

**SUMMER VILLAGE OF NORRIS BEACH  
REGULAR COUNCIL MEETING  
FRIDAY, JUNE 3, 2016 at 10:00 am  
SUMMER VILLAGES OFFICE COUNCIL CHAMBERS  
605-2<sup>nd</sup> Avenue, Ma-Me-O Beach, AB**

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**MINUTES**

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**PRESENT:**

Council: Mayor Brian Keeler  
Deputy Mayor Terry Cronin  
Councillor Frank Dyck  
Administration: Sylvia Roy, CAO

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Mayor Keeler called the meeting to order at 10:04 am.

**A. APPROVAL OF AGENDA**

**Res. #16-49**

**Moved by Deputy Mayor Cronin to approve the agenda as amended.**

**CARRIED**

**B. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS**

1. Regular Council Meeting Minutes of April 22, 2016

**Res. #16-50**

**Moved by Councillor Dyck to approve the Regular Council Meeting Minutes of April 22, 2016 as presented.**

**CARRIED**

2. Special Council Meeting Minutes of May 18, 2016

**Res. #16-51**

**Moved by Councillor Dyck to approve the Regular Council Meeting Minutes of May 18, 2016 as presented.**

**CARRIED**

**C. DELEGATIONS AND VISITORS**

None.

**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. Pigeon Lake Regional Wastewater Committee

No current updates are available for the regional wastewater committee.

2. South Side Wastewater Committee

MPE is currently working on the detailed design, including cost estimates, which should be completed soon. The engineering for the lines will need to be compatible with grinder pumps.

Council reviewed the minutes of May 18, 2016. Highlights of the minutes included:

**Design Based Memorandum (DBM) #1 - System Hydraulic Design:**

Tank sizing and storage was discussed. MPE is recommending that any new tanks installed for use with the system be 1200 gallon 2 compartment tanks with 2 access openings – one for each compartment.

MPE would prefer a fall/spring installation schedule as there is a cost premium associated with winter work.

MPE is researching costs and benefits of placing a check valve at the property line.

**Design Based Memorandum (DBM) #2 - Collection System Design Criteria:**

Pipe sizes, ratings, depths, utility separations, isolation valves, vacuum provisions, and flushing provisions were discussed.

There will be vents, and clean outs spaced along the line. Either a high pressure wash or foam plug can be used for clean out.

The vents will be designed to accommodate a carbon filter at a later date if odours become problematic.

**Design Based Memorandum (DBM) #3 - On Lot Equipment:**

DBM #3 will be available in about two weeks. It will set out requirements for on lot tanks, pumps, alarms, electrical, check valves and other installation requirements.

As an appendix to the DBM cost estimates for three scenarios will be provided. Those being – an existing 2 compartment 2 access tank, an existing holding tank (min 1000 gallon) with pump vault, or if less than 1000 gallon with a 500 gallon secondary tank, or a new tank (minimum 1200 gallon with 2 chambers and 2 accesses.

3. Alliance of Pigeon Lake Municipalities

No update is available for APLM at this time; a meeting has been called for next week.

4. Senior's Week Proclamation

**Res. #16-52**

**Moved by Deputy Mayor Cronin that the Summer Village of Norris Beach proclaim the week of June 6-12, 2016 to be Senior's Week.**

**CARRIED**

5. Encroachment Agreement for Lot 8, Block 3, Plan 666

**Res. #16-53**

**Moved by Councillor Dyck that the Summer Village of Norris Beach enter into an encroachment agreement with the current owner of Lot 8, Block 3, Plan 666 Norris Beach.**

**CARRIED**

6. Annual Information Meeting

The Annual Information Meeting is still scheduled for July 16, 2016 at 10:00 am at the Ma-Me-O Beach Legion. Each Council Member will speak to items on their own portfolio. A draft agenda will be reviewed at the next Council Meeting.

7. Intermunicipal Development Plan – Range Road 11

The County of Wetaskiwin is requesting a meeting with Councils to discuss Range Road 11 (Norris Beach Road). Administration asked the County of Wetaskiwin if their traffic counters were available for use; unfortunately, they are being used all summer by the County. Council directed Administration to see if counters can be borrowed or rented from another municipality or company.

Norris Beach Council expressed an interest in meeting again with the County of Wetaskiwin once road counts are known.

**G. FINANCIAL REPORTS**

1. Cheque Listing

**Res. #16-54**

**Moved by Councillor Dyck that the cheque listing be approved as information.**

**CARRIED**

**H. CORRESPONDENCE AND INFORMATION ITEMS**

1. Alberta Municipal Affairs – MGA Review

**Res. #16-55**

Moved by Mayor Keeler to approve the above item as information.


**CARRIED**

**I. ADJOURNMENT**

**Res. #16-56**

Moved by Mayor Keeler to adjourn the meeting at 11:40 a.m.

**CARRIED**

  
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Brian Keeler, Mayor  
Summer Village of Norris Beach

  
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Sylvia Roy, Chief Administrative Officer  
Summer Village of Norris Beach