



Regular Council Meeting
Council Chambers
February 13, 2017 at 6:00 p.m.

1. **Call to Order**
Moment of Reflection 6:00 p.m. Mayor
2. **Modification to or Adoption of Agenda**
3. **Adoption of Minutes**
3.1 January 30, 2017 Regular Council Meeting Minutes
4. **Public Address**
5. **Presentations**
6. **Finance**
7. **Public Hearings**
8. **Bylaws**
9. **Administration Reports**
10. **Unfinished Business**
11. **New Business**
 - 11.1 RFD Committee List change
 - 11.2 RFD Approval of Mayor's Attendance at Unscheduled Meeting
 - 11.3 RFD Approval of Councillor Funke's Attendance at Unscheduled Meeting
 - 11.4 Discussion re: research on possible arena contract



Regular Council Meeting
Council Chambers
February 13, 2017 at 6:00 p.m.

12. Municipal Area Partnership (MAP)

12.1

13. Council Reports

14. Correspondence

14.1 Olds College – Technical Large Animal Emergency Rescue Training

14.2 Spray Lake Sawmills – Forest Management Plan

14.3 7th Annual Alberta CARE Spring Seminar

14.4 Mountain View Seniors Housing – Board Meetings and Draft Statement of Financial Position as of December 31, 2016

15. Notice of Motion

16. In-Camera

17. Adjournment

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE MUNICIPAL COUNCIL OF THE TOWN OF SUNDRE
IN THE PROVINCE OF ALBERTA HELD MONDAY, JANUARY 30, 2017, IN THE TOWN OF SUNDRE COUNCIL
CHAMBERS**

PRESENT Mayor Terry Leslie, Councillors: Verna McFadden, Paul Isaac, Chris Vardas, Myron Thompson, and Nolan Blatchford

ABSENT Councillor Cheri Funke

STAFF Angie Lucas, Interim, CAO (Director of Planning and Operational Services)
Vic Pirie, Director of Finance and Administration
Cynthia Robey, Legislative Executive Assistant

CALL TO ORDER

Mayor Leslie called the meeting to order at 6:00 p.m., and during a moment of reflection, to remember all those who have been affected by the tragedy in Quebec City.

MODIFICATION TO OR ADOPTION OF AGENDA

- 24/17** Councillor Thompson moved that the Town of Sundre Council adopt the January 30, 2017 Regular Council Meeting Agenda, with the following additions/deletions/amendments:)
- Addition of one item of **Correspondence**: Red Deer Canada Games 2019 – 2019 Canada Winter Games Information Session Opportunity
 - Addition of one In-Camera item – Land

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

- 25/17** Councillor Isaac moved that the Town of Sundre Council adopt the January 16, 2017 Regular Council Meeting Minutes, as presented. **CARRIED**

PUBLIC ADDRESS

Former Councillor Tony Jordan, and Ms. Patricia Toone each addressed Council concerning the Town of Sundre doing a viability study. Topics discussed were:

- 1) The overall state infrastructure, buildings
- 2) Road building, twinning roads, etc. Reference given also to 12th Ave – 6A street area
- 3) Concern about what information is being shared on social media sites
- 4) Viability Study could be a useful tool
- 5) Growth strategies, can we sustain them?

Initials

- 6) Concern about high taxes
- 7) Asked Council to be aware of funding models and projects going forward.
- 8) Can we service the community better by reining in the amount of money being spent, where the money is being spent, etc.
- 9) Examine partnerships that are established.

Councillor Thompson asked if Council would be supportive to allow the Notice of Motion to be addressed now in the agenda.

Administration directed that the Notice of Motion be moved in the Agenda to follow immediately after the **Finance** section.

PRESENTATIONS

FINANCE

Capital Project Report – December 31, 2016

Mayor Leslie commented that the highlight of this report indicates a commonality that most projects were completed under budget, a head of schedule, and due entirely to the diligent efforts of Staff. He impressed that this should be looked at as a celebration and the information be shared with everyone.

26/17 Councillor Thompson moved that the Town of Sundre Council accept the Capital Project Report – December 31, 2016, as information. **CARRIED**

Bank Reconciliation to December 31, 2016

Mayor Leslie asked Mr. Pirie, Director of Finance and Administration for more information concerning the 2016, 2017 and 2018 Reserves. Mr. Pirie shared this information with Council.

27/17 Councillor Blatchford moved that the Town of Sundre Council accept the Bank Reconciliation to December 31, 2016 report, as information. **CARRIED**

NOTICE OF MOTION

Member of Council, Councillor Thompson, brought forward the following Notice of Motion for decision at the January 30, 2016 Regular Meeting of Council:

Councillor Myron Thompson requests that the Town of Sundre Council pass a resolution to request a viability review be conducted on the Town of Sundre municipality as per Municipal Government Act Section 129, Division 7 Dissolution and that a written request for a viability review be submitted to the Minister of Municipal Affairs with a completed self-assessment questionnaire from the Municipal Affairs Municipal Sustainability Strategy (MSS).

Initials

Councillor Thompson gave a brief summary of why he decided to submit this Notice of Motion, indicating that he never meant this to be a negative direction. Councillor Thompson then formally withdrew the Notice of Motion and asked if Council would consider discussing/working on this topic during a Council Workshop instead of pursuing a viability study through Municipal Affairs.

Council discussed their feedback concerning a discussion in this matter. Mayor Leslie asked Council for permission to discuss with Administration about putting this topic together for a Council Workshop.

