

MINUTES

Council Meeting Municipal District of Lesser Slave River No. 124 May 13, 2020 Zoom Electronic Meeting

MEMBERS PRESENT	Murray Kerik - Reeve Robert Esau - Division 1 Sandra Melzer - Division 1 Becky Peiffer - Division 1 Darcie Acton - Division 2 Brian Rosche - Division 2 Brad Pearson - 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 Barry Kolenosky - Director of Rural Services, MD LSR Peggy Laing - FCSS Coordinator, MD LSR Marvin Schnieder - Transportation Foreman, MD LSR Nicole Archer - Human Resources, MD LSR Crystal Girard - Complete Waste Jason DeChamplain - Complete Waste Joe McWilliams - Lakeside Leader
	<p>Note: <i>This Council meeting was a regularly scheduled meeting. All attendees participated electronically by way of Zoom with Deputy Reeve Rosche present in the Slave Lake Council Chambers, Reeve Kerik and Councillor Esau in the Flatbush Office, and other MD Councillors attending from their homes. MD Chief Administrative Officer and staff also participated through Zoom. Zoom access was provided to the press. The meeting was advertised on the MD website and Lakeside Leader that the public was invited to attend the meeting by contacting hq@mldsr.ca for access via Zoom.</i></p>
CALL TO ORDER	Reeve Kerik called the meeting to order at 10:09 a.m.
ADOPTION OF AGENDA	<p>MOTION 178-20 Moved by Councillor Pearson to adopt the Agenda with the following additions:</p> <ul style="list-style-type: none">• Closed Session: Airport Perimeter Fencing under Sections 17, 24, 25, & 27 of the FOIP Act via conference call• Retiring Doctors Letter of Appreciation• Marten Beach One-Way Signs on Walkways <p style="text-align: right;">CARRIED (7-0)</p>
RECESS	Council recessed the Council meeting to hold the Community Assistance Board meeting at 10:16 a.m.
RECONVENE	Council reconvened at 10:26 a.m.
ADOPTION OF MINUTES	<p>MOTION 179-20 Moved by Councillor Esau to adopt the <i>April 22, 2020, Council Meeting Minutes</i> as presented.</p> <p style="text-align: right;">CARRIED (7-0)</p>
ADMINISTRATION	<p>CAO REPORT & MUNICIPAL RECREATIONAL FACILITIES REOPEN STRATEGY</p> <p>The CAO updated Council as follows:</p> <ul style="list-style-type: none">• Covid-19 Stimulus shovel ready projects; Mitsue Industrial Park access roads, Smith Bridge re-decking, Marten Beach Floodwall were identified and provided to both MLA's Glen van Dijken and Pat Rehn• Dispositions: coordination for progress on the MD Boat Launch on Lesser Slave River and securing disposition to the weir lands

- Conflict with Range Management and FireSmart
- Finance Department: efficiencies and cost reductions being reviewed. Yearend in progress
- Human Resources: Rural Supervisor, Landfill Supervisor, and summer staff onboarded. Director of Transportation and Director of Finance ongoing

Administration advised Council that the Municipal District owns, operates and maintains twenty-six (26) recreational facilities. Currently, all facilities are closed indefinitely due to provincial guidelines to stop the spread of Covid-19.

The Government of Alberta (GOA) has announced its plan on a relaunch strategy. Administration confirmed that the municipality is following the GOA guidelines for re-entry and what facilities will open and in what three phases of the plan. The first stage, on May 15th, will include municipal boat launches, trails, Southshore viewpoint and outdoor washrooms at the Flatbush Complex. Phase two and three dates are to-be-determined based on health indicators. The Canyon Creek Community Campground will be closed for the season due to Covid Health Advisories and guidelines and upgrades to the site. The Visitor Information Centre will also be closed for the season.

Councillor Pearson advised that there are mangates at some playground/campground sites and suggested locking them. Concern was raised about contamination at washroom facilities and how Administration was planning on mitigating risks.

