VISION
"Making Opportunities Happen"

MISSION
"Working Together, Building a Better Community"

'Our Vision and Mission will serve as a guide in our decision making'

COUNCIL AS COMMITTEE OF THE WHOLE MEETING
March 13, 2018 at 7:00 PM
Council Chambers

AGENDA

Page

1. Agenda

2. Delegations

a) Arnold Viersen - Member of Parliament

b) Team Alberta North / Arctic Winter Games
- Sean McConnell

c) Lesser Slave Watershed Council - Meghan Payne, Executive Director
- Integrated Watershed Management Plan (as appeared in the February 13, 2018 Committee of the Whole Council agenda)

3. CAO Update & Introductions

4 - 5 a) Leigh Green - Lesser Slave Lake Regional Fire Service - Maintenance Coordinator
Christopher Cleofe - Information System Coordinator
Jill Shepherd - Community Relations Manager (New position - effective March 12, 2018) No photo available

4. Question Period

Committee of the Whole Meeting
Tuesday March 13, 2018 at 7:00 PM

5. Reports and New Business

6 - 13 a) Rescind Bylaw #37-1988 and Bylaw #21-1997 - Lisa Russell, EA and Brian Vance, CAO

14 - 25 b) Approval Request for the 2018 Operating and Capital Budgets - Roland Schmidt, Director of Finance

26 - 31 c) Benefit Compensation Cost - Kirsten Coutts, Administrative Services Coordinator

6. Committee Minutes

a) Finance, Legislative and Governmental Affairs

i) Intermunicipal Committee

ii) Slave Lake Watershed Council

iii) Slave Lake District Chamber of Commerce Meeting

32 - 39 iv) Tri-Council (Town, MD, Sawridge First Nations)

b) Community Services

i) Lesser Slave Lake Regional Housing Authority Meeting

40 - 42 ii) Tri-Council Health Committee

43 - 49 iii) Slave Lake Library Board Meeting

iv) Community Futures Lesser Slave Lake Region

v) Community Education Committee

50 - 55 vi) Naming Advisory Committee

c) Property Services

56 - 61 i) Municipal Planning Commission

ii) Subdivision and Development Appeal Board Hearing

iii) Lesser Slave Lake Regional Waste Management Meeting

62 - 64 iv) Slave Lake Airport Commission Meeting

v) Lesser Slave Lake Region Wildfire Legacy Corporation Meeting

d) Protective Services

i) Protective Services Committee

TOWN OF
SLAVE LAKE

March 5, 2018

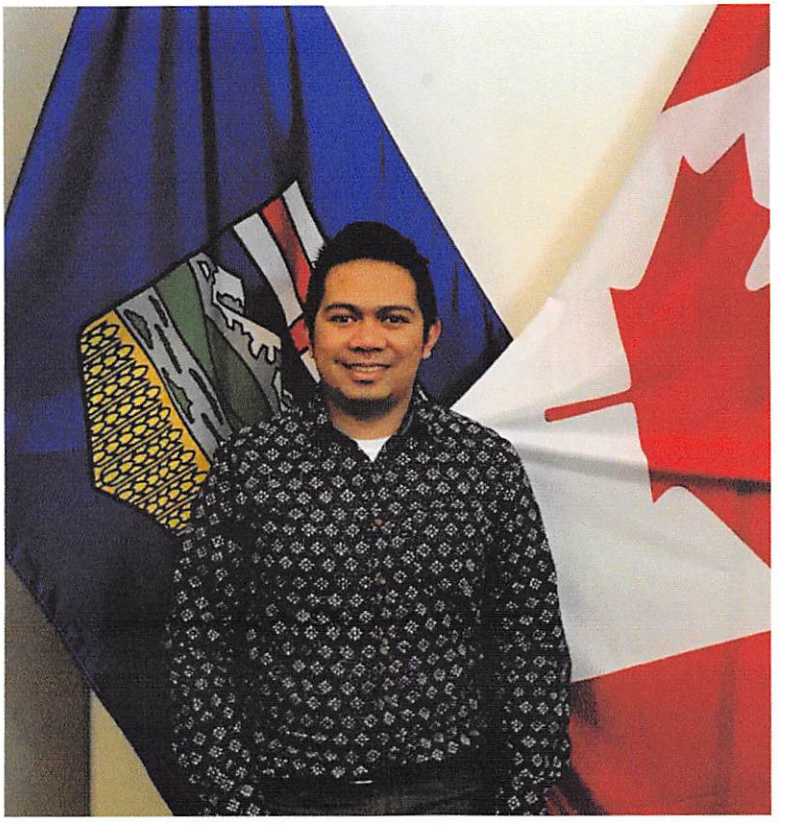
I am pleased to welcome Leigh Green. He will be working with us as the Maintenance Coordinator for the Lesser Slave Lake Regional Fire Service.

Please join me in welcoming Leigh to the Town Team.

Candace Tonsi
Administrative Services Office Assistant

TOWN OF
SLAVE LAKE

March 5, 2018



I am pleased to welcome Christopher Cleofe. He will be working with us as the Information System Coordinator.

Please join me in welcoming Christopher to the Town Team.

Candace Tonsi
Administrative Services Office Assistant

TOWN OF
SLAVE LAKE

REPORT TO COUNCIL MEETING OF March 13, 2018

FROM: Lisa Russell, EA and Brian Vance, CAO **Date: March 06, 2018**

Subject: Rescind Bylaw #37-1988 and Bylaw #21-1997

PURPOSE

The purpose of this report is to rescind two (2) obsolete bylaws.

BACKGROUND

As part of the "clean up and review of Town policies it has come to administrations attention that 2 bylaws remain "active" that are obsolete.
Bylaw #37-1988 is in reference to a "Tourism Action Committee" that is no longer in existence and Bylaw #21-1997 is in reference to the "Economic Development Committee. While there is an Economic Development Committee active in Slave Lake, this bylaw references procedures that no longer apply to this particular committee.

DISCUSSION

It is a Municipal Government Act requirement to keep a "bylaw library"
Rescinding obsolete bylaws will create a "cleaner", more user friendly data base and cause less confusion among residents looking at bylaws.
Rescinded bylaws are kept in the database however they are clearly identified "(RESCINDED)".

OPTIONS

1) Rescind bylaw #37-1988 and Bylaw #21-1997 to ensure that we do not have obsolete bylaws listed in our "bylaw library".
2) Do not rescind bylaw #37-1988 and Bylaw #21-1997.

RESOURCE IMPACTS

None

POLICY IMPLICATIONS

None

COMMUNICATIONS

Not Required

RECOMMENDATION TO COUNCIL

As part of administration housekeeping it is our recommendation that the 2 attached bylaws be rescinded.

MOTION REQUESTED

MOTION:

1) That Council rescind Bylaw #37-1988 "Establish a Tourism Action Committee"
2) That Council rescind Bylaw #21-1997 "Establish an Economic Development Committee"

Attachments

1) Bylaw #37-1988
2) Bylaw #21-1997

Report Prepared by:

Lisa Russell, EA

Report Approved for Council by:

Brian Vance, Chief Administrative Officer

TOWN OF SLAVE LAKE

BYLAW #21-1997

A BYLAW OF THE TOWN OF SLAVE LAKE, IN THE PROVINCE OF ALBERTA TO ESTABLISH AN ECONOMIC DEVELOPMENT COMMITTEE.

WHEREAS the council of the Town of Slave lake desires to promote, expand and enhance the economic development of the Town;

AND WHEREAS the council considers it expedient to establish such a committee;

NOW THEREFORE, the council of the Town of Slave Lake duly assembled enacts:

PART 1 - DEFINITIONS

1.1 "Committee" shall mean and include the Economic Development Committee is hereby established in and for the Town of Slave Lake.

PART 2 - APPOINTMENTS/TERMS

2.1 A committee to be known as the Slave Lake Economic Development Committee is hereby established in and for the Town of Slave Lake.

2.2 The committee shall consist of seven (7) voting members who shall be appointed by resolution of the council. The said members shall consist of:

a. Two members nominated by the Chamber of Commerce.
b. One member from the public at large.
c. One member of Slave Lake Town Council.
d. One member of Lesser Slave River Municipal Council
e. Executive Director of Lesser Slave Lake Community Development Corp.
f. One member of Sawridge Indian Band.
g. Director of Community Development
h. Town Manager

2.3 All members of the committee must be residents of Slave Lake except for those appointed pursuant to Section III (a) who may be non-residents; except that where a resident member becomes a non-resident, he may, by resolution of the committee, be permitted to complete his term of office.

2.4 The members appointed shall serve for the following terms;

a. Municipal members shall be appointed annually at the organizational meeting of council(s).
b. One member from the Chamber of commerce for a term ending October, 1999, and one member for a term ending October 2000, and thereafter, for terms of two years.
c. One member from the public, for a term ending in October 1999, and thereafter, for terms of two years.
d. One member from the Lesser Slave Lake Community Development Corporation for a term ending October 1998, and thereafter, for terms of two years.
e. One member from the Sawridge Indian Band for a term ending October 1998, and thereafter, for terms of two years.
f. The Director of Community Development and the Town Manager, during tenure of their office.

2.5 All members shall remain in office until their respective successors are appointed.

2.6 If any member of the committee shall be absent from three consecutive regular meetings, the committee may declare the office of such absent committee member to be vacant.

2.7 The committee may remove any member for malfeasance in office or in any other good and sufficient cause.

PART 3

3.1 Annually, during the month of November, the committee shall hold a meeting at which time a chairperson and vice-chairperson shall be selected for the ensuing year.

3.2 Meetings of the committee shall be on a regular basis at such a time to be set by resolution of the committee.

3.3 A quorum for regular and special meetings of the committee shall be five members, except that a quorum may be four members, one of whom must be the chairperson or vice-chairperson.

3.4 Special meetings may be called by the chairperson or vice-chairperson.

3.5 Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Robert's Rules of Order, newly revise.

3.6 There shall be no remuneration for committee members.

3.7 Neither the committee nor any member thereof shall have the power to pledge the credit of the municipality in connection with any matters whatsoever, nor shall the said committee, or any member thereof, have any power to authorize any expenditure charged against the Town of Slave Lake.

PART 4 - DUTIES OF THE COMMITTEE

4.1 The Town Manager and Director of Community Development shall assume an advisory role on the committee.

4.2 Secretariat duties of the committee will be performed by the Slave Lake Chamber of Commerce.

4.3 These duties shall include:

a. Notify all members of the committee of the holding of any regular or special meetings.
b. Keep proper and accurate minutes of the process of all meetings which shall be retained in the Chamber Office.
c. Maintain all records and correspondence that are relevant to the committee.
d. Carry out such other administrative duties as the committee may require.

4.4 Alberta Economic Development and Tourism and Alberta Community Development shall be invited to serve as advisors to the committee.

4.5 Neither administrative staff nor provincial advisors shall have voting privileges.

4.6 The committee shall be responsible for preparing an economic development plan for Slave Lake and for recommending amendments as should from time to time be required.

4.7 Annually, before the 31st day of October, the committee shall submit to council a written statement showing in reasonable form and detail expenditures proposed to be made by the committee during the next following year with respect to all matters over which the committee has jurisdiction.

4.8 Within the budget approved by council the committee shall carry out a program for the promotion of the goals and objectives of the economic development plan.

PART 5 - GENERAL

5.1 That this Bylaw comes into force on the date of the final passing thereof.

READ A FIRST TIME THIS 16 DAY OF December, 19 97 A.D.

MAYOR SECRETARY-TREASURER

READ A SECOND TIME THIS 16 DAY OF DECEMBER, 1997 A.D.

MAYOR SECRETARY-TREASURER

READ A THIRD TIME THIS 16 DAY OF DECEMBER, 1997 A.D.

MAYOR SECRETARY-TREASURER

:mg

BY LAW #37-1988

TOWN OF SLAVE LAKE

A BY LAW OF THE TOWN OF SLAVE LAKE IN THE PROVINCE OF ALBERTA TO ESTABLISH A TOURISM ACTION COMMITTEE.

WHEREAS, the Council of the Town of Slave Lake desires to promote, expand and enhance tourism development in the Town of Slave Lake and surrounding area.

NOW THEREFORE, the Council of the Town of Slave Lake duly assembled enacts as follows:

1. DEFINITIONS

In this By Law:

a. "Committee" shall mean the Tourism Action Committee of the Town of Slave Lake.

b. "Council" shall mean the municipal Council of the Town of Slave Lake.

c. "Chamber of Commerce" shall mean the Slave Lake and District Chamber of Commerce.

2. ESTABLISHMENT OF COMMITTEE

There is hereby established and constituted a Committee to be known as the Slave Lake "Tourism Action Committee" to exercise the duties and powers and to perform the functions as directed by this By Law.

a. The Committee shall consist of nine (9) voting members and two (2) non-voting members who shall be appointed by resolution of the Council from the following organizations:

i. Chamber of Commerce - 2 voting members
ii. Community Futures - 1 voting member
iii. Midnight Twilight Tourist Association - 1 voting member
iv. Members of Public - 4 voting members
v. Town of Slave Lake Council - 1 voting member
vi. Town of Slave Lake Administration - 1 non-voting member
vii. Chamber of Commerce Assistant - 1 non-voting member

b. The Committee Members appointed shall serve for the following terms:

i. Member of Council shall be appointed annually at the Organizational Meeting of Council.
ii. All other members shall hold office for 2 years provided that on the first appointment council shall designate members who shall hold office:
Until the first day of November following the date of appointment and until the first day of November of the second year following the day to appointment so that as nearly as possible, 1/2 of the members terms shall expire each year.

c. Any member of the Committee may resign at any time by providing written notice to that effect to the Secretary Treasurer of the Town.

d. All members shall remain in office until their respective successors are appointed by Council.

...2

3. A member ceases to be a member of the Committee when he/she,

   i. is absent from three consecutive regular meetings, unless such absence is due to illness or authorized by resolution of the Committee.

   ii. ceases to be an elected member of Council.

f. The Council shall review the membership of the Committee at least annually and may remove any member of the Committee for malfeasance in office, or any other good and sufficient cause.

3. PROCEEDINGS

a. Annually, during the month of November, the Committee shall hold a meeting at which time a Chairman and vice-Chairman shall be selected for the ensuing year. A member of the Municipal Administration, Municipal Council or Chamber of Commerce Assistant shall not be eligible for selection as Chairman and Vice-Chairman.

b. Meetings of the Committee shall be held on a regular basis at a time to be set by resolution of the Committee, at least once every month, and at such other times as deemed necessary.

c. A quorum for regular and special meetings of the Committee shall be one more than one half of voting members.

d. Special meetings may be called by the Chairman.

e. Meetings procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Roberts Rules of Order, newly revised.

f. Unless otherwise provided by explicit resolution of Council, neither the Committee nor any member thereof, shall have the power to pledge the credit of the municipality in connection with any matters whatsoever.