Former Councillor Tony Jordan approached Council a second time, reiterating that he supports a viability study. He also mentioned that he was impressed with the budget information that Mr. Pirie shared during the Finance section, and that in his opinion, the information is not being circulated enough to Sundre residents.

Mayor Leslie called a recess at 7:18 p.m. Council Meeting resumed at 7:27 p.m.

Mrs. Bysterveld, a representative from the Historical Society approached Council to express concern about recent information she read in the newspaper on January 17, 2017. She discussed the Canada Day celebration venue arrangements.

PUBLIC HEARINGS

BYLAWS

ADMINISTRATION REPORTS

Director of Planning and Operational Services – Administration Report

28/17 Councillor Vardas moved that the Town of Sundre Council accept the August – December 2016 Administrative Report from Planning and Development, Economic Development, Communications, Community Services, and Operational Services, as information. **CARRIED**

UNFINISHED BUSINESS

RDF Amended Terms of Reference for Policy and Bylaw Review Committee

29/17 Councillor Blatchford moved that the Town of Sundre Council approve the amended Terms of Reference for the Council Policy and Bylaw Review Committee. **CARRIED**

Initials

NEW BUSINESS

- 30/17** RFD Strategic Priorities Chart
Councillor Vardas moved that The Town of Sundre Council approve the 2017 Strategic Priorities Chart. **CARRIED**

MUNICIPAL AREA PARTNERSHIP (MAP)**COUNCIL REPORTS****Councillor Vardas – Verbal Report**

The back alley by the RPM needs to be policed better so that residents are aware that the alley is now a one way.

Councillor Isaac - Verbal Report

Spoke about Canada Day Celebration issues. He wishes that as many events as possible take place at the Museum.

Councillor McFadden – Verbal Report

Shared the highlights from the Mountain View Regional Waste Management Commission (MVRWMC) meeting held on January 17, 2017.

Mayor Leslie – Verbal Report

Spoke about the Broadband Workshop. Attendees of this meeting were from Olds, ONet, the Counties of Clearwater and Mountain View, as well as Rocky Mountain House, as a municipality.

Mayor Leslie spoke about the Red Deer River Municipal Users Group (RDRMUG) meeting highlights that covered the Red Deer Watershed and ideas to improve water quality within the areas we have control over.

Mayor Leslie indicated that he also had a conversation with Mr. Jason Nixon, MLA, regarding electoral boundaries. Mayor Leslie asked Council for permission to approach the MLA's office to discuss West County issues.

- 31/17** Councillor Isaac moved that the Town of Sundre Council accept all the verbal reports, as information. **CARRIED**

CORRESPONDENCE**Canadian Association of Oilwell Drilling Contractors****Mayor Leslie – Reference Letter for Shunda Construction****Red Deer Canada Games 2019 – Information Session Opportunity**

- 32/17** Councillor Isaac moved that the Town of Sundre Council recognize that February 13, 2017, be Oil and Gas Awareness Day in Alberta. **CARRIED**

Regular Council Minutes – January 30, 2017

33/17 Councillor McFadden moved that the Town of Sundre Council accept the letter from the Canadian Association of Oilwell Drilling Contractors, the reference letter that Mayor Leslie wrote on behalf of Shunda Construction, and the Red Deer Canada Games Information Session Opportunity, as information. **CARRIED**

34/17 Councillor Thompson moved that the Town of Sundre Council move to go into In-Camera at 8:10 p.m. **CARRIED**

IN-CAMERA

Land – FOIPP Section 16

35/17 Councillor Vardas moved that the Town of Sundre Council move to come out of In-Camera at 8:32 p.m. **CARRIED**

36/17 Mayor Leslie moved that the Town of Sundre Council approve the half day per diem request for Mayor Leslie to attend the CAEP Broadband Workshop. **CARRIED**

ADJOURNMENT

37/17 Councillor Isaac moved that the Town of Sundre Council adjourn the meeting at 8:36 p.m. **CARRIED**

Mayor

I hereby certify these minutes are correct.

Interim Chief Administrative Officer

Initials



REQUEST FOR DECISION

COUNCIL DATE: February 13, 2017

SUBJECT: Request to amend the 2017/2018 Appointments of Committees and Boards of Council Listing

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 11.1

BACKGROUND/PROPOSAL:

During the October 24, 2016 Organizational Meeting of Council, the Town of Sundre Council approved the 2017/2018 Appointments of Committees and Boards of Council listing. Administration has identified that the approved document is now inaccurate and needs amendment.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The proposed changes to this document is required because:

- 1) Intermunicipal MOA Committee has been dissolved
- 2) The Town of Sundre no longer has a membership with SAEWA
- 3) The Town of Sundre Council no longer has a Sundre Schools Liason representative

ADMINISTRATION RECOMMENDATIONS:

That Council allows Administration to make the following amendments to the 2017/2018 Appointments of Committees and Boards of Council chart:

- 1) Removal of Intermunicipal MOA Committee
- 2) Removal of Southern Alberta Energy from Waste Association (SAEWA)
- 3) Removal of Sundre Schools Liason

MOTION:

The Town of Sundre Council moves to approve the removal of the line item, Intermunicipal MOA Committee, from the 2017/2018 Appointments of Committees and Boards of Council listing,

and;

The Town of Sundre Council moves to approve the removal of the line item, Southern Alberta Energy from Waste Association Committee (SAEWA), from the 2017/2018 Appointments of Committees and Boards of Council listing,

and;

The Town of Sundre Council moves to approve the removal of the line item, Sundre Schools Liason Committee, from the 2017/2018 Appointments of Committees and Boards of Council listing.

ATTACHMENTS:

2017/2018 Appointments of Committees and Board of Council Listing with line items to delete marked in red.

