



SUNDANCE BEACH
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Annual Information Meeting

July 16, 2016
10:00 A.M.—12:00 P.M.
Sundance Beach Community Centre

Agenda

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Handouts

2015 Financial Statement

2016 Financial Report

Wastewater, Animal Control, Fertilizer/Pesticides
Bylaws

Donation of Community Property Program

Annual Information Meeting

Saturday, July 16, 2016

10:00 A.M.—12:00 P.M.

John Turgeon Community Hall

AGENDA

Handouts: Agenda and 2015 AIM minutes; Wastewater, Animal Control, Fertilizer and Pesticides Bylaws; Donation of Community Property Program; 2015 Audited Financial Statement; 2016 Financial Report

1. **Welcome and Introductions**
2. **2015 - 2016 Highlights**
 - Administration
 - Communications (e-Newsletter, website)
 - Accounting System Change-Over
 - Summer Works Program
 - Hazardous Tree Removal
 - Hall Rentals
 - AED in Centre
 - Ice-Water Rescue Agreement
 - MGA Changes
 - Development
 - Council
 - Fertilizer and Pesticides Bylaw
 - Animal Control Bylaw
 - Residential Address Signage
 - Donation of Community Property Program
 - Wastewater Bylaw
 - 2017 Municipal Elections
 - Pigeon Lake Protective Services
3. **2016 Plans**
 - Capital Projects
 - FireSmart Initiatives
 - Wildfire Threat Assessment Report
 - Foam Canisters
 - Fridge Magnets
 - July 28 FireSmart Workshop
 - Easement Holders Association Update
 - Wastewater Systems Inspections
4. **Financial Report**
 - 2015 Audited Financial Statement
 - 2016 Financial Report
5. **Alliance of Pigeon Lake Municipalities**
6. **Pigeon Lake Watershed Association (PLWA) Update**
7. **Comments/Questions from Residents**
 - Wastewater Systems Inspections Financing Options
8. **Adjourn**

SUMMER VILLAGE OF SUNDANCE BEACH
MINUTES OF THE ANNUAL INFORMATION MEETING

June 27, 2015
10:00 A.M.

John Turgeon Community Hall

Call to Order: Mayor Peter Pellatt welcomed everyone to the Sundance Beach Annual Information Meeting at 10:00 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: The meeting agenda package was distributed door-to-door to every resident before the meeting.

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. 2014 AIM – Old Business

Wi-Fi at the Community Centre

The CAO explained there are two issues that preclude Wi-Fi services being extended throughout Sundance Beach. The first is technical; that is, a tower would need to be installed at the Community Centre so that the signal could be broadcast over the tree-tops. The second is legal; that is, Internet Service Providers (ISPs) would require a license agreement that would allow the municipality to re-broadcast their Internet signal. Both issues make the cost of providing a municipal Wi-Fi/Internet service prohibitive. Presently, residents can use the Sundance Beach Wi-Fi at the community hall and within a 200 foot radius from that location.

Removal of Hazardous Trees

The CAO reported that last fall, Young's Tree Service conducted an assessment of hazardous trees that are located on the recreational easements and on summer village property. He informed the meeting that the Easement Holders Association will be sending letters to each easement lease holder identifying the trees that should be removed, pruned, and monitored, with the expectation that the lease holder will take the requisite action at their cost.

3. 2014-2015 Highlights

The CAO gave a brief overview of administration highlights from 2014-15:

Sundance Beach Community Centre Construction

- Construction was completed in December 2014. Some minor warranty work remains.
- Moved the office over the Christmas holidays and set up in early January.
- Final project cost:
 - \$440,000 building construction
 - \$9,200 sewage tank
 - \$52,000 landscaping and concrete work
 - \$13,200 furnishings
 - \$6,100 communications (computers, telephone)
 - \$4,220 Sea Can
 - \$525,000 total
 - Total cost paid from government capital grants (\$523,789 = \$418,709 MSI + \$105,080 AMIP)
- Hall utility costs in 2015 to date = \$1,620 (Total in 2014 = \$2,821)
- The CAO encouraged residents to rent the hall for private family functions and he noted the rental rates are as follows:

John Turgeon Community Hall

Non-residents = \$150/day	Damage Deposit = \$150/day
Residents = \$100/day	Damage deposit = \$100/day

Large Meeting Room

Non-residents = \$150/day	Damage deposit = \$150/day
Residents = \$100/day	Damage deposit = \$100/day

Entire Facility

Non-Residents = \$300/day	Damage deposit = \$300/day
Residents = \$200/day	Damage deposit = \$200/day

- The CAO has had feedback from some residents and realtors that the presence of the new Sundance Beach Community Centre will have a positive effect on property values.

Summer Works Program

- Capital summer works projects undertaken in 2014 included:
 - Fire protection mulching, brushing and tree removal (\$27,000 MSI grant)
 - Culvert installations (\$4,080 BMTG grant)
- Council has placed 2015 summer works programs on hold until capital grant monies are received from the new Alberta government. Planned projects include parking lot leveling and gravelling; dust control; and the installation of residential signs. Meanwhile, regular summer works maintenance tasks will proceed (i.e., mowing/trimming, hazardous tree removal, pothole repairs).