4. DUTIES OF OFFICERS

a. The Chairman shall have the following duties:

   i. Supervising the conduct of members and bringing such matters to the attention of the Committee.
   ii. Make recommendations to Council in conjunction with Town Administration appointee.
   iii. Informing the Secretary of the items to be discussed for agendas.

b. The Vice Chairman shall perform the duties of the Chairman in his/her absence and such other duties as directed by the Committee.

...3

c. The Secretary shall be the Chamber of Commerce Assistant and shall have the following duties:

   i. Compile agenda for meetings in conjunction with the Chairman.
   ii. Notify all members and advisors of the Committee of the holding of any regular or special meetings.
   iii. keep proper and accurate minutes of the proceedings of all meetings which shall be retained in the Chamber of Commerce office and copies retained at the Town Office.
   iv. Maintain all records and correspondence that are relevant to the Committee.
   v. Carry out such other administrative duties as the Committee may require.

5. DUTIES OF THE COMMITTEE

a. The coordinate tourism development and promotion for Slave Lake and area, in accordance with the Community Tourism Action Plan.

b. The Committee shall be responsible for the coordinating and implementation of the Community Tourism Action Plan and recommend to Council, amendments to the Community Tourism Action Plan as should, from time to time, be required.

c. The Committee shall make recommendations to council on Community Tourism Action Plan funding applications.

d. **The Committee shall report to Council** on an annual basis on organizational relationships, service goals and evaluation, future plans and goals and any other matters deemed appropriate.

READ A FIRST TIME THIS 13 DAY OF December A.D., 1988.

MAYOR SECRETARY TREASURER

READ A SECOND TIME THIS 13 DAY OF December A.D., 1988.

MAYOR SECRETARY TREASURER

READ A THIRD TIME AND FINALLY PASSED THIS 13 DAY OF December A.D., 1988.

MAYOR SECRETARY TREASURER

TOWN OF
SLAVE LAKE

REPORT TO COUNCIL MEETING OF March 13th, 2018

FROM: **Roland Schmidt** **DATE: March 13th, 2018**

Subject: **Approval Request for the 2018 Operating & Capital Budgets**

PURPOSE

To have Council approve the 2018 Operating and Capital Budgets which would provide appropriations for operating and capital expenditures for fiscal 2018.

BACKGROUND

Section 242(1) of the Municipal Government Act, R.S.A. 2000, c M-26, provides that Council must adopt an operating budget for each calendar year. Where Council has not yet adopted an operating budget for the year, Clause (2) provides that Council may adopt an interim operating budget for a part of a calendar year. Without budget approvals in place, expenditures for personnel, services and goods could not be made. In this case, for fiscal 2018, an interim operating budget was passed in December 2017 for January to March of 2018. .

DISCUSSION

The appropriations identified in the attached Income Statement Summary and Capital Budget Summary for fiscal 2018 are reflective of the operating and capital spending levels and assumptions inherent in these documents.

2018 Operating Budget

At the outset of budget deliberations, maintaining current service levels was a key aspect of the 2018 budget. The operating budget has been carefully scrutinized and every effort has been made to keep increases down, despite rising costs such as the carbon tax and other general and inflationary costs increases. This biggest challenge to the 2018 budget was dealing with the tax stabilization reserve depletion in 2017. This measure ensured that service levels were maintained in 2017 with-out the need for a tax increase.

Major Highlights in the **2018 Operating Budget** are as follows:

In 2016 Council set aside $300,000 into a tax stabilization reserve to help hold the line on tax increases. Having used this fund up in 2017 this option was no longer available in 2018 and had the greatest impact on revenues and the bottom line. (220K) UnFav;

New fire hall property switching from industrial use to tax exempt status (44K) UnFav. This is partially offset by revenue generated from the rental of the new hall and use of the training facilities located there. The renegotiated fire agreement with the Municipal District has also aided in offsetting this loss;

Staffing positions eliminated and amalgamated (140k) Fav;
Other personnel added have been funded through grants and means other than taxation. Some senior level positions have also had turn over resulting in new hires at lower wage steps.

Reallocation of Water Revenue from utilities to general operating (100k) Fav;

The Town has taken on the operations of the Legacy Centre to help aid in its future success. While there exists an agreement between the Corporation and the Town to cover operating expenditures, additional support for the Legacy Center has been budgeted for (50k) UnFav

Increase contribution towards supporting local groups;

Policing costs, while mainly out of the Towns control, have in the past been budgeted for at a strength of 13-14 due to the predictive models in place. 2018 will see a budgeted strength of 12. This had a (128k) Fav impact on budget, however if past predictions on police strength do not materialize in 2018 this will have a significant impact.

Through the elimination of positions and other cost saving measures as well as additional revenue generation the 2018 budget maintained service levels, but will require an additional $100,000 in taxes to be raised in order to balance.

Capital Budget 2018
Council approved 42 projects estimated at $24.9 million. 2018 will see major investments into water and sewer infrastructure.

A regional raw water intake project with an estimated total cost of $17.6 Million of which $16 million is budgeted to be spent in 2018. This project is mainly funded by the Province ($14 million) with the remaining amount to be paid with a debenture. Other projects involve repairing multiple roof tops at the water plant ($138 thousand) as well as starting the initial phases for a new sewage lift station, the hilltop reservoir piping replacement and minor repairs inside of the water plant. Wastewater treatment will see major work done on

sewage lagoons and waste treatment upgrades to meet current and future capacity needs. This project has a total estimated cost of $14.8 Million of which $6.7 million is slated for 2018. The Province will be contributing ($6 million) in funding with the remaining funds to be paid for by debenture. Other sewage collection projects involve sewage lift station repairs.

Fire Services will be adding AFFRACS radio's to ensure they are able to communicate with all other emergency relief agencies. This is a new provincial standard. Self-contained breathing apparatus's are due for replacement in the 2018 year. They have a defined life which cannot be exceeded. This is required equipment for fire crews while they are out on calls.

Operations will see the replacement of a pickup truck as well as a backhoe. A major project ($1 million) in 2018 will be the completion of road work in the N.E quadrant of Town. Additional road work in the N.W. quadrant has been slated but will require further cost estimates and funding before work can commence. CN lights and arms on Main Street are currently under way and will be completed in 2018. The recycle yard by the Town shop required additional fencing in order to reduce debris blowing onto neighboring property.

The Multi-Rec Center will be adding additional signage both on the building and through-out Town ($22 thousand). Additional eaves troughs will be added to help route water off of the building and to prevent damage. There will be some flooring repairs inside the building as well as a floor machine replacement. Sidewalk repairs in the front of the building are to be completed in 2018 to help with the shifting landscape ($99 thousand).

Parks is looking at some of the minor pocket parks. Major ($211 thousand) work to be completed will be on the S.W. quadrant park, which will be funded out of the photo radar reserve.

The Pool is facing difficulties due to the age of the building. Hot tub repairs, patching of the pool basin and deck, repairing of expansion joints and trash pump repairs have all been slated in 2018. Major renovations will be required to extend the life cycle of the current facility. Other options include building a new pool facility however, as this option comes with significant costs, further study will be required to determine on how best to extend the life of the current facility.

Water meter issues and the potential decrease in revenue generated as a result of failing meters may affect future contributions to our utility reserves. While they are in good health now, with the significant investments being made to our water and waste water infrastructure any decrease in contributions to our reserve could have a negative impact in the future.

With disaster projects and funding fully completed in 2017, 2018 is set to look to the current and future infrastructure needs of the Town. Investments in our aging water and sewer infrastructure will make sure the Town provides an adequate and safe water supply as well as make certain we have the capacity to manage our waste water in a safe and environmentally friendly manner. With the S.E. quadrant of Town mostly rebuilt much needed road work in other quadrants of Town will be looked at. Replacement of aging

equipment aides in the safety of employees and is imperative to enable the Town to maintain service levels. Park upgrades will draw upon the photo radar reserve ensuring that the funds that have been collected are invested into the enhancement of our parks.

The following table is a summary of the funding sources and costs for the 2018 Capital Budget:

Funding Sources		
TOSL	Reserves	$1,951,149
TOSL	External Sources, Fundraising, Donations	$238,100
MD Contributions		$55,511
TOSL Debenture		$5,458,447
	TOSL	**$7,703,207**
AB	Canada Building Fund	$3,375,250
AB	Provincial Grants (Recovery, Other Programs)	$13,979,004
AB	Canada 150	$0
AB	Municipal Sustainability Initiative	$1,213,100
AB	BMTG	$329,936
AB	Federal Gas Tax Fund	$499,358
	Province of Alberta	**$19,396,648**
	Total Funding for Capital Projects in 2018	**$27,099,855**

Attached to this report are pie charts depicting the operational revenues and expenses by department. Also attached are 2 copies of the operating budget. Amortization must be budgeted for however it has no cash impact. For convenience of reading and to compare 2017 to 2018 expenses and revenues I have separated out amortization that is included in the various departments as well as the requisitions we collect on behalf of the province and the transfer from the tax stabilization reserve in 2017. Please see attachment A for this comparison. Attachment B is the operating budget that is requesting approval. Attachments C and D are the pie charts for operating revenue and expenses. Attachment E is the capital budget.

RESOURCE IMPACTS

For the Town's capital program, all external grant amounts will be used in the 2018 year. Purchase of the new Fire hall in 2017 along with additional capital expenditures reduced reserve balances from $11.7 million at the end of 2016 to $9.7 million at the end of the 2017 calendar year. 2018 capital contributions and expenditures are projected to keep the reserve level at $9.7 million.

March 13th, 2018

POLICY IMPLICATIONS

No Policy Impacts

COMMUNICATIONS

The budget will be posted on the Town website. Further communication will take place once the mill rate has been set.

RECOMMENDATION TO COUNCIL

That Council approve the 2018 operating and capital budgets.

MOTION

(1.) THAT Council approve the 2018 Operating Budget as presented.

(2.) THAT Council approve the 2018 Capital Budget as presented.

Attachments

Report Prepared by:

Roland Schmidt
Director of Finance

Report Approved for Council by:

Brian Vance
CAO

"A"

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Town of Slave Lake
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By Function

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	Function	Revenue					Isolated	Expenditure					Isolated	Net Revenue / (Net Expense)				
		2017 Budget	2017 Budget No Req	2018 Budget	2018 Budget No Req	Increase (Decrease)	% 2018 over 2017	2017 Budget	2017 Budget No Amort	2018 Budget	2018 Budget No Amort	(Increase) Decrease	% 2018 over 2017	2017 Budget	2017 Budget Isolated	2018 Budget	2018 Budget Isolated	(Increase) Decrease
11	Legislative (Council)	$0	$0	$0	$0	$0	0.00%	$231,004	$231,004	$258,551	$258,551	($27,547)	12%	($231,004)	($231,004)	($258,551)	($258,551)	($27,547)
12	Administration	$465,655	$465,655	$488,289	$488,289	$22,634	4.86%	$3,127,179	$2,422,528	$3,150,852	$2,434,622	($12,094)	0%	($2,661,524)	($1,956,873)	($2,662,563)	($1,946,333)	($1,039)
21	Police	$360,979	$360,979	$340,979	$340,979	($20,000)	-5.54%	$2,017,137	$2,017,137	$1,888,775	$1,888,775	$128,362	-6%	($1,656,158)	($1,656,158)	($1,547,796)	($1,547,796)	$108,362
23	Fire	$621,030	$621,030	$760,112	$760,112	$139,082	22.40%	$1,284,729	$1,092,887	$1,401,464	$1,107,952	($15,064)	1%	($663,699)	($471,857)	($641,351)	($347,839)	$22,348
24	Disaster Services	$560,273	$560,273	$522,774	$522,774	($37,499)	-6.69%	$570,463	$570,463	$528,964	$528,964	$41,499	-7%	($10,190)	($10,190)	($6,190)	($6,190)	$4,000
27	Community Enforcement	$421,396	$421,396	$416,832	$416,832	($4,564)	-1.08%	$576,347	$571,758	$559,279	$547,433	$24,325	-4%	($154,951)	($150,362)	($142,447)	($130,601)	$12,503
32	Common Services	$727,163	$727,163	$759,273	$759,273	$32,110	4.42%	$3,983,540	$2,752,806	$4,132,249	$2,806,579	($53,773)	2%	($3,256,378)	($2,025,644)	($3,372,976)	($2,047,306)	($116,599)
33	Airport	$0	$0	$0	$0	$0	0.00%	$100,000	$100,000	$100,000	$100,000	$0	0%	($100,000)	($100,000)	($100,000)	($100,000)	$0
41	Water Services	$2,134,169	$2,134,169	$2,029,346	$2,029,346	($104,823)	-4.91%	$2,726,893	$1,947,185	$3,349,941	$1,928,279	$18,906	-1%	($592,724)	$186,984	($1,320,595)	$101,067	($727,870)
42	Wastewater Services	$1,210,520	$1,210,520	$1,205,216	$1,205,216	($5,304)	-0.44%	$1,594,340	$1,210,520	$1,624,111	$1,205,216	$5,304	0%	($383,820)	$0	($418,895)	$0	($35,075)
43	Garbage Services	$481,136	$481,136	$645,758	$645,758	$164,622	34.22%	$481,137	$475,664	$645,758	$640,286	($164,622)	35%	($0)	$5,472	$0	$5,472	$0
51	Family and Community Support	$375,907	$375,907	$572,729	$572,729	$196,822	52.36%	$448,422	$448,422	$640,391	$640,391	($191,970)	43%	($72,515)	($72,515)	($67,662)	($67,662)	$4,852
52	Day Care	$0	$0	$0	$0	$0	0.00%	$6,000	$6,000	$5,289	$5,289	$711	-12%	($6,000)	($6,000)	($5,289)	($5,289)	$711
56	Cemetery	$16,512	$16,512	$16,512	$16,512	$0	0.00%	$33,217	$30,434	$90,341	$31,236	($802)	3%	($16,705)	($13,922)	($73,829)	($14,724)	($57,124)
61	Planning	$91,380	$91,380	$72,790	$72,790	($18,590)	-20.34%	$325,453	$325,453	$383,561	$383,561	($58,108)	18%	($234,073)	($234,073)	($310,771)	($310,771)	($76,698)
62	Economic Development	$144,437	$144,437	$114,350	$114,350	($30,087)	-20.83%	$144,437	$144,437	$114,350	$114,350	$30,087	-21%	($0)	($0)	$0	$0	$0
66	Land Development	$464,124	$464,124	$464,124	$464,124	$0	0.00%	$464,124	$464,124	$464,124	$464,124	$0	0%	($0)	($0)	$0	$0	$0
67	Commercial Properties	$2,856,940	$2,856,940	$2,930,768	$2,930,768	$73,828	2.58%	$1,641,155	$1,641,155	$1,678,635	$1,678,635	($37,479)	2%	$1,215,785	$1,215,785	$1,252,134	$1,252,134	$36,349
69	Community Services	$119,864	$119,864	$113,269	$113,269	($6,595)	-5.50%	$428,410	$428,410	$403,130	$403,130	$25,280	-6%	($308,546)	($308,546)	($289,861)	($289,861)	$18,686
71	Recreation Programs	$88,338	$88,338	$84,298	$84,298	($4,039)	-4.57%	$197,060	$197,060	$189,342	$189,342	$7,718	-4%	($108,722)	($108,722)	($105,043)	($105,043)	$3,679
72	Parks and Recreation	$869,600	$869,600	$832,601	$832,601	($36,999)	-4.25%	$2,957,117	$2,236,785	$3,029,614	$2,127,037	$109,747	-5%	($2,087,516)	($1,367,184)	($2,197,013)	($1,294,436)	($109,497)
74	Library	$61,369	$61,369	$66,584	$66,584	$5,215	8.50%	$309,792	$309,792	$309,884	$309,884	($92)	0%	($248,423)	($248,423)	($243,300)	($243,300)	$5,123
78	Legacy	$12,000	$12,000	$29,258	$29,258	$17,258	143.82%	$12,000	$12,000	$77,865	$77,865	($65,865)	549%	$0	$0	($48,607)	($48,607)	($48,607)
00	Property Taxation	$11,111,024	$7,809,239	$11,045,205	$7,908,611	$99,372	1.27%	$3,081,147	$3,081,147	$3,136,594	$3,136,594	($55,447)	2%	$8,029,877	$4,728,092	$7,908,611	$4,772,017	($121,266)
00	General Revenue	$1,450,805	$1,450,805	$1,444,886	$1,444,886	($5,920)	-0.41%	$186,504	$186,504	$164,884	$164,884	$21,620	-12%	$1,264,301	$1,264,301	$1,280,001	$1,280,001	$15,700
		$24,644,622	**$21,342,837**	**$24,955,954**	**$21,819,360**	**$476,523**	2.23%	$26,927,608	**$22,903,676**	$28,327,949	**$23,172,980**	**($269,304)**	1%	**($2,282,986)**	**($1,560,840)**	**($3,371,995)**	**($1,353,620)**	**($1,089,009)**

