



**SUNDANCE BEACH**  
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# Annual Information Meeting

June 27, 2015  
10:00 A.M.—12:00 P.M.  
Sundance Beach Community Centre

Agenda

Page 1

AIM Minutes - August 22, 2014

Pages 2-9

## **Documents in Package**

2014 Financial Statement

2015 Financial Report

Sewer Levy Reserve Fund Update

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# **Annual Information Meeting**

**June 27, 2015  
10:00 A.M.—12:00 P.M.  
John Turgeon Community Hall**

## **AGENDA**

- 1. Welcome and Introductions**
- 2. 2014 AIM – Old Business**
  - Wi-Fi at Sundance Beach Community Centre
  - Removal of hazardous trees
- 3. 2014 - 2015 Highlights**
  - Sundance Beach Community Centre Construction
  - Summer Works Program
  - Pigeon Lake Protective Services
- 4. 2015 Plans**
  - Capital Projects
  - Wastewater Planning
  - Residential Address Signs
  - Bench Sponsorship Program
  - Ice/Water Rescue Services
  - Information Sessions
  - Bylaw and Policy Review
- 5. Financial Report**
- 6. Alliance of Pigeon Lake Municipalities**
- 7. Pigeon Lake Watershed Association**
- 6. Residents' Feedback**
  - Fireworks Bylaw
  - Cosmetic Fertilizer Bylaw
  - Other items
- 7. Comments/Questions from Residents**
- 8. Adjourn**

**SUMMER VILLAGE OF SUNDANCE BEACH**  
**MINUTES OF THE ANNUAL INFORMATION MEETING**

**August 23, 2014**  
**10:00 A.M.**

**Sundance Beach Community Centre**

Call to Order: Mayor Peter Pellatt welcomed everyone to the Sundance Beach Annual Information Meeting at 10:05 am.

Present: Mayor Peter Pellatt  
Councillors: Brian Waterhouse  
Rich Miller  
CAO: Harold Wynne  
Municipal Clerk Joan Wynne  
Peace Officer Lorna Radkie  
Residents: Approximately 60

Handouts: Agenda package

**1. Introductory Comments**

Mayor Pellatt welcomed everyone in attendance. He introduced Councillors Brian Waterhouse and Rich Miller; Chief Administrative Officer Harold Wynne; Municipal Clerk Joan Wynne; and Peace Officer Lorna Radkie.

**2. 2013 AIM – Old Business**

Blue Bag Recycling

In 2013, Council discussed the implementation of a blue bag recycling program for Sundance Beach and they decided there was not enough support from residents to warrant the cost of implementing this program.

Fall Cleanup

CAO Wynne reported that waste bins would be once again available in the hall parking lot for the Labour Day long-weekend cleanup. Bins will be delivered on Friday, August 29 and removed on Tuesday, September 2.

### Wireless Internet

CAO Wynne reported that wireless Internet would be available at the newly constructed Sundance Beach Community Centre. A booster has been purchased to extend the wi-fi signal beyond the Community Centre and this will be tested in September. The wi-fi access will be password protected and residents may obtain the password from the admin office.

### Gate Keys

Residents needing access to the emergency route roadways (i.e., Vine Ave and Willow Road) may obtain a gate key by contacting the admin office. Some permanent residents (to be determined) will also have gate keys which may be accessed in an emergency. All the utility companies and Mulhurst Bay Fire Department vehicles have gate keys for emergency access.

### **3. 2013-2014 Highlights**

CAO Wynne gave a brief overview of administration highlights from 2013-14:

#### Administration Office Addition in Sundance Beach

The administration office addition to the John Turgeon Community Hall in Sundance Beach has been completed and is presently being furnished, with computers and phones yet to be installed. These offices will also serve as the home base for the Silver Beach administration. A move to the new offices is scheduled to begin in September.

