

MINUTES

Council Meeting

Municipal District of Lesser Slave River No. 124

April 10, 2019

MD Administration Building, Slave Lake, Alberta

| MEMBERS PRESENT | Murray Kerik - Reeve Becky Peiffer - Division 1 Sandra Melzer - Division 1 Robert Esau - Division 1 Brad Pearson - Division 2 Jeff Commins - Division 2 Brian Rosche - Division 2 | | | | | | |
|--------------------------------|--|--------|-------------|--------------------------------|-------------|-------------------------------|--------------|
| IN ATTENDANCE | Allan Winarski - Chief Administrative Officer, MD LSR Lana Spencer - Recording Secretary, MD LSR Pat Sibilleau - Director of Finance, MD LSR Bill Klassen - Director of Transportation & Infrastructure, MD LSR Ann Holden - Planning & Development Officer, MD LSR Joe McWilliams - Lakeside Leader | | | | | | |
| CALL TO ORDER | Reeve Kerik called the meeting to order at 10:04 a.m. | | | | | | |
| ADOPTION OF AGENDA | <u>MOTION 108-19</u> Moved by Councillor Esau to adopt the Agenda with the following additions: <ul style="list-style-type: none">• Finance: Information Technology Security• Transportation: Infrastructure - Culverts• Transportation: Widewater Firehall Playground Signage <p style="text-align: right;">CARRIED (7-0)</p> | | | | | | |
| ADOPTION OF MINUTES | <u>MOTION 109-19</u> Moved by Councillor Pearson to adopt the <i>March 27, 2019 Council Minutes</i> as presented. <p style="text-align: right;">CARRIED (7-0)</p> | | | | | | |
| TRANSPORTATION | CHISHOLM GRAVEL HAUL TENDER RESULTS On March 1, 2019 a tender for the annual Chisholm area gravel haul was advertised locally and on Alberta Purchasing Connection. The scope of the proposed work includes delivery and spreading of approximately 7,909 tonnes of municipal owned gravel on 25 kilometers of roads within the MD. The tender closed on March 28, 2019 at 2:00 p.m. Upon closing, two tenders were received, and the results are as follows: <table><thead><tr><th>Bidder</th><th>Annual Cost</th></tr></thead><tbody><tr><td>Doerksen Transport (F.V.) Ltd.</td><td>\$96,846.75</td></tr><tr><td>Complete Waste Solutions Inc.</td><td>\$110,000.00</td></tr></tbody></table> 2019 Budgeted Monies for contract gravel haul: \$492,500 of which \$104,663 is allocated to Chisholm area. <u>MOTION 110-19</u> Moved by Councillor Pearson to award the gravel haul contract for Chisholm Area to Doerksen Transport (F.V.) Ltd for \$96,846.75 plus GST. <p style="text-align: right;">CARRIED (7-0)</p> SLAVE LAKE GRAVEL HAUL TENDER RESULTS On March 1, 2019 a tender for the annual Slave Lake area gravel haul was advertised locally and on Alberta Purchasing Connection. The scope of the proposed work includes delivery and spreading of approximately 12,695 tonnes of municipal owned | Bidder | Annual Cost | Doerksen Transport (F.V.) Ltd. | \$96,846.75 | Complete Waste Solutions Inc. | \$110,000.00 |
| Bidder | Annual Cost | | | | | | |
| Doerksen Transport (F.V.) Ltd. | \$96,846.75 | | | | | | |
| Complete Waste Solutions Inc. | \$110,000.00 | | | | | | |

gravel on 35 kilometers of roads within the MD. The tender closed on March 28, 2019 at 2:00 p.m.

Upon closing, five tenders were received, and the results are as follows:

| Bidder | Annual Cost |
|--------------------------------|--------------------|
| Doerksen Transport (F.V.) Ltd. | \$ 85,150.00 |
| HPC Transport Ltd. | \$126,504.00 |
| Pave It Construction | \$128,473.40 |
| Complete Waste Solutions Inc. | \$150,000.00 |
| Barracuda Contracting | \$486,000.00 |

2019 Budgeted Monies for contract gravel haul: \$492,500 of which \$100,350 is allocated to Slave Lake area.

MOTION 111-19

Moved by Councillor Rosche to award the gravel haul contract for the Slave Lake Area to Doerksen Transport (F.V.) Ltd for \$85,150.00 plus GST.