Town of Slave Lake
2018 Operating Budget

By Function

	Function	Revenue				Expenditure				Net Revenue / (Net Expense)			
		2017 Budget	2018 Budget	Increase (Decrease)	% 2018 over 2017	2017 Budget	2018 Budget	(Increase) Decrease	% 2018 over 2017	2017 Budget	2018 Budget	(Increase) Decrease	% 2018 over 2017
11	Legislative (Council)	$0	$0	$0	0%	$231,004	$258,551	($27,547)	12%	($231,004)	($258,551)	($27,547)	112%
12	Administration	$465,655	$488,289	$22,634	5%	$3,127,179	$3,150,852	($23,673)	1%	($2,661,524)	($2,662,563)	($1,039)	100%
21	Police	$360,979	$340,979	($20,000)	-6%	$2,017,137	$1,888,775	$128,362	-6%	($1,656,158)	($1,547,796)	$108,362	93%
23	Fire	$621,030	$760,112	$139,082	22%	$1,284,729	$1,401,464	($116,734)	9%	($663,699)	($641,351)	$22,348	97%
24	Disaster Services	$560,273	$522,774	($37,499)	-7%	$570,463	$528,964	$41,499	-7%	($10,190)	($6,190)	$4,000	61%
27	Community Enforcement	$421,396	$416,832	($4,564)	-1%	$576,347	$559,279	$17,068	-3%	($154,951)	($142,447)	$12,503	92%
32	Common Services	$727,163	$759,273	$32,110	4%	$3,983,540	$4,132,249	($148,709)	4%	($3,256,378)	($3,372,976)	($116,599)	104%
33	Airport	$0	$0	$0	0%	$100,000	$100,000	$0	0%	($100,000)	($100,000)	$0	100%
41	Water Services	$2,134,169	$2,029,346	($104,823)	-5%	$2,726,893	$3,349,941	($623,048)	23%	($592,724)	($1,320,595)	($727,870)	0%
42	Wastewater Services	$1,210,520	$1,205,216	($5,304)	0%	$1,594,340	$1,624,111	($29,771)	2%	($383,820)	($418,895)	($35,075)	0%
43	Garbage Services	$481,136	$645,758	$164,622	34%	$481,137	$645,758	($164,622)	34%	($0)	$0	$0	0%
51	Family and Community Support	$375,907	$572,729	$196,822	52%	$448,422	$640,391	($191,970)	43%	($72,515)	($67,662)	$4,852	93%
52	Day Care	$0	$0	$0	0%	$6,000	$5,289	$711	-12%	($6,000)	($5,289)	$711	88%
56	Cemetery	$16,512	$16,512	$0	0%	$33,217	$90,341	($57,124)	172%	($16,705)	($73,829)	($57,124)	442%
61	Planning	$91,380	$72,790	($18,590)	-20%	$325,453	$383,561	($58,108)	18%	($234,073)	($310,771)	($76,698)	133%
62	Economic Development	$144,437	$114,350	($30,087)	-21%	$144,437	$114,350	$30,087	-21%	($0)	$0	$0	100%
66	Land Development	$464,124	$464,124	$0	0%	$464,124	$464,124	$0	0%	($0)	$0	$0	100%
67	Commercial Properties	$2,856,940	$2,930,768	$73,828	3%	$1,641,155	$1,678,635	($37,479)	2%	$1,215,785	$1,252,134	$36,349	103%
69	Community Services	$119,864	$113,269	($6,595)	-6%	$428,410	$403,130	$25,280	-6%	($308,546)	($289,861)	$18,686	94%
71	Recreation Programs	$88,338	$84,298	($4,039)	-5%	$197,060	$189,342	$7,718	-4%	($108,722)	($105,043)	$3,679	97%
72	Parks and Recreation	$869,600	$832,601	($36,999)	-4%	$2,957,117	$3,029,614	($72,498)	2%	($2,087,516)	($2,197,013)	($109,497)	105%
74	Library	$61,369	$66,584	$5,215	8%	$309,792	$309,884	($92)	0%	($248,423)	($243,300)	$5,123	98%
78	Legacy	$12,000	$29,258	$17,258	144%	$12,000	$77,865	($65,865)	549%	$0	($48,607)	($48,607)	
00	Property Taxation	$11,111,024	$11,045,205	($65,819)	-1%	$3,081,147	$3,136,594	($55,447)	2%	$8,029,877	$7,908,611	($121,266)	98%
00	General Revenue	$1,450,805	$1,444,886	($5,920)	0%	$186,504	$164,884	$21,620	-12%	$1,264,301	$1,280,001	$15,700	101%
		$24,644,622	$24,955,954	$311,332	1%	$26,927,608	$28,327,949	($1,400,341)	5%	($2,282,986)	($3,371,995)	($1,089,009)	

Summary by Directorate												
Police (RCMP)	360,979	340,979	(20,000)	(5.54%)	2,017,137	1,888,775	128,362	6.36%	(1,656,158)	(1,547,796)	108,362	
Fire	621,030	760,112	139,082	22.40%	1,284,729	1,401,464	(116,734)	(9.09%)	(663,699)	(641,351)	22,348	
General Revenue	1,450,805	1,444,886	(5,920)	(0.41%)	186,504	164,884	21,620	11.59%	1,264,301	1,280,001	15,700	
Property Taxation	11,111,024	11,045,205	(65,819)	(0.59%)	3,081,147	3,136,594	(55,447)	(1.80%)	8,029,877	7,908,611	(121,266)	
	13,543,839	13,591,182	47,343	0.35%	$6,569,517	$6,591,717	($22,200)	(0.34%)	$6,974,322	$6,999,465	$25,143	
Community Services	4,793,414	5,017,082	223,668	4.67%	6,564,302	6,815,564	(251,262)	(3.83%)	(1,770,889)	(1,798,483)	(27,594)	
Operations	743,675	775,785	32,110	4.32%	4,016,757	4,222,590	(205,833)	(5.12%)	(3,273,083)	(3,446,806)	(173,723)	
Utilities	3,825,825	3,880,321	54,495	1.42%	4,802,370	5,619,810	(817,440)	(17.02%)	(976,544)	(1,739,490)	(762,945)	
Legislative, Administration, Recovery	1,170,365	1,154,671	(44,952)	(3.84%)	4,173,084	4,230,582	20,366	0.49%	(3,002,718)	(3,027,304)	(24,586)	
Planning & Development	555,504	536,914	(18,590)	(3.35%)	789,577	847,685	(58,108)	(7.36%)	(234,073)	(310,771)	(76,698)	
	24,632,622	24,955,954	294,074	1.19%	26,915,608	28,327,949	(1,334,476)	(4.96%)	(2,282,986)	(3,323,388)	(1,040,402)	

"B"

By Object or Type of Revenue and Expenditure

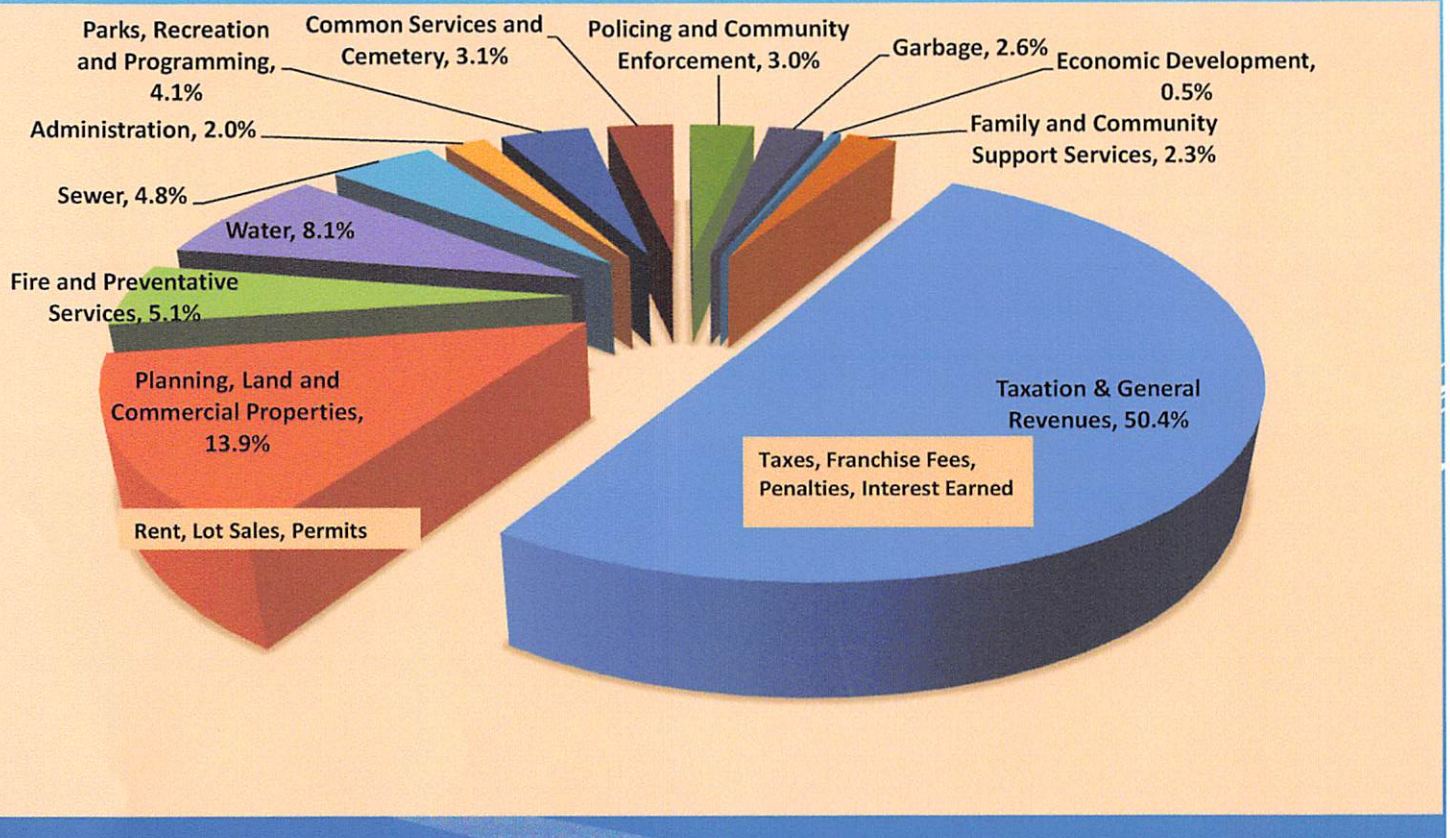
	Object	2017 Budget	2018 Budget	Favourable (Unfavourable)	% 2018 over 2017
Revenue					
100	Taxation	$10,932,313	$11,087,131	$154,819	1.42%
400	Fees and Charges	$4,702,450	$4,787,324	$84,874	1.80%
500	Own Sources	$5,225,398	$5,448,244	$222,846	4.26%
800	Grants	$2,274,098	$2,361,039	$86,942	3.82%
760	From Reserves	$255,638	$0	($255,638)	(100.00%)
930	From Other Operating	$28,800	$28,800	$0	0.00%
960	Internal Recovery	$1,214,896	$1,221,515	$6,619	0.54%
990	Other Revenue	$11,030	$21,900	$10,870	98.55%
	Total	**$24,644,622**	**$24,955,954**	**$311,332**	**1.26%**
Expenditure					
100	Personnel	$6,755,389	$6,888,567	($133,178)	(1.97%)
200	Services	$3,817,691	$4,152,040	($334,349)	(8.76%)
300	Government Services	$1,812,758	$1,755,875	$56,883	3.14%
500	Goods and Materials	$2,430,407	$2,445,880	($15,473)	(0.64%)
700	Transfers and Grants to Others	$3,181,547	$3,237,494	($55,947)	(1.76%)
760	To Reserves	$2,445,947	$2,284,714	$161,232	6.59%
800, 900	Other Financial	$4,052,431	$5,183,469	($1,131,038)	(27.91%)
830	Debenture Interest	$1,216,544	$1,158,394	$58,151	4.78%
960	Internal Recovery	$1,214,893	$1,221,515	($6,622)	(0.55%)
	Total	**$26,927,608**	**$28,327,949**	**($1,400,341)**	**(5.20%)**
	Net Loss (including Depreciation expense)	($2,282,986)	($3,371,995)	($1,089,009)	
	Reverse effect of non-cash depreciation	$4,023,931	$5,154,969	($1,131,038)	
	Cash Available for the Paydown of Debt Principle	$1,740,945	$1,782,974		
	Debt Principle Paydowns:				
	67 Government Building	($1,299,648)	($1,361,900)	($62,252)	
	32 Streets	($73,276)	($76,436)	($3,160)	
	23 Fire	($32,704)	($33,854)	($1,151)	
	41 Water Lines	($194,003)	($201,286)	($7,283)	
	72 Field House	($105,857)	($109,498)	($3,642)	
	12 Administration	($35,456)	$0	$35,456	
	Total Debt Principle Paydown	($1,740,942)	($1,782,974)	($42,032)	
	Net Surplus (Deficit)	($0)	($0)	($3)	

