

VILLAGE OF WASKATENAU
Regular Council Meeting
March 26, 2015

Call to Order Mayor Casey Caron called the meeting to order with Deputy Mayor Sherry Frankard, Municipal Administrator Bernice Macyk and Public Works Foreman Don Rosa in attendance at 9:05 a.m. in the Council Chambers.
Councillor Roy Krahulec working out of town.
Delegations: Shawnalee Shwetz & Julie Krahulec – Anne Chorney Public Library.

Delegations

Anne Chorney
Public Library

Shawnalee Shwetz and Julie Krahulec:

- Village appointed rep is Roy Krahulec. Library Board currently has too many Board members. Their next meeting is April 19, 2015.
- The library now charges membership fees and will be working on a new policy to include these charges.
- The school will look at paying the membership fees for the students for one year but cannot thereafter.
- Library has new programs in place for the upcoming months and some fundraisers. Flyers will be sent out to the public.
- Would Council consider paying the utilities for the building? The library has operating grants to cover the utilities but may have to cut some of their new programs.
- The library will now be open on Saturdays.
- Council discussed and decided that no action will be taken to date.

Foreman's Report

Don Rosa provided a written report to Council (copy attached).

Res.18/2015 Deputy Mayor Sherry Frankard moves to approve the purchase of a new digital meter for the water tower truck fill station to a maximum cost of \$700.00. Carried.

Res.19/2015 Mayor Casey Caron moves to adopt the Foreman's Report. Carried.

Agenda
Res.20/2015 Mayor Casey Caron moves to adopt the Agenda with the additions of Tax Arrears List, Recreation & Wellness Policy and Executive Session. Carried.

Regular Meeting
Res.21/2015 Deputy Mayor Sherry Frankard moves to adopt the Minutes of the January 2, 2015 Regular Meeting. Carried.

UNFINISHED BUSINESS

Regional Recreation
Master Plan
Res.22/2015 Mayor Casey Caron moves to amend resolution #125/2013 to be the Village of Waskatenau will consider the following Regional Recreation Master Plan recommendations when creating budgets and workplans: Carried.

3.2.1

Recommendation 1:

All recreation stakeholders – not just the front-line recreation services providers – need to commit to strengthening the long-term health and well-being of residents through their involvement in *active recreation* and increased levels of physical activity.
In answering the question Who does what?...the answer is all recreation stakeholders must share in this responsibility, based on their resource capabilities and core competencies to deliver effective, cost-efficient recreation programs and services.

3.2.2 **Recommendation 2:**

Municipal governments need to transition and build on the existing financial and operation support (direct and indirect) they currently provide to the region's main recreation service providers, taking a more hands-on, active role as a service delivery "partner" rather than just a "funding provider".

The region's volunteer sector – which should be recommended for its ongoing efforts and contributions – continues to carry far too much of the work load in the all-important operational, information and awareness, and service delivery areas.

3.2.3 **Recommendation 3:**

More specifically, municipal governments should increase their involvement and monitoring of regional recreation service delivery to ensure that existing core service providers are better equipped – financially, administratively and strategically – to sustain the range of programs, services and "amenities" required to address identified community-wide needs.

The guiding principles should be:

- 1) Facilitating Education and Awareness
- 2) Maintaining Accessibility and Affordability
- 3) Enhancing Quality of Service
- 4) Maintaining Quality Infrastructure (Facilities and Related Amenities)
- 5) Providing Increased Program/Service Delivery Capacity
- 6) Transitioning to Multi-Party Accountability
- 7) Ensuring Long-Term Financial Sustainability
- 8) More Effective Leveraging of Senior Levels of Government

3.2.4 **Recommendation 4:**

Fiscal capacity and long-term fiscal sustainability are always the two key considerations in moving beyond a discussion of "wants" and focusing attention instead on actual community "needs" and, more importantly, what is doable.

Prior to any major capital project being approved a thorough analysis of operating budget implications and possible partnership options must be undertaken to ensure that sufficient annual operating funds will be available.

