

**Summer Village of Waiparous**  
**Regular Council Meeting Tuesday May 15, 2018 6:00 pm**  
**Waiparous Community Services Facility, Waiparous, Alberta.**

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**In Attendance**

**Mayor M. Sundal**  
**Deputy Mayor B. Fleming**  
**Councillor S. MacDonald**

**Chief Administrative Officer, S Bureyko**

**Call To Order**

**This meeting was called to order by Mayor Sundal at 6:29 pm.**

**Acceptance of the Agenda**

Council reviewed the agenda and added item 7.10 Scouts Service Project under New Business

**18-036**

***Moved by Councillor S. MacDonald that the agenda be adopted as amended***

***CARRIED***

**Delegations**

**Highway 40 Road Committee**

The Committee requested that Council officially accept the Highway 40 Workplan. It was noted that the workplan was posted to the website for residents to access.

**18-037**

***Moved by Mayor M. Sundal that the Highway 40 Road Committee Workplan be accepted.***

***CARRIED***

The Committee requested that they be able to adopt minutes from previous meetings prior to them being posted. Council agreed and directed administration to develop a Terms of Reference for the committee including a review of the existing Goals and Objectives and Communication Protocols.

Council and committee discussed the current communication with Alberta Transportation regarding the Functional Study that was to be completed in March 2018 by the consultant Hatch. To date the Summer Village has not received any information on the study. Council directed administration to request a status update on the study review from Alberta Transportation as well as for clarification on their plan for consultation with the Village and its residents.

## **Minutes and Finance**

### **February 20, 2018 Regular meeting**

Council reviewed the minutes of the Regular Council Meeting held on February 20, 2018

**18-038**      ***Moved by Deputy Mayor B. Fleming that the minutes of February 20, 2018 be approved as circulated.***

**CARRIED**

### **March 19, 2018 Special meeting**

Council reviewed the minutes of the Special Meeting held on March 19, 2018

**18-039**      ***Moved by Mayor M. Sundal that the minutes of March 19, 2018 be approved as circulated.***

**CARRIED**

### **Cheque Register**

Council reviewed and acknowledged the Cheque register including direct withdrawals and cheques 2555 to 2579 in the amount of \$65,408.13

### **Cash Statement April 30, 2018**

Council reviewed the Cash Statement for the period ending April 30, 2018

**18-040**      ***Moved by Mayor M. Sundal that the Cash Statement for the period ending April 30, 2018 be approved.***

**CARRIED**

### **Financial Report April 30, 2018**

Council reviewed the Financial Report for the period ending April 30, 2018

**18-041**      ***Moved by Mayor M. Sundal that the Financial Report for the period ending April 30, 2018 be approved.***

**CARRIED**

### **2018 Budget and MSI**

Council reviewed the draft budget for 2018, acknowledged the increase to the winter road maintenance budget and administrative services and reviewed the MSI grant allocation. The allocation of \$4,396 for the Step Student and Supervisor was removed and \$3,396 was assigned to contract maintenance for summer grass cutting expenses.

- 18-042**      *Moved by Councillor S. MacDonald that Council apply the MSI grant funding in the amount of \$7,347 to Waste Management*
- CARRIED**
- 18-043**      *Moved by Mayor M. Sundal that Council approve the 2018 Budget .*
- CARRIED**
- BYLAW 137**    **Being a Bylaw to set the 2018 Tax Rates.**
- 18-044**      **Moved by Mayor M. Sundal that Bylaw 137 be given first reading.**
- CARRIED**
- 18-045**      **Moved by Deputy Mayor B. Fleming that Bylaw 137 be given second reading.**
- CARRIED**
- 18-046**      **Moved by Deputy Mayor B. Fleming that Bylaw 137 be introduced for third reading at this meeting.**
- CARRIED UNANIMOUSLY**
- 18-047**      **Moved by Deputy Mayor B. Fleming that Bylaw 137 be given third reading and declared finally passed.**
- CARRIED**

## **Old Business**

### **Road Overlay & Drainage update**

Administration has been in contact with Engineer and will be meeting in the Village to review the concerns regarding the previous patching and new cracking on Willow Drive and Wildrose Place

### **Municipal Development Plan**

Administration brought forward a report regarding the submissions received on the request for proposal seeking a planner to create the Municipal Development Plan. Administration recommended that Birch Consulting be engaged to undertake the project.

Administration will send a letter to the members of the SDAB to see if any would put forth their name to sit on the MDP Ad Hoc Steering Committee and another

appeal to the residents will be made in the upcoming May mini newsletter, including context and commitment requirements for prospective members.

**18-048** *Moved by Mayor M. Sundal the Summer Village enter into a contract with Birch Consulting for Municipal Development Plan planning services.*

**CARRIED**

### **Wildfire Mitigation Strategy**

Council reviewed the circulated Draft Wildfire Mitigation Strategy and the public consultation that was completed to date on the Strategy.