Revenues:		
100	Taxation	Residential, Industrial, Commercial, Linear, Grants-in-Lieu Schools & Seniors' Requisitions & Collections
400	Fees and Charges	Fire Mutual Aid, Parks & Recreation, Pool
500	Own Sources	Commercial Property Rent, MRC fees, Franchise Fees,
800	Grants	Federal & Provincial Grants
930	From Other Operating	Internal recognition of School Use of Recreation Facilities
960	Internal Recovery	Internal allocation of costs between TOSL Cost Centres
990	Other Revenue	Contributions to FCSS
Expenditures:		
100	Personnel	Salaries, Wages, Overtime, Employee Benefits
200	Services	Contractors, Consultants,Freight, Advertising, etc...
300	Government Services	Town-Owned Utilities (Gov't Centre, Pool), Contribution to the Visitors' Information Centre
500	Goods and Materials	Repairs & Maintenance, Office Supplies, Power, Gas, etc.
700	Transfers and Grants to Others	Community groups, Scholarships, School use of Facilities
760	To Reserves	Transfers to Reserves (Land Development, Utilities,
762	To Capital	Fire Services, Operations, etc...)
800, 900	Other Financial	Bad debts, bank services charges,other fees & Depreciation
830	Debenture Debt Payment	Paydown on debt principle
960	Internal Recovery	Internal allocation of costs between TOSL Cost Centres

"B"

"C"

Municipal Revenues by Department



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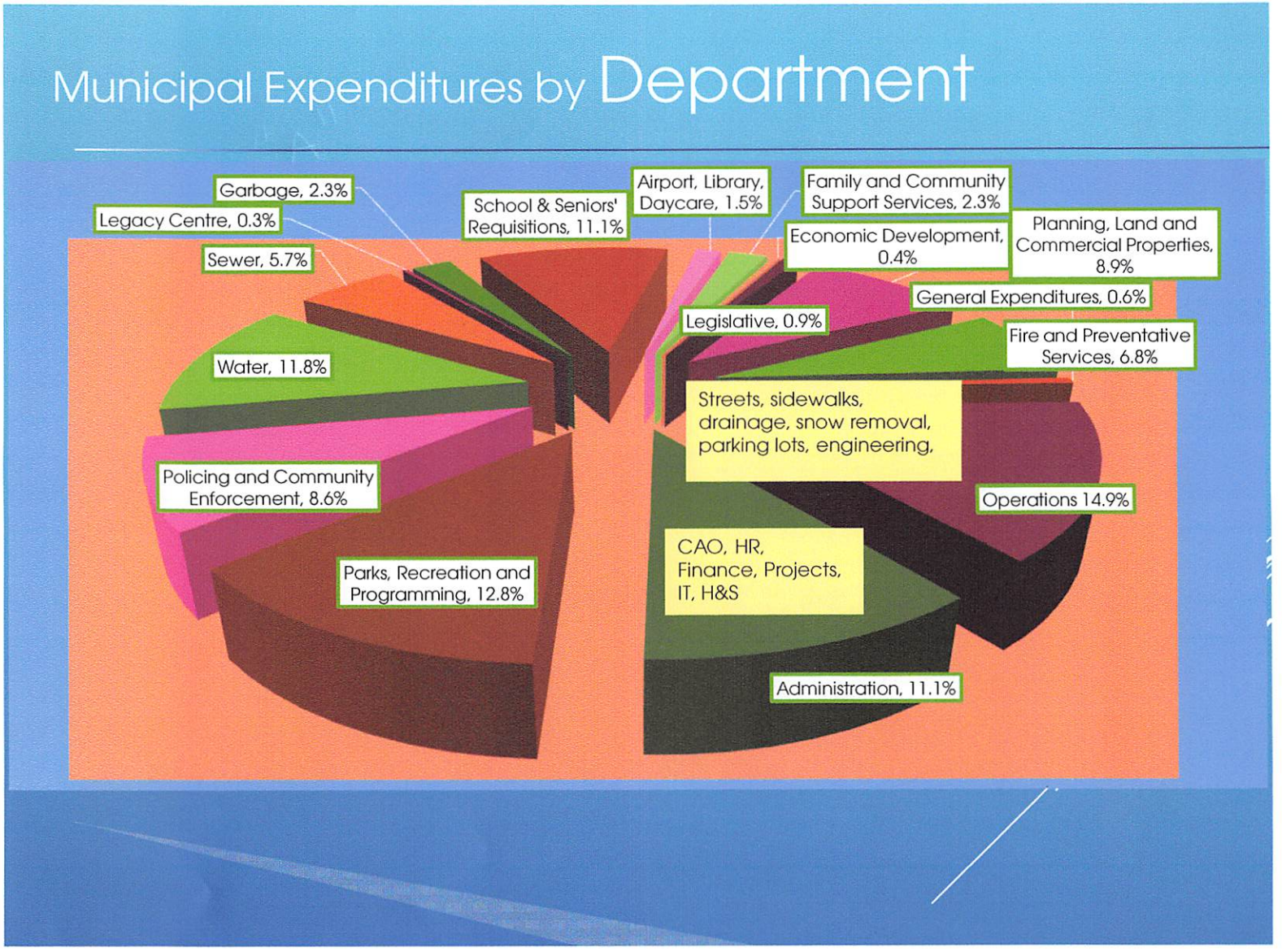

Municipal Expenditures by Department
Garbage, 2.3%
Legacy Centre, 0.3%
Sewer, 5.7%
Water, 11.8%
Policing and Community Enforcement, 8.6%
Parks, Recreation and Programming, 12.8%
School & Seniors' Requisitions, 11.1%
Airport, Library, Daycare, 1.5%
Family and Community Support Services, 2.3%
Economic Development, 0.4%
Planning, Land and Commercial Properties, 8.9%
General Expenditures, 0.6%
Legislative, 0.9%
Fire and Preventative Services, 6.8%
Streets, sidewalks, drainage, snow removal, parking lots, engineering,
Operations 14.9%
CAO, HR, Finance, Projects, IT, H&S
Administration, 11.1%

"E"

Town of Slave Lake 2018 Capital Budget

Function and Project	Project Code	Estimated Final Cost	Total Funding Required in 2018	Source of Funding: External Sources	MD	Reserves	Debenture	Canada Building Fund	Grants Provincial: Recovery	MSI	BMTG	FGTF	Total Funding
12-06 Information Services													
23 Fire													
Equipment													
01 AFFRACS Radios	CAP Fire 2018-01	$ 53,495	$ 53,495			$53,495							$53,495
02 Self Containd Breathing Apparatus	CAP Fire 2018-02	$ 84,000	$ 84,000			$84,000							$84,000
			$ 137,495	$ -	$ -	$ 137,495	$ -	$ -	$ -	$ -	$ -	$ -	$ 137,495
32 Outside Operations, Common Services, Streets and Roads													
Mobile Equipment													
03 Pickup Truck Replacement	CAP Shop 2018-01	$ 27,763	$ 27,763			$27,763							$27,763
04 BackHoe Replacement	CAP Shop 2018-02	$ 173,279	$ 173,279			$173,279							$173,279
Operations and Maintenance Facilities													
05 Remote Control Gate at Shop Yard	CAP Shop 2018-03	$ 25,084	$ 25,084			$25,084							$25,084
06 Town Shop Cold Storage Concrete Floor	CAP Shop 2018-04	$ 36,105	$ 20,000			$20,000							$20,000
08 Sump Grate	CAP Shop 2018-05	$ 9,000	$ 9,000			$9,000							$9,000
10 Old Town Shop Renovation Phase 2	CAP Shop 2018-07	$ 520,000	$ 20,000			$20,000							$20,000
Salt Remediation													
12 Salt Remediation Annual Program Liability	CAP SALT RECUR 2018	$ 53,100	$ 53,100			$53,100							$53,100
Roads & Sidewalks													
13 3st b/w 2Ave and 6th Ave	CAP Road 2018-01	$ 3,280,000	$ 150,000							$150,000			$150,000
14 5th Ave b/w 5th St & 8th St NW	CAP Road 2018-02	$ 1,976,200	$ 1,926,200	$213,100						$1,063,100	$250,000	$400,000	$1,926,200
15 Sidewalk Repair Program	CAP Sidewalk 2018-01	$ 250,000	$ 250,000			$250,000							$250,000
16 CN Caribou Crossing Lights & Gate	CAP Road 2018-03	$ 33,562	$ 33,562	$0		$33,562							$33,562
17 CN Lights and Arms on Main and 3st SW	CAP Road 2018-04	$ 55,362	$ 55,362	$0		$55,362							$55,362
			$ 2,743,350	$ 213,100	$ -	$ 667,150	$ -	$ -	$ -	$ 1,213,100	$ 250,000	$ 400,000	$ 2,743,350
41 Water													
Water Treatment Plant													
18 New C-Lift Force Pipelne to Main	CAP WTP 2018-01	$ 950,000	$ 50,000			$50,000							$50,000
19 New Force Main Pipeline From WTP to E-Lift	CAP WTP 2018-02	$ 60,000	$ 60,000			$60,000							$60,000
20 Hilltop Reservoir Piping Replacement	CAP WTP 2018-03	$ 1,150,000	$ 50,000			$50,000							$50,000
21 WTP Computer Systems	CAP WTP 2018-04	$ 27,000	$ 27,000			$27,000							$27,000
22 Waterline-Main Street North	CAP WTP 2018-05	$ -	$ -										
23 WTP Office Repairs	CAP WTP 2018-06	$ 15,000	$ 15,000			$15,000							$15,000
24 WTP Roof Repairs	CAP WTP 2018-07	$ 138,000	$ 138,000			$138,000							$138,000
25 Raw Water Intake - Regional Water Project	CAP WTP 2017-01	$ 17,623,498	$ 16,062,201				$2,083,197		$13,979,004				$16,062,201
			$ 16,402,201	$ -	$ -	$ 340,000	$ 2,083,197	$ -	$ 13,979,004	$ -	$ -	$ -	$ 16,402,201
42 Wastewater													
Sewer Master Plan - (Sewage Piping & Treatment Plans)													$0
Sewage Master Plan	CAP WASTEW 2018-01	$ 5,000	$ 5,000			$5,000							$5,000
26 Wastewater Treatment Upgrades	CAP WASTEW 2017-01	$ 14,837,990	$ 6,750,500				$3,375,250	$3,375,250					$6,750,500
Lift Station Upgrading													$0
27 Sawridge Lift Station	CAP WASTEW 2018-02	$ 275,000	$ 275,000			$275,000							$275,000
28 Pumps for Sawridge Lift Station	CAP WASTEW 2018-03	$ 165,000	$ 165,000			$165,000							$165,000
29 Sewer Camera	CAP WASTEW 2018-04	$ 14,400	$ 14,400			$14,400							$14,400
30 Pump for UV ground water	CAP WASTEW 2018-05	$ 3,800	$ 3,800			$3,800							$3,800
			$ 7,208,700	$ -	$ -	$ 458,200	$ 3,375,250	$ 3,375,250	$ -	$ -	$ -	$ -	$ 7,208,700
43 Solid Waste													
31 Garbage "old pit" Closure, post-closure Liability	CAP GARBAGE RECURE 2018	$ 4,640	$ 4,640			$4,640							$4,640
32 Recycle Yard New Fenceing	CAP GARBAGE 2018-01	$ 35,447	$ 35,447			$35,447							$35,447
			$ 40,087	$ -	$ -	$ 40,087	$ -	$ -	$ -	$ -	$ -	$ -	$ 40,087
66 Land Development													
Fournier Place - Maintenance		$ 1,820,000											$0
			$ -										
67 Government Center													
33 Gov't Center Door Replacement	CAP GOVT 2018-01	$ 32,000	$ 32,000	$25,000		$7,000							$32,000
			$ 32,000	$ 25,000	$ -	$ 7,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 32,000
72 MultiRec Center													
Building and Equipment Renewal and Upgrading													$0
35 Sidewalk MRC	CAP MRC 2018-02	$99,920	$ 99,920		$19,984						$79,936		$99,920
36 Fieldhouse Roof Eavestroughs	CAP MRC 2018-03	$32,948	$ 32,948		$6,590							$26,358	$32,948
37 Flooring Rink 1 & 2	CAP MRC 2018-04	$35,000	$ 35,000		$7,000	$ 28,000					$0		$35,000
38 MRC Iceplant Critical Spares	CAP MRC 2018-05	$7,685	$ 7,685		$1,537	$ 6,148					$0		$7,685
40 Floor Machine Replacement	CAP MRC 2018-07	$22,000	$ 22,000		$4,400	$17,600							$22,000
41 Reconfigure to Slow Pitch	CAP MRC 2018-08	$21,400	$ -									$0	$0
42 MRC signage	CAP MRC 2018-09	$30,000	$ 11,000		$2,200							$8,800	$11,000
43 Signage	CAP MRC 2018-10	$11,000	$ 11,000		$2,200							$8,800	$11,000
43A Marijuana Information Kit	CAP MRC 2018-11	$3,969	$ 3,969			$3,969							$3,969
			$ 223,522	$ -	$ 43,911	$ 55,717	$ -	$ -	$ -	$ -	$ 79,936	$ 43,958	$ 223,522
72 Parks													
44 Maple Cresent Park	CAP PARKS 2018-01	$ 6,000	$ 6,000			$6,000							$6,000
45 Citizens Park	CAP PARKS 2018-02	$ 22,500	$ 5,000			$5,000							$5,000
47 Spruce Park	CAP PARKS 2018-04	$ 10,000	$ 2,000			$2,000							$2,000
48 Poplar Grove Park	CAP PARKS 2018-05	$ 181,000	$ 5,000			$5,000							$5,000

