

Council Present: Mayor Tyler Warman, Councilors: Rebecca King, Darin Busk, Joy McGregor, and Brice Ferguson, Julie Brandle, and Shawn Gramlich

Staff Present: Brian Vance – CAO, Christopher Brown – Communications Coordinator, Laurie Skrynyk – Director of Planning and Development, Jamie Coutts – Fire Chief, Kirsten Coutts – Administrative Services Coordinator, Roland Schmidt – Director of Finance, Doug Baird – Project Manager, Calvin Courturier – Director of Operations, Garry Roth – Director of Community Services, and Briana Lachance – Recording Secretary.

Media Present: Lakeside Leader

Others Present: Residents

Meeting called to order at 1:03 p.m. by Mayor Warman.

Agenda:

Motion #039-19: Moved by Councilor Brandle

That the Committee of the Whole Agenda for February 12, 2019 be accepted as presented.

CARRIED

Introductions

CAO Update:

February 12, 2019

Administration:

- Water meter change out appointments continue to be slow. We are doing appointments for the entire Town now. Information was in the bills, door notices are being left, and we are calling people.
- The next deadline for the Highway Motor Inn is March 10 when a demolition plan is supposed to be completed.

Safety:

- The Leadership for Safety Excellence (LSE) course, delivered by AMHSA, on February 6th and 7th was well attended by Town Staff.
- Mo is doing a qualification safety audit for the Town this week.

Finance:

- The Audit for Year end is scheduled for March 13 and 14.
- The budget report will come to the February 19 Council meeting.

Projects

- **Regional Waterline Intake and Pumping Station** - The intake station construction is complete and the commissioning activities have been taken as far as they can at this point. The 30 day acceptance test is waiting for the completion of the pipeline commissioning.
- **Regional Waterline Pipeline Project** - No Progress last week due to cold weather preventing the crews from working. Construction is complete except for the final tie-in at the WTP. Still working to resolve ongoing pigging issues. Still working on pressure testing the last section of line and to date 10 out of 11 sections of the line has passed the pressure tests, which is good news. The final section that will not hold pressure is now narrowed down to 800 meters and they are still looking for the leak on this section.

After the last section has passed the pressure test, the contractor will work on completing the pigging of the line and will be using pigs with tracking devices going forward. When the line has been completely pigged and fully pressure tested, the final connection to the WTP will take place to complete the project and move us into the 30 day performance test phase.

- **Main Street North Water Line Replacement Project** – No Progress last week due to cold weather preventing the crews from working. All customers along Main Street have been connected to the new line, except the connection to The Point at the end of the Main Street line. All customer along Tamarack Road are now connected to the new line as well. The remaining tie-ins are: one at The Point entrance, one at the corner of Tamarack Road and Balsam Road to loop the existing line then one more fire hydrant installation along Tamarack Road to complete the project. We have completely shut in the old 1960's carbon steel line now.
- **5 Ave NW between 5 St and 8 St NW Road Rehabilitation Project** – The work on the road is complete for this year and the road is fully open with a gravel surface. Our contractor told us we will be the first paving project on their list in the spring.
- **Sewage Lagoon Upgrade Project** – No Progress last week due to cold weather preventing the crews from working. The general contractor had a very good start on the earthworks part of the project, but the ground has become too frozen to work with, so the earthworks has been suspended until spring. They will continue to work to prepare for resuming in the spring with work like stockpiling clay and gravel for the SAGR beds, building the SAGR bed forms, installing the perimeter fencing, fabricating new blower building and associated process piping.
- **Hilltop Reservoir Piping Replacement Project** – The project is in the detailed design phase with engineering and design currently in progress and the tender package going out in Q1, 2019 with construction scheduled for Q2 or Q3, 2019.
- **Lift Station C - New Forcemain Project** - Is in the detailed design stage. Engineering and design to take place in 2018 and preparing the tender package that will be held until the 2019 budget is approved.
- **Sawridge Lift Station Modifications** – Site construction bid was awarded and we are working with the contractor to order the equipment and to determine a construction schedule. Contractual completion date is June 1. This work includes installing a rail track system on the stairs to easily remove the “Muffin Monster” grinder pump for servicing as well as installing a new recirculation pump system to reduce the frequency of cleaning the cells. The scope of work also includes repairing and putting back into service the second discharge line to the sewage lagoon as it has been out of service for a while.
- **Town Shop Yard** – Salt Water Remediation Work is complete for this year. Pending results of the 2018 pumping season, we will hopefully go into monitoring only mode next summer, which will cut the costs in half for this work. We are reviewing the 2018 results.
- **LSL Regional Housing Authority** – The “General Contractor Project Management” contract went out for bid in December with the bids closing on Jan 31, 2019. We completed the bid evaluation phase last week with a “Letter of Intent” going out to the successful bidder this week with the bid award being proposed for the end of February. It appears the funding has been secured and the project will move into the conceptual design phase soon after this bid award.
- **2019 Capital Projects Budget** – Working on the 10 Year Capital Project Plan to have it ready for review with Council in Q1, 2019
- **DRP Claim for the 2018 Flood and Wind Event** – Working with the DRP group of the Alberta Government to submit the new claim documents so our claim can be processed. The DRP has already sent us a cheque for \$125K for advance payment on our initial claim for the flood control and cleanup work that was done during and immediately after the flood event.

