

**Summer Village of Waiparous
Regular Council Meeting Monday September 10, 2018 6:30 pm
Waiparous Community Services Facility, Waiparous, Alberta.**

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 6:41 pm.

Acceptance of the Agenda

Council reviewed the agenda and added one item: GWTA email under 6. Correspondence

18-060

Moved by Mayor M. Sundal that the agenda be adopted as amended

CARRIED

Delegations

Nil

Minutes and Finance

June 12, 2018 Regular meeting

Council reviewed the minutes of the Regular Council Meeting held on June 12, 2018

18-061

Moved by Deputy Mayor B. Fleming that the regular council meeting minutes of May 15, 2018 be approved as circulated.

CARRIED

July 21, 2018 Special meeting

Council reviewed the minutes of the Special Meeting held on July 21, 2018

18-062

Moved by Deputy Mayor B. Fleming that the Special meeting minutes of July 21, 2018 be approved as circulated.

CARRIED

Cheque Register

Council reviewed and acknowledged the Cheque register including direct withdrawals and cheques 2582 to 2600 in the amount of \$47,913.79

Cash Statement April 30, 2018

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

18-063 *Moved by Deputy Mayor B. Fleming that the Cash Statement for the period ending August 31, 2018 be approved.*

CARRIED

Financial Report May 31, 2018

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

18-064 *Moved by Mayor M. Sundal that the Financial Report for the period ending August 31, 2018 be approved.*

CARRIED

Old Business

Fire Services Agreement with MD of Bighorn #8

Administration reported that the MD of Bighorn was agreeable to renewing the current Fire Services Agreement for another 5 years commencing on January 1, 2019. This agreement is being renewed at the same rate as the previous agreement with no changes to the terms or provisions of the agreement.

18-065 *Moved by Deputy Mayor B. Fleming that the Summer Village of Waiparous enter into a 5 year agreement with the MD Bighorn #8 for Emergency Fire Suppression and Rescue Service commencing on January 1, 2018.*

CARRIED

Road Overlay & Drainage update

Administration reported that the Engineer has been asked to provide a timeline where the Summer Village of Waiparous will be placed on the contractor's schedule at the beginning of the season in 2019. Administration will follow up to confirm a date.

Snow Ploughing and Sanding Policy

Council reviewed the draft Snow Ploughing and Sanding Policy. Administration was directed to obtain quotes for Ploughing and Sanding in the Summer Village of Waiparous using the Policy Guidelines for reference when determining service level and frequency of ploughing/sanding.

18-066 ***Moved by Mayor M. Sundal that the Summer Village of Waiparous Snow Ploughing and Sanding Policy be adopted.***

CARRIED

BYLAW 133 Code of Conduct Review

At the direction of Council, administration presented amendments to the Code of Conduct Bylaw 133. Council directed administration to amend item 3 c) to include non-partisan language ensuring the objectivity of councillors is non-biased. Amendments will be brought to the next regular meeting for review and adoption.

Correspondence

Council acknowledged the following correspondence as received:

Municipal Affairs Minister letter – IDP/ICF extension
Email from Alberta Transportation regarding Functional Study for Bridge Project
CFPA newsletter
Letter from MLA Cam Westhead
Resident Email
GWTA email re: trac setter

Council discussed the Civil Forfeiture Grant with after reviewing the CFPA newsletter. Administration was directed to write a proposal for the grant.

See item 8.3 under New Business regarding discussion on the resident letter and Automatic External Defibrillators.

Council also discussed the GWT email requesting funds for a X Country Ski trac setter. Deputy Mayor B. Fleming will connect with Rick Touza, the Chair of the GWTA to gather more details on this request and bring back to Council

Committee Reports

Highway 40 Road

Nil

Public Works

Council decided they would all meet to do a Village walk around to determine where some attention is necessary. Specifically, Council will review current parking signs and any areas that need signage added, where the 2 empty sand bins will be placed for this coming winter and road safety concerns (crumbling shoulders) that need to be addressed by Alberta Transportation with regards to Highway 40.

As well Administration has asked Alberta Transportation to look at the approaches to the bridge in both direction and clean up the excess of gravel that has piled up creating unsafe ramping along the highway.

Administration was directed to contract a provider for annual fire safety equipment inspections in the Community Services facility. (fire extinguishers, emergency lighting, and first aid kit)

Administration was directed to begin compiling a manual for the Community Services Facility for regular maintenance, equipment information and use, and to address deficiencies. Administration was also asked to include Village assets to our GIS mapping.

RCPM representatives will be invited to a future meeting with Council to discuss the 2018 summer road safety initiatives.

