

MINUTES

Council Meeting

Municipal District of Lesser Slave River No. 124

April 11, 2018

Flatbush Complex, Flatbush, Alberta

MEMBERS PRESENT

Murray Kerik - Reeve
Becky Peiffer - Division 1
Brad Pearson - Division 2
Sandra Melzer - Division 1
Jeff Commins - Division 2
Robert Esau - Division 1
Brian Rosche - Division 2

IN ATTENDANCE

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
Jason Warawa - Director of Finance, MD LSR
Dawnia McCann - Agricultural Fieldman, MD LSR
Alanis Marleau - Human Resources/HR Coordinator, MD LSR
Fred Laughy - SHARA
Public Attendees - Listing of attendees attached to these Minutes
Joe McWilliams - Lakeside Leader

CALL TO ORDER

Reeve Kerik called the meeting to order at 6:30 p.m.

ADOPTION OF AGENDA

MOTION 112-18

Moved by Councillor Pearson to adopt the Agenda with the following addition:

- 9.2 Question/Answer Period

CARRIED (7-0)

DELEGATIONS

SMITH-HONDO ASSOCIATION OF RECREATION & AGRICULTURAL SOCIETY (SHARA)

Fred Laughy was in attendance representing SHARA. His presentation included:

- Provided an estimate to construct an ice skating surface, boards, etc. at the Smith Arena
- Advised of potential ways SHARA could help monetarily support the arena project (i.e.: grants, donations, fundraising)
- Stated that the wish is to have project completed in time for next winter's hockey season
- Inquired if the MD would cover the increased costs in utilities that would be incurred
- Confirmed that the arena can continue to be used as a horse riding arena in the off-season (spring/summer)
- Confirmed that many in the community wish to have an ice arena
- Advised SHARA is working on installing an LED sign at the Smith Community Complex and requested tying into electricity from the pump station
- Requested a fence to replace the one removed during the paving walking path in 2017
- Sought help to move two (2) seacans onsite being moved to the Trail Dusters area of the Complex grounds

Council spoke of the MD's efforts in creating a Recreational Master Plan which will include the needs and wants of all communities within the Municipal District.

MOTION 113-18

Moved by Councillor Rosche to direct Administration to take the information provided by the Smith-Hondo Association of Recreation & Agricultural Society regarding the requirements for the Smith Arena upgrades for a hockey ice surface and bring a cost analysis to Council.

CARRIED (7-0)

Mr. Laughy advised that it has been a challenge to receive a development permit to move an insulated seacan onto the Smith School grounds. The seacan will be used to house skis, archery, and other sporting equipment for the students use.

MOTION 114-18

Moved by Councillor Metzger to direct Administration to work with SHARA on securing the appropriate approvals from Aspen View School Division and required information for approval of a development permit to place a seacan on the Smith School grounds.

CARRIED (7-0)

Mr. Laughy requested working with the MD to widen the access down to the Smith boat launch. He advised that the launch is the only access in the Athabasca River in the area and is necessary for an emergency access point

MOTION 115-18

Moved by Councillor Pearson to direct Administration to explore the potential of widening the access road down to the Smith boat launch and determine what approvals are necessary.

CARRIED (7-0)

**ADOPTION OF
MINUTES**

MOTION 116-18

Moved by Councillor Pearson to adopt the *March 28, 2018 Council Minutes* as amended.

CARRIED (7-0)

AGRICULTURE

ASB BUSINESS PLAN HIGHLIGHTS

Administration presented a PowerPoint presentation that focused on highlighting the ASB's business plan accomplishments for 2017. The presentation also included the updates to the *2018 Business Plan*.

It was advised that the ASB uses its business plan to guide the activities it undertakes and as a way to track accomplishments. The business plan includes the ASB's vision, mission, and values. Goals are also listed in the plan. Strategies and actions are established for each goal in order to provide measurable outcomes.

MOTION 117-18

Moved by Councillor Rosche to accept the *ASB Business Plan Highlights* as information.

