

**SUMMER VILLAGE OF POPLAR BAY
REGULAR COUNCIL MEETING
FRIDAY, JUNE 10, 2016 at 2:00 PM
SUMMER VILLAGES OFFICE COUNCIL CHAMBERS
605-2nd Avenue, Ma-Me-O Beach, AB**

MINUTES

Present:

Council: Deb McDaniel, Mayor
Gary Carew, Councillor

Administration: Sylvia Roy, CAO

Regrets: Brian Meaney, Deputy Mayor

CALL TO ORDER

Mayor McDaniel called the Meeting to Order at 2:09 p.m.

A. ADOPTION OF AGENDA

Res. #16-34

Moved by Councillor Carew to adopt the agenda as amended.

CARRIED

B. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

1. **Regular Council Meeting Minutes of April 22, 2016**

Res. #16-35

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

CARRIED

2. **Special Council Meeting Minutes of May 16, 2016**

Res. #16-36

Moved by Councillor Carew to approve the Special Council Meeting Minutes of May 16, 2016 as presented.

CARRIED

C. DELEGATION

1. **Pigeon Lake Watershed Association**

Council welcomed Ms. Susan Ellis and Ms. Elynne Murray at 2:12 pm. Ms. Ellis thanked Mayor McDaniel and Councillor Carew for attending the PLWA leaders session.

Ms. Ellis indicated that this year is the year that they implement the topic of clean surface water runoff. The PLWA is working on municipal rain gardens to catch, slow and filter runoff water. They have engaged the services of a landscape architect and will be completing a planting guide to make best use of the garden spaces.

The PLWA is working on the creation of watershed brochures; Council would like 200 brochures for residents.

The PLWA is also selling rain barrels as part of the clean water runoff campaign.

Council thanked the delegation and they departed at 2:56 pm.

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

The Pigeon Lake Regional Wastewater Planning Committee and the municipalities of the County of Wetaskiwin, Summer Village of Grandview, Summer Village of Norris Beach, Summer Village of Poplar Bay, Summer Village of Crystal Springs, and Summer Village of Ma-Me-O Beach held the Pigeon Lake Regional Wastewater Phase 1 Project Completion Open House and Tour on May 27, 2016.

2. South Side Wastewater Committee

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

Councillor Carew indicated that Hutchinson Environmental presented a study on lake nutrients. The in-lake technical committee is waiting for the supplier of Phoslock to perform calculations and make recommendations for the use of their product. Summer Village transparency was brought up; Councillor Carew suggested that the audited financial statements be posted on the website.

4. Draft Annual Information Meeting Agenda

Council reviewed and revised the AIM agenda for June 25, 2016.

5. Encroachment Agreement for Lot 2, Block 1 Plan 6585KS

Council reviewed a memo from the Development Officer indicating that the previous owner of the above noted property had an encroachment agreement for a fence that is encroaching on Summer Village property (road allowance). The new owners of this property have requested an encroachment agreement for the same fence.

Council requested to that they be advised of what the original encroachment agreement stated with respect to the fence if the property was sold. The Development Officer will look into this.

6. Development Officer

Res. #16-37

Moved by Councillor Carew that Ms. Denise Thompson be appointed as the Development Officer for the Summer Village of Poplar Bay.

CARRIED

G. FINANCIAL

1. Cheque Listing

Res. # 16-38

Moved by Councillor Carew to accept the cheque listing as information.

CARRIED

2. Financial Report

Res. # 16-39

Moved by Mayor McDaniel to accept the financial report as information.

CARRIED

The cheque will be sent to the Pigeon Lake Watershed Association as budgeted.

H. INFORMATION ITEMS

1. Summer Village of Poplar Bay 2016 Budget
2. Alberta Municipal Affairs – MGA Review
3. Alberta Municipal Affairs – Seniors Week
4. Alberta Municipal Affairs – MSI Funding

Res. #16-40

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


CARRIED

I. ADJOURNMENT

Res. #16-41

Moved by Mayor McDaniel to adjourn the meeting at 4:19 pm.

CARRIED


Deb McDaniel, Mayor
Summer Village of Poplar Bay


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