

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE SUMMER VILLAGE OF WAIPAROUS HELD ON MONDAY, DECEMBER 4, 2017 AT 6:15 P.M. AT THE SUPER 8 COCHRANE, COCHRANE, ALBERTA.

- PRESENT Mayor Larry Anderson, Deputy Mayor Matt Sundal, Councillor Brian Fleming, Administrator Sharon Plett, Assistant Administrator Sherri Buryeko and 5 residents.
- Called to Order by Mayor Anderson at 6:33 pm
- AGENDA Council reviewed the agenda as circulated.
- 17-068 MOVED by Mayor Anderson that the agenda be approved as circulated.
CARRIED.
- MINUTES Council reviewed the minutes of the Regular Council Meeting held on October 23, 2017 and November 22, 2017.
- 17-069 MOVED by Mayor Anderson that the minutes of the Regular Council Meeting of October 23, 2017 and the Special Meeting of November 22, 2017 be adopted as submitted
CARRIED.
- CHEQUE REGISTER Council reviewed and acknowledged the cheque register including direct withdrawals and cheques 2530 to 2533 in the amount of \$3,964.62.
- CASH STATEMENTS Council reviewed the Cash Statement for the period ending November 30, 2017.
- 17-070 MOVED by Deputy Mayor Sundal that the Cash Statement for the period ending November 30, 2017 be approved as submitted.
CARRIED.
- FINANCIAL REPORT Council reviewed the financial reports for the period ending November 30, 2017
- 17-071 MOVED by Deputy Mayor Sundal that Council approve the November 30, 2017 financial reports, as presented.
CARRIED.
- YEAR END Council reviewed the forecasted statement to December 31, 2017 and discussed priority areas that could receive any surplus funds.
- 17-072 MOVED by Deputy Mayor Sundal that any surplus remaining at year end be placed 50% in the Emergency Disaster Reserve and 50% in the Capital Public Works Reserve.
CARRIED.

- ROAD PROJECT** Council reviewed information received from the engineer regarding micro-surfacing and estimated costs. Council discussed the possibility of micro-surfacing Willow Drive and also adding micro-surfacing on the inclines on Hummingbird, Wildrose and Eagle.
- 17-073 **MOVED** by Mayor Anderson that Council direct the engineer to negotiate with the contractor for the micro-surfacing on Willow Drive as part of the deficiency work.
CARRIED.
- TRAIL PROJECT** Council agreed to table the survey work on the west side trails until spring.
- COMMUNITY EVENTS** The Administrator noted that she had provided information to Deb Macdonald who may be interested in forming a community association.
- MUNICIPAL DEVELOPMENT** The Administrator reported that Municipal Affairs is developing a templated Municipal Development Plan for small municipalities. It was agreed to table further discussion on the Municipal Development Plan until after the template is released.
- HWY 40 ROAD COMM COUNCIL REP** Council discussed the council liaison rep for the Highway 40 Road Committee, noting that at the November 22, 2017 Council meeting a resolution was passed that effective January 1, 2018 there will be only one Council liaison rep on the Highway 40 Committee and that the rep will be serving in an advisory non voting capacity.
- 17-074 **MOVED** by Mayor Anderson that effective January 1, 2018 Brian Fleming will serve as the Council rep on the Highway 40 Road Committee.
CARRIED.
- It was noted that there will be one vacancy on the Highway 40 Road Committee effective January 1, 2018 and Administration was directed to advertise the vacancy to residents and invite residents to put their name forward for appointment to the Committee.
- GOALS & OBJECTIVES** Council reviewed the worksheet for setting goals and objectives for committees and then underwent an exercise of developing goals and objective for the Highway 40 Road Committee.
- 17-075 **MOVED** by Mayor Anderson that Council's goal for the Highway 40 Road Committee is that the Committee conduct fact based research and provide a report to Council to support the current alignment as the best choice for the bridge project.
CARRIED.
- 17-076 **MOVED** by Mayor Anderson that the goals and objective of the Highway 40

Road Committee be as follows:

Goal: To create and present a report to Council with a series of recommendations that pertain to the development of a bridge on the proposed two alignments, focusing on: social impacts, safety, speed, aesthetics, historical and financial aspects.