49	SW Quadrant Park	CAP PARKS 2018-06	$ 211,500	$ 211,500			$211,500									$211,500
50	Parks Annual Upgrade	CAP PARKS 2018-07	$ 25,000	$ 25,000											$25,000	$25,000
				$ 254,500	$ -	$ -	$ 229,500	$ -	$ -	$ -	$ -	$ -	$ -	$ 25,000	$	254,500
72 Pool																
52	Pool Expansion Joint and Repaint Lines	CAP POOL 2018-01	$ 18,000	$ 18,000		$3,600								$14,400		$18,000
53	Hot Tub Repairs	CAP POOL 2018-02	$ 10,000	$ 10,000		$2,000								$8,000		$10,000
54	Pool Lights	CAP POOL 2018-03	$ 17,500	$ -												$0
56	Repaint Pool Basin	CAP POOL 2018-05	$ 20,000	$ 20,000		$4,000	$16,000									$20,000
57	Pool Trash Pump	CAP POOL 2018-06	$ 10,000	$ 10,000		$2,000								$8,000		$10,000
				$ 58,000	$ -	$ 11,600	$ 16,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 30,400	$	58,000
Administration - Other																
TOTALS			**$44,529,147**	**$ 27,099,855**	**$ 238,100**	**$ 55,511**	**$ 1,951,149**	**$ 5,458,447**	**$ 3,375,250**	**$ 13,979,004**	**$ 1,213,100**	**$ 329,936**	**$ 499,358**		**$ 27,099,855**	

Funding Sources		
TOSL	Reserves	$ 1,951,149
TOSL	External Sources, Fundraising, Donations	$ 238,100
MD	Contributions	$ 55,511
TOSL	Debenture	$ 5,458,447
	TOSL	**$ 7,703,207**
AB	Canada Building Fund	$ 3,375,250
AB	Provincial Grants (Recovery, Other Programs)	$ 13,979,004
AB	Canada 150	$ -
AB	Municipal Sustainability Initiative	$ 1,213,100
AB	BMTG	$ 329,936
AB	Federal Gas Tax Fund	$ 499,358
	Province of Alberta	**$ 19,396,648**
	Total Funding for Capital Projects in 2018	**$ 27,099,855**

TOWN OF
SLAVE LAKE

REPORT TO COUNCIL MEETING OF MARCH 13, 2018

FROM: Kirsten Coutts **Date:** February 27, 2018

Subject: Benefit Compensation Costs

PURPOSE

The purpose of this report is to provide information about the Town's Employee benefits and for Council to provide direction on which provider to use.

BACKGROUND

In January 2018 the rates increased after the 1 ½ year locked in rate was up for renewal with the current provider.

DISCUSSION

In January we requested quotes with the same specifications as our current benefit package from 3 companies. The specifications include;

- 2 x salary life insurance
- 2 x salary accidental death and dismemberment
- $10,000 spouse $5000 child dependent life
- long term disability at 66.67% to a maximum of $6000/month
- short term disability at 66.67% to a maximum of $1000/week
- extended health care (100% drug coverage $750 paramedical and $250 vision)
- Dental (100% basic, 50% major and up to $2000 combined annual maximum, 50% child orthodontic to a maximum $2000 lifetime).

Three companies, Lane Quinn Benefits Consultants, CanWest Group Benefits Consultants and Alberta Urban Municipal Association (AUMA) provided us with quotes to compare products, services and cost. Not all 3 providers can meet the current benefit specifications. A weighting sheet has been completed for all 3 companies (see attachment A).

Our current broker is Lane Quinn with Great West Life as the provider. Lane Quinn partners with AAMDC as a service provider offering municipalities and all public sector entities in Alberta a unique employee benefits program. Lane Quinn has been providing Employee Benefits since 2001 with the head office in Calgary. As a broker they offer

benefit plans with all benefit insurance providers. There are approximately 20 administration staff that work at Lane Quinn.

Canwest Group Benefits Consultants represent cost plus and traditional group benefit plans throughout Alberta and British Columbia. As a broker they offer benefit plans with several Benefit companies. The plan that has been quoted is with Chambers Plan Employee Benefits. Trusted by more than 30,000 firms to protect their employees, the Chambers of Commerce Group Insurance Plan was specifically designed with products, services and tools to match the needs of today's small businesses. Canwest Group Benefits was founded by a Sun Life Advisor. Our local Sun Life office is a shareholder in Canwest Group Benefit Consultants. The main office is in Grande Prairie and employs 23 administration staff.

Alberta Urban Municipal Association (AUMA) represents urban municipalities with AMSC as benefit program provider. It was specifically designed for both municipalities & municipally related organizations and has been in place since 1968 and is located in Edmonton. AMSC has a pooled plan with approximately 14,000 members currently. AUMA is the benefit provider with AMSC as the policy holder and with Sun Life to help adjudicate claims. AMSC has designed its own plan with Municipalities in mind and it is very different than any plan in the marketplace including plans from Sun Life.

OPTIONS

1. Accept the benefit plan with the best cost and specification.
2. Continue with current provider at the increased rates.
3. Continue to explore options for benefit packages.

RESOURCE IMPACTS

The resource impact to the employer will depend on the option chosen. For example, to compare our current provider, Lane Quinn, to CanWest we would save approximately $828.00 per month, but would result in reduced benefits (e.g. long term disability). Comparing Lane Quinn to AMSC we would save approximately $3641.00 per month, meeting the required specifications.

POLICY IMPLICATIONS

None

COMMUNICATIONS

Changes will be communicated with employees. No public communication is required.

RECOMMENDATION TO COUNCIL

Administration recommends that Council approves a new benefit provider, which can provide our current specification for the benefit plan, at the lowest cost and has the most municipal experience. In this case, that would be AUMA.

MOTION REQUESTED

MOTION:

Council directs administration to use AUMA as the benefit provider.

Attachments

Attachment A – Weighting Sheet

Report Prepared by:

Kirsten Coutts
Administrative Services Coordinator

Report Approved for Council by:

Brian Vance,
Chief Administrative Officer

SELECTION OF VENDOR
GROUP BENEFITS
BEST VALUE ASSESSMENT SHEET

Value Criteria Description	Weight (W)	Lane Quinn Current		Canwest Group Benefits		Alberta Urban Municipal Association (AUMA)	
		Score (S)	Total (WxS)	Score (S)	Total (WxS)	Score (S)	Total (WxS)
Price	60	7	420	7	420	8	480
Scope/specifications	20	9	180	7	140	10	200
Experience/track record	20	9	180	6	120	10	200
			0		0		0
	100		780		680		880
Total (highest rating is the best score)							
*Selected Tender							

COMMENTS:

AMSC 40 plus years of providing municpalities benefits.
Lane Quinn has been in business since 2001 as a benefit consultant. Canwest Group Benefit Consultant has been operating since 2013.

CanWest did not meet the bid closing date.
Prorated to 73 people for comparision

Prepared By: Kirsten Coutts/Candace Tonsi

Date: January 15, 2018

Required Specifications	Lane Quinn (73) Great West Life			Canwest Group Benefits (73) Chambers Plan Employee Benefits			AUMA AMSC (73)		
Life Insurance 2x salary Employer pays premiums	2xsalary 0.350/1000 monthly premium	3,343.90		2xsalary .3983/1000 monthly premium	3,805.36		2xsalary 0.263/1000 monthly premium	2,512.70	
AD&D 2x salary Employer pays premiums	2xsalary 0.040/1000 monthly premium	382.16		2xsalary 0.03/1000 monthly premium	286.62		2xsalary 0.0329/1000 monthly premium	314.33	
Dependent Life $10,000 spouse $5000 child Employer pays premiums	2.470 $10000 spouse $5000 child	130.91		2.21 $10000 spouse $5000 child	117.13		2.12 $10000 spouse $5000 child	112.36	
Long Term Disability 66.67% $6000/month Employee pays premiums	2.940 66.67% $4500 max per month (must qualify to get $6000)	7,325.45	To qualify for LTD of $6000, each employee must pass a medical exam and pay the higher rate.	67% of the first $3500 monthly 50% of any balnace max $4000	3797.22	Do not meet specifications as only covers max $4000	3.083 66.67% $6000 max per month	7,681.76	
Short term 66.67% 1000/week Employee pays premiums	0.710 66.67% $1000 max per week	3,868.15		66.2/3% 1000 max per week	4,091.63		0.761 66.67% $1000 max per week	4,146.00	
Extended Health single including $750 paramedical $250 Vision Employer pays premiums	100% drug coverage 750 permedical 250 vision	1,393.60		100% drug coverage listed on the ASSURE national formulary 50% if not listed 500 permedical 250 vision	1,580.00	This includes $500 parmedical. To meet specifications required we have added $250 HAS @ 20 single a total of $5,000 annually	100% drug coverage 750 permedical 250 vision	1,244.06	
Extended Health family including $750 paramedical $250 Vision Employer pays premiums	100% drug coverage 750 permedical 250 vision	10,522.09		$14941.32 with HAS $11212.15 without HSA 100% drug coverage listed on the ASSURE national formulary 50% if not listed 500 permedical 250 vision	14,941.32	This includes $500 parmedical. To meet specifications required we have added $250 HAS @ 53 family averaging 3 per family for a total of $39,750 annually	100% drug coverage 750 permedical 250 vision	9,541.07	
Dental Single 100% basic, 50% major, 50% child ortho, max $2000 life time Employer pays premiums	100% basic 50% major 50% child ortho 2000 annual max	1,626.00		100% basic 50% major 50% child ortho 2000 annual max	1,580.00		* 100% basic 50% major 50% child ortho 2000 annual max 50% dentures	1,306.83	*exceeds requirements
Dental Family 100% basic, 50% major, 50% child ortho, max $2000 life time Employer pays premiums	100% basic 50% major 50% child ortho 2000 annual max	10,748.93		100% basic 50% major 50% child ortho 2000 annual max	12,041.60		* 100% basic 50% major 50% child ortho 2000 annual max 50% dentures	8,750.74	*exceeds requirements
Employee Assistance Program Employer pays premiums	Employee Family Assistant Program 4.00	292.00		Employee Family Assistant Program 4.95	361.35		Employee Family Assistant Program 5.23	381.79	
		39,633.19			38,805.01			35,991.64	

CAMROSE COUNTY

YOUR PLACE TO LIVE - WORK - PLAY

February 16, 2017

To whom it may concern,

My name is Jamie Heidt and I am the Payroll and Employee Benefits Administrator for Camrose County. Please consider this as a letter of reference for the AUMA; as a returning Employee Benefits Customer in the AUMA Employee Benefits Program.

Camrose County was approached in 2013 by a benefit provider representing AAMDC and were promised better pricing and service than AUMA was currently providing us. When we received back the quote they indeed did have a lower rate than we were currently paying with AUMA and we agreed to move our Employee Benefits program over. We soon found out there were many differences.

AUMA has an easy to read all in one invoice while with the other provider we were receiving multiple invoices from many providers. There is also the premise that they are acting on behalf of AAMDC but if you have an issue with your claims you are not dealing with AAMDC employees you are dealing with their employees. When we were previously with AUMA, no matter what part of the program we had a claim issue with our AUMA dedicated benefits consultant was made available to us. AUMA representatives directly help with our request and ensure prompt and courteous service to help us resolve any issues we might have. The other issue was that the two programs were very different and not all the coverages were the same even though sold to us as a mirrored program.

After our rate guarantee was completed our renewal came in with a much higher premium than we previously had with AUMA. We were told that this increase was based on our experience rating, which is what they use to determine their costs and we theorize this is to recover what they lost in the 2 years. AUMA bases your premiums on an umbrella system – which draws from many and therefore can offer a much better rate on benefits. We made the decision to change back to AUMA and we are very happy to be enrolled once again with AUMA.

I would caution any current member of the AUMA Employee Benefits program receiving sales calls from other benefit providers with quotes that are lower than you are currently paying. If you are even contemplating changing benefit providers, first approach AUMA and ask them to help you with a detailed benefits comparison. It is a complimentary service they offer to all members and it can show you the differences in coverage being offered as well as a true apple to apples comparison on pricing. If we had done this, we would not have left the AUMA program. When we approached AUMA to possibly come back they did the comparison for us and it was a very helpful exercise.

In closing, I would like to say that we have been very happy with our transition back to AUMA. There are always challenges when changing benefit providers; however, the service and professionalism we received during this transition has made it much easier. Camrose County and its employees feel that we made the right choice returning to the AUMA Employee Benefits Program.

Sincerely,

Jamie Heidt

Payroll & Benefits Administrator
Camrose County

3755 – 43 Avenue, Camrose, Alberta T4V 3S8
780-672-4446
www.county.camrose.ab.ca
E-mail: county@county.camrose.ab.ca

MINUTES

Lesser Slave Lake Region Tri-Council Meeting
June 29, 2017 – 4:00 p.m.
Town of Slave Lake Council Chambers

MEMBERS PRESENT	Tyler Warman	- Mayor, TOSL (Meeting Chair, Tri-Council)
	Philip Lokken	- Councillor, TOSL
	Julie Brandle	- Councillor, TOSL
	Brad Pearson	- Councillor, MD LSR
	Darin Busk	- Councillor, TOSL
	Darren Fulmore	- Councillor, MD LSR
	Roland Twinn	- Chief, Sawridge First Nation
	Darcy Twin	- Councillor, Sawridge, First Nation
	Mike Skrynyk	- Councillor, MD LSR
	Robert Esau	- Councillor, MD LSR
	Tracy Poitras-Collins	- Councillor, Sawridge First Nation
	Joy McGregor	- Councillor, TOSL
	Brian Rosche	- Councillor, MD LSR
MEMBERS ABSENT	Mark Missal	- Councillor, TOSL
	Garry Horton	- Councillor, MD 124
IN ATTENDANCE	Brian Vance	- CAO, TOSL
	Allan Winarski	- CAO, MD 124
	Marie-Lynn Stames	- Recording Secretary
	Jay Warawa	- Director of Finance, MD 124
	Doug Baird	- Project Manager, TOSL
	Tom Tippin	- Gilwood Golf Course
	Connie Schultz	- Gilwood Golf Course

CALL TO ORDER

Mayor Tyler Warman called the meeting to order at 4:07 p.m.

The Town of Slave Lake, Sawridge First Nation, and the Municipal District of Lesser Slave River declared quorum.

ADOPTION OF AGENDA

MOTION 01-17
Moved by Julie Brandle to adopt the agenda as presented.

CONSENSUS RECEIVED

APPROVAL OF MINUTES

MOTION 02-17
Moved by Brad Pearson to adopt the December 15, 2016 Tri-Council Minutes as amended: Under MEMBERS PRESENT, remove the second occurrence of "Tyler Warman" with "Murray Kerik".

