



TOWN OF ELK POINT

2018 ANNUAL MUNICIPAL REPORT

OUR VISION

BUILDING A SAFE, THRIVING, SUSTAINABLE FUTURE TOGETHER

OUR MISSION

WITH ACCOUNTABLE LEADERSHIP, WE WORK COLLABORATIVELY TO PROVIDE SERVICE
EXCELLENCE THAT IS RESPONSIVE TO OUR COMMUNITY

OUR VALUES

HONESTY, INTEGRITY, ACCOUNTABILITY, COMMUNICATION, COMMITMENT, FORWARD
THINKING



FOR MORE INFORMATION CONTACT: TOWN@ELKPOINT.CA

Message from the Mayor and Council:

The Town of Elk Point is always looking for opportunities to increase our communication with our residents to share what we are doing, improvements we are making, and plans for the future.



This first annual report for the Town outlines our priorities from our Strategic Plan and explains how we are progressing towards meeting our goals. This 2018 Annual Report will be the first in an annual process that will better inform our community about our current priorities, share our successes, and outline future plans.

On behalf of Town Council, I want to take this opportunity to thank our residents for your commitment to Elk Point and thank you for all you do to make this a better place for everyone. I want to thank our Town staff for all their efforts in serving the many varied needs of our community and for going above and beyond when a problem arises.

In closing, our Council wants to assure our residents that all our decisions are guided towards improving our community in ways that make Elk Point our home both now and into the future. Council and staff are here to work with you and our many partners to ensure Elk Point continues to meet your current and future needs and is truly a community we can all be proud of.

Thank you to everyone who makes Elk Point #therightplacetobe

Strategic Priorities and Progress

1. Partnerships and Collaboration

a. Develop Inter-Municipal Collaboration Framework

- Town of Elk Point, St. Paul and the County selected TSI Consultants to undertake an Inter-municipal Collaboration Framework assessment over the next 12 months.
- Done with the County and a Provincial Grant.
- Involves all services of a Municipality.

b. Build relationships with neighbouring indigenous communities

- Mayor and Council attended the Fishing Lake Metis Settlement grand opening of their Administration building to develop a partnership.

"the new Bulk Water Fill Station is one of our greatest achievements in 2018"

- Council continues to work with Fishing Lake Metis Settlement and Frog Lake First Nations, as well we will be reaching out to Onion Lake First Nations and Kehewin.
 - Cross-cultural/indigenous relations training to take place in 2019.
- c. Meet with the County of St. Paul semi-annually**
- Council's strategic priority is to continue a healthy relationship with the County and Town of St. Paul. Our relationship with the County is important to us as we grow together.

2. Fiscally Responsible

a. Look for efficiencies in shared services/resources

- The Town partnered with the County of St. Paul in an application for provincial funding to construct a new Bulk Water Truck Fill Station. This will be completed in 2019. "The AG Society was instrumental in providing land for this site!"
- The County of St. Paul assisted the Town in applying for a Provincial Grant to upgrade the airport with new electrical and LED lights.
- The Town sold 50% of their asset, transfer station and lands, to the County of St. Paul; thereby reducing their debt and signed a new operations agreement for the use of the Transfer Station and a third-party recycling agreement.
- The Town of Elk Point has repaired four water leaks on the regional water line to reduce water loss.
- Council and Administration are very pleased with our FCSS department, County and Town partnership for the past 3 years delivering excellent services to the community.
- Town Council and Administration have worked hard to obtain our C.O.R.E status through an audit, and we should have the results in 2019.

b. Continue asset management

Public Works continues to update our asset management plan.

c. Strengthen partnerships

Council has developed a partnership with local industries to provide infrastructure renewal.



