

# MINUTES

## Regular Meeting of Council Municipal District of Lesser Slave River No. 124 October 12, 2022 MD Council Chambers

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<b>MEMBERS PRESENT</b>	Murray Kerik - Reeve Sandra Melzer - Division 1 Brad Pearson - Division 2 Norm Seatter - Division 2 Nancy Sand - Division 1
<b>IN ATTENDANCE</b>	Donna Cross - Acting Chief Administrative Officer, MD LSR  Meghan Payne - Executive Director, Lesser Slave Watershed Council Jenny Tu - Director of Finance, MD LSR Dean Beaver - Acting Manager of Transportation, MD LSR Shari Spencer - Transportation Coordinator, MD LSR  Carrie Simpson - Acting Senior Manager of Corporate Services, MD LSR Marilyn Gladue - Recording Secretary, MD LSR
<b>CALL TO ORDER</b>	Reeve Kerik called the meeting to order at 10:02 a.m.
<b>ADOPTION OF AGENDA</b>	October 12, 2022, REGULAR MEETING OF COUNCIL AGENDA  <b><u>MOTION 308-22</u></b> Moved by Councillor Seatter to adopt the October 12, 2022, Regular Meeting of Council agenda as amended: - Add item 9B – Transportation Request for Decision - Add item 9C – Hwy 2 & Bayer Road - Add item 9D – Meeting request with Alberta Transportation <p style="text-align: right;"><b>CARRIED</b></p>
<b>ADOPTION OF MINUTES</b>	September 28, 2022, REGULAR MEETING OF COUNCIL MINUTES  <b><u>MOTION 309-22</u></b> Moved by Councillor Pearson to adopt the September 28, 2022, Regular Meeting of Council minutes as presented. <p style="text-align: right;"><b>CARRIED</b></p>
<b>ACCEPTANCE OF MINUTES FOR INFORMATION</b>	September 28, 2022, Committee of the Whole Meeting Minutes  <b><u>MOTION 310-22</u></b> Moved by Councillor Melzer to accept the September 28, 2022, Committee of the Whole Meeting Minutes as amended. - Municipal Planning Commission Report page 7 – should be Councillor Seatter not Councillor Pearson. <p style="text-align: right;"><b>CARRIED</b></p>
<b>DELEGATIONS</b>	Lesser Slave Watershed Council, Meghan Payne, Executive Director  <b><u>MOTION 311-22</u></b> Moved by Councillor Melzer to accept the Lesser Slave Watershed Council presentation as information. <p style="text-align: right;"><b>CARRIED</b></p>
<b>REQUESTS FOR DECISION</b>	Allocation of Unreserved Surplus as of December 31, 2021  <b><u>MOTION 312-22</u></b> Moved by Councillor Sand to approve the allocation of Three million (\$3,000,000) in unrestricted surplus funds to the various restricted reserve accounts as presented and attached hereto. Further, instruct Administration to bring an updated reserve policy for discussion.

**CARRIED**

Councillor Seatter exited at 11:19 a.m.  
Councillor Seatter returned at 11:21 a.m.

**Proposal for Energy Term Renewal for MD of Lesser Slave River No. 124**

**MOTION 313-22**

Moved by Councillor Melzer to instruct Administration to renew the MD's electricity contract with 8760 Expense Management (8760) for a period of five years from 2023 to 2027. Further, work with 8760 to execute required procurement documents for inclusion in the Fall 2022 RMA Public Tender.

**CARRIED**

Councillor Melzer exited at 11:54 a.m.  
Councillor Melzer returned at 11:56 a.m.

**RECESS**

Council recessed at 11:59 a.m.

Visit from MP A. Viersen 12:25 p.m.

**RECONVENE**

Council reconvened at 1:31 p.m.

**Noise Complaint Highway 2 Widewater – Reeve Kerik – Verbal**

**MOTION 314-22**

Moved by Councillor Melzer that Administration applies to Alberta Infrastructure and Transportation to install Engine Retarder Brake Signs on Highway 2 along the Hamlet of Widewater.

**CARRIED**

**Highway 2 and Bayer Road Intersection**

**MOTION 315-22**

Moved by Councillor Pearson that Administration send a letter to Minister of Transportation voicing concern with Highway 2 and Bayer Road Intersection.

**CARRIED**

**SL Pulp Jug Handle Repairs**

**MOTION 316-22**

Moved by Councillor Melzer to hire Paveit Construction to complete the needed repairs to the Slave Lake Pulp Turn Off on East Mitsue Road for a total of \$68,025.66 plus GST to be funded from the Transportation Operating Reserves.

**CARRIED**

**Transportation Management**

**MOTION 317-22**

Moved by Councillor Pearson to invite Alberta Transportation Management attend a future Council Meeting.

**CARRIED**

**Rural Municipalities of Alberta 2022 Fall Convention – Confirm Attendance**

All of Council will attend the Rural Municipalities of Alberta (RMA) 2022 Fall Convention, Edmonton, Alberta.

**Slave Lake Forest Public Advisory Committee**

**MOTION 318-22**

Moved by Councillor Pearson that Councillor Seatter and Councillor Sand will attend the Slave Lake Forest Public Advisory Committee, October 19, 2022, Slave Lake Fire Center.

**CARRIED**

**ADJOURNMENT**

**MOTION -319-22**

Moved by Councillor Seatter to adjourn at 1:55 p.m.