FireSmart

Mayor M. Sundal reported that the Fire Guardian is completing inspections of fire pits for the Village with the bulk of inspections Sept 7-9, 2018. Current permits are set to expire October 2018.

18-067

Moved by Mayor M. Sundal that the Summer Village of Waiparous approve a \$1000.00 onetime payment to Joleen Molenaar for firepit inspection services.

CARRIED

Trails and GWTA

The 2 Back 40 FireSmart info sessions were discussed, there was good turn out and well received. A video will be released of the second session providing residents that were not able to make the sessions an opportunity to see the information.

The Back 40 FireSmart report from the 2017-2018 season was acknowledged by council.

Administration reported that the current GIS updates include the East LOC, Back 40, and municipal trails. Names will be added in the next phase.

Administration was directed to provide Council with maps for the upcoming municipal trails project. It was discussed that using a facilitator for the public consultation may be appropriate.

Emergency Services

Councilor S. MacDonald provided an update for the Bill 8 Feedback session she attended with Deputy Mayor B. Fleming. It was discussed that from conversations representatives from the Province the Summer Village of Waiparous has a very good Municipal Emergency Management Plan and that little updating will be necessary with the proposed changes to the legislation through Bill 8.

Councilor S. MacDonald also provided an update on the status of the MEMP and Social Services Plan review. Additional volunteers from the community will be approached to work on a subcommittee of the Emergency Services Committee. The subcommittee will focus on updating the information in the plan as well as helping administration to work out the logistics of implementing the plan in the case of an emergency.

It was also discussed that a mock disaster or table top exercise would be beneficial for the Council and the committee to help identify weaknesses in the plan and work out some of the bugs.

New Business

Appointment

18-068 ***Moved by Councilor S. MacDonald Sandra Barker be appointed to the Municipal Development Plan Steering Committee.***

CARRIED

18-069 ***Moved by Deputy Mayor B. Fleming that the Summer Village of Waiparous enter into the Alberta South Central Mutual Aid Agreement as amended.***

CARRIED

Automatic External Defibrillator

Council discussed the resident letter requesting a review of the decision not to purchase a public access AED. Administration provided excerpts of minutes from 2016 that discussed AED and Ambulance Response to Council. Council discussed that at the time the investigation was to determine what Medical First Response would be provided in the case of an emergency call to 911. It was determined that the Ghost

River Fire department (at Benchlands) would be the most likely first responders to a medical emergency call, and if so if they would have an AED as part of their equipment.

There was discussion regarding the need for public access to an AED and concerns over how and where one would be put to provide equal access for the entire Summer Village. As well Council reviewed the efficacy of a public access AED and National recommendations from the Canadian Heart and Stroke Foundation. A resident and former EMR present at the meeting also provided information regarding the need for immediate medical attention after an AED has been used for it to be effective.

After reviewing all the information Council determined not to purchase a public access AED.

Plan and Policy Review

Council reviewed the current Plan and Policy review schedule. It was decided that plans and policies will be looked individually, when a review is indicated, to determine the appropriate level of public participation required in the review.

Currently the only item needing review is the Municipal Sustainability Plan. As the Summer Village is currently developing its Municipal Development Plan it was decided that a review of the Sustainability plan should wait until the MDP is complete to ensure all our Plans and Policies are in alignment with this statutory document.

Level of Service Review

Council discussed the grass cutting service provided in 2018 and determined it was done adequately. Administration was asked to ensure communication was provided to residents next summer if Council decides to hire grass cutting services again. Administration was directed to investigate the Step Student option again for the Summer of 2019. It was suggested that the Step Student program could rotate off with hiring out the grass cutting depending on the amount of work available for an employee to do each year.

Council passed the Snow Ploughing and Sanding Policy providing direction to administration to proceed with quotes for the upcoming winter.

The wood chipping program is still very popular and well used. Council directed administration to include chipping in the 2019 budget for the summer once again.

Annual Picnic

18-070 ***Moved by Deputy Mayor B. Fleming that the Summer Village of Waiparous issue a payment of \$284.04 to Jadah Lunnin to cover the deficit form the 2018 Annual picnic. Funds will come from the account held in trust from the defunct Waiparous Community Association***

CARRIED

Next Meeting

18-071 ***Moved by Mayor M. Sundal that the next Regular Meeting f the Council of the Summer Village of Waiparous be held on November 27, 2018 at the Cochrane Super 8, commencing at 6:00 pm.***

CARRIED

Adjournment

18-072 **MOVED by Mayor M. Sundal that being that the agenda matters have been concluded the meeting adjourned at 9:44 pm.**

CARRIED

Mayor

Chief Administrative Officer