

MINUTES

Council Meeting Municipal District of Lesser Slave River No. 124 March 25, 2020 MD Administration Building, Slave Lake, AB

MEMBERS PRESENT	Murray Kerik	- Reeve
	Sandra Melzer	- Division 1
	Becky Peiffer	- Division 1
	Darcie Acton	- Division 2
	Brian Rosche	- Division 2
	Brad Pearson	- Division 2
	Robert Esau	- Division 1
IN ATTENDANCE	Allan Winarski	- CAO, MD LSR
	Lana Spencer	- Recording Secretary, MD LSR,
	Marvin Schneider	- Transportation Foreman, MD LSR
	Trisha Green	- Operations Assistant, MD LSR
	Joe McWilliams	- Lakeside Leader

CALL TO ORDER Reeve Kerik called the meeting to order at 10:01 a.m.

Note: This Council meeting was a regularly scheduled meeting and was held out of the MD Administration Building in Slave Lake. Seats were identified for the public and for the council table to adhere to COVID-19 social spacing requirements. Reeve Kerik and Deputy Reeve Rosche were present in the Council Chambers while other MD Councillors attended electronically by way of Zoom. MD staff also participated through Zoom. Zoom access was provided to the press. To satisfy the Municipal Government Act requirements, the Chief Administrative Officer was present in the building and Council Chambers. No public came to the meeting.

ADOPTION OF AGENDA

MOTION 119-20

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

- Shuttle Bus Recovery Funding
- Rubber Tire Hoe Operations
- Multiple Ways of Paying Taxes/Calcium etc.
- Dust Control Application Deadline
- AEMA-MD Bylaws on Emergency Management
- Move Closed Session to Administration

CARRIED (7-0)

ADOPTION OF MINUTES

MOTION 120-20

Moved by Councillor Pearson to adopt the March 11th, 2020, Council Meeting Minutes as presented.

CARRIED (7-0)

TRANSPORTATION

HYDROCARBON CONTAMINATED SOIL UPDATE

Administration reported to Council that hydrocarbon contaminated soil from the 1990s was detected at the Mitsue Pit and was reported immediately to Alberta Environment and Parks by MD staff.

Alberta Environment and Parks interviewed MD staff and advised them that once the investigation was complete, there would be a clean-up order generated for the site. Another meeting was set for March 18th, 2020, but due to the rapidly escalating COVID-19 situation, it was deferred. A representative from Alberta Environment and Parks has informed the MD that the clean-up order will not be issued until the COVID-19 situation has passed.

In preparation for the impending clean-up order, WSP Canada Inc. provided Administration with a proposal (\$243,500 unbudgeted) to oversee the clean-up. Research for better economic options will continue.

MOTION 121-20

Moved by Councillor Rosche to accept the *Hydrocarbon Contaminated Soil Update* as information.

CARRIED (7-0)

ADMINISTRATION

COVID-19 CONSIDERATIONS AND CAO REPORT

Administration advised Council that the Municipal District's role in the COVID-19 pandemic is to ensure core services (water, sewer, road maintenance, and waste management) are functioning and to adhere to changes in legislation as it comes forth.

Administration advised that the MD Slave Lake Administration Building is closed to the public with access to payments and information secluded through front entry. Administration is continuing to work with some employees in the office, out of office remotely, and in the field to continue as best as possible to keep critical Municipal District operations working. MD facilities, including complexes, arenas, libraries, and recreation areas, are closed.

The COVID-19 pandemic is extremely serious for both residents and staff. Administration will be continuously monitoring the situation and will adjust business practices accordingly. Credible links to COVID-19 related information and resources will be posted on the MD website and social media as they come available.

MOTION 122-20

Moved by Councillor Rosche to accept the *Covid-19 Considerations and CAO Report* as information.

CARRIED (7-0)

PUBLIC MEMBER BOARD APPLICATIONS

The following are applications for vacancies on boards:

Lesser Slave Lake Regional Housing Authority - 1 Member-at-Large

- Charlotte Measor
- Brent Mackay
- Pam Porter

Agricultural Pest Act Appeal Committee - 1 Member-at-Large

- No Applications

Council will be contacting the Recording Secretary via email with their vote for appointment of a Member-at-Large for the Lesser Slave Lake Regional Housing Authority.

