

**Summer Village of Waiparous
Regular Council Meeting Tuesday February 20, 2018 6:15 pm
Cochrane Super 8, Cochrane Alberta**

In Attendance

**Mayor L. Anderson
Deputy Mayor M. Sundal
Councillor B. Fleming**

**Chief Administrative Officer, S. Plett
Assistant Administrator, S Bureyko**

Call To Order

This meeting was called to order by Mayor Anderson at 6:15 pm.

Approval of the Agenda

Council reviewed the agenda as circulated.

18-001

Moved by Mayor L. Anderson that the agenda be approved as circulated

CARRIED

Delegations

Cochrane RCMP

Re: Community Updates

Insp. Weare and Sgt. White of the RCMP Cochrane Detachment in attendance. The Inspector provided background on the main priorities for the detachment. They are;

- Property loss
- Road safety, and
- Criminal behavior in the communities

Because Road safety continues to be a major priority there will be additional presence seen on Highway 40 throughout the year. The RCMP has acknowledged that their goal is to provide 6 extra shifts for speed policing in the Village this year on weekends. It is believed that a more regular presence will help reduce speeds through the SV Waiparous.

Insp. Weare also touched on the importance of community involvement as the “eyes and ears” of the RCMP with regards to property loss, and recommended the SV look at joining the Rural Crime Watch in the area. Information on this will be brought to the next regular council meeting

Highway 40 Road Committee

Committee report:

Re: Work Plan & Update

The Highway 40 Road Committee members Susan Cooper-Parker, Jodie Grisdale, and Shirley Begg were in attendance.

Susan Cooper-Parker provided an overview of the Committee's submitted Work Plan indicating there are 3 main sections, Research, Recommendations, and Communications.

Jodie Grisdale provided a review of the Priority recommendations identified by the committee.

There was a general discussion regarding communication with the Province and their consultants, the timing for the next community info session, strategies for communicating with Alberta Transportation, and circulation of the Road Committee Workplan.

Mayor Anderson acknowledged the hard work of the Road Committee in putting together all the information they provided in the workplan.

18-002 *Moved by Councillor Fleming that the Highway 40 Road Committee Workplan be posted to the Village website with Appendix J removed.*

CARRIED

Minutes & Finance

December 4, 2017 Regular meeting

Council reviewed the minutes of the Regular Council Meeting held on December 4, 2017

18-003 *Moved by Councillor Fleming that the minutes of December 4, 2017 be approved as circulated.*

CARRIED

Cheque Register

Council reviewed and acknowledged the Cheque register including direct withdrawals and cheques 2534 to 2554 in the amount of \$41,330.48

Cash Statement December 31, 2017

Cash Statement January 31, 2018

Council reviewed the Cash Statement for the period ending December 31, 2017

18-004 *Moved by Deputy Mayor M. Sundal that the Cash Statement for the period ending December 31, 2017 be approved.*

CARRIED

Council reviewed the Cash Statement for the period ending January 31, 2018

18-005 *Moved by Deputy Mayor M. Sundal that the Cash Statement for the period ending January 31, 2018 be approved.*

CARRIED

Financial Report December 31, 2017

Financial Report January 31, 2018

Council reviewed the Financial Report for the period ending December 31, 2017

18-006 *Moved by Deputy Mayor M. Sundal that the Financial Report for the period ending December 31, 2017 be approved.*

CARRIED

Council reviewed the Financial Report for the period ending January 31, 2018

18-007 *Moved by Deputy Mayor M. Sundal that the Financial Report for the period ending January 31, 2018 be approved.*

CARRIED

Audit Findings Report

Audited Financial Statements December 31, 2017

Council reviewed the Audited Financial Statements for the year ending December 31, 2017

18-008 *Moved by Deputy Mayor M. Sundal that the Audited Financial Statements for the year ending December 31, 2017 be approved with clerical changes to the findings letter and notes to the financial statements.*

CARRIED

Old Business

Road Overlay & Drainage update

Deferred to next meeting

Trails Project

Deferred to next meeting

Community Association

Deferred to next meeting

Municipal Development Plan

Council reviewed the Municipal Development Plan information and Terms of Reference circulated by administration.

Administration was directed to, subject to funding approval, engage in an invitation procurement process to secure a qualified planner to assist with the development of the Municipal Development Plan. Administration was also directed by Council to advertise in the upcoming newsletter for public at large Steering Committee Members, and to approach the current SDAB members for an interested member to sit on the committee.

18-009 ***Moved by Councillor B. Fleming that the Terms of Reference for the Municipal Development Steering Committee be approved as circulated.***

CARRIED

Wildfire Mitigation Strategy

Council reviewed the circulated Draft Wildfire Mitigation Strategy and directed administration to post the Study on the website. The Strategy will be brought forward to the next Regular Council Meeting for approval.

Correspondence

Marigold Library

Council acknowledged the Marigold Newsletter

AUMA – Membership Services

Council acknowledged the AUMA Annual Membership letter

Farm Safety Centre

Council acknowledged the Farm Safety Center correspondence

Alberta Infrastructure Plan (ICIP)

Council acknowledged the letter received from Minister of Infrastructure, Sandra Jansen

Association of Summer Villages of Alberta – Membership Services

Council acknowledged the Annual Membership letter sent by the Association of Summer Villages of Alberta

Too Far Too Fast Canada

Council acknowledged the letter received from Too Far Too Fast.