CARRIED (7-0)

FINANCE

2018 FINAL BUDGET

In accordance to Sections 242(1) and 245 of the Municipal Government Act, a municipality is required to approve both an operating budget as well as a capital budget, respectively, to conduct its municipal business. In December 2017, Council formally approved a preliminary budget based on the information provided during December budget meetings. This allowed the municipality to proceed with operations as well as carry over a variety of public tenders to better ascertain costs for some of the larger capital projects that have been planned.

Before the MD can set tax rates for the 2017 fiscal year, it needs to adopt a final budget. The budget presented at this meeting considers the numbers from previously approved budget and any subsequent changes since the approval as well as the amounts pertaining to previous year carryover projects as well as an amount for amortization. The final budget will also include any transfers into or out of reserves as well as the differential tax revenue resulting from tax rate changes being contemplated.

MOTION 118-18

Moved by Councillor Rosche to adopt the *2018 Operational and Capital Budgets*.

CARRIED (7-0)

CHEQUE REGISTERS

TAXATION

MOTION 119-18

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

CARRIED (7-0)

TAX RATE BYLAW

In accordance to Sections 353 & 354 of the Municipal Government Act, Council must pass a property tax bylaw that will generate sufficient funds to support the annual expenditures and transfers of the municipality. The property tax bylaw must establish rates for each class of assessable property. In addition, the bylaw must also include tax rates associated with the provincial school requisition, the applicable seniors' foundation requisition and starting in 2018, the requisition for designated industrial assessment. As these originate from the Province or the respective housing authorities, they are not subject to alteration by Council.

In terms of assessment, 2018 saw the overall assessment increase of approximately \$16M with assessment growth increasing by 1.1% and inflation dropping assessment by 0.1%. The growth was spread over several property classes including residential, industrial, machinery & equipment and linear.

In trying to determine appropriate municipal tax rates, Council and Administration considered the state of the local economy, the potential loss of tax revenue due to bad debts, the impact of inflationary pressures on assessment data as well as the capital and operational requirements as outlined in the budget. Based on this information it was determined that a 2% increase to all property classes is warranted. This is the first tax rate increase in three years.

A draft bylaw was provided showed the municipal tax rates have been determined to be:

Residential (2.2546)
Non-residential (11.5424)
Farmland (8.3513)

Applying these rates to their respective classes of assessment will generate approximately \$13,239,389 in municipal revenue. This amount is sufficient to address the monetary needs of the 2018 budget when coupled with additional draws from reserves.

The tax rates shown in the bylaw for the Education, Seniors Foundations and Designated Industrial Property are also sufficient to generate the required amounts identified by these requisitioning bodies.

Councillor Pearson made remarks about the sufficiency of taxation from regulated farmland assessment for Council consideration.

MOTION 120-18

Moved by Councillor Rosche to give first reading to *2018-01 Tax Rate Bylaw*.

Councillor Pearson requested a recorded vote.

For: Reeve Kerik, Councillors Rosche, Esau, Commins, Melzer, Peiffer
Against: Councillor Pearson

CARRIED (6-1)

MOTION 121-18

Moved by Councillor Esau to give second reading to *2018-01 Tax Rate Bylaw*.

Councillor Pearson requested a recorded vote.

For: Reeve Kerik, Councillors Rosche, Esau, Commins, Melzer, Peiffer
Against: Councillor Pearson

CARRIED (6-1)

MOTION 122-18

Moved by Councillor Commins to give unanimous consent to go to third reading of *2018-01 Tax Rate Bylaw*.

CARRIED (7-0)

MOTION 123-18

Moved by Councillor Esau to give third reading to *2018-01 Tax Rate Bylaw*.

Councillor Pearson requested a recorded vote.

For: Reeve Kerik, Councillors Rosche, Esau, Commins, Melzer, Peiffer

Against: Councillor Pearson

CARRIED (6-1)

RURAL SERVICES

AERIAL PHOTOGRAPHY TENDER RESULTS

In the 2018 budget, a Decision Paper was approved for the purchase of new aerial photography and digital orthophotos for the Municipal District. The budget for this project is \$181,000 with \$50,000 being carried forward from 2017 and \$131,000 coming from the 2018 budget.

In consultation with MuniSight, Administration crafted an RFP and this was placed on the Alberta Purchasing Connection website on March 1, 2018 with a deadline for submission of March 20, 2018. Further to this, a time extension was granted to March 26, 2018.

