

**SUMMER VILLAGE OF POPLAR BAY
REGULAR COUNCIL MEETING
FRIDAY, APRIL 4, 2014 at Noon
SUMMER VILLAGES OFFICE COUNCIL CHAMBERS
605-2nd Avenue, Ma-Me-O Beach, AB**

MINUTES

Present:

Council: Deb McDaniel, Mayor
Brian Meaney, Deputy Mayor (absent)
Laurie Rogers, Councillor

Administration: Therese Wiebe, Assistant CAO

CALL TO ORDER

Mayor McDaniel called the meeting to Order at 12:10 p.m.

A. ADOPTION OF AGENDA

Res. #14-16

Moved by Mayor McDaniel to adopt the agenda as amended with items F8, F11, and F12 to be deferred to the next Council meeting.

CARRIED

B. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

1. Regular Council Meeting Minutes of February 21, 2014

Res. #14-17

Moved by Mayor McDaniel to adopt the Regular Council Meeting Minutes of February 21, 2014 as presented.

CARRIED

2. Special Council Meeting Minutes of March 21, 2014

Res. #14-18

Moved by Mayor McDaniel to adopt the Special Council Meeting Minutes of March 21, 2014 as presented.

CARRIED

C. DELEGATION

1. Seniuk and Company, Financial Auditors

At 12:16 pm Council welcomed Laura Marcato, of Seniuk and Company who presented the consolidated financial statements for the Summer Village of Poplar Bay for the year ended December 31, 2013. Council thanked MS Marcato and she departed from Council Chambers at 12:55 pm.

D. BYLAWS & POLICIES

None.

E. REPORTS FROM STAFF/RESOLUTIONS

1. Follow Up Sheet

The follow up sheet was reviewed and revised.

F. COUNCIL COMMITTEE REPORTS/DISCUSSION ITEMS

1. Regional Wastewater Committee

The County of Wetaskiwin, as Managing Partner, and Brian Keeler, Mayor Summer Village of Norris Beach/Committee Chair and John Slater, Deputy Mayor Summer Village of Ma-Me-O Beach/Committee Vice Chair met with Honorable Wayne Drysdale, Minister of Transportation, Honorable Verlyn Olson, Minister of Agriculture and Rural Development and Honorable Diana McQueen, Minister of Energy on February 25, 2014 to discuss the funding shortfall created by the new alignment. They requested the Minister's consideration for increasing the provincial funding under the Water for Life Grant program for the completion of Phase One. All partners were thrilled to receive notice from Honorable Drysdale March 18, 2014 advising of the approval of the additional funding under the Water for Life Grant. This significant commitment of funding by the Government of Alberta has made this project possible.

The total construction, engineering, management and land costs for Phase One are \$13,148,743, with 92.86% paid by Provincial Funding in the amount of \$12,209,923 and the remainder of \$938,880 paid by the municipal partners for this Phase, being the County of Wetaskiwin and Summer Villages of Poplar Bay, Norris Beach, Grandview, Ma-Me-O Beach and Crystal Springs.

On March 21, 2014 the municipal partners met and approved continuing with Phase One, Project 2A & B construction of the forcemain pipeline from the Mulhurst Lagoon to the Village at Pigeon Lake, located on the south east side of Pigeon Lake, along with two lift stations. They also accepted tenders for the two projects; the first from Westcan Tell Ltd. for the Forcemain transmission line in the amount of \$4,238,869, and the second from Alpha Construction Inc. for the two Lift Stations in the amount of \$3,712,761. Construction is anticipated to be complete by the fall of 2014, dependent on weather conditions.

2. Regional Collaboration Grant – Southside Wastewater Collaboration Plan

Council reviewed a letter indicating that \$248,000 has been received under the Regional Collaboration component of the 2013/14 Regional Collaboration Grant Program for the southside wastewater collaboration plan as submitted by the Summer Village of Crystal Springs.