2017/2018 APPOINTMENTS OF COMMITTEES AND BOARDS OF COUNCIL

Broadband Committee: Mayor Leslie, Councillors Vardas, McFadden *as alternate

Central Alberta Economic Partnership: Councillors Isaac, Vardas, Thompson *as alternate

Central Alberta Mayors' Meetings: Mayor Leslie, Deputy Mayor Vardas

Council Policies & Bylaw Committee: Mayor Leslie, Councillors Funke, Blatchford, CAO

Downtown Area Revitalization: Councillors Blatchford, McFadden* as alternate

Fire Advisory Committee: Councillors Blatchford, Funke, CAO

Greenwood Neighbourhood Place/FCSS: Councillors Funke and McFadden* as alternate

Hospital Liaison: Deputy Mayor Vardas, Mayor Leslie* as alternate

****Intermunicipal MOA Committee: Mayor Leslie, Councillors Isaac, Funke * as alternate, CAO**

Intermunicipal Planning Commission: Councillors Vardas, Isaac, Funke * as alternate

Intermunicipal Subdivision and Development Appeal Board: Councillor Thompson, Blatchford * as alternate, CAO

Mountain View Regional Waste Management Commission (MVRWMC): Councillor McFadden and Mayor Leslie* as alternate

Mountain View Seniors' Housing: Mayor Leslie and Councillor McFadden* alternate

Municipal Area Partnership: Mayor Leslie and Deputy Mayor Vardas* as alternate, CAO

Municipal Library Board: Councillor McFadden

Municipal Planning Committee: Deputy Mayor Vardas, Councillors Isaac and Funke

Parkland Regional Library Board: Jamie Syer, Manager Sundre Public Library

Red Deer River Municipal Users Group (RDRMUG): Mayor Leslie and Councillor Thompson* as alternate

Red Deer River Watershed Alliance (RDRWA): Mayor Leslie, Councillor McFadden* as alternate

R.C.M.P. Liaison: Mayor Leslie, Councillor McFadden* as alternate, CAO

****Southern Alberta Energy-from-Waste Association (SAEWA):**

Subdivision and Development Appeal Board: Councillors Thompson, McFadden* as alternate

Sundre and District Aquatic Society: Councillor McFadden

Sundre and District Chamber of Commerce: Mayor Leslie, Councillor McFadden* as alternate

****Sundre Schools Liaison:** -

Sundre Municipal Emergency Management Committee: Councillor Funke, Vardas* as alternate

Sundre Petroleum Operators Group (S.P.O.G.): Councillor Vardas

Sunpine Public Involvement Round Table: Mayor Leslie and Councillor Isaac* as alternate

Date Reviewed: _____ CAO: _____



REQUEST FOR DECISION

COUNCIL DATE: February 13, 2017

SUBJECT: Approval of Mayor's Attendance at Unscheduled Meeting

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 11.2

BACKGROUND/PROPOSAL:

Town Policy No A-001 *Council Remuneration* Section 2 states "...Per Diems are related only to out-of-town meetings, for budget approved items or if approved by Council during the year."

And;

Town Policy No A-001 *Council Remuneration* Section 2 states "...when the Mayor and/or Councillor are requested to attend meetings that have not been approved in the budget, such meeting requests shall require a motion of Council approving per diem eligibility."

The *Forestry at the Legislature* day takes place March 7, 2017 in Edmonton, Alberta. The hotel costs are not included in the Travel budget for Council. There is a budget allocation for local or provincial government meetings that cover mileage and meals.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council to discuss.

ADMINISTRATION RECOMMENDATIONS:

Council, in approving or not approving this request, should take into consideration whether the attendance of Mayor Leslie at the *Forestry at the Legislature* day assists Council in achieving their 2017 strategic priorities as approved in January 2017.

COSTS/SOURCE OF FUNDING:

Council approved for 2017 \$5,000 to be used for attendance at out of town appointed committee meetings and local and provincial government meetings.

Per diem costs to be funded from the per diem budget established for 2017.

Approved budget:	\$ 5,000
Forestry at the Legislature day	
Registration	\$ 0
Mileage	\$ 275
Accommodation (1 night)	\$ 225
Meals	\$ 75
Balance of Budget	\$ 4,425

MOTION:

The Town of Sundre Council moves to approve the attendance of Mayor Leslie at the *Forestry at the Legislature* day held on March 7, 2017 in Edmonton, Alberta.

Or

The Town of Sundre Council moves to not approve the attendance of Mayor Leslie at the *Forestry at the Legislature* day held on March 7, 2017 in Edmonton, Alberta.

Date Reviewed: _____ CAO: _____



REQUEST FOR DECISION

COUNCIL DATE: February 13, 2017

SUBJECT: Approval of Councilor Funke's Attendance at Unscheduled Meeting

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 11.3

BACKGROUND/PROPOSAL:

Town Policy No A-001 *Council Remuneration* Section 2 states "...Per Diems are related only to out-of-town meetings, for budget approved items or if approved by Council during the year."

And;

Town Policy No A-001 *Council Remuneration* Section 2 states "...when the Mayor and/or Councillor are requested to attend meetings that have not been approved in the budget, such meeting requests shall require a motion of Council approving per diem eligibility."

The *Crisis & Risk Communications Conference for Municipalities* takes place March 2 & 3, 2017 in Red Deer, Alberta. The conference fees would be funded through the emergency management budget.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Councilor Funke is Council's representative on the Sundre Municipal Emergency Management Committee.

Council to discuss.

