

**SUMMER VILLAGE OF SUNDANCE BEACH**  
**MINUTES OF THE ANNUAL INFORMATION MEETING**

**June 24, 2017**  
**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

Residents: Approximately 40

Handouts: Agenda package (agenda, 2016 AIM minutes); PUL Use by Non-Residents policy; 2016 Audited Financial Statement; 2017 Financial Report; Authorization Form-Sewer Levy Reserve Fund.

**1. Welcome and Introductions**

Mayor Pellatt welcomed everyone in attendance. He introduced Councillors Brian Waterhouse and Rich Miller; Chief Administrative Officer Harold Wynne; and Municipal Clerk Joan Wynne.

**2. 2016-2017 Highlights**

CAO Harold Wynne commented on the following administration highlights from the past year:

Summer Works Program

- The Grass Barber continues to provide mowing and trimming services to the summer village.
- Summer works initiatives include: purchasing and stenciling new marker buoys; Centre minor maintenance; fence and sign painting; hazardous tree removal; and road grading.

Parking Lot Construction

- Parkland Geo engineering has developed the specifications for the Community Centre parking lot upgrade and Alex Baumann Hoe and Bobcat Ltd. has been contracted to undertake the construction work, which is expected to commence in late August.

### Mission Beach Transfer Station Access

- Leduc County has agreed to allow Sundance Beach residents to access the Mission Beach Transfer (MBT) station by using an access card system. Residents will be able to purchase an access card that will allow them to take waste to the MBT on a one-time basis for each \$10 card purchased. Leduc County and Sundance Beach are presently finalizing the details of the agreement and residents will be informed when the access cards are available for purchase.

### Signage

- The emergency residential address signs were installed in late summer of 2016. Signs are located on the driveways to properties and are intended to direct emergency response vehicles to cottages in the event of an emergency.
- New dog leash and Living by the Lake signs have been placed in the summer village. In addition, the Canada 150 Committee is taking the lead on designing a new entrance sign that will be installed at Sundance Centre.

### Ice-Water Rescue Service

- The 10 summer villages, Leduc County, and the County of Wetaskiwin have agreed to an arrangement that provides ice-water rescue services on Pigeon Lake. Firefighters in both Mulhurst Bay Fire Department and South Pigeon Lake Fire Department have been trained to provide ice-water rescue services. One water craft is located at the Mulhurst Bay dock and another and another craft is available on the south side of the lake.

### Website News Blogs

- The Sundance Beach e-newsletter has been discontinued and replaced with weekly news blogs that are mounted on the Sundance Beach website. Residents are encouraged to subscribe to the website, as this will ensure they received a text message or email every time a news item or new content is added to the website.

### Sundance Beach Internet Service

- Council has supported a proposal from CCI Wireless for their application to Industry, Science and Economic Development Canada to expand broadband internet services in rural Alberta. If successful, CCI Wireless will ultimately provide a fibre optic service to the Sundance Beach Community Centre at no cost to the summer village. Presently, WIFI service is available at the Sundance Beach Community Centre and in the immediate surrounding area.

### Bylaw Policy Review Grant

- Silver Beach was successful in applying for a \$52,750 Alberta Community Partnership (ACP) grant that will allow both Silver Beach and Sundance Beach to review and update their bylaws and policies. This review work will be undertaken by a consultant in 2017/2018.

### Development

- In 2016, the Development Authority issued three residential and eight recreational/PUL easement development permits. To date in 2017, three residential and no recreational/PUL permits have been issued.

Councillors commented on the following governance highlights from the past year:

### Wastewater Systems Inspections & Bylaw #2017-04-Wastewater Bylaw Amendment

- Councillor Miller reported that, on July 8, an information meeting will be held in the John Turgeon Community Hall to update residents on the upcoming wastewater systems inspection project. The Council has retained the services of Jeff Stewart to manage the project and Garry Mann, a certified wastewater inspector, to conduct the inspections.
- Councillor Miller introduced the Authorization Form-Sewer Levy Reserve Fund. He informed residents that they will each have to sign this form to authorize the summer village to use their proportionate share of the sewer reserve fund towards the cost of providing the wastewater inspection on an individual property. He stated that more information on the financing of the wastewater system inspection project will be provided at the July 8<sup>th</sup> information meeting.