Operations and Utilities

- Downtown snow cleanup took place last Wednesday. Cul-de-sac's will be done this Wednesday.
- Crews are finishing residential snow clearing on Wednesday. It takes about a week now instead of 3 or 4 weeks as it did previously. However, we get a lot of calls from people who want their driveways cleared more.
- Sanding is ongoing.

- People have been having problems with frozen and burst residential lines. We are having problems with shutting their water off since the cc valves are covered with snow and ice and sometimes inoperative due to freezing.
- We are planning for the work at the sewage lagoons this summer. It will take tremendous coordination to keep the treatment operating while we build the new portions.

Planning and Development

- Continuing research in preparation for our next Sign Steering Committee meeting.
- Making changes to ISDAB reports and procedures coming out of the SDAB training.
- Have complete the ISDAB Bylaw and Designated Officer Bylaw. The ISDAB Agreement is being circulated. All of our SDAB members have been trained and as such we should be able hold ISDAB Hearings very soon.
- We have been receiving questions regarding our RFP for FireSmart Regulations (i.e. LUB Amendments). We are preparing and uploading an Addendum to address those questions. The deadline for submission of the RFPs is February 25, 2019.
- Reviewing the OH & S Regulations with respect to our Supervisory role.
- Reconciling the Development Deposit Log for yearend.
- Held an SDAB Hearing last week regarding an application for Supportive Housing.

Fire Department:

- 1-Structure Fire- Tolko Mill
- 1-Medical Co-Response- Unit 306 Heritage Village
- 6-MVC's-Athabasca Bridge/HWY 2 & HWY 2A/HWY 2 west 2 KM/Main ST SW/HWY 2 25 KM East/HWY 2 & HWY 2A-Recall

Community Services:

- A number of managers/supervisors in Community Services completed the Leadership for Safety Excellence course last week.
- Enforcement:
 - The Senior Peace Officer has established a new protocol for working with vagrant people, mainly focusing on Government Centre. This is a combination of bans (including from the GoA areas), changes in how individuals will be charged, and change in the peace officer parking.
 - Vagrancy & liquor offences were the primary investigations carried out by the Senior Peace Officer in the past week.
- FCSS & Parent Link:
 - Running our first Youth Anger Ed program at St. Francis on March 7th. This will cover all students in the school.
 - Women's Anger Ed group is going well, although it is a smaller group.
 - FCSS will be at Frolic in the Park on Monday giving out free hot chocolate (sponsored from Tim Hortons).
 - FCSS Coordinator will be attending Group Lodging training on February 25th in Grande Prairie. FCSS Coordinator and the Director will then be attending a Group Lodging exercise in March, in Grande Prairie.
 - Seniors Coordinator and volunteers have been busy doing income tax training to prepare for the clinic next month.
 - Parent Link will be doing cookie decorating on Thursday as part of Frost Fest.
- Aquatics:
 - "Bring Your Own Floaty" swim went very well- had around 130 total attend the swim.
 - Canoe battleship is taking place this Friday evening.
 - Our new Wibit inflatables and Aquamats that we purchased with the donation from CNRL arrived- we will be planning an event to showcase our new equipment.
- Parks & Facilities:
 - Parks & Facility Manager will be away volunteering at the Canada Winter Games.