CAO Wynne enumerated the advantages of having this facility in Sundance Beach, including:

- It brings municipal government services directly to the people through a staffed administration office.
- It provides increased and upgraded space for residents to rent for private functions.
- It allows Sundance Beach to provide meeting space and potential admin services to provincial government departments, municipal governments, and organizations with an interest in Pigeon Lake.
- It increases safety to residents in Sundance Beach as the admin centre is the home to Pigeon Lake Protective Services and the newly formed Pigeon Lake Regional Emergency Management Agency.

Mayor Pellatt informed residents that the final project cost for the admin office addition and upgrades to the existing hall is estimated to be \$418,450. An

additional expenditure of \$54,000 was incurred for concrete sidewalks/patio, retaining wall, landscaping and upgrading the wastewater holding tank. To date, the Alberta Municipal Affairs MSI grant approval for all Sundance Beach capital projects totals \$514,440. These MSI grant monies have been received and, with the exception of the final payment, the hall addition and upgrade have been totally paid for from these grant funds.

CAO Wynne introduced Jamie Affleck, President of Alair Homes, the company that constructed the hall addition. Jamie spoke briefly about features of the hall construction, including elevation and drainage, and challenges faced with hiring contractors to complete projects outside Edmonton. He noted that some local contractors were hired to complete construction tasks (e.g., excavating, plumbing, mechanical, gas-fitting, concrete, retaining wall, landscaping).

Jamie made a surprise announcement to everyone assembled that, to commemorate this important addition and upgrade to the Sundance Beach Community Centre, Alair Homes was donating a 20' x 30' tent canopy for use at community events. On behalf of the residents, Mayor Pellatt thanked Jamie and Alair Homes for this most generous donation and residents gave him a round of applause.

#### Development

- CAO Wynne reported provided an overview of development permits issued since 2011 as follows:
  - 2011 – 3 properties;
  - 2012 – 5 properties and 4 recreational easements;
  - 2013 – 1 property and 4 recreational easements;
  - 2014 – 9 properties and 4 recreational easements.

#### Summer Works Program

- Kim Falkenberg provided an overview of the summer works program, as follows:
  - Mathew Harris, Zack Riley, and Brent Mitchell are the summer students who have been doing an outstanding job of keeping the summer village looking beautiful. Mathew was present and residents gave him a round of applause.
  - The Canada Day Celebration took place on Vine Avenue and a tent canopy was set up over the food service area. The new tent canopy generously donated by Alair Homes will be used next year for Canada Day festivities.
  - The summer students regularly mow grass, clear brush, remove weeds, and work when needed on cleaning the hall.
  - Fire protection initiatives continue, including mulching Vine Avenue and roadways, brushing and removing trees.

- An arborist has been contracted to identify dangerous trees throughout the summer village and these will be removed.
- Some mesh fencing and gates will be installed according to the fencing plan developed last season.
- Kim Falkenberg is also supervising the summer student (Susan Irving) at Silver Beach and managing the scope of work in this community.

#### Pigeon Lake Regional Emergency Management Agency

The Pigeon Lake Regional Emergency Management Agency is now fully operational and it is the first inter-municipal REMA approved in Alberta by ministerial order. The Pigeon Lake emergency management plan has been completed and Clinton Boyda has been contracted as the Emergency Management Coordinator. In the event of an emergency, Clinton and first responders will be working out of one of two Emergency Coordination Centres on Pigeon Lake (i.e., at the Ma-Me-O Beach admin office or the Sundance Beach Community Centre).

#### **4. 2014-2015 Plans**

##### Pigeon Lake Protective Services

CAO Wynne reported that, due to a staff shortage and effective May 1, 2014, Pigeon Lake Protective Services no longer provides protective services to the summer villages with the exception of Sundance Beach and Silver Beach. He informed residents that, commencing in early September, the PLPS offices will be housed in the new admin addition.

Peace Officer Lorna Radkie described the “ice cream for helmets” program wherein she gives kids a free ice cream coupon if they are cycling with their helmets on.

