENDER RESULTS**

In the 2018 budget for Poplar Lane Paving, Council approved funding to repair erosion along the section of Eating Creek bank paralleling Poplar Lane Road. WSP was engaged in 2017 to design, tender and attain regulatory approvals for the project on behalf of the Municipality.

The tender was advertised on the Alberta Purchasing Connection (APC) website and locally beginning February 5, 2018. A pre-tender meeting was held at the Municipal District office on February 14, 2018. The closing date for the tender was February 20th, 2018.

The following five tenders were received:

- |   |           |
|---|-----------|
| 1. Unsurpassable Construction Ltd.                  | \$108,600 |
| 2. Cox Contractors Ltd.                             | \$126,740 |
| 3. Formula  | \$137,500 |
| 4. 727619 Alberta Ltd. o/a Roughrider International | \$149,400 |
| 5. In-Line Contracting Ltd.                         | \$279,700 |

**MOTION 080-18**

Moved by Councillor Pearson to award the contract for Eating Creek Erosion Project to Unsurpassable Construction Ltd. in the amount of \$108,600.

**CARRIED (5-0)**

**BRUSHING PROGRAM**

In the 2018 budget, the annual brushing program identified approximately 28.65 kilometers of road throughout the Municipality afflicted with overgrowth. Removing the trees and willows allows for the road infrastructure to dry, improves drainage and maintains the structural integrity of the roads. Additionally, a four-hectare Moose Portage Pit extension was included to achieve economies of scale on a larger brushing program.

Policy B10 Procurement of Goods & Services Section 1 and 2 were followed in procuring services.

A scope of work was written and sent out to multiple contractors from the Municipal Equipment Registry List on January 31, 2018. The closing date was February 16th, 2018.

The following two tenders were received:

- |  |           |
|--|-----------|
| 1. Bush Tech Services Ltd. (all inclusive) | \$168,400 |
| 2. LK Vegetation (all inclusive)           | \$179,900 |

After reviewing all necessary documentation, administration is proceeding with Bush Tech Services Ltd. for the 2018 Brushing Program.

**MOTION 081-18**

Moved by Councillor Pearson to accept as information that Administration is proceeding with Bush Tech Services Ltd. in the amount of \$168,400 for the 2018 Brushing Program.

**CARRIED (5-0)**

**COUNCIL MEETING DATES**

It was advised that Reeve Kerik, Councillor Rosche, Councillor Pearson and CAO, Allan Winarski would not be in attendance at the March 14<sup>th</sup> Regular Council meeting.

Administration advised that the Gravel Crushing & Stockpile Tender closes on March 1<sup>st</sup> and to proceed with awarding the contract in a timely manner, Administration requires approval from Council prior to the March 28<sup>th</sup> Regular Council Meeting.

**MOTION 082-18**

Moved by Councillor Pearson that the Regular Council Meeting scheduled for March 14, 2018 be canceled and that a Special Council Meeting be held on March 7<sup>th</sup> commencing at 3:00 p.m. in the MD Council Chambers for the purpose of addressing the Gravel Crushing Contract.

**CARRIED (5-0)**

**BOARD REPORTS**

**Agricultural Service Board**

- Federal-Provincial Partnership grant now called Canadian Agriculture Partnership (will replace the Growing Forward Program)
- Fall Social (Hawaiian Theme)

**Slave Lake Airport Commission**

- Third Party Taxiway
- Consolidation of Airport Land
- Review of 2017

**Lesser Slave Lake Regional Housing Authority**

- Affordable Housing Project – waiting for land and funding

**Chamber of Commerce Awards Gala**

- Councillor Pearson attended event and provided update on nominations and recipients of awards

**Caribou Range Planning Meeting – Whitecourt**

- Concerns raised regarding defining what is considered “Disturbed Areas”
- Consensus that industry (oil/forestry) need to be actively engaged

**Upcoming Tri-Council and Inter-Municipal Meetings**

- CAO provided an update on items being brought forward to these meetings

**MOTION 083-18**

Moved by Councillor Pearson to accept the *Board Reports* as information.

**CARRIED (5-0)**

**ADJOURN**

**MOTION 084-18**

Moved by Councillor Meizer to adjourn the meeting at 3:39 p.m.

**CARRIED (5-0)**

  
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Chief Administrative Officer

  
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Reeve