3. Regional Collaboration Grant – Shared Services Municipal Bylaws & Policies

Administration advised that \$100,000 has been received under the Regional Collaboration component of the 2013/14 Regional Collaboration Program, in support of the shared services: municipal bylaws and policies project.

4. Association of Summer Villages of Alberta

a.) FRIAA - Forest Resource Improvement Association of Alberta Grant

A total of 25 Summer Villages were successful in receiving grant funding in the amount of \$375,000 for developing "fire protection plans which are consistent with the FireSmart Wildfire criteria/requirements."

b.) Second Round of FRIAA Funding

The ASVA has indicated that another round of funding from FRIAA has been announced, and Summer Villages have until noon on April 23, 2014 to submit a letter of interest.

Res. #14-19

Moved by Mayor McDaniel that the Summer Village of Poplar Bay submit a letter of interest for the second round of FRIAA funding.

CARRIED

c.) Executive Council Meeting Minutes

The ASVA provided notes of their meeting with the Honorable Ken Hughes, Minister of Municipal Affairs, which took place on February 26, 2014. The meeting notes indicated that Minister Hughes recognized the significant value of Summer Villages as lake stewards and in providing services to residents that the neighboring Counties could not provide.

5. Pigeon Lake Watershed Association – Watermere Resort Local Area Plan

The Watermere Resort application in Leduc County received first reading on March 25, 2014. The current application is approximately 309.7 acres, and has 997 units (down from 1149 in their last application) and is slated to have an executive golf course, retail stores and a hotel. It appears that access to the lake is aimed towards Rundle Mission.

Council discussed this issue with Mayor McDaniel giving new Councillors some background history. Administration also informed Council that a previous County of Leduc Councillor was in the Summer Village office recently and wanted to keep all Summer Village Councils up to date on this development application.

6. County of Wetaskiwin – Pigeon Lake Watershed Area Concept Plan

Council reviewed a news release with respect to the County of Wetaskiwin's watershed area concept plan, which provides a more specific comprehensive planning framework for the Pigeon Lake watershed. The plan was created with feedback from a focus group comprised of Summer Village representatives, Leduc County, Pigeon Lake Watershed Association, residents involved in business and agriculture, and County of Wetaskiwin Council.

7. South Pigeon Lake Fire Department– Support for Water Rescue

Council reviewed a letter received on behalf of Chief Wayne Benson, Mulhurst Bay Fire Chief and Grant Churchill, Assistant Chief, South Pigeon Lake Fire Department. The letter requested that Summer Villages verify in writing if they would be willing to support, financially and in spirit, an application to the County of Wetaskiwin to allow these two fire departments to respond to ice and water rescue on Pigeon Lake and surrounding lakes (under the direction of the RCMP).

Res. #14-20

Moved by Mayor McDaniel that the Summer Village of Poplar Bay support this initiative for water rescue and commit funding up to a maximum of \$ 4,500. Subject to project approval from the County of Wetaskiwin and in anticipation of the project proceeding, Poplar Bay will set aside this amount in their 2014 budget.

CARRIED

8. Encroachment Project

Deferred to next Council meeting

9. Snow Removal Contractor Letters

Council and administration again expressed mutual frustration about the continuing problem of having the road cleaned in a timely and proper fashion. Administration's ongoing efforts to deal with the contractor were reviewed. Administration was directed to explore any and all possible alternatives and to update council as to their progress. This includes investigating snow removal services provided by the County of Wetaskiwin.

There was recognition that the unusual weather patterns were a factor as well as the fact there are a limited number of contractors in the area with the proper equipment.

Timeliness was considered to be a major factor. This is to be reinforced with the contractor as well as the fact that the Summer Village of Poplar Bay has an individual contract with them and their timeliness should in no way be tied to the scheduling requirements of another municipality. This situation needs to be resolved to ensure that there will be no problems in the 2014/2015 winter season and administration was directed to speak with the owner of the company.