One resident expressed concern about the number of people who speed along RR15 at the west entrance to Sundance Beach and who drive through the stop sign. Peace Officer Radkie indicated she will continue to set up radar at that location and she encouraged residents to write down the license plate number of vehicles seen speeding and pass this to her.

##### Alliance of Pigeon Lake Municipalities

Councillor Waterhouse is the Chair of the Alliance of Pigeon Lake Municipalities (APLM), the inter-municipal organization comprised of 10 summer villages and 2 counties that work together towards improving the health of Pigeon Lake. He enumerated some of the initiatives currently being undertaken by the APLM:

- Formation of an In-Lake Technical Committee entrusted with developing a recommended action plan, based on scientific evidence, to improve the health of Pigeon Lake. The APLM received a \$250,000 grant to fund the scientific studies that will be managed by this committee.

- Alberta Environment recently completed a report titled *Pigeon Lake Phosphorous Budget* that shows the sources of phosphorous inputs to the lake. Phosphorous reduction in the lake and the management of the watershed are two areas of focus for future initiatives.
- The APLM works closely with the Pigeon Lake Watershed Association to encourage property owners to reduce nutrients, such as cosmetic fertilizers, from entering the lake.

### Wastewater Planning

Mayor Pellatt commented on wastewater planning as follows:

- In late 2012, wastewater carriers were no longer authorized to dump wastewater in the Thorsby lagoon. Fortunately, in 2013, Sundance Beach negotiated an agreement with the County of Wetaskiwin that allowed wastewater carriers to dump Sundance Beach residents' wastewater in the Mulhurst Bay lagoon. A one-time capital fee of \$87,000 was paid to the County for this privilege and this amount was paid entirely with a grant from Municipal Affairs.
- From 2007 to 2013, Council levied an annual wastewater fee of \$200/lot to be held in trust and used for the summer village's future wastewater facility requirements. In 2014, Council decided not to levy this fee any longer and the amount in the trust account at present is \$192,880.
- Sundance Beach must pay an annual fee to the County towards operating and maintaining the Mulhurst Lagoon (this fee was \$122.12/lot in 2014). To cover this annual fee, Council passed a Wastewater Services Special Tax levy and the per lot amount the County charges each year is included on each resident's tax notice.
- Council has decided to maintain the wastewater trust fund in an interest-bearing account in the event it is needed to provide residential wastewater services in the future.

Mayor Pellatt provided some information on the wastewater pipeline system that is presently being installed on the south shore of Pigeon Lake. This is a joint capital project being undertaken by the seven south shore summer villages and the County of Wetaskiwin, through funding provided by the provincial government. The first stage is to provide wastewater mains outside the main summer village communities, with these terminating in the Mulhurst Bay lagoon. The next phase will see summer villages that choose to do so installing sanitary main lines in their communities, with a hook-up to the larger wastewater mains. Residents in summer villages with sanitary main lines will likely be required to hook up to these.

Mayor Pellatt noted that the long-term plan was to ultimately extend this wastewater system to the west end of the lake, eventually hooking up to Sundance Beach. It is estimated that it may take 10 to 15 years for this to transpire.

CAO Wynne commented that the County of Wetaskiwin has provided him with a manifest for the Mulhurst lagoon showing which Sundance Beach residents have

had their wastewater dumped in the past year. He plans to identify those residents who have not dumped wastewater and contact them to determine why this is the case. This will be a precursor to developing a strategy for checking wastewater holding tanks throughout the summer villages.

#### Fire Protection Planning

Mayor Pellatt commented that the Sundance Beach fire protection plan continues to be implemented through brushing, mulching and tree removal activities.

Mayor Pellatt noted that the annual fee of about \$7,500 that Sundance Beach pays to the Mulhurst Bay Fire Department (MHFD) is used for general operations of the Department and does not cover the costs associated with MHFD responding to a fire (e.g., vehicle time, water costs, manpower, and equipment). For a residential fire, the homeowner is expected to cover these costs that would be invoiced by MHFD. In light of this, Mayor Pellatt strongly encouraged each resident to check their fire insurance coverage to be sure it covers the cost of firefighting services that may be billed by the MHFD.