**18-049** *Moved by Mayor M. Sundal the Summer Village that the Wildfire Mitigation Strategy be adopted.*

**CARRIED**

### **Seniors Week**

Council reviewed the letter from Alberta Seniors and Housing regarding Seniors Week. Mayor Sundal declared June 3-9 Seniors Week at the Summer Village of Waiparous.

### **Correspondence**

Council acknowledged the following correspondence received:

- Alberta Labour – 2018 STEP
- Alberta Municipal Affairs – Annual Inspections
- Alberta Municipal Affairs – MSI Grant
- Alberta Municipal Affairs – Planning Grant

### **Committee Reports**

#### **Trails and GWTA**

Deputy Mayor B. Fleming reported on the following from the GWTA AGM on May 12, 2018:

- TFA to be announced to provide access to stockpiles of firewood from last year's FireSmart activities.
- Work Bee's planned for July 22 and August 26. Work to include;
  - Trail cleanup
  - Re-establish trails that were disturbed from previous FireSmart activities
- 3 new benches
- A X Country trail setter will be tested this winter to see if membership would like to proceed with a permanent program
- Representatives will be on hand at the SV Waiparous summer picnic to sell memberships

## **Public Works**

Mayor Sundal provided an update.

- The 2 new SOS boxes need to be placed by the early fall and filled so they will be in service for the winter snow. One location was suggested - intersection of Eagle Drive and Forestry Trail

## **Emergency and Fire**

Council acknowledged information forwarded to them by the emergency committee. Council requested a link to the training courses.

## **FireSmart**

Mayor Sundal provided an update. The tentatively planned prescribed burn has been deferred to the fall. Wood chipping was discussed, and Council asked administration to work with the contractor to book the service after the Annual General Meeting.

## **Highway 40 Road**

See delegations

## **New Business**

### **By Election Results**

Council acknowledged the acclimation of Sharon MacDonald as councillor for the Summer Village of Waiparous

### **BYLAW 133 Code of Conduct and BYLAW 130 Procedural Bylaw Review**

Council reviewed Bylaw 133 and instructed administration to bring amendment options to the next regular meeting including social media use. Council also discussed posting a Code of Conduct poster in the Summer Village Community Services Facility. Administration will bring options for approval to the next regular meeting. Council discussed the Mission of the Village and directed administration to cost out options to have a large version made to apply to the back wall in the Community Services Facility.

### **Summer Worker Program**

Council reviewed the new Occupation Health and Safety Guidelines related to Young workers, the need for supervision and the pending hazardous work list being announced in June. Council determined that due to the change in legislation and uncertainty around pending legislation that will be coming into force in June, they would not proceed with the summer student program this year and will look at contracting grass cutting.

## **Rural Crime Watch**

Council directed administration to move forward with the purchase of a Business Membership to the Cochrane Foothills Protective Association.

### **Snow Clearing Policy**

Council directed administration to obtain quotations from 3 local companies for plowing and sanding the Summer Village of Waiparous roads for the purpose of entering into a service agreement for the 2018/19 season. Administration was also directed to bring a sample snow clearing policy forward to the general meeting in September 2018 for discussion.

### **Bylaw Enforcement Update**

Council acknowledged the update on Bylaw Enforcement provided by administration.

### **Regulating Cannabis Consumption**

Council reviewed information circulated by the Province regarding municipal responsibilities to regulate cannabis consumption over and above the restrictions initiated by the Province. The Administrator noted that there is a teleconference in June for Summer Village administrations to provide more information on municipal responsibilities. Council agreed not to take any action for regulating cannabis consumption, at this time.

### **Fire Services Agreement – MD Bighorn**

Council directed administration to engage the MD of Bighorn #8 in renewing the existing Fire Services Agreement for another 5 year term. Administration will send a letter to MD Bighorn requesting the renewal.

### **Scouts Service Project**

Mayor M. Sundal provided information that Scouts from 221<sup>st</sup> Rockyview Scout troop would like to engage in volunteer work this summer cleaning up old water pumps and miscellaneous hoses located near the river banks on Summer Village Municipal Property. The volunteer work would be used towards their Queen's Venturer Award. Council directed administration to include information on this project in the May mini-newsletter for resident information.

**18-050**

***Moved by Deputy Mayor B. Fleming that the Summer Village allow Scouts from the 221<sup>st</sup> Rockyview Scout troop access to work on Municipal property to complete their volunteer project.***

**CARRIED**

***Mayor M. Sundal abstained due to personal interest***

### **Annual General Meeting**

Council determined the location of the Annual General Meeting of the Summer Village of Waiparous being held at 10:30am on Saturday July 21, 2018 will be the Village Picnic Site in the Summer Village of Waiparous.

**Chief Administrative Officer Performance Objectives**

Deferred to next Regular Council meeting

**Adjournment**

**18-051**

**MOVED by Mayor M. Sundal that being that the agenda matters have been concluded the meeting adjourned at 10:04 pm.**

**CARRIED**

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**Mayor**

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**Chief Administrative Officer**