A case in point, a detailed capital and operating cost budget was developed as part of this study to look at the possibility of building a basic, no-frills 5-6 lane, 25 metre competitive/recreational swimming pool, with water slide and adjoining kids pool, steam room, sauna and changing facilities.

The total capital cost of such a basic facility, aside of any land acquisition costs, was any where between \$6 million and \$8 million, but the facility's annual operating cost shortfall (user pay) was estimated at between \$550,000 and \$600,000 a year (i.e., on annual projected operating costs of about \$800,000, and a user pay fee schedule consistent with other similar Northern Alberta benchmark facilities).

Aside of where the capital budget would come from, the longer term challenge is obviously who - or how – such a large and ongoing operating deficit would be covered?

3.2.5 **Recommendation 5:**

Municipal governments should lead in the facilitation of a broad-based public information and awareness campaign, with a particular focus on those groups with relatively low *active recreation/physical activity* participation levels.

3.2.6 Recommendation 6:

Municipal governments should continue to look at new and innovative ways to strengthen their role in encouraging, supporting and recognizing the region's many volunteers. Volunteer Alberta and volunteer Canada are both great contact organizations for best-practices approaches that have worked well in other comparable jurisdictions.

3.2.7 Recommendation 7:

The recruitment, training and mentoring of the next generation of volunteers and not-for-profit organizational leaders is one area that needs to be given a higher priority especially given the feedback received during the recent phone survey. Once again, this is a task for all recreation stakeholders – not just the existing volunteer-based recreation service providers.

3.2.8 Recommendation 8:

Municipal governments – as employers and “organizational leaders” in the community should look at available opportunities to encourage and support healthier lifestyles, improved nutrition and diet and increased physical activity among their employees.

This includes setting aside specific time during working hours to facilitate these types of initiatives – all of which have been shown to contribute to a healthier and more productive workforce.

3.2.9 Recommendation 9:

It will be important to not overlook additional opportunities which may be available to improve public access to schools for after-hours recreation programs and user groups. Again, this was an opportunity that many respondents raised during the recent phone survey.

3.2.10 Recommendation 10:

Recreational programming and services aimed at more effectively engaging seniors, children and youth in *active recreation* must be a community-wide priority.

3.2.11 Recommendation 11:

Developing additional outdoor recreation capacity is not necessarily a bricks and mortar challenge, but it would appear to represent a significant and affordable opportunity to address the strong and seemingly growing demand of these types of recreational experiences.

3.2.12 Recommendation 12:

Avoid taxpayer-funded competition against privately-owned and operated service providers, especially where these entrepreneurs are effectively and efficiently addressing priority recreational needs and demands. In fact, all recreation stakeholders should be cross-promoting each other, rather than trying to duplicate services or programming that is already being offered.

3.2.13 Recommendation 13:

In terms of how to “operationalize” many of the findings, action items and recommendations emerging from this study, the overriding recommendation is that the new Smoky Lake Region Economic and Community Development Committee assume this coordinating collaborative role – effective immediately.

It may be that this eventually leads to the establishment of a “permanent” multi-stakeholder Regional Recreation Advisory Board, or even implementation of regional recreation-specific levies, but these are decisions that are clearly down the road.

- Recreation & Wellness Policy Res.23/2015 Deputy Mayor Sherry Frankard moves to amend the Recreation and Wellness Policy to include all 13 recommendations as outlined in Smoky Lake Region Final Report and Recommendations dated March 2013. Carried.
- Walking Challenge Administration will prepare a walking challenge package (individual & team of 5) for the next Council meeting with discussion needed to set prize values.
- Village Lands 1.90 Acres Res.24/2015 Mayor Casey Caron moves to table the registration of Transfer of Land documents until the Village consults with a solicitor on the requested name change. Carried.
- Lift Station Module Pyramid Corporation changed the expired module at the lift station on March 17, 2015. Call-out numbers were set-up for automatic dial in the case of failure.

