

# MINUTES

## Council Meeting Municipal District of Lesser Slave River No. 124 October 10, 2018 Mitsue Fire Hall, Slave Lake, Alberta

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### MEMBERS PRESENT

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

### MEMBERS ABSENT

Jeff Commins - Division 2

### IN ATTENDANCE

Allan Winarski - Chief Administrative Officer, MD LSR  
Lana Spencer - Recording Secretary, MD LSR  
Russ Jassman - Director of Rural Services, MD LSR  
Jason Warawa - Director of Finance, MD LSR  
Lyle Farris - Director of Utilities, MD LSR  
Randy Ross - Marten Beach Cottagers Association  
Caroline Wagenaar - Marten Beach Cottagers Association  
Valerie Tradewell - Marten Beach Cottagers Association  
Martin Engler - Diamond North  
Laverne Pankratz - Marten Beach Cottagers Association  
Joe McWilliams - Lakeside Leader

### CALL TO ORDER

Reeve Kerik called the meeting to order at 10:08 a.m.

### ADOPTION OF AGENDA

#### **MOTION 320-18**

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

#### Additions:

- Slave Lake Regional Fire Service - Letter of Support
- SDAB Bylaw & Appointment of Clerk
- Asset Disposal
- Closed session under Section 27 of the FOIP Act

#### Deletions:

- Alberta Energy Regulator Delegation

**CARRIED (6-0)**

### DELEGATION

#### **MARTEN BEACH COTTAGERS ASSOCIATION**

Members of the Marten Beach Cottagers Association (MBCA) were in attendance to request the Municipal District in helping them with flood mitigation planning:

- V. Tradewell provided a history of flooding in the Marten Beach area over the past 40 years.
- R. Ross requested Council to have Administration complete a Drainage Plan for Marten Beach in phases starting with Marten Drive and Pine Drive commencing in 2019.
- Timber debris (including cut logs) and beaver dams may have been some factors in the 2018 flooding.
- C. Wagenaar offered her assistance with completing grant applications (i.e.: Community Resilience Fund).
- MBCA advised that they met with MLA, Danielle Larivee to discuss funding options for flood mitigation from the Province.
- MBCA advised that they were willing to cost share on engineering (50/50) with the Municipal District for engineering/conceptual study estimated by Sameng at \$21,000.

Administration confirmed the following:

- Administration has created two Decision Papers for the 2019 MD Budget deliberations with Council with respect to Marten Beach flooding: One for internal hamlet drainage and one for required professional assistance for the provincial flood grant program.
- As a municipality, the MD is required to follow a bid process for contracts.
- Decision from the Province on Disaster Recovery Funding is anticipated to be announced within the next month.
- A meeting will be set with Administration and the MBCA to discuss plans for moving forward.

**MOTION 321-18**

Moved by Councillor Pearson to accept the *Marten Beach Cottagers Association Delegation* as information and to direct Administration to bring back to Council drainage and flood mitigation options for Marten Beach.

**CARRIED (6-0)**

**FINANCE**

**PERC PROGRAM (SCHOOL TAX CREDIT)**

The Province has initiated a Provincial Education Requisition Program (PERC) to offset the hardship caused by the uncollectable education-based property taxes related to oil and gas properties. This program provides the affected municipalities with a credit that is equal to the education requisition associated with the taxable properties that are delinquent in their payment of education-based property taxes.

This program is retroactive to the 2015 tax year. The total school tax outstanding for the 3-year period from 2015-2017 is \$35,799.60.

For the school portion of the taxes to be eligible for the PERC program Council must write off the municipal portion of the eligible unpaid taxes as a bad debt by way of Council resolution. The application must also prove that the amounts written off are reflected in the MD's general ledger. A listing of the tax accounts was provided to Council.

Administration also provided a listing of 2008-2014 outstanding oil and gas taxes not because they are eligible for the PERC program, but rather as a matter of principle and consistency. Numerous efforts have been made to collect these outstanding taxes as well as those identified in the 2015-2017 tax years.

**MOTION 322-18**

Moved by Councillor Pearson that the 2008-2014 property taxes, in arrears in the amount of \$20,900.16 be cancelled from the "properties listing" as presented to Council.

**CARRIED (6-0)**

**MOTION 323-18**

Moved by Councillor Melzer that the 2015-2017 property taxes in arrears in the amount of \$233,225.03 be cancelled from the "properties listing" as presented to Council and an application be made for these properties to the Provincial Education Refund Credit for Uncollected Property Taxes on Oil and Gas Properties program.

**CARRIED (6-0)**

**CHEQUE REGISTERS**

**MOTION 324-18**

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

**CARRIED (6-0)**

**UTILITIES**

**WATER METER REGISTER REPLACEMENT**

The Utility Department will be replacing the sensors on water meters throughout the municipality. These sensors read the volume of water that passes through the meter.