**CARRIED**



Chief Administrative Officer



Reeve

**Attachment A**

**Proposed 2021 Unrestricted Accumulated Surplus Allocations**

		2021		2020	
		Amounts on Financial Statements	Proposed to be allocated	Amounts on Financial Statements	Approved Allocations
	Amount to allocate	3,377,444	3,000,000.00	5,118,848	5,000,000
	Less 10% to Reserve - Contingencies (Op) General		(300,000.00)		(500,000)
	Less 5% to Capital Reserve - Stormwater Management		(150,000.00)		(250,000)
	Less 5% to Capital Reserve Disaster Recovery		(150,000.00)		(250,000)
	Less 5% to Capital Reserve - Vehicle		(150,000.00)		(250,000)
Amortization expense 2021/2020	Balance remaining to allocate		2,250,000.00		3,750,000
	Engineered Structures	4,733,980	(1,581,284)	4,808,621	(1,953,900)
	Buildings & Facilities	1,119,816	(374,860)	1,116,638	(766,600)
	Machinery & Equipment	635,756	(212,361)	783,754	(783,750)
	Vehicles	246,372	(87,795)	245,752	(245,750)
		6,735,954	(2,250,000)	6,954,765	(3,750,000)

**Municipal District of Lesser Slave River #124**  
**Notes to the Financial Statements**  
**Year Ended December 31, 2021**

**14. ACCUMULATED SURPLUS**

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	<u>2021</u>	<u>2020</u>
<b>RESTRICTED AMOUNTS</b>		
<b>Operating reserves</b>		
Vehicle recovery	\$ 689,502	582,919
Working capital - general	2,825,621	2,293,971
Financial management	274,372	211,508
Building	269,822	250,221
Transportation - operating	522,767	515,930
Drainage	45,508	45,000
Municipalities	30,057	29,722
AS2 - weed spraying	16,261	16,020
Regional development	5,461	5,400
Water line contingency	252,823	250,000
Sewer line contingency	94,936	93,075
	<u>4,916,970</u>	<u>4,362,363</u>
<b>Capital reserves</b>		
General capital	2,391,206	2,572,461
Transportation - capital	11,647,272	9,569,178
Sewer construction	1,298,269	1,291,746
Water construction	968,790	1,027,909
Fire protection	643,949	636,752
Recreation	80,002	79,149
Habitat/land launch	101,129	100,000
Landfill	63,894	63,181
Equipment replacement	1,226,734	128,346
EDP equipment	37,820	37,406
Economic development - MIC	227,396	234,744
Cultural	125,763	124,349
Disaster recovery	252,823	-
Vehicle	501,249	-
Buildings & facilities	775,267	-
Stormwater	262,823	-
Flood mitigation	213,966	-
	<u>20,807,403</u>	<u>18,164,651</u>
	<u>25,724,373</u>	<u>20,526,724</u>
<b>EQUITY IN TANGIBLE CAPITAL ASSETS</b>		
Tangible capital assets	98,076,609	102,561,902
Long-term debt (tax supported)	(336,786)	(430,566)
	<u>97,739,723</u>	<u>102,223,846</u>
<b>UNRESTRICTED AMOUNTS</b>	<u>3,377,444</u>	<u>5,115,846</u>
	<u>\$ 126,841,540</u>	<u>\$ 127,869,418</u>

## Attachment B



# Lesser Slave River

**TITLE:** RESERVE POLICY

**EFFECTIVE DATE:** February 22, 2005

**POLICY NUMBER:** B.11

Reserves for the Municipal District of Lesser Slave River No. 124 are established under the approval of Council as advised by the Chief Administrative Officer.

Accounting principles adopted in respect of reserves will be in accordance with generally accepted accounting principles.

Policy relating to the establishment and transfer of operating and capital reserves shall be as follows:

### 1. OPERATING RESERVES

#### a. Establishing

- The Operating Reserve is established by Council resolution.

#### b. Transfers To

- Council approval is required to transfer amounts from surplus to operating reserves. Unexpended revenue collected in the current year for a specific purpose may be transferred from surplus to operating reserves with Council approval. Examples of these types of revenue include the following:
- Prepaid local improvement levies
  - Creche fees of hospital and school requisitions

#### c. Transfers Out

Council approval is required to transfer funds from operating reserves to surplus in order to match expenditures incurred in the current year. Transfers from operating reserves to surplus may be made with Council approval to match current capital items made for a specific purpose and for which revenue was previously raised.

#### d. Accumulated Deficit

Where the Municipal District has an accumulated deficit at the end of a fiscal year, an amount equal to the deficit will be transferred with Council approval from operating reserves to bring the accumulated deficit to nil.

### 2. CAPITAL RESERVES

#### a. Establishing

Capital reserves are established by Council for the funding of any authorized expenditure.

#### b. Transfers To

Interest earned on capital reserves is transferred from surplus to capital reserves without Council approval. Transfers to capital reserves may also include general appropriations of surplus not necessarily identifiable with specifically stated capital or operating activities. All such transfers are approved by Council. Approved budget transfers to capital reserves are done by resolution.

#### c. Transfer From

Transfers from capital reserves to fund specific capital expenditures and/or specific operating expenditures of the current year require a resolution. Operating expenditures funded from capital reserves are normally of a construction or development nature.