

SUMMER VILLAGE OF SUNDANCE BEACH

REGULAR COUNCIL MEETING January 19, 2017 -6:00 P.M. Sundance Beach Community Centre

Call to Order: The regular meeting of Council was called to order by Mayor Pellatt at 6:05 P.M.

Present: Mayor: Peter Pellatt
Councillor: Brian Waterhouse
Councillor: Rich Miller - teleconference
CAO: Harold Wynne

AGENDA

The following items were added to the agenda: dog leash signage; Oil and Gas Awareness Day, February 13, 2017

2017-001 Moved by Councillor Waterhouse the agenda be adopted.
Carried.

MINUTES

2017-002 Moved by Councillor Miller to adopt the November 17, 2016 regular Council meeting minutes.
Carried.

DELEGATIONS

Members of the Canada 150th Birthday Steering Committee members were present, including Dan Rotzien, Chair, Irene Stevenson, member, and Dave McCannel, member. Chair Rotzien updated Council on the meetings the Committee has conducted and he noted the following:

- The Committee has had two meetings to date: December 3 and January 7. Meetings will be scheduled on a regular basis throughout the year.
- The New Year's Eve potluck at the John Turgeon Community Hall was also the kick-off event for the Canada 150 celebrations and this included raising the Canada 150 flag; hanging the Canada 150 banner in the Hall; distributing small Canadian flags to the residents present; and singing O Canada at midnight.
- The Committee is planning events and activities throughout 2017 and there will be a major community celebration on July 1st.
- Chair Rotzien shared the first draft of the Committee's plan which includes a number of initiatives such as a time capsule; pancake breakfast on the May long weekend; fireworks and a parade on Canada Day; a prospective legacy project, such as a park/playground on the Community Centre grounds; and placing small Canadian flags on each residential address sign.

The Councillors offered some suggestions to the Committee, including: special planters with red and white flowers; balloon rides; a drone to take aerial pictures on Canada Day;

and installing a new summer village entrance sign/streetlight to include a Canada 150 plaque.

Mayor Pellatt thanked the delegation for the dedicated volunteer work in planning for the Canada 150th birthday celebrations in Sundance Beach. He invited the Committee to approach Council for funding for projects once these are identified.

BUSINESS ARISING FROM PREVIOUS MEETING

1. Council/Admin Tasks Review

The CAO presented a list of Council/Admin Tasks for 2017 and invited Councillors to send him items they wished to add to this list.

2. CAO Performance Appraisal

Mayor Pellatt asked Councillors to send him their completed CAO performance appraisal evaluation sheets. Once he has received these evaluations, he will compile a summary of comments and discuss these with the CAO.

REPORTS/RESOLUTIONS/BYLAWS

1. Administration Report

CAO Wynne presented a brief written report with the following items:

- Administration
- Parking Lot Development
- Public Works
- Pigeon Lake Protective Services
- FORTIS Installation of LED Streetlights
- Policy and Bylaw Review
- Canada's 150th Birthday Celebration Committee
- Development

2. Community Access to the Lakeshore Policy

Council discussed the second draft of the Access to the Lakeshore Policy. Councillor Miller volunteered to prepare the next draft of the Access to the Lakeshore Policy; an amendment to Bylaw No. P-30-Regulating Use and Occupation of Municipal Public Utility Lots; and an easement agreement to allow for the storage of Sundance Beach Estate's residents boat docks and hoists on unleased PULs.

3. Release of Information Under FOIP Policy

The CAO presented the Town of Ponoka policy for releasing information to their residents under the Freedom of Information and Protection of Privacy Act (FOIP).

Council directed the CAO to draft a policy for sharing Sundance Beach municipal information that is requested by residents.

4. Fire Bylaw

Council reviewed the draft Fire Protection Bylaw that was prepared by CPP Environmental consultants for consideration by the summer villages in Alberta.

Council directed the CAO to place the development of a new Sundance Beach Fire Protection Bylaw on the Council/Admin Task list, for subsequent development by the consultant who will be retained should the joint Silver-Sundance Alberta Community Partnership grant application be approved for funding.

5. ATB Master Agreement and Electronic Cheque Signing

The CAO explained that the ATB Financial Business/Agriculture Cash Management Master Agreement needed to be re-signed by Councillors and the CAO to add the ATB Government Tax Payment and Filing Service Schedule that will allow filing/paying payroll source deductions, GST and a variety of other federal and provincial taxes electronically.

2017-003 Moved by Mayor Pellatt that Councillors and the CAO sign the revised ATB Financial Business/Agriculture Cash Management Master Agreement to include the ATB Government Tax Payment and Filing Service Schedule.
Carried.

The CAO presented the ATB Financial Authority to Use Facsimile Signature-Business agreement that will allow for facsimile signatures to be used on Sundance Beach cheques or other items drawn on the summer village ATB accounts. Council tabled this item to the next regular meeting.

The CAO recommended to Council that the Scotia bank operating reserve account be closed and that these funds be transferred to a new ATB operating reserve account opened for that purpose.

2017-004 Moved by Councillor Waterhouse that the Scotia bank operating reserve account be closed and that the funds therein be deposited in a new ATB account that will serve as the Sundance Beach operating reserve account.
Carried.

6. Dog Leash Signs

Councillor Waterhouse suggested that Council consider installing signs that remind residents to keep their dogs on leashes and pick up waste. He will provide pictures of the dog leash signage that is used in the City of Leduc.

Council directed the CAO to add these signs to the list of signage that is being considered in the summer village for 2017.