Beginning in November, the department will be scheduling access with homeowners starting in Flatbush and Smith and finishing in the Poplar Lane and Southshore areas.

Dependent on placement of meters, the process of switching out and reprogramming should take fifteen minutes.

Water meter sensor replacement is mandatory and failure to comply with the utility staff or accessibility may result in a disruption of water service.

**MOTION 325-18**

Moved by Councillor Rosche to accept the *Water Meter Register Replacement* as information.

**CARRIED (6-0)**

**SOUTHSHORE SEWER STATUS UPDATE**

Administration advised Council that there are nineteen (19) low pressure sewer system installations that are still outstanding in the Southshore area.

The utility department is ensuring that there are at least two qualified contractors and that MD protocols are being followed for independent installations.

Administration requested to extend the installation deadline of October 31, 2018 and provide detailed progress in July of 2019.

**MOTION 326-18**

Moved by Councillor Pearson to accept the *Southshore Sewer Status Update* as information.

**CARRIED (6-0)**

**ADOPTION OF  
MINUTES**

**MOTION 327-18**

Moved by Councillor Pearson to adopt the *September 26, 2018 Council Minutes* as amended.

**CARRIED (6-0)**

**RECESS**

11:58 a.m.

**RECONVENE**

12:29 p.m.

**ADMINISTRATION**

**CAO UPDATE**

- Departments are working on the 2019 Operating/Base Budgets and Budget Decision Papers and will be presented to Council in November.
- An update on staff displacement from MD Administration Building was provided.
- With respect to municipal addressing, signage issues will be corrected with the private sector vendors delivering this project. Additional posts will be provided by the MD.

**MOTION 328-18**

Moved by Councillor Melzer to accept the *CAO Update* as information.

**CARRIED (6-0)**

**2019 COUNCIL MEETING DATES**

Administration provided Council with proposed Council meeting dates for 2019 including the dates for meetings to be held in the communities of Smith, Flatbush and Widewater.

**MOTION 329-18**

Moved by Councillor Pearson to adopt the *2019 Council Meeting Dates* as presented.

**CARRIED (6-0)**

**FLOOD MAPPING FOR SAWRIDGE CREEK**

Alberta Environment and Parks (AEP) intends to apply for the Slave Lake Flood Hazard Study to the National Disaster Mitigation Program (NDMP). This is a federal program established to reduce the impacts of natural disasters. If the application is successful,

the project would be co-funded by the federal government and managed under the provincial Flood Hazard Identification Program (FHIP). There would be no monetary contributions required from the communities.

The proposed study would identify flood hazards along approximately 13 km of Sawridge Creek upstream from the confluence with the Lesser Slave River.

**MOTION 330-18**

Moved by Councillor Rosche to provide a letter of support to Alberta Environment and Parks for their National Disaster Mitigation Program application for a Slave Lake Flood Hazard Study which will include identifying flood hazards on Sawridge Creek.

**CARRIED (6-0)**

**MOTION 331-18**

Moved by Councillor Pearson that Council advocate for flood mapping for the Marten Beach area.

**CARRIED (6-0)**

**SUBDIVISION & DEVELOPMENT APPEAL BOARD BYLAW 2018-06**

Council adopted Bylaw 95-71 to establish a Subdivision and Development Appeal Board; a revised Bylaw 2018-06 was presented to Council which included the following changes in the MGA:

- mandatory training requirements;
- revise members appointed to the Subdivision and Development Appeal Board and quorum;
- consistency in MGA references

It was advised to Council that a Subdivision and Development Appeal Clerk/Secretary cannot also be appointed a Development Authority. Russ Jassman is currently appointed to both positions.

**MOTION 332-18**

Moved by Councillor Melzer to appoint Lana Spencer as the Subdivision and Development Appeal Board Secretary/Clerk and rescind the appointment of Russ Jassman.

**CARRIED (6-0)**

**MOTION 333-18**

Moved by Councillor Pearson to give first reading to *2018-06 Subdivision and Development Appeal Board Bylaw*.

**CARRIED (6-0)**

**MOTION 334-18**

Moved by Councillor Rosche to give second reading to *2018-06 Subdivision and Development Appeal Board Bylaw*.

**CARRIED (6-0)**

**MOTION 335-18**

Moved by Councillor Esau to give unanimous consent to go to third reading of *2018-06 Subdivision and Development Appeal Board Bylaw*.

**CARRIED (6-0)**

**MOTION 336-18**

Moved by Councillor Melzer to give third reading to *2018-06 Subdivision and Development Appeal Board Bylaw*.

**CARRIED (6-0)**

**TRANSPORTATION**

**ASSET DISPOSAL**

Administration provided Council with an Asset Disposal Form for Unit P67, a 2011 GMC Sierra 1500 extended cab and requested that it be disposed of at the next Ritchie Bros auction.

