

**SUMMER VILLAGE OF POPLAR BAY
REGULAR COUNCIL MEETING
FRIDAY, APRIL 17, 2015 at 3:00 PM
SUMMER VILLAGES OFFICE COUNCIL CHAMBERS
605-2nd Avenue, Ma-Me-O Beach, AB**

MINUTES

Present:

Council: Deb McDaniel, Mayor
Brian Meaney, Deputy Mayor
Gary Carew, Councillor

Administration: Sylvia Roy, CAO

CALL TO ORDER

Mayor McDaniel called the meeting to Order at 3:11 p.m.

A. ADOPTION OF AGENDA

Res. #15-25

Moved by Mayor McDaniel to adopt the agenda as amended.

CARRIED

B. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

1. Regular Council Meeting Minutes of March 27, 2015

Res. #15-26

Moved by Mayor McDaniel to adopt the Regular Council Meeting Minutes of March 27, 2015 as presented.

CARRIED

C. DELEGATION

1. Ms. Laura Marcato, Seniuk and Company

At 3:12 pm council welcomed Laura Marcato of Seniuk and Company, who presented the Poplar Bay 2014 audited financial statements. Council thanked Ms. Marcato and she departed from Council Chambers at 3:41 pm.

D. BYLAWS & POLICIES

1. Bylaw #239, Restrict the Use of Fertilizers and Pesticides.

Res. #15-27

Moved by Deputy Mayor Meaney to give Third Reading to Bylaw #239, Bylaw to Restrict the Use of Fertilizers and Herbicides, as presented.

CARRIED

2. Bylaw #240, Development Permit Bylaw

Res. #15-28

Moved by Councillor Carew to give Second Reading to Bylaw #240, Bylaw, Development Permit Bylaw, as presented.

CARRIED

Res. #15-29

Moved by Deputy Mayor Meaney to give Third Reading to Bylaw #240, Bylaw, Development Permit Bylaw, as presented.

CARRIED

3. Bylaw #241, Rates of Taxation for 2015

Res. #15-30

Moved by Mayor McDaniel to give First Reading to Bylaw #241, Rates of Taxation for 2015, as presented.

CARRIED

Res. #15-31

Moved by Deputy Mayor Meaney to give Second Reading to Bylaw #241, Rates of Taxation for 2015, as presented.

CARRIED

Res. #15-32

Moved by Councillor Carew to proceed to Third Reading for Bylaw #241, Rates of Taxation for 2015, as presented.

CARRIED

Res. #15-33

Moved by Mayor McDaniel to give Third Reading to Bylaw #241, Rates of Taxation for 2015, as presented.

CARRIED

E. REPORTS FROM STAFF/RESOLUTIONS

1. Follow Up Sheet

The follow up sheet was reviewed and revised.

2. CAO Report

Council reviewed the CAO report covering the period from January 1st to March 31, 2015.

F. COUNCIL COMMITTEE REPORTS/DISCUSSION ITEMS

1. Pigeon Lake Regional Wastewater Committee

Mayor McDaniel referred to the regional wastewater committee meeting of all affected Councils that took place on April 2, 2015. The Brownlee lawyer who presented the draft MOU and interim agreement didn't appear to be aware that an MOU was already signed two years ago, and that the MOU was also amended to extend the term of the agreement to December 2016.

As such, the proposed MOU and interim agreement refers to a sewer line that is yet to be built, when in fact it's already been built.

Grandview Mayor Don Davidson prepared a list of comments on the draft MOU, which was shared with all participating municipalities. Concerns were raised that Phase 2 of the wastewater project is not discussed in the MOU. Mayor Davidson suggested that the MOU should be revised by adding information about Phase 2 of the regional line, and pre-dating the agreement to March 22nd amongst other amendments.

a. Memorandum of Understanding and Interim Agreement

A pre-dated agreement and project scope are two items that Council discussed as being desirable for a new MOU. A change in the date of the agreement would ensure that all resolutions are still valid, and an added schedule so the project and services area to ensure both Phase 1 and phase 2 are mentioned.

2. South Side Wastewater Committee

A south side waste water committee meeting was held on April 15, 2015. One new south side commission and each municipality running their wastewater as a municipal utility was agreed upon. The final MPE report is complete. Legal counsel will be sought for agreements and bylaws. The Orenco STEP pump system was discussed.

As an alternative to waiting for Phase 2 of the regional line to be built, oversizing of pipes was discussed as suggested by MPE. A pump-out tank would be installed where the proposed lift station would be; when the regional line is installed, it becomes part of the lift station. The oversizing would be shared by Grandview and Poplar Bay.

A south side wastewater open house may be held on June 13, 2015 at 10:00 am at the Ma-Me-O Beach community hall. A municipality-specific brochure would be created for each Summer Village and the County of Wetaskiwin. It would describe capital costs, of which grant funding can be attributed, and also operating costs and per lot costs not covered by grant funding. It was noted that Poplar Bay costs may be higher than other Summer Village costs due to being the furthest distance to the regional line.