NEW BUSINESS

- 2015 Interim Budget Res.25/2015 Mayor Casey Caron moves to adopt the 2014 Operating and Capital Budget as interim Budget for 2015. Carried.
- 2014 FCSS Funding Res.26/2016 Deputy Mayor Sherry Frankard moves to approve 2014 FCSS funding for the following projects:
FCSS Administration - \$500.00
Family School Liaison Program - \$1,000.00
Anne Chorney Library – Mom’s & Tot’s - \$300.00
Waskatenau Senior Citizen’s Association - \$500.00
Carried.
- Alberta Hub Council reviewed the Hub membership information and will not apply for a HUB membership and filed for information purposes.
- Regional Fire Services The concept of regional fire services was discussed at the J.M.M. with options provided by the joint CAO’s. There appears to be a lot of work ahead before any type of option to proceed with a regional concept can be agreed upon. Low membership in some areas, paid members on duty, what kind of regional approach, budget implications for each municipality.
- Highways # 28/831 Stop Signs A notification was received from Alberta Transportation in March advising they will be installing Stop Signs at the intersection of Highways 28/831 on March 18, 2015. Council filed for information purposes.
- Smoky Lake Foundation Res.27/2015 A letter was received from the Smoky Lake Foundation on February 4, 2015 regarding their concerns about Village representation not attending their meetings as well as an appointed Village Councillor is now an employee of the Smoky Lake Foundation. Deputy Mayor Frankard is now an employee working at the lodges and was asked by the Board chairperson to leave a Foundation meeting. Bernice Macyk contacted the management company to advise that all Village Councillors work during the daytime.
Mayor Casey Caron moves the Village of Waskatenau will send a letter of response to the Smoky Lake Foundation and to advertise for a member-at-large to be appointed to the Smoky Lake Foundation Board on behalf of the Village of Waskatenau. Carried.
- Smoky Lake R.C.M.P. An email request was received from the Smoky Lake R.C.M.P. Detachment in regards to any issues the Village of Waskatenau wishes to bring to their Senior Management

during the annual convention. Council advised that they do not have any issues to date as it has been a fairly quiet year.

Waskatenau Arena Project Public Meeting	A Public meetings was held jointly with the Victoria Trail Ag. Society and the Village of Waskatenau on March 18, 2015 to discuss the future of the Arena in regards to future renovations. The Public Meeting was attended by 35 residents and a facilitator was hired to run the meeting. The Ag. Society wishes to gather information from the public-at-large for future uses for the facility. A report will be prepared by the facilitator with the meeting results. The first stage of the project will be to obtain costs for heating and insulation for the Arena by the Ag. Society.
Res.28/2015	Deputy Mayor Sherry Frankard moves to approve 2015 FCSS funding in the amount of \$1,150.00 to LTG Consulting for the facilitator costs for the community meeting. Carried.
Bylaw Officer Contract Res.29/2015	Mayor Casey Caron moves to renew the Bylaw Officer contract with Don Schueler for a one year term and the Village of Waskatenau agrees to pay a fee for services of \$200.00 per month for 6 hours of services per month with no other changes to the contract. Carried.
Emergency Mgmt Bylaw #649/2015 Res.30/2015 First Reading	Mayor Casey Caron moves that Assent be given for the introduction of Bylaw #649/2015 for the purpose to establish a Regional Emergency Management Region. Deputy Mayor Sherry Frankard moves that Bylaw #649/2015 receive First Reading. Carried.
Second Reading	Mayor Casey Caron moves that Bylaw #649/2015 receive Second Reading. Carried.
Consent	Mayor Casey Caron moves that Bylaw #649/2015 be presented at this meeting for Third Reading. Carried.
Third Reading	Deputy Mayor Sherry Frankard moves that Bylaw #649/2015 receive Third Reading and it be declared final passing and the Mayor and Administrator affix the corporate seal of the Village. Carried.
Summer Temporary Employment Program Res.31/2015	Mayor Casey Caron moves the Village of Waskatenau hires a STEP Employee for the period May 1 – August 31, 2015. Carried. There will no advertisement requirement as there is no longer a government program for STEP. The employee(s) from last year will be invited back to work.
50 Avenue Bridge Level II Inspection Res.32/2015	Deputy Mayor Sherry Frankard moves that WSP Group provide the Village of Waskatenau with a quote for a Level 2 inspection on the 50 th Avenue bridge plus a report on the bridge that would give options on how to proceed with repairs or replacement of the structure. Carried.
Federal Gas Tax Application Res.33/2015	Mayor Casey Caron moves to send an application under the Federal Gas Tax Program to apply for the cost of a Level II inspection on the 50 th Avenue bridge utilizing Federal Gas Tax funding. Carried.
5-Year Capital Plan Res.34/2015	Deputy Mayor Sherry Frankard moves to table the 5-Year Capital Plan update until the April Council meeting. Carried.
2015 Budget Res.35/2015	Mayor Casey Caron moves to set the 2015 Budget date to be April 20, 2015 following the Regular Council meeting. Carried.
Highway 28/63 Water Commission	The Village received an invoice for the Phase II & III remaining capital costs for the 2014 calendar year which will be paid from an MSI grant. An invoice for the 2014 Administration cost was also received which partially will be paid from an MSI operating grant. The Commission increased the water rate