Pigeon Lake Protective Services

The CAO reported that since May 1, 2014, Pigeon Lake Protective Services (PLPS) administered by the Summer Village of Silver Beach only provides services to the residents of Sundance Beach and Silver Beach. Furthermore, the PLPS office is housed in the admin centre in Sundance Beach where the Peace Officer now resides. The net result of this change is that Sundance Beach receives more protective services than before and at about 60% of the previous cost.

The CAO identified the provincial statutes and bylaws that the Peace Officer enforces. Peace Officer Lorna Radkie gave a brief overview of the statistics for protective services in Sundance Beach over the past year and highlights included the following:

- Preventative patrols – (2015 = 330; 2014 = 332)
- Enforcement services – (2015 = 15; 2014 = 7)
- Calls for service: vacant property checks; animal control; theft; home alarms; assist RCMP; off-highway vehicle infractions; information; noise bylaw; assist public.
- Enforcement contacts: stop sign infractions; noise; riders outside cab of vehicle; failure to produce registration/insurance.

Municipal Excellence Award – Small Communities

The CAO reported that the 2014 Alberta Municipal Excellence Award for Small Municipalities was awarded to the Pigeon Lake summer villages for the formation of the Regional Emergency Management Agency (REMA).

4. 2015 Plans

Capital Projects

The CAO reported that Council has placed a moratorium on all capital projects in 2015 until such time as the grant monies are received from the provincial government. Once funding is received, Council anticipates proceeding with developing the parking lot behind the hall, installing residential address signs, and continuing with fire protection initiatives, including mulching, brushing and tree removal.

The public works shop and equipment purchases previously approved for capital funding have been placed on hold.

Wastewater Planning

Mayor Pellatt and Councillor Miller provided the following background information on wastewater planning and the sewer levy:

- In 2013, Sundance Beach entered into an agreement with the County of Wetaskiwin and Northeast Pigeon Lake Regional Services Commission (NEPL) 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 NEPL for this privilege and this amount came from the sewer levy reserve fund.
- Sundance Beach must pay an annual fee to the NEPL towards operating and maintaining the Mulhurst Lagoon (this fee was \$120.30/lot in 2015). To cover this annual fee, Council passes a Wastewater Services Special Tax bylaw each year and the per lot amount the NEPL charges is included on each resident's tax notice.
- During the 2014 audit, the auditors confirmed the sewer levy reserve fund has a balance of \$95,802. Council treats this fund as a restricted reserve that will only be used to meet the wastewater disposal needs of Sundance Beach residents.

Residential Address Signs

Councillor Waterhouse provided an update on the residential address signage project. The purpose of providing signs with residential address numbers is so emergency vehicles (e.g., ambulance) can easily find a location in the event of a 911 call. Once Council receives the capital funding, Alberta Traffic Supply will be installing signs on the public roadway in front of each property in the summer village. The total estimated cost for the signs and installation is \$11,000. Councillor Waterhouse noted that all summer villages around Pigeon Lake will also be installing residential address signs and he encouraged residents to visit Itaska Beach to see how these look.

Bench Sponsorship Program

Mayor Pellatt reported that the bench sponsorship program is in place and that two benches have already been donated and are located in front of the Sundance Beach Community Centre. Residents are requested to contact the admin office or any of the Councillors if they wish to donate a bench to be located somewhere in the summer village. Arrangements can be made to affix a plaque on a donated bench.

Water Rescue

Councillor Waterhouse reported that, under the aegis of the Mulhurst Bay and South Pigeon Lake Fire Departments, the ice/water rescue project is being implemented. Each summer village, including Sundance Beach, has contributed capital and operating funding to this project which will be operational once the water craft has been procured and firefighters trained in its operation and in ice/water search and rescue.

Information Sessions

The CAO announced that he will conduct an information session on municipal finance this summer depending on residents' interest. This session will provide an introduction to municipal finance using Sundance Beach financial data. The CAO invited residents to register their interest in this session at the admin office and to suggest any other topics that might be of interest to Sundance residents.

Bylaw and Policy Review

Councillor Miller reported on Council's intention to review and update all Sundance Beach bylaws and policies. He noted this is a very large, time consuming task that will require the assistance of an outside consultant and Council will endeavor to get a government grant to cover the cost of consultation. Councillor Miller stated that citizen involvement will invariably be part of the review and updating process and opportunities to participate will be communicated to residents as the project proceeds.

