

# MINUTES

## Council Meeting Municipal District of Lesser Slave River No. 124 November 10, 2020 MD Council Chambers and Zoom Video Meeting

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MEMBERS PRESENT	Murray Kerik	- Reeve
	Sandra Melzer	- Division 1
	Becky Peiffer	- Division 1
	Darcie Acton	- Division 2
	Brad Pearson	- Division 2
	Robert Esau	- Division 1
	Vacant	- Division 2
IN ATTENDANCE	Barry Kolenosky	- CAO, MD LSR
	Lana Spencer	- Recording Secretary, MD LSR
	Brian Vance	- Contract Engineer, MD LSR
	Ryan Tufts	- Director of Field Services, MD LSR
	Angeline Blackmore	- Safety Coordinator, MD LSR
	Nicole Archer	- Human Resource Coordinator, MD LSR
	Joe McWilliams	- Lakeside Leader

*Note: This Council meeting was a regularly scheduled meeting. All attendees participated electronically by way of Zoom or in the Slave Lake Council Chambers. The meeting was advertised on the MD website, and Lakeside Leader that the public was invited to attend the meeting by contacting [hq@mdlsr.ca](mailto:hq@mdlsr.ca) for access via Zoom.*

**CALL TO ORDER** Reeve Kerik called the meeting to order at 10:03 a.m.

### ADOPTION OF AGENDA

#### MOTION 463-20

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

Additions:

- Orientation for new Municipal Planning Commission members
- Closed Session as per Section 29 of the FOIP Act – Financial Position

Postpone:

- *Recreational Contract Service Provider Agreement* item to the next meeting

**CARRIED (6-0)**

### ADOPTION OF MINUTES

#### MOTION 464-20

Moved by Councillor Esau to adopt the October 28, 2020, Council Meeting Minutes as amended.

**CARRIED (6-0)**

### RECESS

Council recessed at 10:15 a.m. to hold the Community Assistance Board meeting

### RECONVENE

10:29 a.m.

### ADMINISTRATION

#### CAO REPORT

Administration provided a report on the progress of each department highlighting on:

- Grants: completed a Memorandum of Agreement for a Municipal Operating Support (MOST) grant
- Planning & Development: ongoing development applications, site inspections and encroachment agreements
- HR: Covid-19 guidelines, recruitments and redrafting job descriptions
- Utilities: water meter replacement program, backup generator for Southshore lift station
- IT: Covid-19 mitigation equipment requirements, call-out procedures for facilities
- Safety: Covid-19 Mitigation Plan, PPE, Incident Reports
- Rural Services: Rural Roots publication is drafted and be ready for publication in December

- Fleet: insurance claim for grader, preparing equipment for the winter season
- Bylaw Enforcement: Animal control, clean-up orders, trials
- Facilities and Special Projects: winterizing furnaces, toboggan hill completion, researching SHARA requested projects in Smith
- Transportation: Crushing program complete, completed West Mitsue centerline culvert
- Finance and Administration: operational agreements, grants and investment opportunities. Plan for major items (i.e., ten-year capital plan, completion of 2019 year-end and 2021 budget)

Other items/meeting:

- MLA Pat Rehn Items for Discussion: highway paving, Boreal Centre for Bird Conservation, Marten Beach mitigation, beach/Canyon Creek clean-up, Expander Energy approvals, Smith Bridge
- Minister of Municipal Affairs Items for Discussion: property assessment model review, emergency preparedness, policing funding model
- Holiday planning and employee appreciation

**MOTION 465-20**

Moved by Councillor Acton to request a proposal from Tangent Civic for strategic communications for Council advocacy initiatives in regard to a Minister of Municipal Affairs meeting.

CARRIED (6-0)

**MOTION 466-20**

Moved by Councillor Esau to accept the CAO Report as information.

CARRIED (6-0)

**COVID-19 UPDATE**

Administration provided Council with the status and the Municipal District's Mitigation Plans in regard to Covid-19 and legal requirements to abide by OH&S regulations and the guidelines set by Alberta Health.

Council reviewed the quick reference guides for General Workplace Inquiries, Working Remotely, Working Remote Agreement and a summary of the COVID-19 Mitigation Plan.

Administration advised Council that internal and external communications will be provided. Implementation of the plans will be directed by the Chief Administrative Officer or designate.

**MOTION 467-20**

Moved by Councillor Peiffer to accept the Covid-19 Update as information.

CARRIED (6-0)

**ORIENTATION FOR THE NEW MUNICIPAL PLANNING COMMISSION (MPC) MEMBERS**

Council questioned Administration if there was any orientation or training to be provided to Municipal Planning Commission as it has new members appointed.

Administration will inquire with the Planning Department and advise Council and new MPC members.

**FINANCE**

**CHEQUE REGISTERS**

**MOTION 468-20**

Moved by Councillor Esau to accept the Cheque Registers as queried.