from \$1.73 m3 to \$2.09 m3 effective January 1, 2015 and back billed the municipalities. The Village current water rate of \$2.05 will cover the increase retro-active to January, but will adjust the monthly consumption water rate to \$2.25 m3 effective March 2, 2015.

Increase Water Rate Bylaw #650/2015 Res.36/2015	Mayor Casey Caron moves that Assent be given for the introduction of Bylaw #650/2015 for the purpose to amend Bylaw#640/2012 to increase the monthly consumption water rate.
First Reading	Deputy Mayor Sherry Frankard moves that Bylaw #650/2015 receive First Reading. Carried.
Second Reading	Mayor Casey Caron moves that Bylaw #650/2015 receive Second Reading. Carried.
Consent	Mayor Casey Caron moves that Bylaw #650/2015 be presented at this meeting for Third Reading. Carried.
Third Reading	Deputy Mayor Sherry Frankard moves that Bylaw #650/2015 receive Third Reading and it be declared final passing and the Mayor and Administrator affix the corporate seal of the Village. Carried.
Joint Inter-Municipal Development Strategy Plan	Village Council reviewed the map as designated by the Village of Waskatenau partial Council and Smoky Lake County at the January 2, 2015 joint meeting. Another public meeting Open House will be set for the second round of the Inter-municipal Development Strategy Plan. Council recommended the Open House date be set for April 20, 2015.
Tax Arrears List Res.37/2015	Deputy Mayor Sherry Frankard moves to register the following Tax Rolls: #4100, #6600, #18300 on the March 31, 2015 Tax Arrears List. Carried.
Executive Session	The Executive Session is no longer required at this meeting.
Financial Statement Res.38/2015	Deputy Mayor Sherry Frankard moves the December 31, 2014 Financial Statement presented at this meeting be adopted for information purposes. Carried.
Financial Statement Res.39/2015	Mayor Casey Caron moves the January 31, 2015 Financial Statement presented at this meeting be adopted for information purposes. Carried.
Financial Statement Res.40/2015	Deputy Mayor Sherry Frankard moves the February 28, 2015 Financial Statement presented at this meeting be adopted for information purposes. Carried.
Correspondence	Rural Tourism conference February 2015. AEMA – networking meeting St. Paul March 3, 2015. AEMA – workshops. AEMA – emergency management conference April 2015. Anne Chorney Library – Month-to-date financial report 2015. Anne Chorney Library – thank you for funding. Waskatenau School Youth Foundation – funding thank you. MLA Jeff Johnson – public meet & greet dates. Aspen Health – water samples. Bonnyville Fire Authority – increase dispatch fees. Smoky Lake County – increase cost of living fees for fire fighters. FCM – reply to Village Canada Post letter. Minister of Transport – reply to Village Canada Post letter. 2015 Minister’s Seniors awards criteria. Communities-In-Bloom program. North Saskatchewan Watershed – update activities/support request. Taber Solids Control – lagoon cleaning service. Alberta Recycling electronics & paint round-up program.