ADMINISTRATION RECOMMENDATIONS:

Council, in approving or not approving this request, should take into consideration whether the attendance of Councilor Funke at the *Crisis & Risk Communications Conference for Municipalities* assists Council in achieving their 2017 strategic priorities as approved in January 2017.

COSTS/SOURCE OF FUNDING:

Council approved for 2017 \$4,500 to be used for attendance at out of town emergency management conferences or for emergency management memberships.

Per diem costs to be funded from the per diem budget established for 2017.

Membership & Conferences (Emergency Management):	\$ 4,500
Crisis & Risk Communications Conference	
Registration	\$ 250
Balance of Budget	\$ 4,425

MOTION:

The Town of Sundre Council moves to approve the attendance of Councilor Funke at the *Crisis & Risk Communications Conference for Municipalities* on March 2 & 3, 2017 in Red Deer, Alberta.

Or

The Town of Sundre Council moves to not approve the attendance of Councilor Funke at the *Crisis & Risk Communications Conference for Municipalities* held on March 2 & 3, 2017 in Red Deer, Alberta.

Date Reviewed: _____ CAO: _____

----- Forwarded message -----

From: Haley Mountstephen <hmountstephen@oldscollege.ca>
Date: Fri, Jan 27, 2017 at 9:04 AM
Subject: Fwd: Technical Large Animal Emergency Training TLAER
To: townmail@sundre.com

Hello,

My name is Haley and I work in Continuing Education here at Olds College. We are currently working to bring Dr. Rebecca Gimenez to Olds College to offer training in Technical Large Animal Emergency Rescue. As you may know this is very unique and specialized training and the cost to bring in a course of this quality is quite high.

As such we are reaching out to local government and organizations to first to ensure you are aware of the training opportunity, and second to ask if the Town of Sundre might be willing sponsor this one of a kind event. I have attached both the course information and the sponsorship package for your reference. Please let me know if you have any questions.

Thank you for your consideration,

Haley Mountstephen B.A, M.A.

Programmer

Continuing Education Olds College 4500 -50 Street Olds, AB T4H 1R6

Phone: 403-507-7954

Fax: 403-556-4752

Toll Free: 1-800-661-6537

HMOUNTSTEPHEN@OLDSCOLLEGE.CA

www.oldscollege.ca





Technical Large Animal Emergency Rescue

Awareness and Operations Level Training

Awareness Level Training

Learn the basic skills and develop a foundational understanding of behavior and scene management that is required to recognize the dangers specific to TLAER scenes and situations.

Date: May 15, 2017

Tuition: \$200

** Fee applies to attendees who have not taken this course previously (in 2015). For those who have taken it previously, you are invited to audit the course as a refresher, at no charge.*

Operations Level Training

Intended for a specialized audience (CART/SART/SAR members, firefighters, animal control officers, vet staff, etc.) who are seeking to understand the specifics of TLAER operations, and who expect to complete live rescues.

Dates: May 16-18, 2017

Tuition: \$599

** Prerequisite: Awareness Level Training.*

 1913
OLDS COLLEGE
Professional & Continuing Education

Visit: oldscollege.ca/ce
Email: coned@oldscollege.ca
Call: 1-800-661-6537

TECHNICAL LARGE ANIMAL EMERGENCY RESCUE (TLAER) SPONSORSHIP LEVELS 2017



Bronze - \$500 - \$1500

- Recognition during event
- Logo on the Olds College website on event page (1 year exposure April 2017-March 2018)
- (deadline to sponsor at this level – April 3, 2017)



Silver - \$1501 - \$3000

- Recognition during event
- Logo on the Olds College website on event page (1 year exposure April 2017-March 2018)
- Signage at event & table top space to display materials (we will also display your company pull-up banner or the like)
- (deadline to sponsor at this level – April 3, 2017)



Gold - Greater than \$3001

- Recognition during event
- Logo on the Olds College website on event page (1 year exposure April 2017-March 2018)
- Signage at event & table top space to display materials (we will also display your company pull-up banner or the like)
- Logo on participant certificate,
- Thank you in Olds College social media & Continuing Education hard copy & e-copy calendar (with distribution of 6000, est. 18,000 views)
- (deadline to sponsor at this level – April 3, 2017)

*All sponsors are also offered the opportunity to provide marketing materials/gift in participant swag bag

----- Forwarded message -----

From: **Sundre Townmail** <townmail@sundre.com>
Date: Wed, Feb 1, 2017 at 12:00 PM
Subject: Fwd: Spray Lake Sawmills - Forest Management Plan Development
To: Jim Hall <jim.h@sundre.com>, Cynthia Robey <cynthia.r@sundre.com>

----- Forwarded message -----

From: **Gord Lehn** <Gord.Lehn@spraylakesawmills.com>
Date: Tue, Jan 31, 2017 at 1:40 PM
Subject: Spray Lake Sawmills - Forest Management Plan Development
To: "townmail@sundre.com" <townmail@sundre.com>

Spray Lake Sawmills has started work on updating the forest management plan which covers its Forest Management Agreement Area. This is an area which covers a long narrow band along the foothills from Sundre down to the southern end of K-Country. Key elements of the plan will include a new timber supply analysis which will help define sustainable harvest levels, an outline of the sequencing where harvesting will occur over the next 20 years, and how other resource values will be accommodated in order to minimize potential impacts. This is a long term planning process with a targeted submission date of September 2018. During this time period we will be engaging with various stakeholder groups as part of our Public Participation Program.