SHUTTLE BUS RECOVERY FUNDING

Administration confirmed that they would provide an update to Council on the status of the Shuttle Bus Recovery funding to be provided to the Lesser Slave Lake Regional Housing Authority once year-end accounting is completed.

MOTION 123-20

Moved by Councillor Pearson to accept the *Shuttle Bus Recovery Funding* as information.

CARRIED (7-0)

PUBLIC MEMBER BOARD APPLICATIONS (CONTINUED)

The Recording Secretary advised that the majority of Councillor votes received via email were to appoint Brent Mackay.

MOTION 124-20

Moved by Councillor Rosche to appoint Brent Mackay as a member-at-large to the Lesser Slave Lake Regional Housing Authority until the next Organizational Meeting.

CARRIED (7-0)

ALBERTA EMERGENCY MANAGEMENT TRAINING – MD BYLAWS/PLANS

On March 9th, Council attended the Elected Officials Emergency Management training. Councillor Acton questioned Administration on what the Municipal District has in place (Bylaws, Emergency Management Plans, etc.).

Administration advised that Council Bylaw 2004-08 establishes a Municipal Disaster Services Agency. Council is appointed as the Disaster Services Committee and reviews the Emergency Management Plan, related plans, programs, and appointments (Director, Deputy Director, etc.) annually as per the bylaw. Administration has emergency related legislation at the Municipal District listed for updating.

FINANCE

CHEQUE REGISTERS

MOTION 125-20

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

CARRIED (7-0)

WAYS FOR RESIDENTS TO PAY BILLS

With Administration office closures to the public, Council inquired what other options are available for residents to make payments. Administration advised that taxes and utilities can be paid on-line. People can still mail payments.

Administration advised Council that staff are continuing to answer phone calls, email inquiries and are providing guidance to residents. The Slave Lake Administration Building, at this time, is accepting payments and documents through the front entry through a drop-off/pick up process, so personal contact is removed.

MOTION 126-20

Moved by Councillor Pearson to accept the *Ways for Residents to Pay Bills* as information.

CARRIED (7-0)

TRANSPORTATION

GRADER REPLACEMENT TENDER RESULTS

In the 2020 budget, Council approved the replacement of unit GR 15 with the purchase of a new all-wheel-drive motor grader. The tender was advertised on the Alberta Purchasing Connection (APC) and MD website on February 20th, 2020, with a closing date of March 12th, 2020

CAT has a guaranteed buyback/trade-in value, and John Deere offers a trade-in value for the replacement machine (noted in the Tender Comparison enclosure). Policy B-16 Asset Disposal Sections 10 And 11 allow that the buyback/trade-in value of GR 15, which provides Administration with the best value for the Municipal District in this instance.

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

Bidder	Model	Amount
Finning Canada	Cat 140M3 AWD	\$493,600.51
Brandt Tractor LTD	John Deere 772GP AWD	\$484,000.00

2018 Budgeted Monies: \$480,000

MOTION 127-20

Moved by Councillor Pearson to award the Grader Replacement – John Deere 772GP AWD to Brandt Tractor Ltd. for \$484,000 and to proceed with the guaranteed buyback of \$170,106 on the GR 15 all-wheel-drive motor grader, so the net purchase value is \$313,894.

CARRIED (7-0)

LIGHT VEHICLE REPLACEMENT TENDER RESULTS

In the 2020 MD Budget Council approved the replacement of four vehicles in the MDLSR fleet. On February 25th, 2020, a tender was advertised locally, and, on the Alberta Purchasing Connection for Three 1/2-ton pick-ups and One ¾ ton pick-up, the tender closed on March 20th, 2020.

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

Bidder	Annual Cost
Metro Ford	\$163,351.00
Slave Lake Dodge	\$178,215.00
Courtesy Chrysler	\$180,523.68

2019 Budgeted Monies: \$148,000

Administration requested to defer light truck purchases due to the potential for economic impacts due to the COVID-19 pandemic and assured Council that the Municipal District has the capacity at this time to use its current fleet.