CORRESPONDENCE /INFORMATION ITEMS

1. County Reeve re: Ice-Water Rescue Letter & News Article
2. Alberta Rural Physician Action Plan Provincial Impact Report
3. Canadian Assoc. of Oilwell Drilling Contractors re: Oil and Gas Awareness Day

DISCUSSION ITEMS

1. Wastewater Inspections System

Kurt Stogrin, a water and wastewater training instructor for NAIT and the Alberta Water & Wastewater Operators Association, was in attendance to field Council's questions regarding the best practices and industry standards for conducting residential wastewater system inspections.

Mr. Stogrin agreed to assist Council in (1) researching best practices and industry standards for conducting residential wastewater system inspections and provide a recommendation to Council; (2) assisting the CAO in drafting tender documents to solicit bids from contractors for wastewater inspection services; (3) assisting the CAO and Council in reviewing bids and selecting a contractor; (4) managing the inspection process once a contractor had been selected; and (5) providing a final report to Council of the inspection process and outcomes.

The CAO was directed to draft for Council's consideration a contract for Mr. Stogrin's services.

2. County of Wetaskiwin Water Rescue Agreement

Council discussed the October 13, 2017 letter from Mayor Pellatt to County of Wetaskiwin Reeve Kathy Rooyakkers wherein the Mayor confirmed Sundance Beach's commitment to contribute to the capital and operating funding of the ice-water rescue service being mounted through the Mulhurst Bay and South Pigeon Lake Fire departments. The Mayor stated this funding contribution was subject to six conditions. Council also discussed Reeve Rooyakkers response to the Mayor's letter wherein she requested written confirmation that the Summer Village of Sundance Beach is still prepared to honor the letter of intent with these conditions removed.

Council expressed concern that the Mayor's letter was discussed in open session at the County's December 20, 2016 regular meeting and that the letter and conditions were reported verbatim in the December 28, 2016 edition of the Pipestone Flyer.

Council reaffirmed their commitment to participate in the ice-water rescue project, including making a contribution of \$1,000/year towards the operating budget for 2017, 2018, 2019, and 2020. This is in addition to the \$1,000 operating donation provided in 2016 and \$5,000 capital donation provided in 2015 by Sundance Beach.

Council considers that the conditions enumerated in the Mayor's letter are the due diligence measures that any prudent municipality would take when making a financial contribution to the ice-water rescue project; consequently, these will not be removed as the Reeve requested. Mayor Pellatt will send a letter of response to Reeve Rooyakkers.

4. Pigeon Lake Protective Services

The CAO reported that Silver Beach has begun recruiting a part-time Peace Officer to fill the vacancy left by Lorna Radkie's retirement and that ads were being placed in local newspapers and also being posted on electronic job bulletin boards on the Alberta Association of Municipal Districts and Counties (AAMDC) and Alberta Association of Community Peace Officers (AACPO) websites.

The CAO is also continuing to develop an alternative Silver/Sundance Beach Protective Services approach for the respective Councils' consideration.

5. Yellowhead Regional Library Membership

The CAO presented an email from the Thorsby Municipal Library Manager informing administration that any Sundance Beach resident may visit the Thorsby Municipal Library, or other local libraries, but that they are only able to access the physical items that the library owns. This greatly decreases the amount of services available to Sundance Beach patrons, as they are not able to access library E-Resources or items from other libraries.

The CAO commented that some Sundance Beach residents are regular users of the Thorsby library and he recommended that Sundance Beach join the Yellowhead Regional Library so that residents may receive a TRAC card from their local library that allows them to utilize a wide variety of E-Resources. The annual cost to Sundance Beach to join the library is \$4.30 per resident and the 2016 Municipal Affairs Population record shows the population to be 82 residents; therefore, the total cost will be \$352.60.

2017-005

Moved by Councillor Waterhouse that the Summer Village of Sundance Beach join the Yellowhead Regional Library system.

Carried.

COUNCIL COMMITTEE REPORTS

Councillor Waterhouse reported on his attendance on January 13th at a workshop organized by the Pigeon Lake Watershed Association (PLWA) at the University of Alberta. In-lake solutions for treatment of lake water were discussed with Professor Vinebrooke, Alberta Environment officials, and members of the APLM committee.

Councillor Waterhouse also reported that he is chairing the Invasive Species Committee and that this summer, plans are underway for increased signage, an education program, and a boat wash station at Mulhurst Bay or the Provincial Park.

Councillor Waterhouse also reported on his attendance at the January 18th Alliance of Pigeon Lake Municipalities (APLM) directors meeting where the following items were discussed:

- The Pigeon Lake Watershed Management Plan (PLWMP) steering committee update.
- Technical committee reports.
- APLM PLWA roles and responsibilities for the PLWMP.

- APLM goals for 2017.
- Communication policy for the APLM
- Pigeon Lake Renewal Group correspondence
- County of Wetaskiwin committee membership

FINANCIAL REPORTS

1. Financial Report

The following financial report package was presented to Council for information: (1) January 19, 2017 year-end budget variance report; (2) January 17, 2017 cash position statement; and (3) monthly bank statements and reconciliations in Dropbox.

2. 2017 Budget

Council reviewed the January 19, 2017v3 draft of the 2017 operating and capital budgets.

2017-006 Moved by Mayor Pellatt that the January 19, 2017v3 draft of the 2017 operating and capital budgets be adopted as the interim budget for 2017.
Carried.

ADJOURNMENT

2017-007 Mayor Pellatt moved the meeting adjourn at 9:45 P.M.



Harold Wynne, CAO



Peter Pellatt, Mayor

____ February 16, 2017 ____
Date Adopted