

**PRESENT:** Mayor Rycroft, Deputy Mayor Presakarchuk, Councillors April Doll, Trevor Fredrickson, Keith Hutchison and Sunni-Jeanne Walker

**ABSENT** Councillor Eric Schmidt

**ADMINISTRATION:** Dennis Egyedy, Chief Administrative Officer, and Karly Blanton, Recorder

**CALL TO ORDER** Mayor Rycroft called the meeting to order at 5:34 p.m.

**ADOPTION OF THE AGENDA**

**MOTION 18-12989** Councillor Walker Moved:  
 "To adopt the agenda with the following additions:  
 Old Business – Gas Audit, Library Tender, 2018 Budget.  
 In Camera - Labour (No Invites)."

Carried

**ADOPTION OF THE MINUTES**

**MOTION 18-12990** Councillor Walker Moved:  
 "To adopt the Minutes of December 13, 2017 Regular Meeting with the following changes in bold:  
 Page 4 **Councillor Walker Moved:**  
 "To move in camera at 8:37 p.m."

Page 4 **Councillor Walker Moved:**  
 "To move out of camera at 8:47 p.m."

Carried

**CAO REPORT**

Chief Administrative Officer Egyedy reminded Council that it is very important to attend the Intermunicipal Development Plan meeting on January 23, 2018, 5:30 p.m. at the County office. Council confirmed their attendance.

Egyedy reported to Council that effective January 15, 2018 Roseneau Transport Ltd. has increased their rates by 2.5%. Council recommended looking into rate options for other transportations companies would be in our best interest.

Egyedy informed Council that January 14<sup>th</sup>, 2018, there are two term deposits of \$28,438.00 each up for renewal at 0.75% interest for 180 days redeemable or 1.25% interest for 180 days non-redeemable.

**MOTION 18-12991** Councillor Walker Moved:  
 "To reinvest two reserve accounts for 180 days non-redeemable at 1.25% interest."

Carried

Chief Administrative Officer Egyedy requested Council to reschedule the February 14<sup>th</sup>, 2018 Regular Meeting as the CAO and Finance Administrator will be on training.

**MOTION 18-12992** Councillor Walker Moved:  
 "To reschedule the February 14<sup>th</sup>, 2018 Regular Meeting to February 21<sup>st</sup>, 2018."

Carried

**AQUATERA JANUARY REPORT**

Nick Kebalo Manager, Treatment Operations, Aquatera provided Council with an operational update to January, 2018 in regards to Water Treatment Plant progress and outstanding issues.

**MOTION 18-12993** Councillor Fredrickson Moved:  
 "To accept Aquatera – January report for information only."

Carried

**MOTION 18-12994** Councillor Doll Moved:  
 "To accept the Chief Administrative Officers report as presented."

Carried

**COUNCILLOR REPORTS**

**Mayor Rycroft** Mayor Rycroft informed Council that he has received several phone calls from disgruntle residents in regards to Motion 17-12982 "To approve 1.3% Cost of Living Allowance, grid raises for Town of Manning employees". Secondly, residents object to the employees receiving a yearly Christmas bonus. Mayor Rycroft informed Council that several residents are displeased with the 10% tax penalty for unpaid taxes.

Deputy Mayor Presakarchuk	Nothing to report.
Councillor Doll	Nothing to report
Councillor Fredrickson	Nothing to report.
Councillor Hutchison	Councillor Hutchison attended the Beautification Committee meeting on Friday January 5, 2018. Currently, the Committee is working on plans for the walking trail, and placement of a gazebo. An open house has been scheduled for February 22, 2018 at 5:30 p.m.
Councillor Schmidt	Absent
Councillor Walker	Councillor Walker informed Council that there will be a Northwest Species at Risk open house on January 11, 2018 at 7:00 p.m. hosted by the County of Northern Lights.  Councillor Walker attended the Long Lake Regional Waste Management special and regular meeting on December 19, 2018. The 2018 budget was approved with a raise on the requisition.
MOTION 18-12995	Councillor Walker Moved:  "To approve Councillor Reports as presented"  Carried

**OLD BUSINESS****GAS AUDIT**

Mayor Rycroft expressed his concerns in regards to a letter that was received from Tom Keen, Executive Director for Federation Gas Co-op.