Administration confirmed that there would be additional signage and barricades installed at some sites. The GOA has recommended not to allow group camping for the season as too hard to monitor and facilitate. Washroom facilities will be monitored and will adhere to the provincial recommendations, be provided extra sanitary supplies and inspected/cleaned routinely.

Councillor Pearson left the meeting at 10:44 a.m.

MOTION 180-20

Moved by Councillor Rosche to accept the *CAO Report and Municipal Recreational Facilities Reopen Strategy* as information.

CARRIED (6-0)

CANYON CREEK HARBOUR AND CAMPGROUND DIVESTITURE

Council was presented with a request from the Canyon Creek Harbour Authority for the MD to take over the lease of the Canyon Creek harbour and the campground.

The harbour structures near and in the water are on a federal lease under the control of Small Craft Harbours, Department of Fisheries and Oceans (DFO). The land between the MD street and the federal lease is a provincial lease provided to the association. That lease encompasses three adjacent or near adjacent properties: Jean Luc Deba Park, the campground beside the lake and the campground across from the Canyon Creek Hotel. Access to the harbour is off an MD road.

Councillor Acton questioned if a listing of the Authorities assets could be provided. Administration confirmed that they have a listing of assets though due to contract terms wishes to keep it confidential. The listing can be provided and discussed in closed session.

Councillor Action questioned if Council should consider developing a subcommittee for the transition. Administration advised that there are two Council representatives on the Canyon Creek Authority and they have been included in the discussion for years on this topic.

MOTION 181-20

Moved by Councillor Rosche to that the Municipal District of Lesser Slave River go forward with efforts to assume the lease of the Canyon Creek harbour and campground from the Canyon Creek Harbour Authority and that Council approve Administration to proceed with the process of transferring assets from the Canyon Creek Harbour Authority to the Municipal District of Lesser Slave River.

CARRIED (6-0)

Councillor Pearson returned to the meeting at 11:04 a.m.

WESTLOCK COUNTY FIRE MUTUAL AID AGREEMENT

Council was presented with a draft *Westlock County Fire Mutual Aid Agreement*, which is set up to provide a degree of certainty with respect to pricing should equipment be called upon between the municipalities.

Administration confirmed that Westlock County is not a part of the Mutual Aid Fire Control Plan.

MOTION 182-20

Moved by Councillor Pearson that Council for the Municipal District of Lesser Slave River endorses the *Westlock County Fire Mutual Aid Agreement*.

CARRIED (7-0)

EMERGENCY MANAGEMENT FRAMEWORK BYLAW 2020-08

Council was presented with an *Emergency Management Framework Bylaw* which was drafted to adhere to current legislation. This bylaw would replace the *Emergency Disaster Services Agency Bylaw 2004-08*.

The purpose of this bylaw is to establish the emergency management framework for the Municipal District as per the Emergency Management Act and the Local Authority Emergency Management Regulation.

MOTION 183-20

Moved by Councillor Melzer to give first reading to *Emergency Management Framework Bylaw 2020-08* as amended.

CARRIED (7-0)

MOTION 184-20

Moved by Councillor Acton to give second reading to *Emergency Management Framework Bylaw 2020-08* as amended.

CARRIED (7-0)

MOTION 185-20

Moved by Councillor Esau to proceed to third reading to *Emergency Management Framework Bylaw 2020-08*.

CARRIED (7-0)

MOTION 186-20

Moved by Councillor Rosche to give third reading to *Emergency Management Framework Bylaw 2020-08*.

CARRIED (7-0)

MEETING OF THE DISASTER SERVICES COMMITTEE

The Disaster Services Committee (Council) reviewed:

- Lesser Slave Regional Emergency Management Plan (updated February 2020)
- Appointments of Director and Deputy Director
- ECC Personnel Call-Down List
- Authorized Alberta Emergency Alert Users
- Emergency Management Response Procedures
- Procedures to Declare a State of Local Emergency
- Local Authority Emergency Management Regulation

MOTION 187-20

Moved by Councillor Rosche that the Disaster Services Committee met this 13th day of May 2020 to review the Lesser Slave Regional Emergency Plan, appointments and procedures.