- Much work was done ensuring all systems in all facilities are operating throughout the cold weather.
- We continue to have ice build-up on the condenser of the MRC. A contractor will be modifying the stairs / platform to allow staff to have safer access in the snow/ice.
- Recreation & Programming:
 - The Family Carnival on Saturday went very well, we had approximately 500 people in attendance.
 - Valentine's Day Dance has been cancelled due to no ticket sales.
 - We are monitoring the weather for Family Frolic in the Park on Monday, February 17. We will make the call on Friday, if weather is too cold we will look at moving inside to the MRC and altering activities.
 - Kerry Jantzi's memorial was held at the Legacy Centre this past Friday.
 - Agreement with WPHA has been sent to our lawyers to review.
- Upcoming Events:
 - Feb 13 – Family Paint Night (MRC)
 - Feb 15 – Canoe Battleship (NLAC)
 - Feb 17 – Glow Skate (MRC)
 - Feb 18 – Family Frolic (Schurter Park)
 - Feb 18 – Family Day (Facilities will be closed)
 - Feb 23 – Stage North (Legacy)

Items for Discussion:

- a) Defining Service Levels to Residents - Appendix 3 from the 2018 Strategic Plan

Mayor Warman initiated a discussion around service levels.

Key Points Discussed:

- Winter Service Levels
- Summer Service Levels
- Finance – Tax Sales, Budget, and Taxes
- Planning – Development Permits

Council recessed at 2:08 pm

Council reconvened at 2:15 pm

Motion #040-19: Moved by Mayor Warman

That Council tasks Administration to bring back a report/calendar on when the Service Level items we created will be discussed for the first meeting in March.

CARRIED

Committee Minutes:

- a) **Finance, Legislative, Intergovernmental Affairs**
- 1) Intermunicipal Committee
 - 2) Slave Lake Watershed Council
 - 3) Slave Lake and District Chamber of Commerce
 - 4) Tri – Council (Town, MD and Sawridge First Nation)
- b) **Community Services**

- 1) Lesser Slave Lake Regional Housing Authority – Dec 14, 2018
- 2) Tri-Council Health Committee
- 3) Slave Lake Library Board
- 4) Community Futures Lesser Slave Lake Region
- 5) Community Education Committee
- 6) Naming Advisory Committee – Dec 4, 2018

c) **Property Services**

- 1) Municipal Planning Commission – Jan 7, 2019
- 2) Subdivision and Development Appeal Board – Nov 27, 2018
- 3) Lesser Slave Lake Regional Waste Management – Nov 5, 2018
- 4) Slave Lake Airport Commission
- 5) Lesser Slave Lake Region Wildfire Legacy Corporation

d) **Protective Services**

- 1) Protective Services Committee
- 2) FireSmart Committee
- 3) Disaster Services

e) **Other**

- 1) Regional Economic Development Committee
- 2) Northern Alberta Mayor's and Reeves Caucus
- 3) Northern Alberta Elected Leaders

Motion #041-19: Moved by Councilor Ferguson

That Council accepts the verbal committee updates and committee minutes as presented.

CARRIED

Management Task List:

Motion #042-19: Moved by Councilor King

That Council accepts the Management Task list as information.

CARRIED

Mayor's Corner:

- The Government of Alberta reached out to me about a couple of things. As part of the ARDN that we had a conference call with in January, they gave us some numbers within the Provincial Government.
- We have a conference call coming up with Fort Macleod about the homelessness situation.
- My contacts in the Provincial Government reached out to me about a work they are doing with the Slave Lake and Nipisi Caribou range farms. This could have an impact on our industry, so they will be having a meeting with Metis and First Nations people in the next month or so to get started. I had mentioned we could have a meeting with all of our Councils and some of our industry friends as well.
- There was an Inter-Municipal meeting this past Monday.
- Working with our Communications Coordinator Christopher to continue to put out Vlogs.
- Frost Fest started and it is running different events until this coming Family Day Monday. So for it seems like there has been a great turn out. Great job everyone involved.

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In Camera

- Legal
FOIP Sections 16 and 17
- Citizen Appointment
FOIP Sections 17, 23, 24, and 29

Motion #043-19: Moved by Councilor King

That Council makes a motion to go "In Camera" at 3:12 p.m.

CARRIED

Motion #044-19: Moved by Councilor McGregor

That Council makes a motion to come out of "In Camera" at 3:45 p.m.

CARRIED

Motion #045-19: Moved by Councilor Brandle

That Council appoints Brian Pitcairn to the Library Board.


CARRIED

Adjournment:

Motion #046-19: Moved by Councilor Busk

That Council Adjourns the Committee of the Whole Meeting at 3:46 PM

CARRIED



Tyler Warman, Mayor



Brian Vance, Chief Administrative Officer