On March 26th, Administration opened five RFPs with the following results:

Atlis Geomatics	\$226,900.00
Challenger Geomatics	\$155,525.20
Tarin Resource Services	\$137,920.00
Geodesy Group	\$127,440.00
Orthoshop Geomatics	\$113,400.00

Administration explained the various deliverables included in the received RFPs.

MOTION 124-18

Moved by Councillor Pearson to award the contract for the *2018 Aerial Photography and Digital Orthophotos Project* to Tarin Resource Services in the amount of \$137,920.

CARRIED (7-0)

MOTION 125-18

Moved by Councillor Rosche to approve the purchase of eighty-four (84) additional LiDAR township tiles from Tarin Resource Services in the amount of \$8,400.

CARRIED (7-0)

BOARD REPORTS

Community Futures – Lesser Slave Lake

- No meeting due to lack of quorum

Community Futures - Tawatinaw

- Update on upcoming events (i.e.: Women of the North and Lemonade Stand)

Slave Lake Regional Library Board

- Held a photo shoot with the Easter Bunny - 223 attended

Homeland Housing

- Hired new CAO,
- Ministry completed a Compliance Review for Homeland Housing
- Provided an Accommodations Services Report

Slave Lake Region Tourism Society

- Brochure completed and going to print

Alberta Health Services (AHS) Discussion Meeting

- Reeve Kerik and Councillor Rosche along with Town of Slave Lake Councillors and the Fire Chief met with representatives of AHS to discuss concerns with ambulance response times and patient transfers
- Assurance was received from AHS that they are going to make every effort to rectify delays in ambulance response times

Rural Stakeholder Engagement Session

- Reeve Kerik advised that he was invited by Ann Everatt, President of Northern Lakes College, to attend the Rural Stakeholder Engagement Session hosted by the Alberta Rural Development Network (ARDN). The engagement Session will be a one-day event and is intended to create an opportunity for members and stakeholders of rural communities from various fields and areas of expertise to come together to talk about rural innovation.

MOTION 126-18

Moved by Councillor Rosche that Reeve Kerik be approved to attend the Rural Stakeholder Engagement Session hosted by the Alberta Rural Development Network being held in Nisku on April 23, 2018.

CARRIED (7-0)

MOTION 127-18

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

CARRIED (7-0)

QUESTION/ANSWER PERIOD

Questions from residents were heard and responses provided by Council and Administration. The majority of questions were in regard to this season's re-gravel program, road maintenance and Flatbush hamlet drainage.

A "thank you" was given to Council for upgrades (including the renovated washrooms) to the Flatbush Complex.

**CONFIDENTIAL
ITEMS**

SALARY GRID

MOTION 128-18

Moved by Councillor Rosche to move to closed session to discuss privileged information at 8:50 p.m. as per Section 29 of the FOIP Act with Allan Winarski, Jason Warawa and Alanis Marleau attending.

CARRIED (7-0)

MOTION 129-18

Moved by Councillor Esau to return to open meeting at 9:26 p.m.

CARRIED (7-0)

MOTION 130-18

Moved by Councillor Pearson to adopt the *2018 Salary Grid*.

CARRIED (7-0)

ADJOURNMENT

MOTION 131-18

Moved by Councillor Rosche to adjourn the meeting at 9:27 p.m.

CARRIED (7-0)


Chief Administrative Officer


Reeve

NAME

SIGNATURES

Alanis Marbeau

Russ Jassman

Joe McWilliams

Jason Warawa

Dawnia McCann

Marvin Schneider

Pamela Schneider

Bill Klassen

Cristy Paly

Sharon Ehmler

Trevor Rennie

CAROL STOCKMAN

CHEF STOCKMAN

Peg Laing

CARL BYER

HARRY GEARY

Ken AUCH

Alanis Marbeau

~~Russ Jassman~~
Joe McWilliams

Jason Warawa

Dawnia McCann

Marvin Schneider

Pamela Schneider

Bill Klassen

Cristy Paly

Sharon Ehmler

Trevor Rennie

Carol Stockman

~~Chef Stockman~~

Peg Laing

Carl Byer

Harry Geary

Ken Auch