**MOTION 337-18**

Moved by Councillor Peiffer to approve the disposal of Unit P67 and that it be sold at the Ritchie Bros Auction in October of 2018.

**CARRIED (6-0)**

**LETTER OF SUPPORT – SLAVE LAKE REGIONAL FIRE SERVICE**

A letter of support was provided to the Slave Lake Regional Fire Service Services for their HOT grant application. The grant, if approved, will be used to run an Emergency Operations Center and hands on disaster training course at the Disaster Village training site in Slave Lake.

**MOTION 338-18**

Moved by Councillor Rosche to ratify the letter of support provided to the Slave Lake Regional Fire Service in their Fire Service Training HOT grant application.

**CARRIED (6-0)**

**PLANNING &  
DEVELOPMENT**

**SCHULLER SUBDIVISION ROAD ISSUES**

A developer intends to subdivide 5.18 acres (2.09 Ha) from a 159.88 acre (64.7 Ha) unsubdivided quarter section of Rural land. The subdivision approved upon appeal to the Municipal Government Board (MGB) does not have legal access. However, the MGB mandated that the MD, the developer, and the oil interests work together to obtain access by way of assuming the privately held road dispositions of the resident oil company and right-of-way across parcels related to the developer. The cost of doing so is the responsibility of the developer.

Council was informed about the progress made on the file and the remaining steps left for road assumption.

**MOTION 339-18**

Moved by Councillor Pearson to accept the *Schuller Subdivision Road Issues* as information.

**CARRIED (6-0)**

**BOARD REPORTS**

**Athabasca Watershed Council - Municipal Forum**

Athabasca Watershed Council (AWC) is hosting a Municipal Forum on November 17<sup>th</sup> in Westlock from 10:00 a.m. to 4:00 p.m.

**MOTION 340-18**

Moved by Councillor Peiffer to approve two Councillors to attend the AWC Municipal Forum in Westlock on November 17th.

**CARRIED (6-0)**

Councillor Rosche left the meeting at 2:00 p.m.

Councillor Esau requested that Administration invite Mike Nemeth of Alberta WaterSMART, Water Management Solutions to attend a Council meeting.

**Agricultural Service Board**

- Strychnine is being pulled off the market
- ASB Policies are under review

**Community Education Committee**

- Low registration for upcoming Wellness Workshop being held at NLC

**Inter-Municipal Committee**

- Extended Community Futures lease at the Visitor Information Centre to December 31, 2019
- Workshop being held prior to Tri-Council meeting to discuss Economic Development strategy/goals
- Wildfire Legacy Centre will require subsidized funding to cover deficit by both municipalities along with a portion of the endowment fund; MD to cover at the intermunicipal percentage
- MD Administration will be drafting the required IDP/MDP between the MD and Town

**Regional Library Board**

- Recommended that Librarian provide the CAO's of the Town/MD the budget, so it can go for approval by the Inter-Municipal Committee if there are significant changes from the previous year's budget
- Plans of service are being reviewed

**Peace Library System**

- Policy revisions approved for Insurance; School Services, Resource Sharing Policy for Library Services Points; and Violence and Harassment Policy for Library Service Points
- Reviewed the Best Practices for Alberta Public Libraries relating to Indigenous Service

**Slave Lake Airport**

- October 11<sup>th</sup> - ribbon cutting ceremony for Overlay Project
- Capital purchases came in under budget

**MOTION 341-18**

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

**CARRIED (6-0)**

**CLOSED SESSION**

**MOTION 342-18**

Moved by Councillor Pearson to go into closed session at 2:37 p.m. under Section 27 of the FOIP Act with Allan Winarski and Lana Spencer in attendance.

**CARRIED (6-0)**

**OPEN SESSION**

**MOTION 343-18**

Moved by Councillor Pearson to return to open session at 3:30 p.m.

**CARRIED (6-0)**

**MOTION 344-18**

Moved by Councillor Esau to approve Reeve Kerik to attend the Water North Coalition meeting.

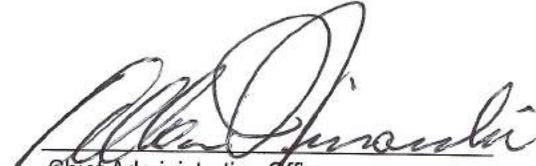
**CARRIED (6-0)**

**ADJOURNMENT**

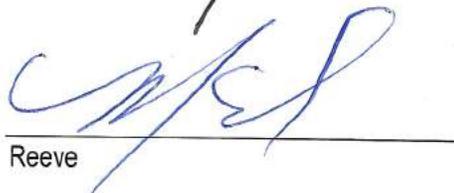
**MOTION 345-18**

Moved by Councillor Esau to adjourn the meeting at 3:37 p.m.

**CARRIED (6-0)**



Chief Administrative Officer



Reeve