Objectives:

- The Committee obtain a clear understanding of Council's goals with the bridge alignment studies;
- A process be established for the operation of the Committee that are aligned as per the Committee Protocols and Bylaws;
- A process be created that provides the Committee with the ability to obtain community input and deliver information to the public;
- Committee have access to the consultants to obtain information needed for the Committee to assess and develop recommendations for Council.

CARRIED.

Discussion was had on administration providing updates of the committee's work on the bridge project to residents via email.

**MARIGOLD
LIBRARY**

Council acknowledged the Marigold 2016 Statement of library membership benefits for Waiparous.

GWTA / TRAILS

Cr. Fleming reported that he met with the president of the GWTA and that the committee will be meeting in January. Discussion was had on the FireSmart project on the Back 40. It was noted that the project is being managed by the MD of Bighorn with CCI acting as operational managers for the project. Residents will be reminded in the next email update to stay away from the area when equipment is being operated.

PUBLIC WORKS

Mayor Anderson that the snow clearing contractor has been in the area 4 times during November. A village work bee will be held to clean up downed trees on public lands.

FIRE & EMRG.

Mayor Anderson reported that the last fire that occurred in the area was caused by a tree falling on powerlines during high winds. He expressed appreciation for all the emergency responders that helped get the fire under control quickly.

It was noted that the emergency broadcast was used to advise residents of the fire situation. Administration will continue to seek updates to phone numbers from residents. The Administrator noted that the system now allows for texts and that work will commence on setting up a texting list.

FIRESMART

Deputy Mayor Sundal reported that himself and Joleen met with Stew Walkinshaw of Montane Forest Management to review the parameters around the two plans being developed for the Summer Village. The Preparedness

Guide will be completed before the end of the year and the Firesmart Plan update will be completed prior to the end of March.

Discussion was had on including legislative requirement for firesmart on private lands in upcoming planning documents. With the frequency of wildfires in Alberta, BC and in the US involving the destruction of homes and communities, it was felt that residents will understand the need to start building in regulations for new construction and developments that promote firesmart ie. construction materials and setbacks. Future documents will begin to address firesmart guidelines for private lands.

HIGHWAY 40

Council acknowledged receipt of the minutes from the Highway 40 Road Committee from November 13, 2017.

POSTING
MINUTES ON
WEBSITE

The Administrator reported that administration has received a few inquiries about posting minutes on the website. Administration has created an amendment to the Procedure Bylaw for Council consideration that would provide for posting notices and minutes on the website.

BYLAW 135-17

Being a Bylaw of the Summer Village of Waiparous to amend Procedural Bylaw 130-16.

17-077

MOVED by Cr. Fleming that Bylaw 135-17 be given first reading.
CARRIED.

17-078

MOVED by Deputy Mayor Sundal that Bylaw 135-17 be given second reading.
CARRIED.

17-079

MOVED by Mayor Anderson that all Councillors present are in favour of giving Bylaw 135-17 third and final reading at this meeting.
CARRIED UNANIMOUSLY.

17-080

MOVED by Deputy Mayor Sundal that Bylaw 135-17 be given third reading and declared finally passed.
CARRIED.

COLLABORATION
GRANT

Administration reported that the Summer Village is required to create an Intermunicipal Development Plan and an Intermunicipal Collaboration Framework with the MD of Bighorn. Municipal Affairs is accepting applications from municipalities to help fund the creation of these regional plans, provided the project is created as a partnership. The project is proposed to include the Summer Villages of Ghost Lake and Waiparous and the MD of Bighorn. The Summer Village of Waiparous is being asked to participate as a partner in the application.

17-081

MOVED by Cr. Fleming that Council authorizes the Summer Village of Waiparous to participate in an application for creating InterMunicipal

Development Plans and InterMunicipal Collaboration Frameworks for the Summer Village of Ghost Lake and MD of Bighorn and for the Summer Village of Waiparous and the MD of Bighorn to be submitted by the Summer Village of Ghost Lake under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant and that the Summer Village of Waiparous agrees to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

CARRIED

REGULAR
MEETING DATE

Council discussed a date for the next regular meeting.

17-082

MOVED by Cr. Fleming that the next regular meeting of Council be held on Tuesday February 20, 2018 at 6:15 pm.
CARRIED.

ADJOURN
17-083

MOVED by Mayor Anderson that the meeting adjourn at 8:15pm.
CARRIED.

Mayor

Municipal Administrator

Unadopted Draft