MOTION 128-20

Moved by Councillor Melzer to defer truck purchases due to the COVID-19 situation and not award the Light Vehicle Replacement tender.

CARRIED (7-0)

TANDEM TRACTOR TRUCK REPLACEMENT TENDER RESULTS

In the 2020 budget Council approved the replacement of a Tandem Tractor Truck. On February 24th, 2020, a tender was advertised locally, and on the Alberta Purchasing Connection, the tender closed on March 20th, 2020.

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

Bidder	Annual Cost
Diamond International	\$167,872
New West Freightliner	\$179,704
Western Star	\$181,754

2019 Budgeted Monies: \$170,000

MOTION 129-20

Moved by Councillor Pearson to award Diamond International the Tandem Tractor Truck Replacement for \$167,872.

CARRIED (7-0)

GRAVEL PUP REPLACEMENT TENDER RESULTS

In the 2020 budget council approved the replacement of a gravel pup trailer. On February 24th, 2020, a tender was advertised locally, and on the Alberta Purchasing Connection, the tender closed on March 20th, 2020.

Upon closing, one tender was received, and the results are as follows:

Bidder	Annual Cost
Diamond International	\$43,368

2019 Budgeted Monies: \$43,000

MOTION 130-20

Moved by Councillor Rosche to award Diamond International a Gravel Pup Replacement for \$43,368.

CARRIED (7-0)

RUBBER TIRE HOE OPERATIONS

Councillor Pearson advised that he noticed the rubber tire hoe working on ditches along Southshore and questioned if the hoes stabilizer legs would damage pavement.

Administration responded that the stabilizer legs have pads that would protect the pavement from any damages. Operators will be reminded to use the rubber sided pads of the stabilizer legs.

MOTION 131-20

Moved by Councillor Pearson to accept the *Rubber Tire Hoe Operations* as information.
CARRIED (7-0)

DUST CONTROL APPLICATION DEADLINE

Council indicated that they had no objections to extending the Dust Control Application deadline from April 1st, 2020, to April 15th, 2020.

BOARD REPORTS

ASB

- Presentation– Department of Agriculture
- Administration reviewing Summer Student Ads
- Roadside Spraying tender closes at the end of March
- Farmers Markets - cancelled

Community Futures

- Direction from Western Diversification to offer to defer all loan payments
- March 31st – Year-End
- 26 loan inquiries

Lesser Slave Regional Housing Authority

- Auditors presented 2019 Financial Statements
- Requisition discussions
- Lodges all over the Province are in isolation due to COVID-19

Homeland Housing

- New regulations/protocols for Seniors Housing – Lockdowns
- Low supplies – PPE
- FCSS & Homeland Housing are working to replace "Meals on Wheels"
- Issues with social distancing from seniors

Brownlee LLP COVID-19

- Human Resource Issues
- Layoffs and Terminations
- Implications of contracts that municipalities have that cannot be filled
- Electronic Meetings – MGA Standards
- Councils Roles in the Emergency

Municipal Affairs

- Oil prices down
- Declaration of Public Health Emergency
- Staffing Issues – current and potential

Tri-Council Health Committee

- Pandemic and local health care providers (morale and panic)
- MD can help by amplifying AHS Messaging – protocols, communications, etc.
- Communication on potentially setting up test center at MRC or in vehicles outside the hospital

MOTION 132-20

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

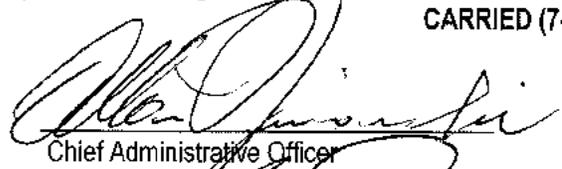
CARRIED (7-0)

ADJOURNMENT

MOTION 133-20

Moved by Councillor Rosche to adjourn the meeting at 12:19 p.m.

CARRIED (7-0)



Chief Administrative Officer



Reeve