Correspondence Smoky Lake County – metal pile at Transfer site.
Evergreen Waste – meeting with Municipal Affairs & Evergreen Commission April 29, 2015 at 4:00 p.m.
Municipal Affairs – ACP program application approved for Evergreen Commission – protocol development.
C.O.W. Bus – donation request.
Joly, McCarthy & Dion – name change.
The Fracnotice team – abandon well sites locations.
Municipal Affairs – federal small communities fund grant program. – Reviewed program criteria at Council meeting.
Municipal Affairs – 2013 operating SFE accepted.
Municipal Affairs - 2014 operating SFE accepted.
Municipal Affairs – 2014 application under 2014 MSI capital program approved for S.I.P.
Municipal Affairs – file federal gas tax fund SFE to Municipal Affairs for 2014.
Alberta Transportation – joint region letter sent regarding Highway 28 condition.
Letter to Minister Johnson from joint region re: Vilna Health Centre.
AUMA – services.
AUMA - MSI funding announcement.
Lakeland Destination meeting cancelled.
N.L.L.S. – 2015 book allotment to Anne Chorney Library.
N.L.L.S. – 2015 municipal levy increase approval.
N.L.L.S. – annual conference September 2015.
N.L.L.S. – funding request annual conference.
Highway 28/53 Water – agenda February 5 & March 4, 2015, minutes December 5, 2014 & February 5, 2015.
Regional Disaster Emergency Committee – agenda March 25, 2015.
J.M.M. – agenda package March 2, 2015 & minutes December 1, 2014.
Smoky Lake Foundation – agenda March 25, 2015 & minutes January 19, 2015.
Evergreen Waste – agenda January 8, 2015, February 11, 2015, March 11, 2015 & minutes December 18, 2014, January 8, 2015 & February 11, 2015. Proposal bid for providing asbestos consulting services.
RCDC – agenda January 28, 2015, February 17, 2015 & March 27, 2015 & minutes December 10, 2014, January 28, 2015 & February 17, 2015.

N.L.L.S.
Res.41/2015 Deputy Mayor Sherry Frankard moves to approve 2015 FCSS funding in the amount of \$50.00 to the N.L.L.S. annual conference. Carried.

Correspondence
Res.42/2015 Mayor Casey Caron moves the correspondence presented at this meeting be adopted as read and filed for information. Carried.

COMMITTEE REPORTS

New CEDO Bernice Macyk attended a meeting with Shawn Green, the new Community Economic Development Officer on January 8, 2015 at the Village Office.

Smoky Lake Region
Fire Services Bernice Macyk attended a meeting with the Joint CAO's on January 14, 2015 to discuss regional fire services. A directive was made at the J.M.M. requesting CAO's to provide options and recommendations towards the concept of a regional fire service at our next J.M.M.

Smoky Lake
Foundation

No Council attended the Smoky Lake Foundation project meetings on January 15, 2015 and February 12, 2015. Deputy Mayor Sherry Frankard attended the Regular meeting on February 18, 2015 and was asked to leave because she was now an employee working at the lodges. Chairperson Pat Palechuk referred to the letter sent to the Village of Waskatenau on February 4, 2015 that was not yet addressed by Village Council prior to the Foundation meeting. Mayor Casey Caron attended the Regular meeting on March 25, 2015.

- Minister Johnson & MP Storseth were coming to Smoky Lake to announce the P3 project to tie into the new lodge. Funding for the P3 is 1/3 federal, 1/3 provincial, 1/3 municipal. Local governments not sure where funds for their portion to come from.
- Patient assessment still needs to be identified when moving patients from old building to new lodge – who has the authority. The Foundation is caught in the middle between Senior Housing & AHS.
- ASHA Convention upcoming.
- Landscape budget has been adjusted for your building.
- Upgrades to Vilna Center with a sprinkler system and upgrades to some rooms.
- Both manors in Waskatenau full except for one unit.
- Letter to Village was discussed with a possible future request for the Foundation to ask for a Ministerial Order for a member-at-large to represent the Village.