The next south side committee meeting may be scheduled for May 21, 2015 at 3:00 pm.

3. Grass Cutting Contracts (In Camera)

Res. #15-34

Moved by Mayor McDaniel to go In Camera at 4:55 pm.

CARRIED

Res. #15-35

Moved by Mayor McDaniel to come out of In Camera at 5:05 pm.

CARRIED

4. Joint Services Committee

At the recent Joint Services Committee Meeting, Deputy Mayor Churchill from Crystal Springs advised that the County of Wetaskiwin submitted an application for \$157,000 but were denied the grant funding. However, an event called the taste of summer, sponsored by residents of Crystal Keys, is going ahead this year with the proceeds going towards water rescue. The taste of summer event is scheduled for Saturday on the August long weekend; they are expecting \$5-10,000 to be raised. The plan is to see how much money is raised, then go back to the municipalities for the difference up to the required \$25,000. The \$25,000 is for capital expenditures; \$1,000/year is still required for operating expenses.

Argentia Beach, Golden Days, Ma-Me-O Beach and Poplar Bay will be adopting the Grandview fertilizer bylaw at their upcoming Council Meetings. Norris Beach still has the bylaw under review, while Crystal Springs has decided to educate their residents regarding the use of fertilizers/herbicides rather than adopting a bylaw.

Discussion of Community Peace Officers/Bylaw Officers took place at the Joint Services Committee meeting. A Community Peace Officer designation is required to write parking tickets and other similar tickets. Speeding concerns will need to be addressed by the RCMP, who are currently patrolling the Summer Villages. RCMP should also be contacted for noisy parties/ impaired drivers.

The Summer Villages Office will be open Monday to Friday during the summer months instead of Tuesday to Saturday. The office staff recorded the amount of Saturday business that was conducted in 2014 and it wasn't deemed to be sufficient to keep the office open on Saturday. The Development Officer is still available by appointment after office hours and/or weekends. This will be inserted into the upcoming newsletter.

5. Chief Administrative Officer Contract (In Camera)

Res. #15-36

Moved by Mayor McDaniel to go In Camera at 5:09 pm.

CARRIED

Res. #15-37

Moved by Mayor McDaniel to come out of In Camera at 5:10 pm.

CARRIED

Res. #15-38

Moved by Councillor Carew that the Summer Village of Poplar Bay enter into the Chief Administrative Officer agreement with Sylvia Roy, as presented.

CARRIED

6. Date of Annual Information Meeting

The date of the Poplar Bay Annual Information Meeting will be decided after the wastewater open house on June 13.

7. Memo Re: Holding Tank Inspections

Council asked for further clarification from Administration with respect to the memo regarding holding tank inspections.

8. Encroachment Agreement

Res. #15-39

Moved by Mayor McDaniel to enter in an encroachment agreement with the current owners of #307 Poplar Bay (legal address Lot 7A, Block 2 Plan 07212-48).

CARRIED

9. ASVA Boat Mooring Forum

Administration attended a boat mooring forum hosted by the Association of Summer Villages of Alberta, presented by Mr. Gerry Haekel of Alberta Environment and Sustainable Resource Development. Mr. Haekel is gathering feedback from Summer Villages on boat lifts, docks and hoists in Alberta lakes. The feedback obtained from Summer Villages will help to create the policy which will eventually be implemented by the provincial department.

The restriction to not install docks in front of road allowances may be a concern, as some residents don't have any other option. In addition, while it may be necessary for the Province to draft regulations, Council may wish to retain the right to implement their own local rules.

Council will review the information and compile a submission for the ASVA to submit to the Province.

G. FINANCIAL

1. Cheque Listing

Res. # 15-40

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

CARRIED

2. 2015 Joint Services Committee Budget

Res. #15-41

Moved by Mayor McDaniel to approve the 2015 Joint Services Committee budget, as presented.

CARRIED

3. 2015 Poplar Bay Budget

Res. #15-42

Moved by Councillor Carew to approve the 2015 Poplar Bay budget, as presented.

CARRIED

4. 2014 Audited Financial Statements

Res. #15-43

Moved by Deputy Mayor Meaney to approve the 2014 Poplar Bay financial statements as presented.

CARRIED

Res. #15-44

Moved by Councillor Carew to transfer \$100,000 from 2014 operating surplus to the wastewater reserve.

CARRIED

H. INFORMATION ITEMS

1. Alberta Municipal Affairs – MSI Capital Funding Allocation
2. Alberta Municipal Affairs – Minister's Awards for Municipal Excellence
3. WCB April 28, 2015 – National Day of Mourning

4. Pigeon Lake Regional Chamber of Commerce – Notice of Annual General Meeting
5. County of Wetaskiwin – News Release for PLWA
6. Pigeon Lake Watershed Association Newsletter

Res. #15-45

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

CARRIED

I. ADJOURNMENT

Res. #15-46

Moved by Mayor McDaniel to adjourn the meeting at 558 pm.

CARRIED



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



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