5. Financial Report

Mayor Pellatt presented the financial report which was distributed to residents in the agenda package and highlights included the following:

- The 2012 and 2013 audited financial statements were submitted to Alberta Municipal Affairs in August and September.
- The 2014 audited financial statement was submitted to Alberta Municipal Affairs in April 2015.
- The 2015 Financial Report in the agenda package included the 2014-2015 budget comparison and current cash position with the following highlights noted:

- The 2015 operating budget is \$388,382 compared with the 2014 budget of \$392,463.
- The 2014 actual operating expenditure was \$477,280 with net operating being (\$119,149). The actual operating expenditure to date in 2015 is \$154,100.
- The percentage of operating budget spent on each category: education tax (39%); administration (33%); environmental treatment services (10%); protective services (6%); recreation and culture (5%); legislative services (5%); transportation services (3%); planning and development (<1%).
- The 2015 capital budget is \$93,659 compared with the 2014 budget of \$588,974.
- The 2014 actual capital expenditure was \$556,253 with the net operating being \$0. The actual capital expenditure to date is \$1,208.
- The current cash position is as follows: \$138,720 in operating cash and \$107,837 in restricted cash; \$201,302 in operating cash receivables and \$122,266 in restricted cash receivables; \$135,053 in payables.
- Sundance Beach currently has no debt or debt servicing costs.

6. Alliance of Pigeon Lake Municipalities (APLM)

Councillor Brian Waterhouse is the Chairman of the Alliance of Pigeon Lake Municipalities, an organization that includes the 10 Pigeon Lake summer villages and Leduc County. He gave a brief overview of APLM initiatives, noting the following highlights:

- Over the past year, the major focus of the APLM has been on scientific initiatives to improve the quality of the water in Pigeon Lake.
- The APLM received a \$245,000 grant from the provincial government to undertake scientific research and pilot studies to test methods intended to mitigate blue-green algae, thus improving the health of Pigeon Lake. These projects are been managed by the APLM's In-Lake Technical Committee (ILTC) and they include two main studies: (1) pilot testing of the product "phoslock" that can bind phosphorous in the lake sediment; and (2) bio-manipulation (trophic cascading) of lake organisms. These and other in-lake scientific pilot studies will be conducted with the approval of the provincial government.
- Volunteers are needed to help the scientists gather lake water samples this summer. If residents are able to provide their boat and some time to help, please contact Brian Waterhouse or the Sundance Beach admin centre.
- The APLM has successfully lobbied Alberta Health Services to post less sensational and misleading public health advisories regarding blue-green algae warnings. The public will now be advised to avoid any area where a visible bloom is present but that other areas where blooms are not visible may be safely used.

7. Pigeon Lake Watershed Association

Susan Ellis, President of the Pigeon Lake Watershed Association (PLWA), provided a brief update on PLWA happenings in the past year and current initiatives. She introduced Brett Campbell who is working as the PLWA's Summer Program Coordinator. PLWA highlights included:

- The PLWA is working closely with the APLM, with two members of the APLM sitting as directors on the Pigeon Lake Watershed Management Committee (PLWMC).
- The PLWA needs volunteers to help with the work of the organization. President Ellis invited residents from Sundance Beach to consider serving as a director and/or volunteering for one of the PLWA projects.
- Pigeon Lake is aging prematurely as a eutrophic lake. A concerted effort is needed by all lake residents to slow this aging process and the PLWA website has a great deal of information as to how residents may help.
- The Living by Water home site consultations are once again available this summer. Any residents who would like a free home site consultation to learn more about their property and how it affects the lakeshore are encouraged to visit the PLWA website and/or contact Brett Campbell or the Sundance Beach admin office.
- Summer Coordinator Brett Campbell has been working on a number of projects including: Love the Lake home site visitations (a sign-up sheet was circulated); August 8 Love the Lake Family Day at the Pigeon Lake Provincial Park; and community presentations.
- The PLWA Annual General Meeting will be held on Saturday, August 22 at the Lakedell Ag Society Big Hall. The guest speaker is Leta Van Duin from the Alberta Low Impact Development Partnership (ALIDP).
- The Pigeon Lake Watershed Management Committee has undertaken three major initiatives: developing a sample cosmetic fertilizer bylaw (5 summer villages currently have a bylaw); drafting a set of environmental land use bylaws for municipal consideration; and researching best practices for managing surface runoff around Pigeon Lake (PLWMC has applied for a \$100,000 grant for this research).

8. Comments/Questions from Residents

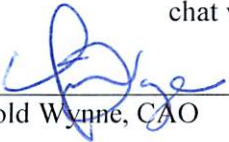
Comments/questions from residents included:

- A resident commented that council should make it clear that sewer levy reserve funds may only be used for the general wastewater needs of the summer village and its ratepayers.
- A number of residents commented that a dog bylaw is needed.
- A resident commented that the Sundance Beach fertilizer bylaw on the website needs updating.

- A resident asked about the presence of green slime on lake rocks. Brett Campbell commented that this slime was normal and did not present any threat. Brian Waterhouse noted there are over 50 types of algae present in Pigeon Lake.
- A resident commented that some areas of Vine Avenue need further mulching so these may be mowed by residents.

9. Adjournment

Mayor Pellatt closed the meeting at 12:15 P.M. and invited residents to stay for a chat with Councillors and the admin staff.



Harold Wynne, CAO



Peter Pellatt, Mayor

July 16, 2015
Date Adopted