Council requests that the contractor attend the AIM to explain their actions during this past winter to the attending property owners.

10. Memo - AltaGas Line Replacement Program

The AltaGas gas line replacement program initiated by AltaGas scheduled for this year is proceeding as planned. The project has been sent out to tender and work is expected to begin in May 2014. The first phase of consist of the placing of new main lines using horizontal drilling; the second phase will consist of disconnecting services from the old line and connecting them to the new line. It is hoped that the second phase will take place in the fall of 2014.

There will be damage to the road surface as each property that is connected to the existing line will have a hole in the roadway approximately 2 feet square, where AltaGas will need to disconnect household service from the old line. The reconnection to the new line will generally be in a second hole in the ditch, where the gas main is slated to be installed. However, there may be instances where the gas line must run under the road due to the existence of Telus lines obstructing the ditch. AltaGas has assured Summer Village administration that it is their policy to repair damage to roadways to a similar or better condition than when the work was started. They also advise that the contractor will implement and communicate a traffic control plan when working within a municipal public right-of-way.

Poplar Bay Council would like to request someone from AltaGas attend their next Council meeting to expand on the process. Poplar Bay is willing to host other SVs to attend their Council meeting.

Administration will contact AltaGas to arrange times.

11. Municipal Government Act Webinar

Deferred to next Council meeting where Mayor McDaniel will speak to this.

12. Strategic Plan

Deferred to next Council meeting.

13. 2014 Pigeon Lake Protective Services Rates and Charges

Silver Beach Administration has advised that in order to fully fund operating expenses, the service contract rate for 2014 needs to be raised to \$70/hour. As the 1st quarter is almost finished, they will keep the rate at \$60/hour from January to June and raise it to \$80/hour from July to December 31. This allows Silver Beach to give the Summer Villages a 3-month notice as to the rate increase so they may incorporate this increase in 2014 operating budgets. A Council resolution is required as per the agreement with Silver Beach.

Res. # 14-21

Moved by Mayor McDaniel to go In Camera at 2:36 pm

CARRIED

Res. # 14-22

Moved by Mayor McDaniel to come out of In Camera at 2:41 pm.

CARRIED

Res. # 14-23

Moved by Mayor McDaniel that the Summer Village of Poplar Bay ratify the Pigeon Lake Protective Services contract rate to \$80/hour starting July 2014.

CARRIED

14. Municipal Affairs Minister's Awards for Municipal Excellence

Administration advised that a letter has recently been received by Alberta Municipal Affairs requesting submissions for the Minister's Award for Municipal Excellence for a variety of categories.

Res. # 14-24

Moved by Councillor Rogers that the Summer Village of Poplar Bay submit our Regional Emergency Management Plan for the Ministers' Award of Excellence.

CARRIED

G. FINANCIAL

1. Cheque Listing

Res. # 14-25

Moved by Mayor McDaniel to accept the cheque listing as information.

CARRIED

2. Draft Budget #3

The budget was reviewed but approval deferred to next Council meeting.

3. Financial Audit

The final Financial Statements will be presented at the next Council meeting for approval as a few changes are still required.

H. INFORMATION ITEMS

1. PLPS Monthly Service Report – February, 2014
2. Brownlee LLP Emerging Trends 2014
3. Leading Through The Crisis: Emergency Management During a State of Local Emergency
4. Council Governance 2.0: Beyond The Orientation Basics
Council said it was a very interesting article
5. City of Edmonton – Zero 2014
6. Legislative Assembly Alberta – Wildrose 10/10 Community Infrastructure Plan

Res. #14-26

Moved by Mayor McDaniel to accept the above six items as information.

CARRIED

I. ADJOURNMENT

Res. #14-27

Moved by Mayor McDaniel to adjourn the meeting at 3:47 pm.

CARRIED



**Deb McDaniel, Mayor
Summer Village of Poplar Bay**



**Therese Wiebe, Assistant CAO
Summer Village of Poplar Bay**