CARRIED (7-0)

LETTER OF APPRECIATION FOR RETIRING DOCTORS

Councillor Rosche advised Council that two local doctors that have practiced in the Slave Lake and area for around thirty years have given notice that they are retiring. He requested that the Municipal District provide a letter of appreciation to these doctors for their health care service to the community.

MOTION 188-20

Moved by Councillor Esau to provide a letter of appreciation and a memento for Dr. Keaveny and Dr. O'keefe for their many years of service to the community.

CARRIED (7-0)

ONE-WAY SIGNS ON WALKWAYS IN MARTEN BEACH

Reeve Kerik advised that he received a request from a Marten Beach resident to put up directional signs on the public walkways in the hamlet.

Council requested that Administration discuss options (i.e., signage) to the Marten Beach Cottagers Association for the walkways during Covid-19 for implementing appropriate social distances.

MOTION 189-20

Moved by Councillor Esau to accept the Marten Beach resident request for one-way signs on walkways in Marten Beach as information.

CARRIED (7-0)

AGRICULTURE

APPOINTMENT OF WEED INSPECTORS AND PEST INSPECTORS

As per the Weed Control Act and the Agricultural Pests Act, the local authority (Council) shall appoint inspectors to enforce and monitor compliance with these Acts within the municipality. The Rural Services Department has hired two seasonal employees to carry out work under both Acts.

MOTION 190-20

Moved by Councillor Melzer to appoint Chantelle Borris, Tara Kozdroski and Barry Kolenosky as a Weed Inspectors for the Municipal District of Lesser Slave River No. 124 under the Weed Control Act effective May 13, 2020, until the termination of employment.

CARRIED (7-0)

MOTION 191-20

Moved by Councillor Esau to appoint Chantelle Borris, Tara Kozdroski and Barry Kolenosky as a Pest Inspectors for the Municipal District of Lesser Slave River No. 124 under the Agricultural Pests Act effective May 13, 2020, until the termination of employment.

CARRIED (7-0)

**BYLAW
ENFORCEMENT**

KNOWN-RISK POLICY AND PROTOCOL D.14

On February 1, 2019, the Alberta Justice and Solicitor General provided a bulletin (02-2019) for new policy requirements for authorized employers of Peace Officers. Council adopted the first policy, Communication System Policy Protocol D.11 requirement, on March 6, 2019. The second was presented to Council at this meeting.

Known-Risk Policy and Protocol:

All authorized employers must implement a system for identifying individuals or sites within the community that pose a known risk should peace officers attend. The purpose of this system is to ensure officers can reasonably assess risks to officer safety before visiting a site and request the necessary back-up required to undertake their duties with the lowest level of risk possible. The system is for internal use only and is intended to be a living document that is updated as required and will include currently known information and new information as officers or other law enforcement agencies provide it. The policy reflects the process for managing and updating the list, restrictions on access to the data, and procedures for officers around the use of the system.

Council discussed their concerns on if they adopt this policy what implications it may have in regard to human rights implications/violations and the Freedom of Information and Protection of Privacy.

MOTION 192-20

Moved by Councillor Esau to table the *Known-Risk Policy and Protocol D.14*.

CARRIED (7-0)

**RURAL
SERVICES**

FCSS FUNDING TO LOCAL FOOD BANKS

The Municipal District has moved forward with an FCSS initiative together with the Gentle Ben Care Society for the provision of a food, prescriptions and supplies delivery service open to folks including seniors, caregivers, individuals or families with low or limited income, families with young children, individuals with chronic or underlying medical conditions and individuals experiencing mental health challenges.

Administration raised the idea to grant FCSS funds to the Slave Lake Food Bank (Native Friendship Centre) and the Athabasca Food Bank to help those organizations along and in recognition of the service they provide to 50 MD residents on a monthly basis.

