

## SUMMER VILLAGE OF SUNDANCE BEACH

### REGULAR COUNCIL MEETING February 16, 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**

2017-008 Moved by Councillor Waterhouse the agenda be adopted.  
*Carried.*

#### **MINUTES**

2017-009 Moved by Councillor Miller to adopt the January 19, 2017 regular Council meeting minutes as amended.  
*Carried.*

#### **BUSINESS ARISING FROM PREVIOUS MEETING**

##### **1. Council/Admin Tasks Review**

Council reviewed the Council/Admin Tasks list and added the following items: contract with Kurt Stogrin for wastewater system inspections consultation; place sandwich boards announcing hours when spring/fall cleanup bins are available; apply for a Federal Gas Tax Fund project for culverts and drainage.

##### **2. Mayor's Letter to County of Wetaskiwin Reeve re: Ice-Water Rescue**

Council suggested some amendments to Mayor Pellatt's draft letter to the County Reeve. The Mayor will forward the revised letter to the Reeve.

#### **REPORTS/RESOLUTIONS/BYLAWS**

##### **1. Administration Report**

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

- Administration
- Wastewater Systems Inspections Contract
- Parking Lot Development
- Public Works
- Pigeon Lake Protective Services
- Canada 150 Birthday Steering Committee

- Pigeon Lake Watershed Management Planning Committee
- Development

## **2. Access to the Lakeshore Policy**

Council discussed the draft Access to the Lakeshore Policy, including (1) the CAO's written policy recommendation; and (2) Councillor Miller's draft access agreements, Bylaw P30 draft amendment; and draft revision of the lakeshore policy.

Following a lengthy discussion, Council decided to withdraw the Access to the Lakeshore Policy and the CAO was directed to draft a "license of occupation" agreement and amendments to Bylaw P30 for consideration at the next Council meeting.

## **3. Bylaw 174-Access to Information Bylaw**

Council directed the CAO to draft a policy for sharing Sundance Beach information. The CAO reported to Council that Bylaw 174-Access to Information was already in place; therefore, there is no need for a separate information sharing policy.

Council agreed and noted that Bylaw 174 should be reviewed and updated as part of the overall bylaw review project that will be implemented should the Alberta Community Partnership Grant be received.

## **4. Council Code of Conduct Policy**

Council reviewed the letter from Alberta Municipal Affairs Deputy Minister Gary Sandberg wherein he stated that amendments to the Municipal Government Amendment Act, 2015 require councils to establish a code of conduct policy governing the conduct of councillors and to establish a public participation policy for the municipality.

Council directed the CAO to begin drafting the code of conduct and public participation policies for Sundance Beach for consideration.

## **5. ATB Financial Authority to Use Facsimile Signature-Business**

Council discussed the ATB Financial Authority to Use Facsimile Signature-Business agreement that would allow for facsimile signatures to be used on Sundance Beach cheques or other items drawn on the summer village ATB accounts. Council decided not to use electronic signatures on cheques at this time.

## **6. 2017 Municipal Election Date**

The CAO reported to Council that elections must be held in all Alberta municipalities in 2017, with the key dates as follows:

### June/July

Nominations for the elected office in the summer village must be received by the returning officer in June or July or both June and July. Once the Nomination Day is set, the Notice of Nomination Day must be published in a local newspaper at least once a week in each of the two consecutive weeks prior to nomination day.

### Election Day

In the case of summer villages, the specific day to hold the general election is not prescribed in the *Local Authorities Election Act*, and the legislation outlines the Election Day must occur four weeks after Nomination Day.

### Organizational Meeting

The organizational meeting of the new council must be held no later than August 31.

Further discussion of the 2017 municipal election in Sundance Beach was tabled to the next Council meeting.

## **7. CRASC Panelist Approval**

Council discussed the request from the Capital Region Assessment Services Commission to pass a resolution appointing the list of CRASC's panelists who are qualified to hear assessment complaints in 2017.

2017-010 Moved by Mayor Pellatt to accept the list of Capital Region Assessment Services Commission (CRASC) panelists who are qualified to hear assessment complaints in 2017.

*Carried.*

## **CORRESPONDENCE /INFORMATION ITEMS**

1. AUMA Board News
2. FortisAlberta 2017 Approved Rates
3. President, Canadian Postmasters & Assistants Assoc. re: postal bank
4. Minister's Awards for Municipal Excellence

## **DISCUSSION ITEMS**

### **1. Wastewater Inspections System**

Council discussed the draft agreement to contract the services of Kurt Stogrin to assist with the inspection of wastewater systems in Sundance Beach in 2017. Council directed the CAO to forward this draft agreement to Mr. Stogrin for his review and approval and, provided there are no substantial changes required, to have the agreement signed.

### **2. Alberta Environment and Parks Respect Our Lakes Signage**

Council discussed the email from Association of Summer Villages of Alberta Executive Director Bev Anderson requesting that Council give Alberta Environment and Parks permission to erect a sign(s) in Sundance Beach promoting that people "respect our lakes."

Council agreed that Alberta Environment and Parks could provide up to 3 signs to be installed in Sundance Beach.

## **COUNCIL COMMITTEE REPORTS**

There were no Council committee reports.

## **FINANCIAL REPORTS**

### **1. Financial Report**

The following financial report package was presented to Council for information: (1) February 16, 2017 budget variance report; (2) February 14, 2017 cash position statement; and (3) monthly bank statements and reconciliations in Dropbox.

### **2. 2017 Budget**

Council reviewed changes made to the February 16, 2017v8 draft of the 2017 operating and capital budgets.

Council directed the CAO to provide a \$500 honorarium to Kim Falkenberg and Irene and Rod Stevenson, respectively, in recognition of their outstanding volunteer contributions to Sundance Beach.

## **ADJOURNMENT**

2017-011 Mayor Pellatt moved the meeting adjourn at 7:45 P.M.

  
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Harold Wymie, CAO

  
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Peter Pellatt, Mayor

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March 16, 2017  
Date Adopted