CARRIED (7-0)

WSP FEES - POPLAR LANE FLOOD REPAIR

WSP is requesting \$106,554.00 for their consulting engineering management to ensure that Poplar Lane road is returned to its original condition (as it was before the 2018 flooding). The increase cost is proportionate to the number of days added to the schedule for the contractor to do the work.

Disaster Recovery Program funding was approved by the Alberta Government for the municipality in late November 2018. It is anticipated that this funding will continue be provided by the Government regardless of the results of the election.

Administration advised that an Expression of Interest is being advertised for both Eating Creek and Marten Beach for Prime Consulting Services - Flood Mitigation Scoping and Design.

MOTION 112-19

Moved by Councillor Rosche to approve WSP engineering fees of \$106,554.00 for the Poplar Lane Flood Repairs project.

CARRIED (6-1)

INFRASTRUCTURE - CULVERTS

Councillor Pearson requested that a process be in place to check conditions and inventory culverts.

Administration advised Council of their inspection process and increased remediation/inventory processes going forward (Maintenance Plan).

MOTION 113-19

Moved by Councillor Esau to accept *Infrastructure - Culverts* as information.

CARRIED (7-0)

WIDEWATER FIREHALL PLAYGROUND SIGNAGE

Councillor Pearson advised that residents in the area of the Widewater Firehall playground expressed concern on limited playground signage and speed reductions on the Woodland Estate and Southshore Drive roads.

MOTION 114-19

Moved by Councillor Pearson that Administration bring back to Council a report on a speed reduction and signage options/opinions on Southshore Drive and Woodland Estate roads in the area surrounding the Widewater Firehall Playground.

CARRIED (7-0)

FINANCE

2019 FINAL OPERATIONAL AND CAPITAL BUDGET

Per section 242(1) of the Municipal Government Act of Alberta (MGA) "each council must adopt an operating budget for each calendar year", further per section 242(3) "an interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted".

Once the final budget is approved the preliminary budget approved on December 12, 2018, is no longer in effect and is replaced in its entirety by the 2019 Final Budget.

A table was provided to Council describing proposed amendments to the 2019 Budget with total operating change of (\$71,449) and total capital change of \$290,339 with a total net change of \$218,890.

MOTION 115-19

Moved by Councillor Rosche to adopt the 2019 Final Operating and Capital Budgets as presented.

CARRIED (7-0)

TAXATION

2019-03 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 2019, 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.

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

Residential (2.3549)
Non-residential (11.7732)
Farmland (8.5183)

Applying these rates to their respective classes of assessment will generate approximately \$13,490,953 in municipal revenue.

These rates allow for:

- The mandated 5:1 ratio for residential assessment to non-residential assessment
- A two (2%) percent increase in mill rates across the board

This in combination with the application of reserves, grants, debt repayment, and other third-party revenues allows for the 2019 final budget to be balanced.

MOTION 116-19

Moved by Councillor Esau to give first reading to 2019-03 Tax Rate Bylaw.

CARRIED (7-0)

MOTION 117-19

Moved by Councillor Melzer to give second reading to 2019-03 Tax Rate Bylaw.

CARRIED (7-0)

MOTION 118-19

Moved by Councillor Rosche to give unanimous consent to proceed to third reading of 2019-03 Tax Rate Bylaw.

CARRIED (7-0)

MOTION 119-19

Moved by Councillor Pearson to give third reading to 2019-03 Tax Rate Bylaw.

CARRIED (7-0)

RECESS

12:04 p.m.

RECONVENE

1:02 p.m.