If you are interested I would be more than happy to give you or your council a PowerPoint presentation to provide a little more detail about the planning process. The door is open in the event there is any interest in "plugging in" to our planning process over the next two years or simply being aware of what is going on and who the contacts are in the event that any of your constituents have questions. If this sounds like it might be of interest please don't hesitate to drop me a line or give me a call.
All the best.

Gord Lehn, M.SC.F., RPF
Director, Communications/Ecological Goods and Service
Spray Lake Sawmills
office: 403.851.3314
mobile: 403.990.5346
www.SprayLakeSawmills.com
www.TopSpray.com

Alberta CARE Spring Seminar

February 22nd-February 24th

Please forward registrations & payment to:
ALBERTA C.A.R.E.
Linda McDonald, Executive Director
5212-49 Street
Leduc, AB T9E 7H5
Toll Free: 1.866.818.CARE (2273)
Fax: 780.980.0232
Email: executivedirector@albertacare.org
Web: www.albertacare.org

Who Should Attend?

- Municipal Elected Officials
- Waste Management Employees
- Public Works Employees
- Landfill Operators
- Government Waste Management Agencies
- Community Recycling Associations and Non-Profit Groups
- Waste Management Businesses
- Environmental Organizations
- School Boards, Education Facilitators
- Anyone interested in Reusing, Reducing, Recycling and Recovery

Silent Auction
Going once...
Going twice...

Beginning February 22/17
Ends February 23/17 at 8:00 p.m.

Alberta CARE Spring Seminar

February 22nd-February 24th

2017

Pomoroy Inn and Suites at Olds College
Olds, Alberta

Accommodations

Pomoroy Inn and Suites at Olds College
4601-46 Avenue,
Olds, AB
1-403-556-8815

Book under "Alberta CARE"

The Ramada Inn
500 6700 46th Street
Olds, AB
Phone: (403) 507-8349



Little Red Deer
River Historical
Bridge

County of Mountain View



Pomoroy Inn and Suites at Olds College

**Tuesday,
February 21st**

**Thursday,
February 23rd**

**Friday,
February 24th**

8:00 - 5:00 p.m. Composting Course Register with Pam Haggarty:
phaggarty@isag.net or 780-935-4042 cell

**Wednesday,
February 22nd**

8:30 a.m. Asbestos Waste Best Practices - Open Discussion
Register with Pam Haggarty:
phaggarty@isag.net or 780-935-4042 cell

10:00 a.m. Registration and Exhibit Set-up

11:00 a.m. Light Lunch and Refreshments

1:00 p.m. TOURS
• Olds College Centralized Composting Technology Centre for Town of Olds, Town of Sundre, and City of Airdrie
• Olds College Micro Brewery
• Mountain View Regional Landfill
(Buses provided)

5:00 p.m. COCKTAILS (Cash Bar)

6:00 p.m. Welcome remarks from the Legislature
Welcome from the Mayor of Olds
Welcome from the Reeve of Mountain View County

6:30 p.m. BUFFET BANQUET

8:00 p.m. Entertainment



Alberta CARE

Register 3 or more Delegates and receive a...

10% Discount!

**Cancellation Deadline
February 15th 2017**

7:30 a.m. Exhibit Viewing & Buffet Breakfast

8:45 a.m. Welcome - Tom Moore, Chairman, Alberta CARE

9:00 a.m. a) Economic Development of the Olds Region
b) Fastest Internet in Canada
Mitch Thomson, Executive Director Olds Institute for Community and Regional Development

10:00 a.m. COFFEE BREAK

10:30 a.m. "The Road Map Ahead" - Southern Alberta Energy from Waste Association
Paul Ryan, Vice-Chair and Councillor of the MD of Big Horn

11:15 a.m. Waste Characterization - "The Road to Zero Waste"
Daryl McCartney, Edmonton Waste Management Centre of Excellence

NOON BUFFET LUNCHEON

1:00 p.m. TOUR
• Universal Handling Equipment
Red Deer, AB
(Steel toed shoes required) (Buses provided)

5:00 p.m. COCKTAILS (Cash Bar)

6:30 p.m. BUFFET BANQUET

9:00 p.m. HOSPITALITY EVENING - Hosted by K&K Recycling at Tracks Pub, Olds

7:30 a.m. Exhibit Viewing / Hot Buffet Breakfast

8:30 a.m. Grain Bag Update
Darryl Wolski, Merlin Plastics Alberta Inc.

9:15 a.m. Ground Water Issues for Landfills
Ginger Rogers, Acer Environmental Solutions Inc

10:00 a.m. Landfill Gas Emissions
TBA

10:45 a.m. Closing Remarks - Tom Moore, Chairman Alberta CARE

11:30 a.m. Conference Ends
(Coffee Side Board During Morning Sessions)



**1913
OLDS COLLEGE**



This Conference is Alberta Environment approved for Continuing Education Units

ALBERTA Coordinated Action for Recycling Enterprises (CARE)
1-866-818-2273 Toll Free
1-780-980-8089 Phone
1-780-980-0232 Fax



Printed on 100% Post-Consumer Recycled Paper

Registration Form

ALBERTA CARE SPRING SEMINAR 2017

February 22th - February 24th - Pomaroy Inn and Suites at Olds College, Olds, AB

Names: _____

Organization: _____

Address: _____

Email Address _____ Phone # _____
Fax # _____

_____ \$350.00 each = _____
Less 10% (if 3 or more register) _____
G.S.T. (5%) = _____
Subtotal = _____

Attending the Wednesday TOUR (yes/no) (no charge) = _____
Attending the Thursday TOUR (yes/no) (no charge) = _____

ADDITIONAL SPOUSE OR GUEST

Banquet \$48.00 each = _____
Luncheon \$24.00 each = _____
Breakfast \$22.00 each = _____
(including GST)
TOTAL = _____

FAX TO: 780-980-0232

MAIL PAYMENT TO: Alberta CARE, 5212-49 Street, Leduc, Alberta T9E 7H5

EMAIL: executivedirector@albertacare.org

Please indicate any food allergies: _____



BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Board Meeting, January 26, 2017

- The MVSH Board met at the MVSH Administrative Offices in Olds Alberta for their first regularly scheduled Board meeting in 2017.

