

**Summer Village of Waiparous**  
**Regular Council Meeting Tuesday March 12, 2019 6:00 pm**  
**Super 8 Hotel, 11 West Side Drive, Cochrane Alberta.**

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**IN ATTENDANCE**

Mayor M. Sundal  
Deputy Mayor B. Fleming  
Sharon MacDonald

Chief Administrative Officer, S Bureyko  
1 member of the public

**CALL TO ORDER**

This meeting was called to order by Mayor Sundal at 6:31pm.

**ACCEPTANCE OF THE AGENDA**

Council reviewed the agenda and moved item 3 Confidential item to the end of the meeting.

**19-002**      *Moved by Mayor Sundal that the agenda be adopted as presented.*

**CARRIED**

**DELEGATIONS**

Nil

**MINUTES**

Council reviewed the minutes of the Regular Council Meeting held on November 27, 2018, and the minutes of the Special Meetings held on December 18, 2018 and February 11, 2019.

**19-003**      *Moved by Councilor MacDonald that the minutes of the Regular Council Meeting held on November 27, 2018, and the minutes of the Special Meetings held on December 10, 2018 and February 11, 2019 be approved as circulated.*

**CARRIED**

**OLD BUSINESS**

**Highway 40 Bridge**

Council acknowledges the resignation of Jodie Grisdale as a Special Consultant to Council on the Highway 40 bridge project. Council wishes to express their gratitude to Ms. Grisdale for her hard work and dedication to the Summer Village of Waiparous as a volunteer with the Highway 40 Road Committee and as a Special Consultant to Council.



## **Purchasing and Financial Policies**

Council reviewed the following Policies

- Purchasing Policy
- Signing Authority Policy
- Employee and Volunteer Expense Policy
- One Time Grant Policy

Administration was directed to make small clerical edits and bring back to Council at the next Regular meeting. Administration was also directed to complete a Policy for recurring Grant to Organizations Policy.

## **FINANCE AND ADMINISTRATION**

### **Cheque Register**

Council reviewed and acknowledged the Cheque register including direct withdrawals and cheques 2621 to 2643 in the amount of \$46,917.95

### **Monthly Bank Statement Nov - Dec 31, 2018**

Council directed Administration to make adjustments to the report format and bring Reconciliation reports for the period September 2018 – April 2019 to next Regular meeting.

### **Balance Sheet Report as of December 31, 2018**

Council reviewed the Balance Sheets for the period ending December 31, 2018 and February 28, 2019.

**19-04** *Moved by Mayor Sundal that the Balance Sheet Report for the periods ending December 31, 2018 and February 28, 2019 be approved.*

**CARRIED**

### **Balance Variance Report as of December 31, 2018**

Council reviewed the Balance Variance for the period ending December 31, 2018

**19-005** *Moved by Mayor Sundal that the Balance Variance Report for the period ending December 31, 2018 be approved.*

**CARRIED**

### **2018 Year End Surplus Allocation**

Council reviewed the 2018 Budget Variance report and discussed options to allocate the surplus funds.



19-008

*Moved by Mayor Sundal that the surplus funds be allocated as follows.*

*Move into Bylaw Reserve \$1197.00*

*Move into Building reserve \$339.23*

*Move into Contingency reserve – remainder of surplus*

**CARRIED**

## **CORRESPONDANCE**

Council acknowledged the following correspondence as received:

- RCW Newsletter
- ASVA Election Strategy
- Letter from Minister Anderson – Municipal Affairs
- Marigold Report
- Association of Summer Villages Renewal letter
- AUMA Small Communities Newsletter

## **COMMITTEE REPORTS**

Council discussed the following Committee updates:

### **Public Works**

Council discussed the following updates:

- Sand bin placed in December 2018 on Eagle Drive.
- The Larger wooden bin on Forestry Trail near Hummingbird will be swapped with a yellow bin, and the larger bin place by the Community Services Building to store extra sand/salt mix
- Administration spoke with CCI contractor and confirmed sign that was removed last year will be replace this spring once the ground has thawed.

### **FireSmart**

- FireSmart committee has a work bee planned for Saturday September 28, 2019 depending on grant from FireSmart Canada for Wildfire Community Preparedness Day

### **Trails and GWTA**

- March 13 is GWTA meeting - prep for their AGM. Deputy Mayor Fleming will be in attendance
- Open House will be held by Council to provide an opportunity for residents in the are to provide feedback on the Back 40 Fire Smart work that is currently happening and being planned for the future.
  - Open House will be held on March 16, 2019 at the Benchlands Firehall meeting room



- Council will be on hand to provide information and answer questions regarding the Back 40 lease, and the FireSmart plan for the area.

### **Municipal Development Plan**

The contractor is working on the Draft plan and the Steering Committee will be meeting in May to review the Draft. A Public Open House will follow after the Steering Committee Meeting.

### **Emergency Services**

Administration reported that she would be meeting with Rob Morton, an Emergency Management Field Officer in the South-Central Region for the Alberta Emergency Management Agency on March 24.

The meeting will be to learn more about the legislated changes to the Local Authority Emergency Management Regulation and what it means to our Municipality.

## **NEW BUSINESS**

### **AARB and SDAB Appointments**

Acknowledge SDAB Board Member resignation of Mr. S. Kalny

**19-009**      ***Moved by Mayor Sundal that Sherri Bureyko be appointed as AARB clerk***  
**CARRIED**

**19-010**      ***Moved by Deputy Mayor Fleming that Sherri Bureyko be appointed as SDAB clerk***  
**CARRIED**

**19-011**      ***Moved by Mayor Sundal that Greg Birch be appointed as an alternate SDAB Board member***  
**CARRIED**

**19-012**      ***Moved by Councillor MacDonald that Sharon Plett be appointed as an alternate SDAB Board Member***  
**CARRIED**

### **Town of Cochrane Fire Service Response Termination**

Administration reviewed a letter received by the Town of Cochrane regarding Fire Suppression and rescue agreements. Administration provided an update on discussions with the Town of Cochrane Fire Chief and detailed how through our agreement with the MD of Bighorn we will continue to receive fire support



from the Town of Cochrane. This will happen through the mutual aid agreement between the MD of Bighorn and the Town of Cochrane. The end user will see no difference in service by calling 911 to report a fire.

- 19-013** *Moved by Deputy Mayor Fleming that administration acknowledges this request with a response to the Town of Cochrane agreeing to terminate any agreements between the Summer Village of Waiparous and the Town of Cochrane.*  
**CARRIED**

**Back 40 FireSmart Project – MD Bighorn Purchasing Policy**

Council received a copy of the MD of Bighorn purchasing policy and acknowledges a process is in place for selecting contractors for the Back40 FireSmart work.

**NEXT MEETING**

- 19-014** *Moved by Mayor Sundal that the next Regular Meeting of the Council of the Summer Village of Waiparous be held on May 7, 2019 in Waiparous commencing at 6:00 pm.*  
**CARRIED**

**CONFIDENTIAL ITEM**

- 19-006** *Moved by Mayor Sundal that Council go in Camera to discuss the CAO Annual Performance Review, Pursuant to Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIP) s. 17 (4)(f) Personal Privacy*  
**CARRIED**
- 19-007** *Moved by Mayor Sundal that Council come out of in Camera*  
**CARRIED**

**ADJOURNMENT**

- 19-015** *MOVED by Councillor MacDonald that being that the agenda matters have been concluded the meeting adjourned at 9:18pm.*  
**CARRIED**

  
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Mayor

  
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Chief Administrative Officer