

**REGULAR MEETING OF COUNCIL
SUMMER VILLAGE OF ITASKA
April 16, 2014
IN ROOM 241
LEDUC COUNTY ADMINISTRATION OFFICE**

PRESENT:

Present at the meeting were:

MAYOR	Ralph Johnston
COUNCILLORS	Rex Nielsen Rick Redl
CHIEF ADMINISTRATIVE OFFICER	June Boyda
GALLERY	Jon Timms, Seniuk & Company Chartered Accountants

CALL TO ORDER:

The meeting was called to order by Mayor Johnston at 7:01 p.m.

ADDITIONS, DELETIONS AND ADOPTION OF AGENDA:

The following items are hereby added to the agenda:
7.13 Accounts Payable Cheque Listing – April, 2014

Res. #019/14 Moved by Councillor Redl that the Regular Council Meeting agenda is hereby
Agenda adopted as amended.

CARRIED

ADOPTION OF MINUTES:

Res. #020/14 Moved by Councillor Redl that the Regular Council Meeting Minutes of
Minutes February 12, 2014 are hereby approved as presented.

CARRIED

DELEGATIONS:

Seniuk & Company Chartered Accountants – 2013 Draft Financial Statements

Jon Timms, from Seniuk & Company Chartered Accountants was in attendance to present the 2013 Draft Audited Financial Statements.

An adjustment made was the addition of recording the amount of grants that could be used for capital projects, under deferred income. Those funds may not ever be accessed if projects are not applied for under those grants.

Mr. Timms commented that the financial books were maintained very well, and it was one of the cleanest municipal audits he had ever completed. The Summer Village of Itaska is in a good position, and continued to be able to stay under budget and increase the surplus reserve.

Some modifications were required to the draft audited financial statements. The final copy to be sent to Administration and Council for Council review.

BYLAWS and POLICIES: none

C.A.O.'s REPORT:

Res. #023/14 Moved by Mayor Johnston that the C.A.O.'s report dated February 5 – April 4,
Report 2014 is hereby approved.

CARRIED

FINANCE:

Bank Reconciliation – January, 2014

Res. #024/14 Moved by Councillor Nielsen that the Bank Reconciliation for January, 2014, is
Bank hereby approved.
Reconciliation

CARRIED

Bank Reconciliation – February, 2014

Res. #025/14 Moved by Mayor Johnston that the Bank Reconciliation for February, 2014, is
Bank hereby approved.
Reconciliation

CARRIED

Bank Reconciliation – March, 2014

Res. #026/14 Moved by Councillor Redl that the Bank Reconciliation for March, 2014, is
Bank hereby approved.
Reconciliation

CARRIED

Accounts Payable Cheque Listing – February 1 – March 31, 2014

Council agreed to accept this correspondence as information.

General Ledger Transaction History – January 1 – March 31, 2014

Council agreed to accept this correspondence as information.

Balance Sheet and Income & Expense – March 31, 2014

Res. #027/14 Moved by Councillor Nielsen that the Balance Sheet ending March 31, 2014,
Financial and the Income / Expense Statements for January 1 – March 31, 2014 are
Statements hereby approved as presented.

CARRIED

NorthEast Pigeon Lake Regional Services Commission – Outstanding Utilities

Res. #028/14 Moved by Mayor Johnston that the following amounts are added to the
Finance respective tax rolls for 2013 and 2014 outstanding utilities:

2014 outstanding utility amounts

Lees: \$310.50

Eger: \$414.00

Moore: \$310.50

McCall: \$103.50

2013 outstanding utility amounts

Eger: \$774.00

Lunde: \$60.50

CARRIED

Linear Property Assessment – 2014 Tax Year

Council agreed to accept this correspondence as information.

Assessment Roll – 2014 Taxes

Council agreed to accept this correspondence as information.

Assessment Comparisons to Previous Tax Year

Council agreed to accept this correspondence as information.

Alberta School Fund Foundation – 2014 Requisition

Council agreed to accept this correspondence as information.

2014 Draft Budget

Res. #029/14 Moved by Mayor Johnston that the 2014 Budget is hereby approved as
Finance amended.

CARRIED

Accounts Payable Cheque Listing – April, 2014

Council agreed to accept this correspondence as information.

TACTICAL LIST:

Council reviewed and updated the tactical list, and Council focus objectives for 2014.

NEW BUSINESS:

Council Reports

Mayor and Councillors reported on the various committees and meetings they attended and projects being worked on.

Mayor Johnston completed an annual review with the CAO, and reviewed focus objectives for 2014.

The steering committee for the South Side sewer project sent out a summary of the project, which has been added to the Itaska Beach website.

Mayor Johnston attended first reading at Leduc County for the Watermere Resort Development project.

Councillor Nielsen gave an update on the Pigeon Lake Watershed Management Plan. For the Cosmetic Fertilizer Bylaw, the Summer Village of Itaska Beach already has a bylaw in place banning use of fertilizers. Once the cosmetic fertilizer bylaw comes forward, Council may consider whether there should be an enforcement portion of the Summer Village's municipal bylaw. The Model Land Use Bylaw would be great for a brand new subdivision development along the shores of the lake. There may be a number of provisions that could be considered to be incorporated into Itaska Beach's Land Use Bylaw. The Model Land Use Bylaw will be presented as best practices to the APLM, which will further then go to each municipal council. Another project being worked on is storm water management and how to best deal with slowing down the water before running into the lake.