### PUL Use by Non-Residents Policy, Bylaw Amendment, and Agreements

- Councillor Miller reported that, to facilitate access to the unleased PULs (4, 5, 6, 8, 11) along the lakeshore, Council has passed the PUL Use by Non-Residents Policy. This policy is intended to provide a guideline for the use of unleased PULs by residents of Sundance Estates. To facilitate this policy, Council has also amended Bylaw P30 which governs the use of all PULs. Two agreements have been developed to be signed by Sundance Estates residents who wish to either have (1) pass-through rights on the unleased PULs, or (2) pass-through and storage of docks and boat hoists rights on these PULs.

### Easement Holders Association AGM

- Councillor Miller announced that the Easement Holders Association AGM will be held tomorrow, June 25 at 10:00 A.M. in the John Turgeon Community Hall. He encouraged all recreational leaseholders to attend, as there are important items on the agenda, notably passing extraordinary resolutions to replace the EHA society's existing objects with new objects and replace the existing bylaws with new bylaws.

### Community Donations Program

- Mayor Pellatt reminded residents of the Donation of Community Property Program. This program provides an opportunity for individuals, families and organizations to donate to the Summer Village funds to be used to purchase community property (e.g. benches, picnic tables, flower planters, etc.) for the enjoyment and benefit of the Summer Village residents. Subject to the approval of the Summer Village, items of community property may be dedicated to honour individuals or families (living or deceased) or organizations. He encouraged residents who are interested in this program to contact CAO Wynne.

### Pigeon Lake Protective Services

- CAO Wynne reported that Pigeon Lake Protective Services has employed Community Peace Officer Wes Kardash who will be providing patrols and services to Sundance Beach as well as Silver Beach this summer. He encouraged residents to meet Peace Officer Kardash while he is on patrol or contact him at the Sundance Beach office.

## **3. 2017 Plans**

### 2017 Municipal Elections

- Mayor Pellatt informed residents that municipal elections will be conducted throughout Alberta in 2017. He explained that 3 Councillors need to be elected for Sundance Beach and that Council terms are now 4 years. He encouraged residents to consider running for municipal office and he invited anyone to contact him or the CAO should they have any questions.
- CAO Wynne is the Returning Officer for the election and he advised residents of the following critical dates:
  - Nomination Day – Saturday, July 8 from 10 am to 12 noon in the Sundance Beach Community Centre.
  - Election Day – Saturday, August 5 from 10 am to 7 pm in the Sundance Beach Community Centre.
- The CAO explained that the Nomination Paper and Candidate's Acceptance Form must be delivered to him on Nomination Day between the hours of 10 am and 12 noon. He encouraged anyone interested in running for Council to visit the website or contact him for more information.

### Administration Staff Changes

- Mayor Pellatt advised residents that, effective October 1, 2017, CAO Harold Wynne and Municipal Clerk Joan Wynne would be retiring from their employment with Silver Beach and Sundance Beach. The Mayor thanked the Wynnes for their many years of service which began with Harold Wynne becoming the CAO in 2010 and Joan Wynne serving as Municipal Clerk from 2012 to the present.

- Mayor Pellatt reported that June Boyda, the present CAO for the Summer Village of Itaska Beach, has been appointed by Silver Beach and Sundance Beach to be their CAO commencing October 1, 2017.

#### **4. Financial Reports**

##### 2016 Audited Financial Statement

Mayor Pellatt reported that the 2016 audited financial statement had been submitted and accepted by Alberta Municipal Affairs as required. He stated this was a clean audit with no concerns reported by the auditors. He urged residents to download the 2016 financial statement from the Sundance Beach website and/or contact the CAO if they wished to discuss details.