CAO, Egyedy informed Council that he spoke directly with Tom Keen and informed him that all the outstanding audit issues will be completed immediately.

**LETTER TO SPA ENGINEERING**

Chief Administrative Officer Egyedy informed Council that a letter has been sent out to SPA Engineering and the plans will be finalized by the middle of February. Once the final plans have been approved they can be open to tender and will be advertised in the local paper. Anticipated closing for Library tender will be March 30<sup>th</sup>, 2018.

**2018 BUDGET**

Mayor Rycroft presented Council with the following 2018 budget requests:

- Provincial Government has extended salary freeze, the Town should follow suit includes all forms of wages and bonuses
- Review corporate structure. Wages are largest expense accounting for 55% of Municipal taxes and Administration accounts for 42% of wages.
- CAO wage. Can we afford to pay top wages?
- Financial Assistant. Can we afford the luxury of having this position?
- Town Foreman. At present CAO serves as Foreman. Is this the best use of resources? Could look at CAO being the Financial Assistant and have a full time Town Foreman.
- Town should pay 80% of benefits instead of 100%
- What level of reserves would we like to have? When do we want them in place and how do we want to budget for them?
- Gas price should be equal to North Peace Gas. Could be a good place to raise revenue for reserves
- Research Rec Director position. How would we fund this position and how would we fit this position into our organization?

After a lengthy discussion on the budget and the need to build the town reserve accounts, Rycroft suggested that budget changes will be determine after the 2017 audit. Secondly, the Auditor will be asked how much money should the town have in reserves.

CAO, Egyedy explained to council that we anticipate a surplus of \$300,000.00 for 2017, a surplus in 2018 of \$253,403, and large surpluses in 2019 and 2020. The surplus each year is due to the fact that all debentures are paid in full except for the water treatment plant.

This year, the surplus will be utilized to pay for the library construction and purchase of arena furnaces. Grant funds for the two projects will not be received until May 2019 according to the Provincial Government payment schedule; therefore, the town must pay contractors when work completed.

**INFORMATION/  
CORRESPONDENCE**

- |   |          |
|---|----------|
| a) Action List  | Enclosed |
| b) Financial Statements and Cheque List                             | Enclosed |
| c) Mighty Peace Tourist Association                                 | Enclosed |
| d) County of Northern Lights/Friends of Autumn Lodge                | Enclosed |
| e) Alberta Infrastructure – Investing in Canada Infrastructure Plan | Enclosed |
| f) Alberta Health Services – Pool Standards Update for Operators    | Enclosed |
| g) Alberta Recreation & Parks Assoc. – Leaders Summit               | Enclosed |
| h) Alberta Municipal Affairs – Alberta's Builder Licensing Program  | Enclosed |
| i) Sun Life Financial –Notice to vacate from Town's Civic Building  | Enclosed |

CAO, Egyedy reviewed the November 2017 financial statements with council and pointed out that Public Works salaries were over and under budget in various activities due to the job requirements. Overall, as of November 30<sup>th</sup>, 2017 Public Works has \$41,510.00 funds available for salaries.

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|-----------------|---|---------|
| MOTION 18-12996 | Councillor Walker Moved:<br>"To approve #8 (a-i) as information only."          | Carried |
| MOTION 18-12997 | Deputy Mayor Presakarchuk Moved:<br>"To move in camera at 7:11 p.m. no invites" | Carried |
| MOTION 18-12998 | Councillor Doll Moved:<br>"To move out of camera at 7:35 p.m."                  | Carried |

**ADJOURNMENT** Mayor Rycroft adjourned the meeting at 7:36p.m.

  
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Greg Rycroft, Mayor

  
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Dennis Egyedy, Chief Administrative Officer