#### Public Works Shop

CAO Wynne reported that in the fall of 2013, Council decided to proceed with the construction of the hall addition/upgrade only and to postpone building the public works shop until the spring of 2014. Presently, Council is not planning to proceed with constructing the public works shop in 2014 and will consider this project in the 2015 capital budget deliberations.

#### Residential Address Signs

CAO Wynne reported that in September, residential address signs will be installed on the roadway in front of every residential property in Sundance Beach.

#### Bench Sponsorship Program

Council solicited feedback from residents on the merit of adopting a bench sponsorship program. Through this program, individuals would be able to purchase a bench with plaque for placement at one of a number of locations pre-determined by Council and administration.

#### Water Rescue

The County of Wetaskiwin has requested that the Mulhurst Bay and South Pigeon Lake Fire Departments develop a plan to provide water rescue services from their two fire hall locations. Fire fighters will be trained in water rescue and a water craft will be purchased and maintained for this purpose. The cost for this service will be shared by the County and ten summer villages. Water rescue services are scheduled to be in place in the summer of 2015.



## **5. Financial Report**

CAO Wynne presented the financial report and highlights included the following:

- The 2012 and 2013 audited financial statements are currently being prepared and will be mounted on the website once they are approved by Council.
- The 2014 operating budget decreased from \$398,916 in 2013 to \$388,382 in 2014. The capital budget also decreased from \$638,669 in 2013 to \$588,974 in 2014.
- A five-year trend analysis shows:
  - the total municipal residential assessment in Sundance Beach dropped from \$66,194,810 in 2010 to \$60,289,000 in 2014 (9%);
  - the total residential tax levy decreased from \$343,095 in 2010 to \$330,746 in 2014 (3.6%).
  - The total tax rate rose from 5.18% in 2010 to 5.49% in 2014 (6%)
- A comparison of the 2014 assessment and taxes for all 10 summer villages on Pigeon Lake shows:
  - Total residential tax assessment ranges from \$125,229,960 to \$37,458,600 (Sundance Beach assessment is \$60,289,000).
  - Total residential tax levy ranges from \$734,729 to \$231,068 (Sundance Beach tax levy is third lowest at \$330,746)
  - Residential tax rates range from 7.3% to 5.3% (Sundance Beach is third lowest at 5.5%).
  - Taxes on a residential property assessed at \$500,000 range from \$3,632 to \$2,654 (Sundance Beach is third lowest at \$2,745).
- The current financial position of Sundance Beach remains very strong:
  - Present cash-on-hand is \$397,105 with \$155,938 in receivables and \$52,728 in accounts payable.
  - Sundance Beach has no debt or debt servicing expenses.

## **6. Communication With Residents**

Councillor Miller asked residents if they were satisfied with the lines of communication available to them to contact their Council and administration. He asked this question with reference to the letter given to each resident by Hank Gray, wherein Mr. Gray identifies some issues he has with Council and administration. Councillor Miller implored residents to approach their Councillors—individually or

in a Council meeting—if they had any concerns or issues they wished to address. He also encouraged residents to contact the CAO or municipal clerk if they wished to receive specific information about any facet of the summer village operations.

#### **7. Comments/Questions from Residents**

Comments/questions from residents included:

- Information about events and other announcements should be placed on bulletin boards.
- Finer mulching is needed in some area along Vine Avenue, as these are difficult to mow.
- It would be helpful to have the Annual Information Meeting agenda package available a few days before the meeting.

#### **8. Adjournment**

Mayor Pellatt closed the meeting at 12:35 P.M. and invited residents to stay for the a chat with Councillors and the CAO and to tour the new facilities.

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Harold Wynne, CAO

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Peter Pellatt, Mayor

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Date Adopted