CONSENSUS RECEIVED

DELEGATION

GILWOOD GOLF COURSE

Tom Tippin and Connie Schultz were in attendance to provide an update on the operations of the Gilwood Golf Course. During 2016, the Gilwood Golf Course, a public golf course, requested emergency funding to assist with their deficit. Before considering funding at that time, Tri-Council had requested that the club review and look at changes to its operations. The following changes made since then were reviewed by the presenters:

- A new General Manager with experience was hired.
- Food and beverage operations have been brought in-house; this includes liquor sales on the course.

- Items required to be replaced by the Public Health Inspector have been replaced (kitchen cupboards and countertops) thanks to a donation from the Slave Lake Petroleum Association.

- A five-year plan was drafted by David Joy of the Town of Slave Lake.

- Grants have been applied for: STEP for summer maintenance workers and CEP for the replacement of clubhouse roof shingles.

- Increases to membership rates, green fees, club storage, etc. have been made.

- Cost cutting measures have been implemented and no large projects are planned for the current season.

- $31,707 of old debt related to loans for the back nine holes development was paid. Fundraising events to pay off outstanding debt will continue.

- FireSmart has been undertaken at the course to better protect what is there and to protect Summerwood.

- There are 198 members from the member communities of the Tri-Council. Efforts to engage youth now include a juniors program that attracted 63 young golfers.

- Past season deficits along with considerable start-up costs, despite the ability to pay current year expenses, impact operations and future viability.

Tri-Council members acknowledged that improvements have been made and that there is community support for the Gilwood Golf Course. Future ongoing support may have to be considered by the region's administrations in 2018. The presenters stated that they plan to improve communications to the community.

Motion 03-17
Moved by Tyler Warman to give $11,267 to the Gilwood Golf & Country Club from Tri-Council Economic Development funds to clear the 2016 deficit.

CONSENSUS RECEIVED

COMMITTEE UPDATES

ECONOMIC DEVELOPMENT COMMITTEE

Tri-Council reviewed the report from the Economic Development Committee that reviewed its key activities:

- Addressing organizational capacity.
  - A Regional Economic Development Office was established at the VIC in January of 2017.
  - Efforts are underway to address the departure of the Committee's Executive Director.

- Investment readiness, business attraction and retention

- Tourism development:
  - Staff have been hired for greeting services
  - Gift shop being established
  - Progress is being made on the DMO and DMF programs
  - A new visitors guide is being developed for spring release

- Affordable housing: Planning study is close to completion

- Partnerships: The Committee continues to look for ongoing funding opportunities.

Motion 04-17
Moved by Robert Esau to accept as information.

Nation, Town of Slave Lake, and the Municipal District of Lesser Slave River No. 124 have independently endorsed the FireSmart recommendation.)

CONSENSUS RECEIVED

FIRESMART COORDINATOR POSITION

Tri-Council reviewed the brief concerning the provision of a FireSmart Coordinator Position made on behalf of the FireSmart Committee.

Motion 09-17
Moved by Mike Skrynyk to secure an endorsement from Tri-Council for $125,000 per year for two years to fund the salary and administrative budget for the FireSmart Coordinator position from the Uncommitted/Unendorsed FireSmart Recovery funds held by the Municipal District of Lesser Slave River No.124.

CONSENSUS RECEIVED

MARTEN BEACH EMERGENCY ACCESS

Tri-Council reviewed the brief concerning the provision of a Marten Beach Emergency Access made on behalf of the FireSmart Committee

Motion 10-17
Moved by Robert Esau to endorse the recommendation of the FireSmart Committee to provide $26,100 to the Municipal District of Lesser Slave River No. 124 from the uncommitted FireSmart Sustainability Plan funds for a Marten Beach Emergency (Secondary) Access.

CONSENSUS RECEIVED

EMX 2017

Tri-Council reviewed the brief concerning the request for EMX 17 funding support made on behalf of the FireSmart Committee.

Motion 11-17
Moved by Darin Busk that the FireSmart Committee approves the request of $10,000 for EMX 17 and that it be forwarded to Tri-Council with our endorsement.

CONSENSUS RECEIVED

LIVE FIRE TRAINING CENTRE

Tri-Council reviewed the brief concerning the request for enhancements to the Live Fire Training Centre funding support made on behalf of the FireSmart Committee.

Motion 12-17
Moved by Brad Pearson that the FireSmart Committee approves the request of $100,000 for the Live Fire Training Centre for enhancements to the Slave Lake Firefighters Society from the MD FireSmart funds with a provision for a report to be made back to Tri-Council.

CONSENSUS RECEIVED

REGIONAL WATER

REGIONAL WATERLINE & INLET PUMP STATION PROJECT

Doug Baird reviewed a report that informed Tri-Council of the status of the Regional Water Line and Inlet Pump Station. Also, Tri-Council endorsement of the construction contracts for these two components was sought.

MOTION 13-17
Moved by Mike Skrynyk to table this item until after the In-camera session on Regional Water scheduled later in the meeting.

CONSENSUS RECEIVED

FINANCE

TOWN OF SLAVE LAKE FINANCIALS

MOTION 14-17
Moved by Tyler Warman to accept the Town of Slave Lake financial reports as information.

CONSENSUS RECEIVED

MUNICIPAL DISTRICT OF LESSER SLAVE RIVER FINANCIALS

MOTION 15-17
Moved by Robert Esau to accept the Municipal District of Lesser Slave River financial reports as information.

CONSENSUS RECEIVED

CAO UPDATE

CAO SECRETARIAT UPDATE

The Sawridge First Nation had nothing to present as Mike McKinney was away.

Brian Vance reported that the Town of Slave Lake has no recovery staff left. The Legacy Centre manager is hired through the Town and the Wildfire Legacy Corporation will reimburse for costs.

Allan Winarski for the Municipal District of Lesser Slave River had nothing to add.

Motion 16-17
Moved by Tyler Warman to accept as information.

CONSENSUS RECEIVED

IN CAMERA

Motion 17-17
Moved by Julie Brandle to go in camera at 6:20 PM.

CONSENSUS RECEIVED

Motion 18-17
Moved by Robert Esau to come out of camera at 7:41 PM.

CONSENSUS RECEIVED

Motion 19-17
Moved by Murray Kerik that Tri-Council will sanction the Regional Water Line Project and proceed with the construction of the Raw Water Pipeline, the Pump House and Inlet Lines with the TOSL Administration managing the project and the MDLSR Administration managing the grant funding.

CONSENSUS RECEIVED

NEXT MEETING

September 28, 2017 at 4:00 p.m.

ADJOURNMENT

MOTION 20-17
Moved by Murray Kerik to adjourn the meeting at 7:45 p.m.

CONSENSUS RECEIVED

Reeve, MD 124

Mayor, Town of Slave Lake

Chief, Sawridge First Nation

MINUTES
Tri-Council Health Committee
January 11, 2018 at 4:00 PM
TOSL – Sawridge Creek Boardroom

MEMBERS PRESENT:	Joy McGregor	Councillor, TOSL – CHAIR
	Julie Brandle	Councillor, TOSL
	Rebecca King	Councillor, TOSL
	Brad Pearson	Councillor, MD 124 – VICE-CHAIR
	Becky Peiffer	Councillor, MD 124
	Brian Rosche	Councillor, MD 124
	Holly Handfield	RHPAP (videoconference)
	Susan Smith	AHS (videoconference)
MEMBERS ABSENT:		
STAFF:	Samantha Dyck	Recording Secretary

1. CALL TO ORDER

Meeting called to order at 4:06 p.m.by Joy McGregor.

2. ACCEPTANCE OF AGENDA

MOVED BY Brad Pearson to accept the agenda as amended.

Consensus Received

3. ADOPTION OF MINUTES

MOVED BY Julie Brandle to accept the November 9, 2017 minutes as amended.

Consensus Received

4. NEW BUSINESS

4.1 Update from Holly Handfield

- conference is live and registration is open, earl bird registration is a $50 savings
- In Brookes
- Focusing on retention
- good speakers set up
- Brian asked about the CT Scan in High Prairie, Holly didn't have any info to provide at this time.
- Swan Hills is hosting a Skills Weekend March 9-11

4.2 Update from Susan Smith

- new Dr finishes assessment tomorrow, received permanent residency
- successfully recruited a new anesthetist, will be here August
- Dr. B. waiting on the college to finish documents. Will hopefully be in SL in February.
- Brian asked what the current levels of Drs.; 6 Drs. & 3 new ones coming in with signed contracts.
- Julie do you know anything about the locum apartment that is here in SL? Lease was renewed until March 31, 2018.
- Becky asked about alleviating wait times, people are waiting 3-5 hours. Susan said that Johan and Chris would be better able to answer the question.

4.3 Strategic Plan

- Brad brought forward that this committee has come out of the Tri-Council.
- Joy brought the info from Tyler has said that as a committee the Health Committee has standing. Just keep the heads of each area (Mayor, Reeve, & Chief) for approval.
- Brian suggested that the Regional Health Advisory Council be advised to what we are doing. The body created AHS to communicate with the public.
- Brad said that he is ok with cc'ing them but does not wish to have the approval necessarily.

4.4 SL Lobby

- How do we lobby and do we have the authority? Yes.
- Vanderwell Home has 8 rooms/beds that are supported through AHS homecare
- Points West has 7 rooms that are empty
- There is a designation needed of 5 more rooms through AHS Home Care
- Susan suggested that we ask for a presentation on how to make a designation change.
- the official request should come from housing.
- need to have appropriate direction from both the Lodge and Points West
- We have a need in our community that needs to be addressed.
- After the Points West Head Office gets the request, it will be forwarded to this group

4.5 Update from Johann

- important to note that we are short staffed due to illness.
- have heard that new drs will be coming but not sure when

4.6 Update from Chris

- currently shortstaffed
- Walk-in clinic continues to be swamped.
- Patients are looking at longer than usual wait times
- Waiting for more NPs to come on staff.

5. ONGOING BUSINESS

- still waiting for a steering committee meeting
- we got the terms of reference
- the committee will give a report at Tri-Council

6. ROUND TABLE

- Becky only had the wait time concern.
- Brad is concerned that the number system is not being used
- Staff is saying that not all doctors are on board with using it.
- Do they want anything from us?
- Brian suggested people utilize the facility that he attended in Mexico if they have cancer. He gave stories of different people who were helped there.
- Rebecca found the letter that she had sent to her regarding the mental health.
- Holly asked about this and said that the clinical staffing in Slave Lake Mental Health is still available. Holly will send the info to Joy who will forward it on to Rebecca.

7. NEXT MEETING DATE

The next meeting will be on March 8, 2018

8. ADJOURNMENT

MOVED BY Joy McGregor to adjourn the meeting at 5:28 pm.

Consensus Received

Joy McGregor, TOSL Councillor

March 8/18
Date

Slave Lake Regional Library Board
Regular Meeting
January 10, 2018
Library Staff Room
7:00 pm

Minutes

Call to Order: by Joy at 7:08 pm

Attendance: Kendra McRee(Manager), Becky Peiffer, Joy McGregor, Jean Litz, John Buck, Herfried Schmidt, Kim McConnell, Brian Pitcairn, Angela Wright

Adoption of Agenda:Motion 18:01: To accept agenda as amended
Moved by Herfried CARRIED

Approval of Minutes for Regular Meeting:
Approval of regular meeting minutes November 8, 2017
Motion 18:02: To accept November 8, 2017 minutes as presented
Moved by Becky CARRIED

Correspondence:
No correspondence to share

Business Arising (Old Business)

1. Smith and Flatbush Libraries – Becky did a walk through after they painted Smith and had to request that a few tasks be completed. Flatbush - just moving in, waiting for ceiling tiles. Angela shared that there will be highway signage for the library. Becky will look into the grant for the lift for Flatbush.

2. 2018 Budget Approval - MD approved their portion just waiting for TOSL. Joy said that it all looks like it will be approved but they are still in budget meetings.

3. Payroll Update - Kendra is all set up for doing the Library payroll, insurance and benefits. She is working on ensuring the Employment Policies are set up and will hopefully have them to share at the next meeting.

Business Arising (New Business)

1. Accept Sheila Willis and Suzanne Labby's resignations.
Motion 18:03: To accept Sheila's resignation received via email and Suzanne's verbal resignation.

Moved by Kim CARRIED
Joy will bring a card to the next meeting for the Board to sign for Sheila.
2. Joy will go back to Council to get a new Board Member approved. The MD will send their elected member to the next meeting.

Reports:

1. **Financial Report** (presented by Treasurer)- There was some over spending in some areas but overall the budget is well under.

Motion 18:04: To approve Jean and Herfried going back to RBC to ask about a chequing account with interest or a cashable GIC for up to $80,000.
Moved by Kim Seconded by Angela CARRIED

Motion 18:05: To accept Financial Report as presented.
Moved by Angela CARRIED

2. **Librarian's Report** (by Kendra McRee) - There were many programs offered at the library this year that were quite successful. Family Literacy Day is coming up.

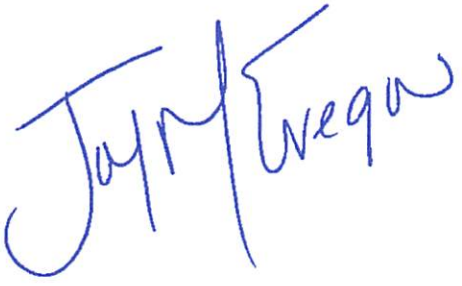
Motion 18:06: To accept Librarian`s Report as presented.
Moved by Angela CARRIED

Motion 18:07: To go In Camera at 8:15 pm
Moved by Jean CARRIED

Motion 18:08: To go Out of Camera at 8:25 pm
Moved by Becky CARRIED

Confirmation of Next Meeting: February 12th, 2018 @ 7:00 pm

Adjournment: Motion 18:09: To adjourn meeting at 8:30 pm
Moved by Becky CARRIED



Slave Lake Regional Library Board
Regular Meeting
February 12, 2018
Library Staff Room
7:00 pm

Minutes

Call to Order: by Joy at 7:00 pm

Attendance: Kendra McRee(Manager), Becky Peiffer, Joy McGregor, Jean Litz, John Buck, Herfried Schmidt, Kim McConnell, Brian Pitcairn, Angela Wright, Graham McCullough, Charlotte Measor

Adoption of Agenda:Motion 18:10: To accept agenda as presented
Moved by Angela CARRIED

Approval of Minutes for Regular Meeting:
Approval of regular meeting minutes January 10, 2018- approved via email (Joy to sign)

Correspondence:

1. Trustee Voice - Symposium Feb 23 & 24 Edmonton (Kendra attending)
2. Jan - June invoice for PLS allotment

Business Arising (Old Business)

1. Smith and Flatbush Libraries – Kendra purchased a new printer for Flatbush. Smith's movie night was well attended.

2. 2018 Budget Approval - Kendra received letter from MD of their approval now she is just waiting for the cheque. TOSL still no word on official approval. Joy indicated it would most likely pass.

