

**SUMMER VILLAGE OF POPLAR BAY
REGULAR COUNCIL MEETING
FRIDAY, FEBRUARY 21, 2014 at 1:00 P.M.
SUMMER VILLAGES OFFICE COUNCIL CHAMBERS
605-2nd Avenue, Ma-Me-O Beach, AB**

MINUTES

Present:

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

Administration: Sylvia Roy, CAO

CALL TO ORDER

Mayor McDaniel called the meeting to Order at 1:00 p.m.

A. ADOPTION OF AGENDA

Res. #14-01

Moved by Mayor McDaniel to adopt the agenda as presented.

CARRIED

B. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

1. Regular Council Meeting Minutes of November 15, 2013

Res. #14-02

Moved by Mayor McDaniel to adopt the Regular Council Meeting Minutes of November 15, 2013 as amended.

CARRIED

2. Special Council Meeting Minutes of December 19, 2013

Res. #14-03

Moved by Mayor McDaniel to adopt the Regular Council Meeting Minutes of December 19, 2013 as amended.

CARRIED

C. DELEGATION

1. Mr. Jim Webb, Pigeon Lake Watershed Association

At 1:00 pm Council welcomed Mr. Jim Webb, Director for the Pigeon Lake Watershed Association. Mr. Webb indicated that the Pigeon Lake Watershed Management Plan (PLWMP) document is in progress, which is a very large undertaking. The Terms of Reference for the PLWMP has been completed and is on the watershed association's website. The watershed association are conducting presentations and updates to the Association of Pigeon Lake Municipalities (APLM) on a regular basis. According to recent watershed association surveys, the PLWMP has good support from lake residents; a survey to ban cosmetic fertilizers has received good feedback as well. Council indicated that Poplar Bay does fertilizer education/ awareness in the spring newsletter; a bylaw prohibiting fertilizers has not been adopted as it would be difficult to enforce. The watershed association also recently completed a model Land Use Bylaw, and the Summer Village of Grandview is incorporating aspects of this model bylaw into their new draft Land Use Bylaw.

While there is usually a watershed association representative at the Poplar Bay Annual Information Meeting, residents will be encouraged to go to the PLWA's website. The Connection between the PLWA and the APLM was discussed; Council stated that they are supporting the PLWMP through their representation at the APLM and encouraged the use of existing mechanisms to rally support for projects such as the PLWMP. Mayor McDaniel indicated that a homesite assessment has been conducted at their residence and that she views it as a valuable exercise. Aquatic Invasive species were discussed; as Poplar Bay doesn't have a boat launch, the Provincial Park boat launch is used.

Lastly, Mr. Webb encouraged participation in the watershed association by joining committees, attending public events, posting notices and website links, and providing financial commitments. The PLWA is applying for grant but funding for sustainability is always needed. The PLWA is busy with marketing and communication, and therefore looking at hiring staff to help out.

Council thanked Mr. Webb and he departed from Council Chambers at 1:39 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 retender for the lift stations were released in late January, with the tenders closing on February 13th. A meeting with the provincial Ministers of Transportation, Environment and Agriculture will take place this month, to discuss the regional wastewater project.

2. Local Wastewater Collection Project

Administration is awaiting reports from Sentry Water and Wastewater.

3. Alberta Transportation TRAVIS M-J Permit Program

Council reviewed a letter and information document from Alberta Transportation related to the implementation of the TRAVIS Multi-Jurisdiction (TRAVIS -MJ) permitting system for oversize and overweight vehicles, and that the sharing of permit fees with municipalities will take place effective April 1, 2014.

4. Association of Summer Villages of Alberta

Council reviewed a letter from the ASVA providing an update on the work that they have been involved with on behalf of their Summer Village membership.

5. Association of Pigeon Lake Municipalities

The regional collaboration grant application and letter from the County of Wetaskiwin was received as information. The County of Wetaskiwin's letter indicated that they had withdrawn from the Association of Pigeon Lake Municipalities (APLM). This formed part of the discussion when an APLM delegation attended a County of Wetaskiwin Council Meeting on January 7, 2014. The County has deferred a decision to rejoin the APLM to a future meeting. The County has struck a committee to review the governance procedures for the APLM and the terms of reference for the in-lake technical subcommittee.

6. County of Wetaskiwin Fire Service Agreement

Res. #14-04

Moved by Mayor McDaniel to enter into the Fire Services Agreement with the County of Wetaskiwin, as presented.

CARRIED

7. Inter-Municipal Development Plan

Res. #14-05

Moved by Councillor Rogers that the Summer Village of Poplar Bay provide additional funding of \$15,000 as per the cost sharing percentages contained in the Intermunicipal Development Plan, to perform the chip sealing of the Provincial Park Road.

CARRIED

8. Encroachment Project – Baseline Geomatics Group Letter

Council reviewed a letter from Baseline Geomatics regarding the error made on the report they conducted in the summer of 2011, where some encroachments were not identified. As per their suggestion, Council agreed that Baseline Geomatics should do a "walk by" along the lake to ensure that there are no other unidentified encroachments. There is a possibility that Baseline may also survey the road right of ways as part of the same project.

9. Alberta Transportation – 2014 Projects

Council accepted this general information document as information.

10. Weed Inspector Appointment

Res. #14-06

Moved by Mayor McDaniel to appoint Mr. Don Davidson as weed inspector for the Summer Village of Poplar Bay.

CARRIED

11. Resident Email – Snow Clearing Concerns

Issues with snow clearing need to be addressed with the snow removal contractor; Administration will contact the contractor and Council will be advised as to the result.

12. Beaver Control Program

Res. #14-07

Moved by Mayor McDaniel to enter into agreement with Battle River Wildlife Management for beaver control for a four year contract at a cost of \$1500 per year.

CARRIED

13. Road Signage Update

In early spring, road signs will be installed. This includes both signs to complete the municipal addressing project as well as any required speed signs. Some reduced speed ahead signs will be installed on County of Wetaskiwin road right away by the County, as part of the Intermunicipal Development Plan agreement.

14. Encroachment Project Update

Administration obtained legal advice from Brownlee LLP with respect to the existing policy and sample encroachment agreement. Further information/ clarification is required from Brownlee. Administration will ask Brownlee for a cost estimate to perform revisions to the existing policy and obtain three encroachment agreement templates as well as information on a sliding fee for the size of the encroachment.

15. Poplar Bay Recreation Area

Discussion of the current use (or lack thereof) of the recreation area. To be discussed further at a future time. Strategic plan to discuss at the next council meeting.

G. FINANCIAL

1. Cheque Listing

Res. # 14-08

Moved by Brian to accept the cheque listing as information.

CARRIED

2. 2014 Draft Budget

To be reviewed at the next council meeting.

H. INFORMATION ITEMS

1. PLPS Monthly Service Report – November, December, 2013 and January, 2014
2. Yellowhead Regional Library Board Changes
3. Government of Alberta – Guidelines to the Procurement Obligations of Domestic and International Trade Agreements
4. Federation of Canadian Municipalities Letter
5. Letter – Municipal Affairs Opposition Critic
6. Teamsters Canada
7. The Future of Canada Post
8. SPCA Letter
9. Alberta Human Services – Building Families & Communities Act

Res. #14-09

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

CARRIED

I. ADJOURNMENT

Res. #14-10

Moved by Mayor McDaniel to adjourn the meeting at 3:30 pm.

CARRIED



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



**Sylvia Roy, C.A.O.
Summer Village of Poplar Bay**