RCDC

Bernice Macyk attended the RCDC meetings on January 21, 2015 and February 17, 2015.

- Monthly CEDO update on short-term priorities and long-term priorities.
- Adopted Work plan & reviewed/updated regional priorities chart.
- Update – grant application – ACP
- Community Wellness Committee – depends on ACP grant approval – component on wellness. Do municipalities have funds for Wellness program?
- Smoky Lake region – website
- Highway 28/831 Stop Signs
- Tradeshow – Edmonton March 12-14, 2015.
- Program financial update
- Invite tourism type people to future RCDC meeting.
- Void in early child development resources in region.
- Next Meeting March 27, 2015.

Highway 28/63

Deputy Mayor Sherry Frankard attended the Highway 28/63 meetings on February 5, 2015 and March 4, 2015.

- Invoices for capital costs for Phase II & III will be sent to each municipality.
- Few operation deficiencies that will be fixed by springtime.
- Training and transition of Commission operations from Thorhild to Smoky Lake County has started.
- Will be looking at amending water agreement to sell water outside boundaries.
- Supply to Ashmont/St. Paul good until 2020 and then line will need to be upgraded.
- Phase III waiting for inspection – no issues.
- March 4, 2015 meeting – files being transferred to Smoky Lake.
- Water agreement draft is being reviewed for non-members.
- Reviewed draft income statement.

2014 Financial Audit	Joly, McCarthy & Dion have completed the annual 2014 financial audit on February 10, 2015 and will present the Financial Statements to Council at a Regular Council meeting.
Evergreen Waste	No Council attended the Evergreen Waste meetings on February 11, 2015 and March 11, 2015.
J.M.M.	Deputy Mayor Sherry Frankard and Bernice Macyk attended the J.M.M. on March 2, 2015. <ul style="list-style-type: none">• Sgt. Baird – Smoky Lake RCMP detachment-introduction.• Aspen View School Trustee report.• Regional Fire Services Committee – concept. Administration provided options. Council requested to go back and revise concept(s) as per discussions at the meeting.• Reviewed updated Joint Municipal Priorities Chart.• Work plan activities and priorities completed in 2014.• Vilna – usage of Vilna Health Center.
N.L.L.S.	Ray Huot attended the N.L.L.S. meeting on March 9, 2015 and provided a written report to Council.
FSLP	Deputy Mayor Sherry Frankard attended the FSLP meeting on March 9, 2015. <ul style="list-style-type: none">• Case studies report provided by Barb Rose.• Case load fairly stable.• Reviewed 2015 budget.
Disaster Emergency Management	Bernice Macyk attended the joint Disaster Emergency Management Committee meeting on March 24, 2015. <ul style="list-style-type: none">• Work on updating the regional plan for each municipality.• New 100 ICS Model for the emergency operation center in each location. A half day training course will be set up in May for the County to host. Reviewed job duties in the EOC and names to jobs.• Agency meeting will be set up for April 21, 2015 and Councillors are welcome to attend.• EOC Drill in Fall 2015. – complete a risk assessment as part of the fall session.• The generators will be tested in locations and set up procedures will also be written for location.• Community Emergency Management Program will be launched in April by AEMA – program to identify resources each region has.
Accounts	Attached Addendum for Accounts Payable for period January 3, 2015 to March 26, 2015.
Res.43/2015	Mayor Casey Caron moves the attached accounts be approved for payment in the amount \$76,172.47. Carried.
Meeting Date Res.44/2015	Deputy Mayor Sherry Frankard moves the next Regular Council Meeting will be on April 20, 2015 at 9:00 a.m. Carried.
Adjournment Res.45/2015	Mayor Casey Caron moves to adjourn the meeting at 1:50 p.m. Carried.

VILLAGE OF WASKATENAU

Per: _____
MAYOR

Per: _____
MUNICIPAL ADMINISTRATOR