3. Safe and Healthy Community

a. Bylaw enforcement position

- Council has strategically charted out a new part-time position for bylaw enforcement.
- We continue to review bylaws and policies for effectiveness and communication with residents.
- To date, we have reviewed/created 46 bylaws and 39 policies. We will be reviewing the remaining 124 bylaws and 5 policies in 2019.

b. Support and advocate for RCMP and local health care

- Council and Administration meet regularly with the Elk Point RCMP detachment. As well, Council has initiated semi-annual meetings with M.L.A David Hanson and M.P. Shannon Stubbs.
- Council is excited to see the transition of the new RCMP detachment in 2019.
- Town of Elk Point and County of St. Paul Council have worked hard to attract a new physician to our community in the spring of 2019. This was accomplished with our M.L.A, County of St. Paul, A.H.S, and our 2 current physicians. County and Town Council met with the Minister of Health last fall.



4. Business Opportunities

a. Look into an alternative business model to attract large industry

- With the County's assistance to obtain a Provincial Grant, the region hired Nichol's Applied Management to undertake and complete an economic development review of the region in 2018.
- We are involved, as a region, in another grant application to build capacity and investment in the region.
- Council has revived the EDC and new volunteers are being recruited in 2019. We are considering other business opportunities in Elk Point including a future civic building as a P3 project.

b. Support downtown revitalization and beautification

- Council's strategic priority is to revitalize and beautify Elk Point's downtown. In 2019, we will be cleaning up the derelict and unsightly buildings downtown.
- The County has applied for a Provincial Grant (CARES Program) with regional partners to address capacity building, attraction, and retention.

5. Resident Communication and Engagement

a. Pass public engagement policy

Council and Administration have completed a number of policies required in Provincial Legislation (*Municipal Government Act*) such as Public Engagement Policy to improve communication with our residents and businesses.

b. Modernize website

We are modernizing our website and social media to improve communication with our residents. Stay tuned for more to come in 2019.

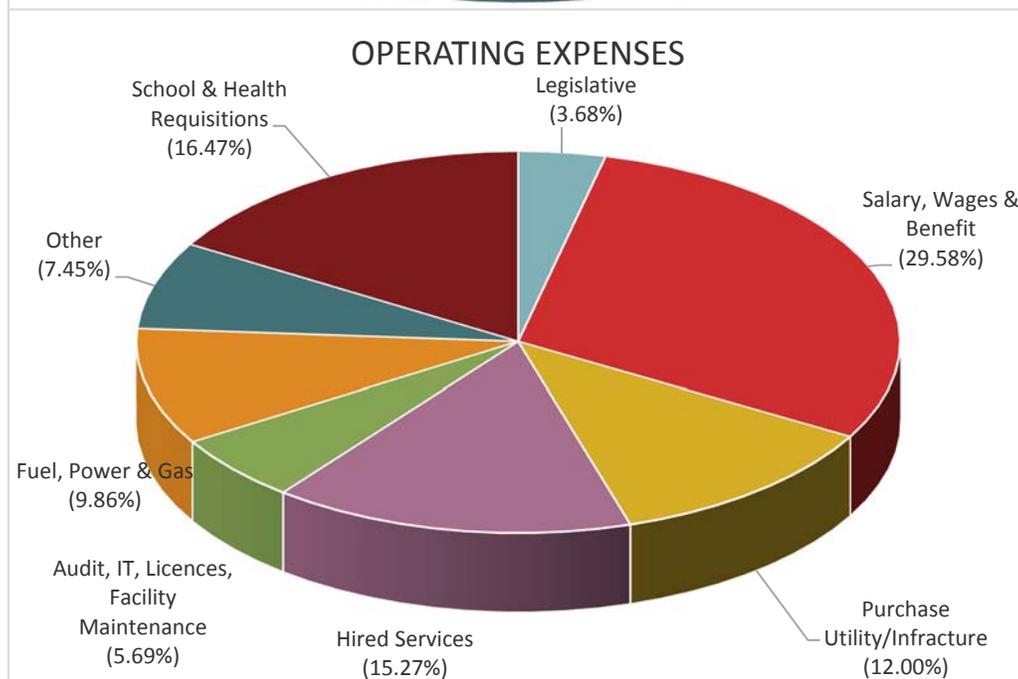
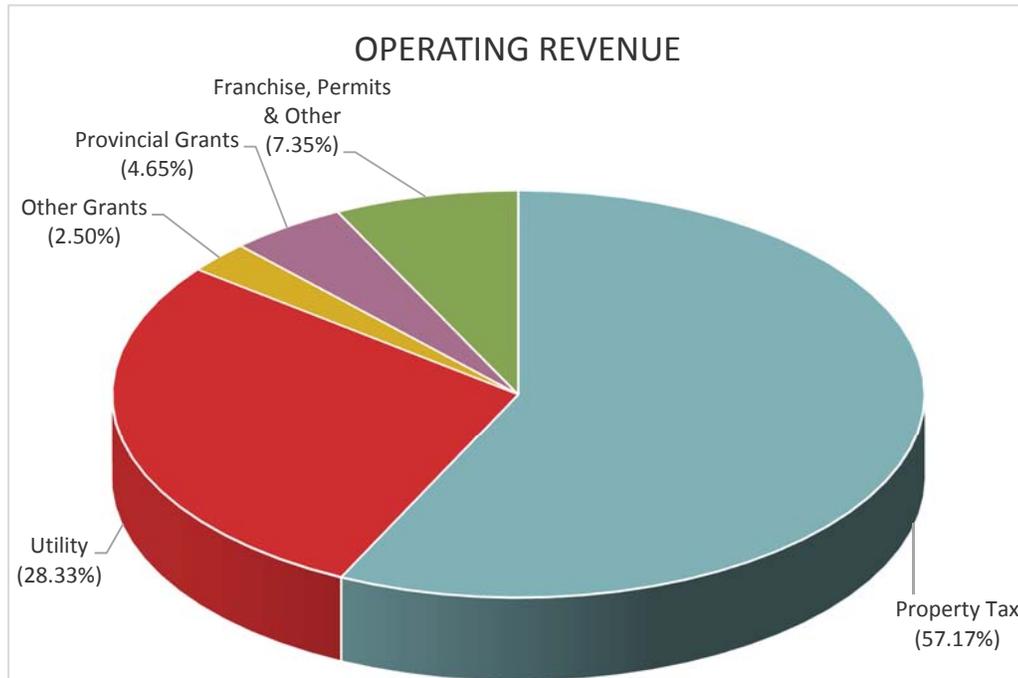
c. Investigate how the community wants to be engaged.