Business Arising (New Business)

1. Employment Policies - reviewed and approved
Motion 18:11: To approve the employment policies document presented
Moved by Becky CARRIED

2. 2017 Lib PASS report- reviewed and approved
Motion 18:12: To approve the 2017 Library PAS report
Moved by Kim CARRIED

3. Update Slate of Trustees - Board members added current information. Kim will update and give a copy to all Board members.

Reports:

1. **Financial Report** (presented by Treasurer)- Jean and Herfried now have the minutes needed to go to the bank for the GIC. They will also ask about the charges for the debit machine.

Motion 18:13: To accept Financial Report as presented.
Moved by Brian CARRIED

2. **Librarian's Report** (by Kendra McRee) - The Art Wall is currently empty and they are looking for local artists. Pieces need to be framed with a hanging wire. Two new computers were purchased for the circulation desk. Payroll is going well. Family Literacy day activities went well despite the weather conditions. Kendra has completed some PD and is planning a staff meeting.

Motion 18:14: To accept Librarian's Report as presented.
Moved by Herfried CARRIED

Motion 18:15: To go In Camera at 7:50 pm
Moved by Angela CARRIED

Motion 18:16: To go Out of Camera at 7:55 pm
Moved by Kim CARRIED

Motion 18:17: To move meetings to the first Wednesday of the month for the remainder of the 2018 year.
Moved by Herfried CARRIED

Motion 18:18: To allow Angela to attend the Feb 23&24 conference in Edmonton and receive funds to pay for expenses, if she feels the sessions would be beneficial.
Moved by Charlotte CARRIED

Confirmation of Next Meeting: March 7th, 2018 @ 7:00 pm

Adjournment: Motion 18:19: To adjourn meeting at 7:58 pm
Moved by Graham CARRIED

TOWN OF SLAVE LAKE

NAMING ADVISORY COMMITTEE
SAWRIDGE CREEK BOARDROOM
THURSDAY DECEMBER 21, 2017

Members Present: Councillor Shawn Gramlich, Public Members; Joe McWilliams, Harry Bartlett and Al Beaulac

Members Absent: Doug Babiy

Staff Present: Brian Vance – Chief Administrative Officer and Lisa Russell – Executive Assistant to be Acting Recording Secretary

Meeting called to order at 4:05pm by Brian Vance, CAO.

Agenda:

Motion: Moved by Brian Vance, CAO

That the Agenda for December 21, 2017 be accepted as presented.

CARRIED

Minutes of Previous meeting:

a) Minutes of Committee Meeting in 2013

- Minutes were not available

Elect a Chair:

Motion: Moved by Harry Barltlett

Nominate Joe McWilliams to be Chair Person for the Naming Advisory Committee.

CARRIED

Elect Public Member (Business Community Member)

Motion: Moved by Harry Bartlett

Nominate Al Beaulac to be the business / Public Member for the Naming Advisory Committee.

CARRIED

Staff Member / Secretary

Lisa Russell, Executive Assistant appointed as Secretary of the Naming Advisory Committee by Brian Vance, CAO.
CONSENSUS RECEIVED

Secretary to advertise in the Lakeside Leader, "a call for Name suggestions" to be placed on the "Name Reserve List"

Reports and New Business

a) Naming Advisory Committee Bylaw #02-2007

The Committee reviewed "the Naming Advisory Committee Bylaw. Updates will appear in red, in Bylaw attached.
(Add Trails to Parks references and any other "housekeeping" updates as directed by CAO)
Lisa and Brian to take amended bylaw to Council for approval.

Motion: Moved by Councillor Shawn Gramlich

That the CAO take updates / amendments to bylaw 02-2007 to Council for approval.

CARRIED

"Naming Reserve List" cannot be located. Secretary to start a new list and bring update to every Naming Advisory Committee.

List can be started using the following names:

- Leo Boisvert
- Marilyn Richer

b) Trail Naming Recomendation

Motion: Moved by Shawn Gramlich

That the existing Trail System be named Allarie Trails in recognition of former Mayor Gerry Allarie.

CARRIED

The CAO will take this recommendation to Council on behalf of the Naming Advisory Committee.

Harry Bartlett: Ask Terry Tonsi and/or Murray Packolyk if there is an existing guide / document that refers to the Naming of MRC and anything in that facility before the Next Naming Advisory Committee meeting.

c) Policy B. 005 Naming Development Areas, Roads, Parks, Trails and Municipal Facilities

The Committee reviewed Policy B. 005. Updates will appear in red, in Policy attached.
(Add Trails to Parks references and any other "housekeeping" updates as directed by CAO)
Lisa and Brian to take amended policy to Council for approval.

Motion: Moved by Harry Bartlett

That the CAO take updates / amendments to Policy B. 005 to Council for approval.

CARRIED

d) Policy B. 004 Community Sponsorship

The Committee reviewed Policy B. 004. Updates will appear in red, in the Policy attached.
("Housekeeping" updates will be made as directed by CAO, to keep the Policy current and operational. Places to be named will be removed from Policy as it is not current.) Lisa will look to see if there is an existing guide / document that works with this policy)
Lisa and Brian to take amended policy to Council for approval.

Motion: Moved by Harry Bartlett

That the CAO take updates / amendments to Policy B. 005 to Council for approval.

CARRIED

Next meeting is set for Monday February 26, 2018 to review policies, bylaw as approved by Council, a guide/document (if exists) and discuss any recommendations received for Naming Reserve List.

Adjournment:

Motion: Moved by Shawn Gramlich

That the December 21, 2017 Naming Advisory Committee Meeting adjourn at 5:45pm.

CARRIED

Joe McWilliams, Committee Chair

Lisa Russell, Committee Secretary

TOWN OF SLAVE LAKE

MUNICIPAL PLANNING COMMISSION
MINUTES OF MEETING HELD MONDAY, FEBRAURY 5, 2018
@ 5:00 P.M.
SAWRIDGE CREEK MEETING ROOM

PRESENT: B. Ferguson, D. Busk, R. King, S. Torresan-Chykerda, and V. Tradewell

ABSENT: M. Missal, A. Emes

OTHERS: Laurie Skrynyk, Director of Planning & Development
Vanessa Asselin, Development Officer
Samantha Dyck, Assistant to Planning & Development

S. Torresan-Chykerda called the meeting to order at 5:03 p.m.

1. **Adoption of the Agenda**

MOVED BY D. Busk to accept the agenda as presented.

CARRIED

2. **Minutes of Previous Meetings**

MOVED BY R. King to accept the minutes of the January 8, 2018 meeting as presented.

CARRIED

3. **Business Arising from the Minutes**

4. **Development Permit Applications**

a. **DP #140.11.17**
Jacob Giesbrecht
Discretionary Use
Industrial Equipment Repair

MOVED BY R. King that the Municipal Planning Commission approves Development Permit Application #140.11.17 to develop a "Transportation Service Provider" and an Industrial Equipment Repair Shop" on Lot 12, Block 5, Plan 902 3136 located at 320 Balsam Road NE in the MI- Light Industrial District.

CARRIED

b. **DP #02.01.18**
Gaelen Van Gorkom
Discretionary Use
Home Based Business Type E #01.18 - Goldsmith

MOVED BY S. Torresan-Chykerda that the Municipal Planning Commission approves Development Permit Application #02.01.18 (HBB #01 .18) to permit the development of a Type "E" — Home Based Business (Goldsmith) within the R1 — Standard Detached Residential District on Lot 33, Block 39, Plan 2973 TR at 701-12 Street SE, subject to the following conditions:

1. That any and all home based business parking requirements be restricted to the onsite parking for this property.

CARRIED

c. **DP #03.01.18**
Slave Lake Accommodations
Discretionary Use
Hotel, Restaurant, Restaurant Licensed

MOVED BY R. King that the Municipal Planning Commission approves Development Permit Application #03.01.18 to develop a Hotel, Restaurant Food Service Only, & Restaurant Licensed i.e. Northern Star Hotel on Lot 3, Block 1, Plan 892 1201 located at 801 Main Street SE in a C2 – Secondary Commercial District.

CARRIED

d. **DP #04.01.18**
White Owl Tattoo
Discretionary Use
Personal Services

MOVED BY V. Tradewell that the Municipal Planning Commission approves Development Permit Application #04.01.18 to develop a 'Personal Service" (White Owl Tattoos) and install one (1) 48" x 96" Fascia Sign on the building's frontage and one (1) 48" x 96" Fascia Sign on the north side of the building, facing 6 Avenue SE on Lot 2A, Block 1, Plan 922 0296, located at 605 Main Street SE in the C2- Secondary Commercial District.

CARRIED

e. **DP #06.01.18**
David Dyck
Discretionary Use
Home Based Business Type E #02.18 – Massage Therapy

MOVED BY D. Busk that the Municipal Planning Commission approves Development Permit Application #06.01.18 (HBB #02.18) to permit the development of a Type "F" — Home Based Business (DMT Massage) within the R1 — Standard Detached Residential District on Lot 26, Block 39, Plan 2973 TR at 729-12 Street SE, subject to the following conditions:

1. That any and all home based business parking requirements be restricted to the onsite parking for this property.

CARRIED

5. **Land Use Bylaw/Statutory Plan Amendments**

6. **Proposed Subdivisions**

7. **New Business**

8. **Other Business**
   a. **Building Value Report**
      January 2018

MOVED BY V. Tradewell to accept the Building Value Report as presented.

CARRIED

9. **General Correspondence**

10. **MPC Development Concerns**

11. **Meeting Review**

Next Meeting is booked for March 5, 2018 at 5 pm.

Adjournment

Meeting adjourned at 5:41 pm
Recorder: Samantha Dyck
Minutes Prepared by: Samantha Dyck

Chairperson

Mar. 5, 2018
Date

MINUTES

Slave Lake Airport Services Commission
December 15, 2017 at 4:00 PM
Sawridge Creek Room

Directors Present:

Darin Busk, Town of Slave Lake, Chairperson
Brice Ferguson, Town of Slave Lake, Vice Chairperson (late)
Shawn Gramlich, Town of Slave Lake
Brad Pearson, M.D. No. 124
Robert Esau, M.D. No. 124
Jeff Commins, M.D. No. 124
Daniel Douillard, Member at Large

Directors Absent:

In Attendance:

Candace Tonsi - Recording Secretary, Town of Slave Lake
Pierre Gauthier – Manager - Slave Lake Airport
Brian Vance – Administration – Town of Slave Lake

Absent:

Call to Order:

Darin Busk, Chairperson for Slave Lake Airport Services Commission called the meeting to order at 4:00 PM.

1. Agenda:

Motion #80-2017:

Moved by R Esau

To accept the December 15, 2017 Slave Lake Airport Services Commission Meeting agenda as presented.

CARRIED

2. Minutes of Previous Meeting:

Motion #81-2017:

Moved by B Pearson

That minutes from the November 20, 2017 Slave Lake Airport Commission be accepted as presented.

CARRIED

3. Delegations

- None

MINUTES

Slave Lake Airport Services Commission
December 15, 2017 at 4:00 PM
Sawridge Creek Room

Brice Ferguson arrived 4:02 pm

4. Business Arising from the Minutes:

a) Legal Update

Motion #82-2017 Moved by R Esau

To go "in camera"

CARRIED

Motion #83-2017 Moved by B Pearson

To go "out of camera"

CARRIED

b) Pavement Tender Results

- Pierre presented a report to provide information and recommendations regarding the tenders for the upcoming pavement overlay. Four construction contractors pre-qualified by WSP on the pavement overlay. WSP reviewed the bids in detail to ensure all the tenders included all requirements and the total was properly calculated. The bids are to include cold milling, major crack repairs, asphalt concrete paving, line painting, landscaping and other work. Three of the contractors provided bids which were opened December 7th in a public opening. The Community Airport Program Grant, which the Commission is receiving, clearly states that the Commission must choose the low bidder for the construction portion of the bid. Upon WSP's review of the tenders, E Construction met all the requirements of the tender and are also the low bidder.

Motion #84-2017 Moved by R Esau

To award the construction tender for the 2018 Runway Overlay Project to E-Construction in the sum of $1,543,520.00

CARRIED

5. Other Business:

- None

6. Correspondence:

- none

Next meeting is scheduled for Thursday, February 15th, 2018 at 4:00 pm at the Town Office

Motion #85-2017: Moved by S Gramlich

To adjourn the Slave Lake Airport Services Commission meeting at 4:25 pm.

CARRIED

Airport Commission Chairperson

Airport Manager

FireSmart
LESSER SLAVE REGION

FireSmart Meeting
January 16, 2018

MEMBERS PRESENT:	Tyler Warman	Mayor, TOSL
	Brian Rosche	Councillor, MD Lesser Slave River
	Wayne Bowles	Public Member at Large
	Jason Pankatrow	Alberta Agriculture and Forestry
	Terry Tonsi	Utilities Representative, ATCO Electric Ltd.
	Jamie Coutts	Fire Chief, Lesser Slave Regional Fire Service
	Leah Lovequist	Wildfire Information Officer for Alberta Agriculture and Forestry
IN ATTENDANCE:	Patti Campsall	Executive Director Boreal Bird Centre
	MJ Munn-Kristoff	Lesser Slave Forest Education (LSFES)
	Brandy Walters	FireSmart Coordinator
	Samantha Dyck	Recording Secretary
REGRETS:	Diane Smith	Forestry Representative, West Fraser Mills
	Russ Jassman	Director of Rural Services, MD 124

MEETING CHAIR: Tyler Warman

CALLED TO ORDER: Meeting called to order at 9: 04 AM.

1. ADOPTION OF AGENDA:

MOVED BY Brian Rosche to adopt the agenda as presented.

All in favor

2. ADOPTION OF MINUTES:

MOVED BY Wayne Bowles to adopt the minutes as presented.

All in favor

3. BUSINESS ARISING:

3.1. FireSmart Coordinator Report

Brandy Walters provided an update of her recent activities.

Budget

- Brandy handed out a new budget form that better reflects the numbers for 2018
- Item #MD124BW1 is salary that had been spent to date
- Brandy would like to have $100,000 to use for the Goal Related Projects

- Tyler gave Brandy direction to go back and figure out the numbers for each project and bring back to next meeting.

MOVED BY Wayne Bowles to bring back budget to the next meeting.