DELEGATION

METRIX GROUP LLP

Jeff Alliston with Metrix Group LLP was in attendance to review the 2018 Financial Statements with Council. Council was also provided the 2018 Audit Findings Letter which summarized matters arising from the audit that would be of interest to Council and management.

MOTION 120-19

Moved by Councillor Rosche to accept the *2018 Financial Statements* as information.
CARRIED (7-0)

FINANCE

CHEQUE REGISTERS

MOTION 121-19

Moved by Councillor Esau to accept the *Cheque Registers* as information.
CARRIED (7-0)

INFORMATION TECHNOLOGY (IT) SECURITY

Councillor Pearson brought up his concerns with IT security and potential breaches that the MD may be at risk of.

Administration confirmed with Council the safeguards that the MD has implemented with regard to issuing of cheques (i.e.: required signatures) and online payments.

MOTION 122-19

Moved by Councillor Pearson to accept the *Information Technology Security* as information.
CARRIED (7-0)

ADMINISTRATION

COMMUNITY AGGREGATE PAYMENT LEVY INCREASE

On March 6, 2019, Council passed Bylaw 2019-02 Community Aggregate Payment Levy increasing the levy rate from \$0.25 to \$0.40 commencing January 2019.

The purveyors of gravel were notified of the increased levy upon adoption of the bylaw though the period between January and March notice may not have allowed for adequate rate adjustments for purveyors during this period.

Administration provided three options for Council to consider; amend the bylaw to last year's rates, allow for bylaw to stand as written or allow the bylaw to stand as written but allow for credits for contracts for delivery of gravel during 2019 executed prior to March 20th.

MOTION 123-19

Moved by Councillor Commins that with the increase to the Community Aggregate Payment Levy (Bylaw 2019-02) the Municipal District will allow for credits for contracts for delivery of gravel executed prior to March 20, 2019 with claims to be demonstrated by way of evidence at time of remission at the discretion of the gravel purveyor (from \$0.25 to \$0.40)
CARRIED (7-0)

**PLANNING &
DEVELOPMENT**

LAND USE BYLAW REVIEW PRESENTATION

Administration provided Council with the following overview for what will be included the Request for Proposal for the Land Use Bylaw Review:

- Statutory Requirements
- Public Consultation
- Core Areas of Concern
- Criteria vs Uses
- Municipal Costs

MOTION 124-19

Moved by Councillor Melzer to accept the *Land Use Bylaw Review Presentation* as information.
CARRIED (7-0)

MOTION 125-19

Moved by Councillor Esau that the next Council meeting being held on April 24, 2019 at the Widewater Complex will commence at 6:00 p.m.

CARRIED (7-0)

BOARD REPORTS

Community Futures – Tawatinaw

- Reviewed upcoming programs
- Roof repairs estimated at \$30,000

Inter-Municipal Committee

- MRC Programming
- Visitor Information Greeting Services
- Legacy Funding Agreement
- Collaboration Grant – \$133,000 for IDP and ICF
- Raw Water Agreement

Municipal Planning Commission

- Three subdivisions approved

Regional Library Board

- Trust fund set up in memory of Spike McCullough accepting donations
- Flatbush/Smith stats report
- Lift in Flatbush not operational until certification

Slave Lake Airport

- Legal issues
- Fencing issues

Homeland Housing

- 3.5 % increase on requisitions
- Morinville affordable housing project going forward with estimated opening 2020

AUMA Leaders' Summit

- Political parties present
- Collaborations with partnering municipal leaders

MOTION 126-19

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

CARRIED (7-0)

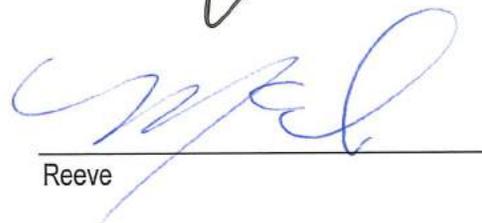
ADJOURNMENT

MOTION 127-19

Moved by Councillor Melzer to adjourn the meeting at 4:34 p.m.

CARRIED (7-0)


Chief Administrative Officer


Reeve