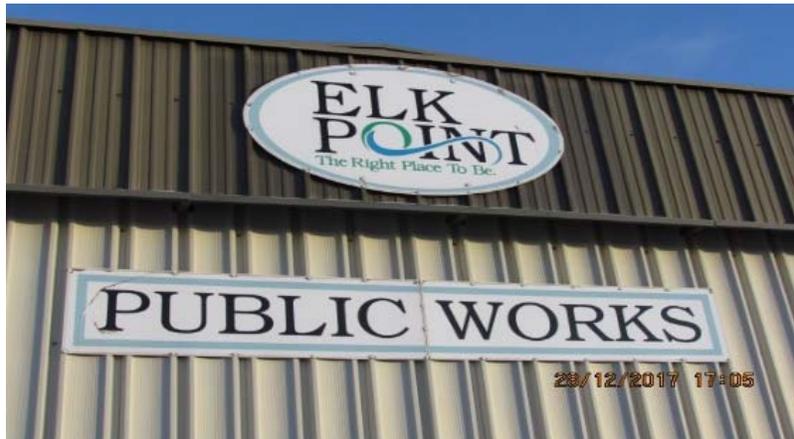
Council will continue to host events in the community, reaching out and engaging to businesses and residents with events such as; information night, pancake breakfast, etc.

Financials:

The Town of Elk Point is in a healthier financial position since 2014 & 2015. Council and Administration have worked hard to develop a three (3) year financial plan to reduce the Town's debt limit from %243 to %61 within Provincial guidelines as of 2017.

As many smaller Municipalities in Alberta, we are reliant on government grants and partnerships to provide efficient and effective services to the taxpayer. One of our strategic priorities is to grow the Town to be sustainable.





Public Works

In 2018 was a busy year for public works which oversaw the completion of a high-pressure bulk water station geared towards larger water hauling trucks and faster fills.