Presentations by MVSH Executive Management

- The Board met with the following MVSH Executive Management Team members at this meeting and received updates as follows:
 - ✓ Health Care risks by Shauna Urbanowski, Director of Care
 - ✓ Capital Development Projects by Wayne Milaney, Project Manager
 - ✓ HR and Operations risks by Kristi Gingrich, Chief Operating Officer
 - ✓ Facility and Infrastructure risks by Al Smart, Director of Facilities
 - ✓ Business and Finance risks by Debra Steiger, Chief Financial Officer

MVSH Lodges Has Full Occupancy and Waitlists to Start 2017

- Lodge vacancy rates are minimal and MVSH has full occupancy again. Waitlists currently exist for all lodges, with the expectation for occupancy to remain high in the near future. Applications appear to be increasing.

New MVSH Nursing Care Delivery and Risk Management Model

- With the appointment of our new Director of Care (DOC), a new nursing care delivery risk management model has been established.
- In this model, the DOC will oversee care delivery and risk management at all MVSH sites and will have two Resident Care Managers (RCMs), with one at the Didsbury ARL (Aspen Ridge Lodge) site full time, and one at the Sundre SSSLF (Sundre Senior Supportive Living Facility) site full time.
- In addition there is a full time Educator who serves all sites and mostly ARL and SSSLF since these have the highest care levels.
- MVSH now has its strongest model for care delivery and risk management for residents.

Pharmacy Contract Renewal

- The Board has approved the renewal of the MVSH Pharmacy contract with Remedys' RX for another three (3) years.
- This decision was based on a recommendation resulting from a contract review process lead by the MVSH DOC and overseen by the MVSH Care Committee.



- All matters of concern or issues were resolved in this review and MVSH will continue to build its Pharmacy and Medication Assistance Program (MAP) program for quality care and control of medications at all MVSH sites.
- The Board requested MVSH Management and DOC to contact local Pharmacies in Mountain View County and Municipalities to ensure they understand how best to compete for this contract when it comes due in three (3) years time.

Alberta Minister of Senior's and Housing

- The Board reconfirmed its intention to request permission from the Minister for the sale and disposal of unused and vacant Community Housing units with significant deferred maintenance or safety issues. The units are not habitable due to these issues, and costs to refurbish exceed reasonable expenditures. The assets are owned by the Province and require permission of the Minister to rectify this situation.
- The Board is awaiting reports from the Minister and the Department on a Provincial Housing Strategy and the Regulations Review, both with are expected later this spring. Feedback was requested by the Minister in the fall on both these activities and MVSH made responses to both.

Long Term Planning – Site Developments

- In accordance with direction from the Board, MVSH Management continues to work with the Towns of Carstairs, Olds, Didsbury and Sundre on site developments in their communities.
- The MVSH Board has clearly stated the first priority is for the Town of Carstairs, with this site having highest risk and highest need going forward. The Town of Carstairs has been involved with MVSH in selection of land sites and MVSH has been working with the community on needs identification and community voice.
- The Board Chair and CAO will meet with each Municipality to ensure progress and engagement issues are addressed.
- The Board's goal is to have concept plans in place for all three future project (Olds, Didsbury and Carstairs) to be ready for grant applications when they come available.

Board Long Term Planning Retreat in April 2017

- The Board is planning a retreat to be held for all Directors, Alternate Directors and Executive Management one Saturday morning in April 2017 to be held at the MVC Council Chambers from 9AM to 1PM as is its usual practise. The agenda will be for discussion and guidance on Long Term Planning for MVSH Capital Development and Strategic Management.



- The Board has reconfirmed its commitment and intention to reach out to our stakeholders and communities we serve to build relationships. Our stakeholders include residents, staff, families, municipalities, federal and provincial government and our vendor partnerships; all of which are formed to do our best work together.

2016 Budget

- The Board reviewed the draft preliminary unaudited Financial Statements for 2016 which is being circulated in a separate attachment for your review. The preliminary operations results were a deficit in lodge operations of \$123K resulting mainly from higher labour costs in the Sundre project commissioning and higher resident subsidies as most of the vacancies throughout 2016 were filled with applicants who had social housing subsidy needs.

Improved MVSH Cash Flow and Maintenance Budget Efficiencies

- Over the 2016 budget year, MVSH improved its cash flow significantly resulting from the completion of the new Sundre project in the summer.
- Maintenance has made significant savings and efficiencies in our operations for the past few years and in 2016 this totalled \$85K in cost avoidance because of measures taken.

2017 Budget

- The Board has approved the 2017 budget at its November 2016 meeting. A first report on the status of budget management will be at the end of first quarter March 31, 2017. The budget variance analysis for the end of 2016 will be reviewed to ensure all variances are addressed in the 2017 budget.