MOTION 193 -20

Moved by Councillor Esau to approve 2020 FCSS funds to grant \$1,500 to the Athabasca Food Bank and \$1,000 to the Slave Lake Food Bank for the provision of food to municipal residents during the COVID-19 pandemic.

CARRIED (7-0)

TRANSPORTATION

GRAVEL HAUL TENDER RESULTS

In the 2020 budget council approved \$484,386.66 for contracted services during their annual gravel haul. The tender was advertised locally and, on the Alberta, Purchasing Connection (APC) website April 21, 2020 with a closing date of May 8, 2020.

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

Fortune Oilfield	\$ 443,720.00
Jay Sidhu Transport	\$ 528,513.00
Knelsen Sand & Gravel Ltd.	\$ 547,931.13
Tundraline	\$ 613,709.77
Complete Waste Solutions	\$ 652,576.00
Rempel Trucking	\$ 675,000.00
Swamp Cats Ltd.	\$1,268,060.64
CJ Ruff Holdings	\$1,996,886.08

MOTION 194-20

Moved by Councillor Pearson to award the 2020 Gravel Haul to Fortune Oilfield for \$443,720.00 plus GST.

CARRIED (7-0)

GRAVEL CRUSHING TENDER RESULTS

In the 2020 budget council approved \$400,000 for crushing at the Flatbush and Mitsue gravel pits. The tender was advertised locally and, on the Alberta, Purchasing Connection (APC) website, April 21, 2020, with a closing date of May 8, 2020.

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

TBF Contracting (LaFarge)	\$ 393,250.00
Carwald Redimix	\$ 398,000.00

MOTION 195-20

Moved by Councillor Rosche to award the 2020 Gravel Crushing to Carwald Redimix for \$398,000.00 plus GST.

CARRIED (7-0)

FINANCE

AUDIT APPOINTMENT

According to Section 280 of the Municipal Government Act, Council is responsible for appointing an auditor. Metrix and their predecessor firm Hawkings Epp Dumont have been Lesser Slave River's auditors since 2014.

Lesser Slave River was scheduled to advertise for a new auditor for 2020 for another three-year term. Administration advised that it is still an option for Council. However, Council has had and will have some factors to weigh before proceeding. It will not have staff with continuity or consolidated knowledge of MD reporting across the organization.

MOTION 196-20

Moved by Councillor Rosche to engage Metrix Group LLP for auditing services for the 2020 year with the option to extend to 2021.

CARRIED (7-0)

CHEQUE REGISTERS

MOTION 197-20

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

CARRIED (7-0)

BOARD REPORTS

Community Futures – Slave Lake

- Deferring capital loans interest and payments
- Webinars – partnerships with regional groups (i.e., Chamber of Commerce)
- Recruiting for two board members

Regional Library Board

- Online reading and crafts programs being offered
- Flooring underway in the Smith Library

Slave Lake Airport Commission

- Reported on 2019 Financials and current financial status
- Perimeter Fence Update

Homeland Housing

- Incurring extra costs with PPE (Covid-19 protection for staff and residents)
- No Covid-19 cases in Homeland Housing facilities
- Family members can visit outdoors with social distances
- Ipads provided to residents with assistance for communication with family

Community Futures – Tawatinaw

- \$40,000 loan for businesses offered by the Government of Canada – business owners that did not qualify for the loan from banking institutions, can apply through Community Futures

RMA Resolutions Session

- Held on April 24th virtually

MOTION 198-20

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

CARRIED (7-0)

CLOSED SESSION

MOTION 199-20

Moved by Councillor Pearson to go into Closed Session via teleconference call at 1:15 p.m. as per Sections 17, 24, 25, & 27 of the FOIP Act.

CARRIED (7-0)

OPEN SESSION

MOTION 200-20

Moved by Councillor Rosche to return to Open Session at 2:18 p.m.

CARRIED (7-0)

ADJOURNMENT

MOTION 201-20

Moved by Councillor Esau to adjourn the meeting at 2:19 p.m.

CARRIED (7-0)



Chief Administrative Officer



Reeve