Committee Reports

Trails & GWTA

- **Minutes**

The minutes of the GWTA meeting of January 18, 2018 were submitted to Council

- **Ski Track**

Councillor Fleming reported on recent discussion within the GWTA to purchase a XC Ski Tracker. The GWTA inquired to the possibility of the SV Waiparous providing funding towards this purchase. Council discussed and identified the need to get actual price quotations before a commitment could be made. It was also indicated that the SV would be willing to look at allocating funds towards this if the MD Bighorn was providing funding as well. Administration was directed to discuss price quotations with administration at the MD Bighorn and to acknowledge that at this time Council is open to the discussion.

- **TFA – firewood**

The TFA for firewood was discussed and Council asked if the deep snow was a concern as vehicles are getting stuck as they go into the Back 40 to gather the firewood. There is a concern this could cause rutting in the ground as well. Administration was instructed to include a note in the next newsletter to make it clear that access for the TFA is subject to accessibility. Administration was also asked to include a reminder in the newsletter that storage of this firewood should meet Waiparous FireSmart standards for setbacks from buildings.

Public Works

Mayor Anderson provided an update of the current snow removal in the village and indicated that some of the piled snow may need to be removed from the village if we get more snowfall before the next melt.

Administration communicated to Council that two SOS salt storage bins are available to purchase at a discounted price of \$50 each.

18-010 *Moved Mayor L. Anderson that the two SOS bins available for \$50 each be purchased.*

CARRIED

Emergency & Fire

Administration reported on the joint GIS project being managed by SV Ghost Lake that is underway to provide enhanced information to 911 so First Responders can efficiently find residences in emergency situations.

FireSmart

- **2018 Spring Activities Update**

Deputy Mayor M. Sundal provided an update from the FireSmart Committee. It was discussed that a prescribed burn was proposed for this spring providing conditions are appropriate.

- 18-011** ***Moved Councillor B. Fleming that Council approve the FireSmart Committee's proposed prescribed burn areas as outlined in the DRAFT Prescribed Burn plan and that the FireSmart Committee continue planning for a prescribed burn in Spring 2018.***
CARRIED

Highway 40 Road

- **Minutes**
- **Work Plan & Update (see delegations)**

The minutes of the January 8, 2018 Highway 40 Road committee were acknowledged by Council

8:38 pm Mayor L. Anderson left the Council Meeting. Deputy Mayor M. Sundal assumed the Chair.

New Business

Public Participation Policy

Council reviewed the draft Public Participation Policy and requested two amendments;

- In Schedule A adjust the Type of Engagement for Annual Budget to be a 1 or 2
- In Schedule A adjust the Type of Engagement for Recreation Plan to be a 2 or 3

- 18-012** ***Moved Deputy Mayor M. Sundal that Council approve the Public Participation Policy as amended***

CARRIED

Keys for Garbage bin

Administration provided Council with an update on the New Garbage key system, reviewed the policy for key allocation and \$20 replacement cost of lost keys, and resident feedback/questions regarding the policy. Council debated the merits of the policy and reaffirmed their approval for the current policy as it is written.

Mutual Aid Agreement – Forestry

Administration provided an update that the 2018-19 mutual aid agreement, indicating that the new agreement is not available from Forestry, however it would

be prudent for Council to authorize entering into the 2018-19 agreement when it is available for signature.

18-013 Moved by Deputy Mayor M. Sundal that Council authorize entering into the 2018-19 Mutual Aid Agreement with the Province of Alberta.

CARRIED

- **AGM**
Council discussed dates for the Annual General Meeting. It was tentatively scheduled for July 21, 2018 at 10:30 am at the picnic ground – to be confirmed at the next regular Council Meeting
- **Next Regular Meeting**
Council did not establish a date for the next regular meeting.

Personnel

18-014 *MOVED by Councillor B. Fleming that Council close the meeting to the public to discuss Chief Administrative Officer – Personnel as per Section 17, FOIP at 9:15 pm. Assistant CAO Sherri Bureyko in attendance*

CARRIED

18-015 *MOVED by Deputy Mayor M. Sundal that Council return to open meeting at 9:50 pm.*

CARRIED

18-016 *MOVED by Councillor B. Fleming that Council enter into a contract with Sherri Bureyko to provide services and amend the current contract for services with Sharon Plett*

CARRIED

18-017 *MOVED by Councillor B. Fleming that Council appoint Sherri Bureyko as Chief Administrative Officer, effective March 16, 2018.*

CARRIED

18-018 *MOVED by Councillor B. Fleming that in the event a Council meeting is held prior to March 16, 2018 Sherri Bureyko will serve as the designated officer at the meeting.*

CARRIED

Adjournment

18-019

MOVED by Deputy Mayor M. Sundal that being that the agenda matters have been concluded the meeting adjourned at 9:52 pm.

CARRIED

Mayor

Chief Administrative Officer

Unadopted DRAFT