Foothills Lodge Repurposing

- The Board has an agreement in place where the Province carries the costs of operation after July 1, 2016 and reimburses MVSH for time spent in property management during a re-purposing process which is currently underway for the community.
- The Town of Sundre has been involved with MVSH in the Repurposing Committee which was established by the Alberta Minister for Seniors' and Housing to make a recommendation for the repurposing of the old Foothills Lodge.
- The Committee is chaired by Bruce Beattie, as Chair of MVSH, but to be clear this is not an MVSH process, it is a Sundre community-driven process. The Committee has met once and has advertised for a second time in the community and



surrounding area for proposals and will continue to meet monthly to achieve a recommendation by June 2017.

ASCHA Convention and Trade Show

- The Board has supported MVS Directors, Alternate Directors and MVSH Management to attend the ASCHA Convention and Trade Show each year. This year the dates are March 22-24, 2017 and the event is held in Edmonton. This is an industry conference where MVSH has a vote on industry issues and industry voice to the Province as well as a showcase for many education and operating resources. It is unfortunate the EDA and ASCHA have both chosen the same week in March as the AAMDC to have their meetings.

Next MVSH Board Meeting

Our next regular Board meeting will be Thursday March 30, 2017 @ 6:30-9:00 PM at the MVSH Administration Offices, in Olds, AB.

Contact or Questions

If you require any information or there are any questions related to this communication please contact a Board Director or Sam Smalldon, CAO for MVSH at 403-556-2957 or by email at sam.smalldon@mvsh.ca.

Our Vision - We enhance lives by providing quality care and self-sustainable living through innovative leadership.

Mountain View
Seniors Housing

DRAFT

Mountain View Seniors' Housing
DRAFT Statement of Financial Position
As at December 31, 2016

	<u>Lodges</u>	<u>Housing</u>	<u>Unaudited December 2016</u>	<u>Audited December 2015</u>
ASSETS				
Current assets				
Cash and cash equivalents (Note 3)	\$ (138,841)	\$ 153,622	\$ 14,781	\$ 15,735
Restricted cash (Note 3)	535,405	49,885	585,290	8,697,893
Accounts receivable	105,877	10,715	116,592	78,890
Prepaid Expenses	7,862	-	7,862	50,957
Due from Mountain View Housing Foundation	-	-	-	15,167
Goods and Services Taxes receivable	122,576	16,779	139,355	528,526
	<u>632,879</u>	<u>231,001</u>	<u>863,880</u>	<u>9,387,168</u>
Security deposit (Note 4)	10,875	-	10,875	10,875
Resident security deposits (Note 5)	194,745	67,508	262,253	217,496
Investments (Note 6)	50,670	-	50,670	49,433
Capital assets (Note 7)	59,413,108	-	59,413,108	54,222,007
	<u>\$ 60,302,277</u>	<u>\$ 298,509</u>	<u>\$ 60,600,786</u>	<u>\$ 63,886,979</u>
LIABILITIES				
Current liabilities				
Bank indebtedness (Note 3)	\$ -	\$ -	\$ -	\$ 1,245,563
Accounts payable and accruals	751,429	96,153	847,582	3,799,121
Restricted by Alberta Social Housing	-	85,248	85,248	38,101
Due to Mountain View Seniors' Housing Foundation	6,658	-	6,658	-
Deferred revenue (Note 8)	2,778	15,000	17,778	78,870
Callable debt (Note 9)	250,000	-	250,000	450,000
Current portion of long-term debt (Note 10)	1,230,861	-	1,230,861	1,081,545
	<u>2,241,726</u>	<u>196,401</u>	<u>2,438,127</u>	<u>6,693,200</u>
Resident security deposits (Note 6)	194,852	67,508	262,360	217,496
Life Lease fee (Note 11)	4,054,090	-	4,054,090	2,132,400
Restricted operating reserve fund (Note 12)	-	34,600	34,600	34,600
Long-term debt (Note 10)	27,347,147	-	27,347,147	30,701,334
Unamortized capital contributions (Note 13)	23,234,894	-	23,234,894	20,824,297
	<u>57,072,709</u>	<u>298,509</u>	<u>57,371,218</u>	<u>60,603,327</u>
NET ASSETS				
Unrestricted	2,973,554	-	2,973,554	3,096,688
Restricted (Note 14)	256,014	-	256,014	186,964
	<u>3,229,568</u>	<u>-</u>	<u>3,229,568</u>	<u>3,283,652</u>
	<u>\$ 60,302,277</u>	<u>\$ 298,509</u>	<u>\$ 60,600,786</u>	<u>\$ 63,886,979</u>

Approved by the Board:

_____ Director

_____ Director

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Mountain View Seniors' Housing
DRAFT Statement of Net Assets
For the year ended December 31, 2016

	<u>Unrestricted (Note 15)</u>	<u>Restricted (Note 14)</u>	<u>Unaudited Total 2016</u>	<u>Audited Total 2015</u>
Net assets, beginning of year (Note 22)	\$ 3,098,688	\$ 186,964	\$ 3,283,652	\$ 3,357,525
Deficiency of revenue over expenditures	(54,084)	-	(54,084)	(73,873)
Transfer to Life Lease capital and maintenance reserve	<u>(69,050)</u>	<u>69,050</u>	<u>-</u>	
Net assets, end of year	\$ 2,973,554	\$ 256,014	\$ 3,229,568	\$ 3,283,652

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Mountain View Seniors' Housing
DRAFT Statement of Operations
For the period ended December 31, 2016