All in favor

VIC Trail Update

- Project team met with Anna Robertson on January 15, 2018.
- Themes and messages were reviewed and updated
- Pages were handed out with themes and messages. These will be adjusted and edited before VIC trail is complete.
- Concept: There will be signs on the VIC, burnt log display, various different signage and animal tracks in concrete.
- Brandy, MJ, Theresa Malatare and Nadine Young will be meeting on January 17, 2018 to discuss plant identification and any resulting translation efforts that might need financing within the project's budget and timeline.
- Text collection stage is almost complete.
- Trail head location debate: should the trail head be at the North or South corner of the VIC site? Patti will take this question to the Tourist Committee meeting on Thursday
- Cupula related interpretive signs can be produced within the project budget and timeline, however the option of installing the cupula is no longer viable.
- Obtaining steel from a lookout tower is difficult but was managed.
- A cupula will be built on site to be safer. Does the committee want a modern or historic type of cupula?
- NLC carpentry group would build the stairs/ramp if it matches with their curriculum
- Tyler recommends that the members gather the info to get all that they want with what it will cost. Give the options with the different costs.
- FRIAA deadline is the end of August
- Brian asked if the interpretive trail could match up with the Town trails
- Brian & Tyler will take info back to their councils and get their input.
- Cupula cost is currently outside of the grant info.
- The next stage is putting the text into blocking.

Strategic Planning:

- There was a plan that was created in Jan. 2017. Does the new strategic plan supersede the old one? Tyler was unaware of the old plan and asked Brandy to send all of the member a .pdf copy of the old one to review.
- We will meet on Jan. 30 at 2:30pm in the EOC to go over strat planning.

Coordinator Work Plan :

- Marketing Goals
  - Identify & confirm stakeholders & target audience,
  - perform organization self-assessment & analysis,
  - create, develop & implement FB profile with FB expertise by contract.
  - The group feels that we should not just have FB, we should include Twitter, Instagram, and FB

- Twirling Umbrellas does not seem client friendly
- Tree of Life seems to be

MOVED BY Terry Tonsi to enter into a contract with Tree of Life for 6 months for creation and management of a social media presence on Twitter, FB and Instagram for up to a max of $3000.

All in favor

- Community Outreach & Engagement Goal
  - review 2018 schedule of community events,
  - Jamie has talked to the residents and there is interest,
  - Community Clean-up on Bayer Road, Franklin subdivision (looking at June/July)
  - Jamie and Patrick suggested that there be a mini how-to demonstration during that time.
  - Tyler suggested that the group participate in the Trade Show to have a section that is all about preparedness and safety.
  - Brandy will have the conversation with CT, Walmart Christie's Greenhouse to put FS tags in their plants.
  - Looking at putting a pruning workshop on during the Trade Show.
  - discuss & develop action plan for submission at the following meeting for endorsement by the committee.
- Agency Relationships Goal
  - expand network in Mitsue Industrial Area,
  - tend & maintain current network,
  - continue to explore watershed & fire relationships,
  - Brandy will meet with Amanda to understand how ATCO does their work with FS
  - expand knowledge around utility FS activities.
- Education Goal
  - meet with FS educator team to coordinate mutual efforts,
  - develop detail of our services & products
  - looking at bringing in guest speakers i.e. Laura Stewart
  - Should we have Laura Stewart come to our next FS meeting?
  - Future Fire Fighter Programming to include FS programming
  - Jr. Forest Wardens – SL Division
- Ongoing work
  - at WLC, arrange keys for FS display cabinets & tree cut-outs changed to vinyl,
  - VIC Trail Projects,
  - Scheduled community events.
- FRIAA Expression of Interest
  - Do we want to put something in?
  - MJ informed the group that until the first project is complete, FRIAA will not entertain a new project.

MOVED BY Terry Tonsi to accept the FireSmart Coordinator Report as information.

All in favor

FireSmart
LESSER SLAVE REGION

3.2 Agriculture & Forestry Update (Jason Pankatrow)

- Veg management projects moving along and should be completed by March.
- Pelican Mountain project ongoing with treatments continuing.
- Fire Season is only 6 weeks away
- Fitness tests for initial attack crews are done, interviews will happen this next week
- Any pile burning need to be reported into the Fire office.

MOVED BY Brian Rosche to accept Jason's report as information.

All in favor

3.3 FireSmart Operations Update (Jamie Coutts)

- Crews are doing a lot of interagency work
- Gov't asked for RFP
- TOSL has sent in a letter offering up the FS to train other crews.
- Waiting to hear back
- Looking for $ to Develop the wildland interface program with actual live exercises
- Maybe we could $ from the office of the Fire Commissioner
- LSLRF gets a lot of requests for courses
- OFC talked about putting $ aside to create courses.
- Difference between lessons learned and lessons observed.
- It is a limited market, but needed
- Getting requests looking for info from outside of Alberta
- Need the courses developed, and will bring back costs
- Advanced FS courses cannot be taught everywhere, need history and threats along with FS work done prior.
- Brian agreed that the end goal meets our agenda.
- Tyler asked if we have any buy in for our online courses.
- How do we get buy in to have firefighters come to SL to train?
- The Office of the Fire Commissioner has the ability
- Need someone to gather the info that the crew has and then check to see if there is any more info needed.
- The FC's in the area have committed to working on this.
- Does the committee want FS and Jamie to work on creating FS courses? There will be a cost.
- Tyler told him that the board is interested, and bring costs

MOVED BY Brian Rosche that Jamie investigate a concept of developing course 2 WUI courses and bring back to board for info.

All in favor

- Do we want to follow the replacement schedule for equipment?
- Chipper is low on hours, and does not need to be replaced
- The bobcat is costing a lot to fix right now. Would like to replace the bobcat.
- Trade in value would be $30,000. New one would be $100,000, mulcher is $35,000
- Asking for $105,000 to replace the bobcat and mulcher attachment

MOVED BY Brian Rosche to spend $105000 to buy a new bobcat and mulcher.

All in favor

MOVED BY Jason Pankatrow to accept as information

All in favor

3.4 Education Services

- School programming was quiet.
- MJ did a presentation on Forestry Careers
- Smith School will be having FireSmart programming
- CJ Schurter will be having some FireSmart Programming
- Helped on open houses
- Reports for Summerwood FireSmart
- There will be an official presentation of the sign from FireSmart Canada to Summerwood this summer
- Reports have been completed for Marten Beach area
- No active requests at this time
- FRIAA told applicants that they needed to contact the SL FS Education Committee, FS Canada questioned why applicants were told to go to SL FS
- There are rumors flying around in the Fire Smart world.
- MJ coordinated the returning of all display items from the WLC with a thank you note
- 106 programs to 4000 participants.
- $5715 will be carried over to the next year
- Looking at hiring a summer interpreter
- MJ will have career presentations and Career Day
- Recognition day for Summerwood
- Tyler let Patti & MJ know that he

MOVED BY Terry Tonsi to accept the Forest Education Society as information.

All in favor

3.5 Financial Report (MD)

MOVED BY Terry Tonsi to accept as info.

All in favor

3.6 Financial Report (TOSL)

MOVED BY Terry Tonsi to accept as info.

All in favor

4. NEW BUSINESS:

FireSmart
LESSER SLAVE REGION

5. NEXT MEETING DATE

- Next regular meeting will be on March 6th at 9AM at the Firehall.

6. ADJOURNMENT

MOVED BY Wayne Bowles to adjourn.

All in favor

Meeting Adjourned at 11:13AM.

FireSmart
LESSER SLAVE REGION

FireSmart Strat Planning Session

January 30, 2018

MEMBERS PRESENT:	Tyler Warman	Mayor, TOSL
	Murray Kerik	Reeve, MD 124
	Jamie Coutts	Fire Chief, Lesser Slave Regional Fire Service
	Wayne Bowles	Public Member at Large
	Jason Pankatrow	Alberta Agriculture and Forestry
	MJ Munn-Kristoff	Lesser Slave Forest Education (LSFES)
	Terry Tonsi	Utilities Representative, ATCO Electric Ltd.
	Leah Lovequist	Wildfire Information Officer for Alberta Agriculture and Forestry
IN ATTENDANCE:	Patti Campsall	Executive Director Boreal Bird Centre
	Russ Jassman	Director of Rural Services, MD 124
	Brandy Walters	FireSmart Coordinator
	Samantha Dyck	Recording Secretary
REGRETS:	Diane Smith	Forestry Representative, West Fraser Mills

MEETING CHAIR: Tyler Warman

MEETING CALLED TO ORDER: Meeting called to order at 2:30 PM

MOVED BY Murray Kerik to approve the agenda as presented

CARRIED

Strategy Planning:

1. Terms of Reference - Principles of the Committee:
   - #4 To achieve a sustainable "cultural shift" and broad based uptake, there must be extensive stakeholder engagement and communication.
     - Good work being done in ATCO, Forestry, and FireSmart
     - Bayer Road/Whitetail Way Subdivision, Marten Beach and Summerwood are great examples
     - What do the politicians want to know? How do you want to know it? When do you want it? What information do you want?
     - Matter of updating social media, letting the citizens know
     - How do we measure the attitude of change?

2. Goals:
   - Marketing:
     - Explainer videos
     - Branding & guidelines

- FireSmart Canada might already have branding & guidelines
- Social media will include FB, Twitter, and website stuff.
- Tree of Life Contract has been signed and will be starting February 1st.

- Community Engagement
  - Tradeshows, etc
  - Marten Beach, Summerwood and Bayer Road
- Education
  - Need to work on what we have done and what we can do in the future
  - What are we missing?
  - Need to talk with Laura from FireSmart Canada
- FireSmart Operations
  - Brandy connecting with the Firesmart crew
  - Updates from Jamie and info from the crew that brings what they have done and what the plan is for the next quarter.
- Agency Relationships
  - Working with Forestry
  - Constant communication showing that we have a presence
  - Tyler will check into who will be the industry representative

3. Budget:
   - Brandy handed a copy of her proposed budget for 2018
   - Tri-Council allocation $125,000.00
   - FireSmart Committee allocation $124,000.00
   - VIC Trail Enhancements were listed but no figures at this time.
   - Marketing & CO&E figured in
   - Education: WUI Courses $18,000.00 each and then $4,000; books; promo pak

MOVED BY Terry Tonsi to accept budget as presented.

CARRIED

4. Planning for Mitigation Areas
   - Firesmart crew to look at the maps and see where we need to look at targeting for next year
   - Jamie to bring a recommendation forward to the next meeting
   - Tyler to work with Brandy to come up with a "Business Plan"

MOVED BY Murray Kerik to adjourn the meeting.

CARRIED

Meeting adjourned at 4:30 PM.

Economic Development Committee Meeting Minutes

January 9, 2018 at 9:30 A.M.

Slave Lake Region Visitor Information Centre

BOARD MEMBERS PRESENT:	Tyler Warman (Chair) Brice Ferguson Brian Vance Chief Roland Twinn Jeff Commins Murray Kerik Robert Esau
IN ATTENDANCE:	Samantha Dyck, Recording Secretary Helene Klassen, Ec. Dev. Officer
REGRETS:	Allan Winarski Mike McKinney
CALL TO ORDER:	Meeting Called to order at 9:38 AM.

1. ADOPTION OF AGENDA

MOVED BY Brice Ferguson to accept the agenda as presented.

CARRIED

2. VIC & TOURISM UPDATE

a) Tourism Survey Results Presentation

- 439 respondents
- 212 indicted that they were residents of Slave Lake
- 48 were for business
- Elsewhere in AB, elsewhere in Canada, elsewhere in another country.
- 63% came for Slave Lake
- 23% outdoor activities, camping, 6% fishing
- Trip Expenditures: Taxis & Equipment Rentals were highest.
- 30% word of mouth. 8.47& SL Region Website
- Challenges=primarily none
- How satisfied were visitors with Slave Lake=109/209 answered Very Satisfied
- 2 or 3 nights is how long residents have guests
- Word of mouth had 44% for hearing about events
- 13/24 were very satisfied with the events that they attended

- 24 of the 394 participants agreed to take part in follow up research.
- Chief Twinn suggested that we get some data from other areas.
- Tyler suggested we get info from Grande Prairie
- Robert suggested we look at Whitecourt

MOVED BY Robert Esau to accept the report as information.

CARRIED

b) Economic Development Report

Ec. Dev. Officer – Helene Klassen

- Dimestore has been booked, they have sent invoice requesting the money.
- They will be here May 27-31, 2018
- Community Futures has accepted the extension to April 30, 2018 to manage the VIC.
- Grants available through Alberta Culture and Tourism, up to $7,000.
- When partnered with another group, up to $16,000 available.
- A draft budget has been prepared for review.

MOVED BY Tyler Warman to put in a grant application for funding up to 75% to include website/social media upgrades and training/familiarization for local staff up to maximum $20,000.00

CARRIED

MOVED BY Chief Twinn to accept the Economic Development Officer's report as presented.

CARRIED

c) Community Futures Proposal

- CF quotes $68,943
- 2017 amounted to $53,391

MOVED BY Robert Esau to accept as information.

CARRIED

3. BUDGET

a) 2018 Budget

- Added monies to advertising, website, and Tourism Society.
- This does not account for any grants
- Brian asked if we would have someone to cover Tourism in addition to Helene.
- Tyler said that he feels that Helene will cover what ML did last year and only have one person run the staff.

MOVED BY Brice Ferguson to accept the 2018 Budget as information.

CARRIED

4. IN CAMERA

MOVED BY Robert Esau to go in Camera.

CARRIED

MOVED BY Jeff Commins to come out of Camera.

CARRIED

MOVED BY Brice Ferguson to enter into negotiations for a full time Economic Development Officer to be negotiated by the Town CAO.

CARRIED

MOVED BY Chief Twinn to adjourn meeting.

CARRIED

NEXT MEETING February 13, 2018 at 10:00 AM at the VIC.

Meeting adjourned at 11:32 AM.

TOWN OF
SLAVE LAKE

COUNCIL TRACKING LIST

ITEM: **Family Care Clinic "Laura Attrux" Naming** STATUS: Active
DATE OPENED: March 06, 2018 ASSIGNED TO: Lisa/Brian
Motion #095-18: Moved by Councillor Brandle
Council directs administration to write a letter of support to the Alberta Government and the Family Care Clinic to name the Family Care Clinic after "Laurua Attrux" in recognition of her medical pioneer history in Slave Lake, promoting community spirit and historical awareness.
CARRIED
ACTION: March 2018 – Active

ITEM: **Southwest Quadrant Park naming** STATUS: ~~COMPLETE~~ Active.
DATE OPENED: March 06, 2018 ASSIGNED TO: Lisa/Brian
Motion #094-18: Moved by Councillor Busk
That Council task the Naming Advisory Committee to seek public recommendations and make a recommendation to Council for the naming of the "Southwest Quadrant Park"
CARRIED
ACTION: March 2018 – Public advertising has begun. Report will be brought to Council when sufficient suggestions are received.

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