We also saw the completion of a water main rehab and removal of cast iron pipe on 52 street and Circle Drive areas along with a new water main loop to Ravine Drive. The water line was replaced by Nikiforuk Construction. Also, pavement repairs in the area are approximately 60 % completed.

The Town of Elk Point Lift Station did suffer a catastrophic failure in March when one of the pumps in the drywell tore off its base, swinging on the driveshaft and contacting the second pump causing severe damage which required the Town to use several vac trucks to keep up with the flow until a repair was made.

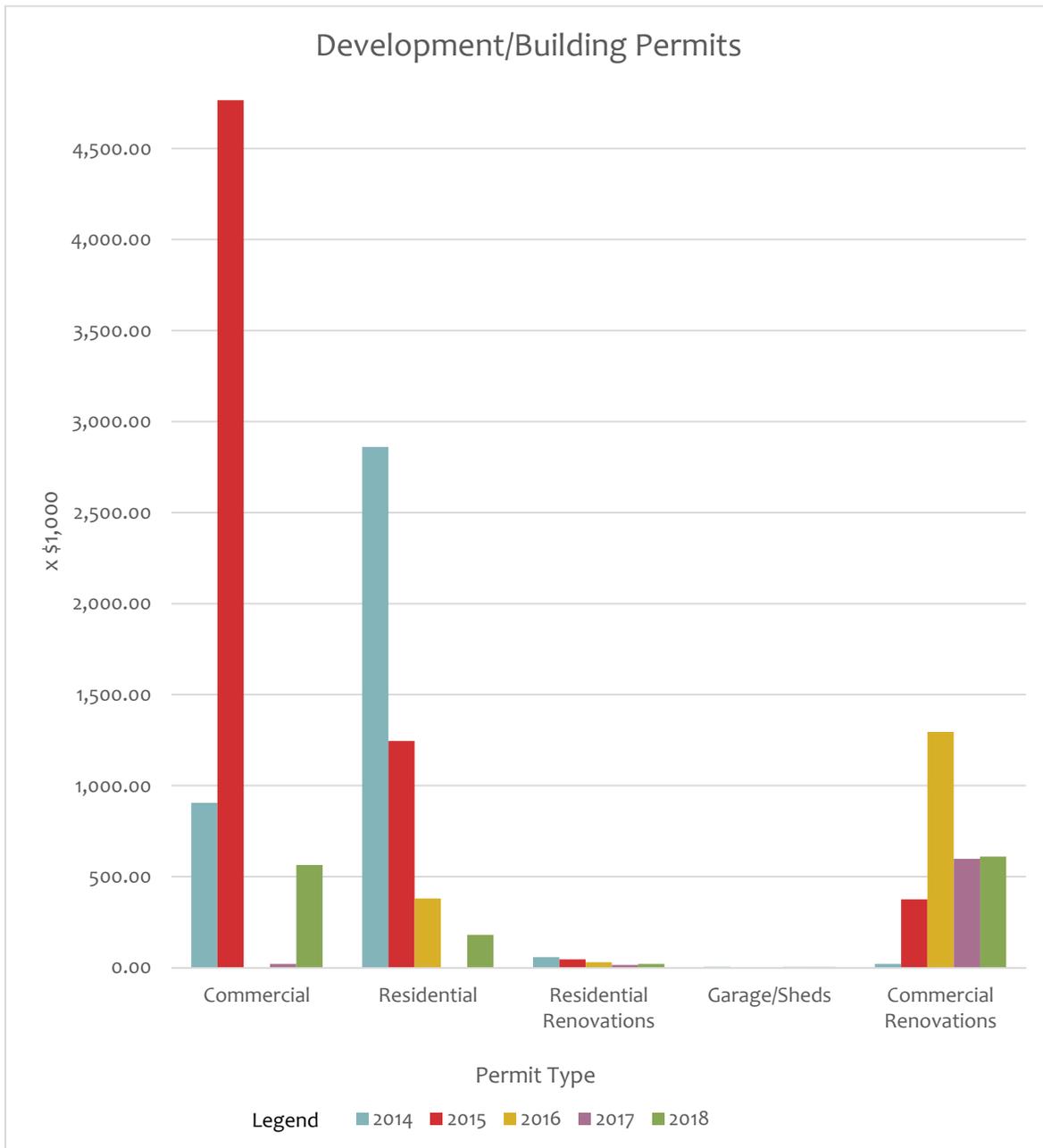
The Town has since purchased three (3) dry submersible flyght pumps of which one has been installed. The Town is currently working with MPE engineering to try to secure grant money to do an upgrade to the lift station.