Council agreed to accept this correspondence as information.

Baumann – Pump Station Road Expansion

Res. #030/14
Project Moved by Councillor Redl that the Pump station road expansion quote in the amount of \$7,200 plus G.S.T. from Baumann's Hoe & Bobcat LTD is hereby approved, with project funding to come from the Basic Municipal Transportation Grant.

CARRIED

South Side Pigeon Lake Fire Department – Water Rescue

There was discussed the assumption that there would be no additional operating costs beyond the regular contract with the Mulhurst Fire Department.

- Res. #031/14
Project
- Moved by Mayor Johnston that the Summer Village of Itaska Beach hereby supports the South Pigeon Lake Fire Department in the application to the County of Wetaskiwin, to allow the Mulhurst and South Pigeon Lake Fire Departments, under the direction of the Royal Canadian Mounted Police, to respond to ice and water rescue on Pigeon and surrounding lakes, and further, provided that grant funding could be utilized, would support this initiative with a one-time initial capital contribution of \$7,500.

CARRIED

Association of Summer Villages of Alberta – Forest Resource Improvement Association of Alberta Grant

Council agreed to accept this correspondence as information.

Alberta Transportation – TRAVIS Funding Agreement

- Res. #032/14
Agreement
- Moved by Councillor Nielsen that the Memorandum of Agreement between the Minister of Transportation and the Summer Village of Itaska Beach for the Transportation Routing and Vehicle Information System Multi-Jurisdiction (TRAVIS-MJ) is hereby approved.

CARRIED

The Summer Village contractor RoadData charges \$13 per permit to manage the system.

- Res. #033/14
Agreement
- Moved by Councillor Nielsen that the permit fees for the TRAVIS-MJ will be as follows:
\$15 for all permit types, no G.S.T. and
\$15 for a permit cancellation fee, no G.S.T.

CARRIED

Fire Chief Benson – Road Request

- Res. #034/14
Support
- Moved by Mayor Johnston that a letter be sent to Fire Chief Benson thanking him for the information, and advising that Council has considered the additional access road, but are not prepared to proceed at this time.

CARRIED

Alberta Municipal Affairs - Flag

Council agreed to accept this correspondence as information.

Pigeon Lake Watershed Management Plan

This topic to be brought back to Council at the June, 2014 Council Meeting.

ADMINISTRATIVE MATTERS:**Development Permit Status**

Council agreed to accept this correspondence as information.

C.A.O. Boyda – Off-Highway Vehicle Bylaw

This topic to be added as an agenda item for discussion at the Annual Information Meeting.

CAO Boyda – Picnic Tables

A trailer could be used to haul the picnic tables from the garage to the picnic area. The trailer could also be used to move the buoys each year.

Res. #035/14 Moved by Mayor Johnston to purchase 36 green Lifetime Picnic Tables, and
Project two without seats from Costco, and further that Alex Baumann be hired to
 remove the old picnic tables, and further to research racks to store the picnic
 tables and a trailer.

CARRIED

CORRESPONDENCE:

- 1 Website Analytics – February, 2014
- 2 Website Analytics – March, 2014
- 3 Alberta Urban Municipalities Association Board Newsletter – February, 2014
- 4 Pigeon Lake Watershed Management Plan - Meeting Record March 21, 2014
- 5 Pigeon Lake Watershed Management Plan - Draft Cosmetic Fertilizer Survey
- 6 Pigeon Lake Management Plan Steering Committee - Pigeon Lake Nutrient
Budget
- 7 Alberta Urban Municipalities Association – Small Communities Newsletter –
Winter, 2014
- 8 Alberta Municipal Affairs – Picnic Table Project Approval
- 9 County of Wetaskiwin – Pigeon Lake Area Concept Plan
- 10 Alberta Urban Municipalities Association – Budget Analysis 2014
- 11 Association of Summer Villages of Alberta – Notes from Meeting with Minister
Hughes, February 26, 2014
- 12 County of Wetaskiwin - Pigeon Lake Wastewater Project Update, March 31, 2014

Council agreed to accept this correspondence as information.

DATE OF NEXT MEETING:

June 18, 2014 – Regular Council Meeting

EXECUTIVE SESSION (in-camera):

Res. #035/14 Moved by Mayor Johnston that the Regular Council meeting temporarily
Adjournment adjourn and Council sit in Executive Session at 10:10 p.m.

CARRIED

Res. #036/14 Moved by Councillor Nielsen that the Regular Council meeting reconvene from
Reconvene Executive Session at 10:25 p.m.

CARRIED

ADJOURNMENT:

Res. #037/14 Moved by Councillor Redl that the Regular Council meeting of April 16, 2014
Adjournment is hereby adjourned at 10:26 p.m.

CARRIED

THESE MINUTES ADOPTED BY COUNCIL THIS 18th DAY OF JUNE, 2014

MAYOR

CHIEF ADMINISTRATIVE OFFICER