	Lodges (page 12)	Housing	Life Lease	Unaudited 2016	Audited 2015
Revenues					
Rent revenue and service fees	\$ 6,080,616	\$ 872,392	\$ 300,057	\$ 7,253,065	\$ 6,425,007
MVSH Subsidy for Low Income Residents	(886,933)	-	-	(886,933)	(763,600)
Health Authority grants	4,303,651	-	-	4,303,651	3,104,124
Requisitions - Municipalities (Note 16)	1,068,900	-	-	1,068,900	1,018,000
Amortization of deferred capital contributions	281,159	-	-	281,159	240,036
Sundry	115,931	5,707	-	121,638	93,977
Utility recovery	-	66,927	-	66,927	68,034
Other grants and donations	31,989	24,863	-	56,852	34,663
Interest	5,201	155	79,360	84,716	29,771
Alberta Housing grants	-	60,742	-	60,742	3,972
	<u>11,000,514</u>	<u>1,030,786</u>	<u>379,417</u>	<u>12,410,717</u>	<u>10,253,984</u>
Expenditures (Note 17)					
Salaries, wages and benefits	\$ 6,703,415	129,899	\$ 81,998	\$ 6,915,312	\$ 5,665,367
Maintenance and facility services	624,471	464,431	41,600	1,130,502	1,041,745
Telephone and utilities	591,070	260,711	41,747	893,528	777,803
Amortization	722,656	-	56,974	779,630	765,886
Food, kitchen and linen supplies	754,908	-	10,862	765,770	654,988
Interest and bank charges	746,424	717	26,519	773,660	514,564
Purchased services	394,666	55,361	-	450,027	394,944
Staff training, travel and memberships	160,220	22,694	-	182,914	114,359
Office and miscellaneous	79,987	5,032	37,214	122,233	95,480
Insurance	90,270	22,809	-	113,079	73,541
Rent	60,668	24,000	-	84,668	75,044
Resident travel and activities	61,782	18,488	-	80,270	50,214
Resident Care contracts and health care supplie	56,149	-	-	56,149	39,389
Loss on Disposal of Assets	46,902	-	-	46,902	0
Property taxes	-	-	13,453	13,453	0
Audit	15,250	9,500	-	24,750	24,470
Bad Debt	1,942	17,144	-	19,086	20,777
Directors' expenses	12,868	-	-	12,868	19,286
	<u>11,123,648</u>	<u>1,030,786</u>	<u>310,367</u>	<u>12,464,801</u>	<u>10,327,857</u>
Deficiency of revenue over expenditures	<u>\$ (123,134)</u>	<u>-</u>	<u>\$ 69,050</u>	<u>\$ (54,084)</u>	<u>\$ (73,873)</u>

Mountain View Seniors' Housing
DRAFT Statement of Lodge Operations
As at December 31, 2016

	Aspen Ridge		Chinook Winds		Foothills		Mount View		New Sundre		Unaudited 2016		Audited 2015	
	Lodge		Lodge		Lodge		Lodge		Lodge		Total	Total	Total	Total
Revenues														
Rent revenue and service fees	\$1,546,532		\$1,013,189		\$430,829		\$2,071,499		1,018,568		6,080,816		\$5,229,005	
MVSH Subsidy for Low Income Residents	(95,131)		(196,201)		(103,038)		(362,923)		(129,641)		(886,933)		(763,600)	
Health Authority Grants	2,003,787		165,703		192,648		682,014		1,259,499		4,303,651		3,104,124	
Requisitions - Municipalities (Note 15)	156,094		234,141		100,795		429,258		148,612		1,068,900		1,018,000	
Amortization of deferred capital contributions	6,242		23,259		14,447		237,210		-		281,159		240,036	
Sundry	26,882		10,262		2,283		20,184		56,319		115,931		88,482	
Other Grants and donations	6,357		6,048		-		9,527		10,057		31,989		34,663	
Interest	1,257		910		453		1,646		935		5,201		4,006	
	3,652,020		1,257,310		638,418		3,088,416		2,364,349		11,000,514		8,954,716	
Expenditures														
Salaries, wages and benefits	2,492,096		738,358		429,466		1,372,482		1,671,013		6,703,415		5,474,341	
Maintenance and facility services	172,667		105,968		28,748		204,436		112,653		624,471		492,238	
Telephone & utilities	154,439		101,870		41,537		180,962		112,262		591,070		499,726	
Amortization	148,225		53,009		21,288		500,134		-		722,656		708,970	
Food, kitchen and linen supplies	214,519		120,856		50,585		224,103		144,845		754,908		654,988	
Interest and bank charges	150,195		19,146		9,851		271,781		295,452		746,424		496,359	
Purchased services	92,667		67,748		33,426		123,971		76,854		394,666		336,165	
Staff training, travel & memberships	29,163		14,754		10,528		24,754		81,021		160,220		100,144	
Office & miscellaneous	32,385		14,349		8,257		18,345		6,652		79,987		90,137	
Rent	14,587		10,563		4,951		19,113		11,455		60,668		51,043	
Insurance	13,621		7,154		4,403		32,613		32,479		90,270		41,379	
Resident travel and activities	18,392		13,068		3,070		14,650		12,601		61,782		50,213	
Resident care contracts and health care supplies	26,198		2,028		2,207		11,998		13,718		56,149		39,389	
Loss on disposal of assets	-		-		46,902		-		-		46,902		-	
Audit	3,822		2,767		1,973		5,008		1,680		15,250		15,009	
Bad debt	523		-		1,419		-		-		1,942		9,860	
Directors' expenses	3,093		2,240		1,046		4,053		2,437		12,968		19,286	
	3,566,591		1,273,879		699,655		3,008,403		2,575,121		11,123,648		9,079,247	
Excess (Deficiency) of revenue over expenditures	\$ 85,429		\$ (16,569)		\$ (61,236)		\$ 80,013		\$ (210,772)		\$ (123,134)		\$ (124,531)	