In 2018 we also saw the completion of our walking trail project with the finishing of the rail on Railway Avenue along with painting of the rail. The Town of Elk Point's equipment also saw the purchase of a new truck with flat deck to replace the old sanding unit.

Jay Duffee
Superintendent of Public Works

Planning and Development and Economic Development

With the slow down in the economy due to Provincial and Federal Legislation, the Town of Elk Point Council has initiated the Economic Development Committee and are in the process of recruiting volunteers. Council is aware and understands that many families and businesses in our community are suffering due to the slowdown in the economy. We are aggressively “thinking out of the box” and reaching out to companies to locate in Elk Point.



Emergency Services

Safety Department Report:

We ended 2018 on a good note, although as a Region we did have a number of incidents throughout 2018, all of which were relatively minor in nature. Everyone's level of safety awareness has increased, but we can still do better. Too many minor incidents do eventually lead to a larger incident that could have a substantial impact on a person's life, to the equipment we use, and to the municipality. Everyone needs to be mindful and alert at work, and willing to step 'outside the box' when you see an unsafe situation or an at-risk behavior about to take place. Support each other at all levels of the team to make sure that everyone is aware of their responsibilities and how to accomplish their tasks in a safe manner.

As the new Safety Director, I wanted to put some goals out there for us to reach for. Safety never goes away and should always be on our mind. A new year brings new safety goals. For 2019 let's try and focus on a few items. Consider goals and reward outcomes such as;

- Attaining 100% completion of required annual safety training. Your Director has access to the training matrix. Ask what is available to you, and take part.
- Ensuring mandatory attendance at Safety Committee Meetings. If you have volunteered, or have been appointed, take part and be an active member. Any change will start with you.
- Requiring supervisors to provide safety topic reviews during department meetings (it doesn't have to be a safety meeting to review safety, make it part of your daily routine).
- Encouraging and rewarding injury and incident reporting. This benefits everyone. Everyone deserves the best care available.
- Promoting and rewarding near miss and hazard identification reporting. This will keep you in the loop of what may have happened if you ignored the hazard. It's an excellent teaching tool.
- Completing incident investigations in a timely manner. There is always a significant potential for a serious incident if the conditions are left uncorrected. The sooner this is done, the better. Usually within 24hrs.
- Responding to employee concerns and actively encouraging safety conversations.

We are a team and everyone deserves to go home safe and sound when their shift is done.

Paul Perrier & Lilianne Gogowich

Fire Department Report:

I am extremely pleased with the commitment from the citizens of this Town that is demonstrated every day by all fire department personnel. The dedication and commitment is extremely apparent when we are called upon to perform the multitude of emergency and non-emergency services that we deliver to the citizens of our great Town.



In 2018, the Elk Point Fire Department responded to 101 incidents, a decrease of approximately 22 incidents from 2017. Fire responses in 2018 totaled 40, approximately 40.4% of the total responses.

The men & women of this department responded to 23 motor vehicle accidents, approximately 23.23% of the total responses, with 12.12% occurring on the major highways.

2018 proved to be a year of progression, with the grant approval for NFPA training to be conducted in 2019. Training has been a pivotal desire for many years and with the enthusiasm and perseverance of our current members, we have high hopes for success.

The continued support of Council is valued and recognized as we continue our pursuit to provide the very best emergency service and public fire prevention/education programs to the residents we serve.

In closing, we say “Thank You” and ask that the Mayor, Members of Council, and residents of Elk Point continue to be proactive in delivering all aspects of fire protection and prevention.

Fire Chief, Peter Hewitt

