

**SUMMER VILLAGE OF POPLAR BAY  
REGULAR COUNCIL MEETING  
FRIDAY, AUGUST 19, 2016 at 2:00 PM  
SUMMER VILLAGES OFFICE COUNCIL CHAMBERS  
605-2<sup>nd</sup> Avenue, Ma-Me-O Beach, AB**

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**MINUTES**

**Present:**

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

**Administration:** Sylvia Roy, CAO

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**CALL TO ORDER**

Mayor McDaniel called the Meeting to Order at 2:22 p.m.

**A. ADOPTION OF AGENDA**

**Res. #16-66**

Moved by Mayor McDaniel to adopt the agenda as presented.

**CARRIED**

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

1. Regular Council Meeting Minutes of June 10, 2016

**Res. #16-67**

Moved by Mayor McDaniel to approve the Regular Council Meeting Minutes of June 10, 2016 as presented.

**CARRIED**

2. Special Council Meeting Minutes of July 13, 2016

**Res. #16-68**

Moved by Mayor McDaniel to approve the Special Council Meeting Minutes of July 13, 2016 as amended.

**CARRIED**

**C. DELEGATION**

1. 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

Deputy Mayor Meaney advised that there was nothing to update.

2. South Side Wastewater Committee

Deputy Mayor Meaney advised that they are waiting for a meeting with engineers to resolve construction issues; construction may start next summer if funding is approved for phase 2 of the regional line.

3. Local Wastewater Project

a. Wastewater Costs – Question & Answer

Council reviewed a generic document of a question & answer sheet regarding wastewater costs; the other Summer Villages' documents are a little different and some information is on websites already.

Council discussed proposed revisions to the document and it will be mailed out to residents.

b. Capital Wastewater Costs and Funding

Res. #16-69

Moved by Mayor McDaniel to go In Camera at 2:43 pm.

CARRIED

Res. #16-70

Moved by Mayor McDaniel to come out of In Camera at 2:55 pm.

CARRIED

4. Alliance of Pigeon Lake Municipalities

a) Meeting Minutes for June 8, 2016

Council reviewed the APLM Meeting Minutes for June 8, 2016.

b) External Communications Services Engagement

The Pigeon Lake Regional Chamber of Commerce is proposing a joint initiative with the APLM to define and implement a meaningful communications strategy for the region. Council expressed their support of this initiative, and Councillor Carew will convey this message of support at the next APLM Meeting.

5. ASVA – FRIAA FireSmart Project

Res. #16-71

Moved by Mayor McDaniel to approve the Association of Summer Villages of Alberta FRIAA FireSmart Hazard and Risk Assessment Report for the Summer Village of Poplar Bay, as presented.

CARRIED

Res. #16-72

Moved by Mayor McDaniel that Summer Village of Poplar Bay Administration send a letter to the Association of Summer Villages of Alberta requesting that Poplar Bay be included in the next round of funding to develop a mitigation strategy on how to deal with the risks and hazards identified in the hazard and risk assessment report.

CARRIED

6. Ice and Water Rescue Agreement

The ice and water rescue agreement is on hold until the next Council Meeting.

7. 2016 Capital Region Assessment Services Commission ARB Panelists

Res. #16-73

Moved by Mayor McDaniel that in keeping with Bylaw #220, Council of the Summer Village of Poplar Bay hereby appoints those individuals listed in Schedule "A" for a term ending December 31, 2016 as members of the Assessment Review Board that may from time to time be required to hear assessment related complaints as permitted in the Municipal Government Act, R.S.A.2000, c.M-26.

CARRIED

8. Legal Expense Insurance

Council received for information an offer to purchase legal expense insurance from AAMD&C.

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

Council reviewed the previous encroachment agreement with the owners of the above lot and verified that the agreement states that the agreement terminates when new owners purchase the property.

Res. #16-74

Moved by Mayor McDaniel that the proceeding motion have a recorded vote.

CARRIED

Res. #16-75

Moved by Councillor Carew that the Summer Village of Poplar Bay does not enter into an encroachment agreement with the new owners of Lot 2, Block 1, Plan 6585KS.

In Favor: Deputy Mayor Meaney, Councillor Carew

Opposed: Mayor McDaniel

CARRIED

10. Drainage Issue

Council reviewed and discussed a drainage issue around the area of cabin number 371. Council was told that the ditch has been filled in and now there are drainage issues where there never were issues before.

Deputy Mayor Meaney indicated that elevation information may already exist due to the wastewater work performed by MPE. If not, WSP will be contacted to get elevation shots. The owner of 371 will be told the amount of the estimate to get the shorts done.

11. Joint Services Committee

Council reviewed the Joint Services Committee Meeting Minutes of July 14, 2016.

a. Bylaw Enforcement Officer

Res. #16-76

Moved by Mayor McDaniel that the Summer Village of Poplar Bay enter into an agreement with Ms. Doris McAllister for Bylaw Enforcement Officer services at 2 hours/week plus special call outs.

CARRIED

b. Community Watch Program

A notice will be put on the website to see if there's a volunteer willing to oversee a community watch program.

12. Annual Information Meeting Follow Up

The wastewater cost template will be posted on the website. The next newsletter will suggest that residents get extra coverage for firefighters if they don't already have it.

**G. FINANCIAL**

1. Cheque Listing

Res. # 16-77

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

CARRIED

2. Financial Report

Res. # 16-78

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

CARRIED

**H. INFORMATION ITEMS**

1. Lake Isle AGM – State of Watershed Reports
2. Grassroots News – Inspiring Alberta's Stewards
3. 2016 ASVA Annual Conference & AGM
4. Alberta Municipal Affairs – GTF Funding

Deputy Mayor Meaney departed the meeting at 4:08 pm.

**Res. #16-79**


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

**CARRIED**

**I. ADJOURNMENT**

**Res. #16-80**

**Moved by Mayor McDaniel to adjourn the meeting at 4:09 pm.**

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

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

**CARRIED**