CARRIED (6-0)

**RECESS**

12:00 p.m.

**RECONVENE**

12:43 p.m.

UTILITIES

**UTILITY RATES BYLAW HAMLETS 2020-18**

Administration provided Council with a draft Utility Rate Bylaw updated to include Sewage Pump Costs:

<b>Sewer:</b>	<b>Fixed Monthly Rate</b>
Liberty Pump with 5 yr warranty - \$3000	
Rebuilt eOne pump with 1 yr warranty - \$1500	
New eOne pump with 1 yr warranty - \$3500	\$53
Financed Liberty Pump over 5 years	\$126
Finance rebuilt eOne over 1 year	
*If property is sold pump must be paid out	
Compulsory pump cleanout \$300	
MD labour - no charge	
Additional work – Cost plus 10% overhead	

Other rates were not addressed in the draft.

**MOTION 469-20**

Moved by Councillor Esau to give first reading to *Bylaw 2020-18 Levy and Collection of Water and Sewer and Related Charges in the Hamlets of Flatbush, Smith and Canyon Creek/Widewater/Wagner.*

**CARRIED (6-0)**

**MOTION 470-20**

Moved by Councillor Peiffer to give second reading to *Bylaw 2020-18 Levy and Collection of Water and Sewer and Related Charges in the Hamlets of Flatbush, Smith and Canyon Creek/Widewater/Wagner.*

**CARRIED (6-0)**

**MOTION 471-20**

Moved by Councillor Esau to give unanimous consent to go to third reading of *Bylaw 2020-18 Levy and Collection of Water and Sewer and Related Charges in the Hamlets of Flatbush, Smith and Canyon Creek/Widewater/Wagner.*

**CARRIED (6-0)**

**MOTION 472-20**

Moved by Councillor Pearson to give third reading to *Bylaw 2020-18 Levy and Collection of Water and Sewer and Related Charges in the Hamlets of Flatbush, Smith and Canyon Creek/Widewater/Wagner.*

**CARRIED (6-0)**

**RESIDENTIAL SEWER GRINDER PUMPS POLICY F.6**

Administration provided Council with an updated residential sewer grinder pump policy referencing the Liberty pump with a 5-year warranty. Other significant changes to the policy include the owner's repair costs, replacement pumps and providing access to the pump.

**MOTION 473-20**

Moved by Councillor Melzer to adopt the *Residential Sewer Grinder Pumps Policy F.6* as amended.

**CARRIED (6-0)**

TRANSPORTATION

**DIRECTOR OF FIELD SERVICES UPDATE**

Administration provided an update on ongoing and upcoming projects highlighting:

- Waterline breaks and issues with old valves
- Sewer pumps bylaw and policy
- Gravel crushing progress

**MOTION 474-20**

Moved by Councillor Peiffer to accept the *Director of Field Service Update* as information.

**CARRIED (6-0)**

**BOARD REPORTS**

**Slave Lake Airport Commission**

- Will be asking for an increase on the Airport requisition from both the Town and MD (\$125,000 each)
- Erosion at the end of the runway – remediation needs to be completed on the shoreline for fencing and alleviate further erosion

**Lesser Slave Watershed Council**

- Strategic Planning Session

**2020 Northwest Regional Agricultural Service Board Conference**

- MD hosted Zoom conference went well

**Other Meetings/Events**

- RMA Convention
- Tri-Council Health Committee
- Hon. Deputy Minister Bev Yee

**MOTION 475-20**

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

**CARRIED (6-0)**

**CLOSED SESSION**

**MOTION 476-20**

Moved by Councillor Esau to go into Closed Session at 1:54 p.m. as per Section 19 of the FOIP Act – Confidential Evaluations – CAO Recruitment and as per Section 29 of the FOIP Act – Financial Position with Nicole Archer, Barry Kolenosky and Lana Spencer in attendance.

**CARRIED (6-0)**

**OPEN SESSION**

**MOTION 477-20**

Moved by Councillor Acton to return to Open Session at 2:42 p.m.

**CARRIED (6-0)**

**MOTION 478-20**

Moved by Councillor Melzer to appoint Barbara Miller as Chief Administrative Officer for the Municipal District of Lesser Slave River No. 124 commencing Tuesday, December 1, 2020.

**CARRIED (6-0)**

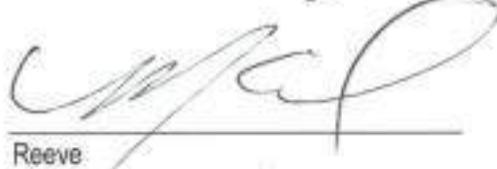
**ADJOURNMENT**

**MOTION 479-20**

Moved by Councillor Esau to adjourn the meeting at 2:46 p.m.

**CARRIED (6-0)**

  
Chief Administrative Officer

  
Reeve