##### 2017 Financial Report

Mayor Pellatt presented the 2017 budget reports and cash position, noting the following highlights:

- The 2017 operating budget is \$375,988 compared with the 2016 budget of \$356,957.
- The 2016 actual operating revenue was \$360,181 and expenditure was \$358,264 leaving an operating surplus of (\$1,917).
- The current cash position is as follows: \$133,725 in operating cash; \$284,094 in restricted capital; \$97,747 in sewer levy reserve fund; \$284,094 in operating cash receivables; \$106,025 in capital cash receivables; and \$45,050 in payables.
- Sundance Beach currently has no debt or debt servicing costs.

#### **5. Canada 150 Planning Committee**

- Sundance Beach resident Dan Rotzien is the Chairman of the Canada 150 Committee and he introduced the following Committee members: Irene Stevenson, Dave McCannel, and Mathew McAra. The Canada 150 Committee was formed to plan activities to commemorate Canada's 150 Birthday and he described the following initiatives: New Year's eve potluck and flag raising kick-off event; potlucks with the Canada 150 theme; May 21<sup>st</sup> pancake breakfast (110 adults and 20 kids); red and white flowers in community planters; Canada Day plans including fireworks; designing a new entrance sign; designing a park west of the Community Hall; and burying a time capsule. Other activities will be planned throughout 2017 and he encouraged anyone with ideas or who wished to participate in the planning to contact him.

#### **6. Pigeon Lake Watershed Association**

- Susan Ellis, Executive Director of the Pigeon Lake Watershed Association provided a brief update on PLWA initiatives. The PLWA summer students also provided a display of materials and projects currently being undertaken and they showed a video on how people

can be healthy lake stewards. PLWA highlights included:

- The 2016 Clean Runoff Project is now a program that includes the Clean Runoff Action Guide that may be downloaded from the website ([www.plwa.ca](http://www.plwa.ca)).
- The Pigeon Lake Watershed Management Planning Committee is finalizing work on the Watershed Management Plan (WMP) and a draft of the plan is available for downloading ([www.plwmp.ca/plan/](http://www.plwmp.ca/plan/)). The purpose of the WMP is to develop a comprehensive, science-based plan to motivate and coordinate action for the improvement of Pigeon Lake, its shore lands and watershed.
- The PLWA AGM and Open House will be held at the Lakedell Agricultural Centre on July 29<sup>th</sup> from 10 am to 12 noon.
- Love the lake Family Fun Day will be held in the Provincial Park on August 12<sup>th</sup> from 10 am to 2 pm.

#### **7. Alliance of Pigeon Lake Municipalities**

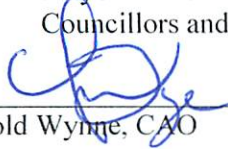
- Councillor Brian Waterhouse is the Chairman of the Alliance of Pigeon Lake Municipalities and he provided a brief update of APLM activities as follows:
  - The APLM collaborates with the PLWA and Alberta Environment and Parks in the interest of improving the health of Pigeon Lake.
  - Dr. Neil Hutchison of Hutchison Environmental Sciences Ltd. is working with the In-Lake Technical Committee to investigate the feasibility and safety of in-lake options to reduce algal blooms.
  - Dr. Vinebrook of the University of Alberta has been (1) studying the effects of trophic cascading and predators in the lake food chain; and (2) developing an empirical model to predict the occurrence of cyanobacteria blooms.
  - Public awareness campaigns on the effects of invasive aquatic species (e.g., zebra mussels) have been mounted and boat cleaning stations are being considered.

#### **8. Comments/Questions from Residents**

- A resident asked when the sewer levy reserve fund Authorization Form must be signed. Mayor Pellatt replied it could be signed at any time and dropped off, emailed, or faxed to the Sundance Beach office.
- A resident asked if the office would be open the same amount of time when the new CAO takes over. CAO Wynne responded that the regular summer office hours of 10 am to 4 pm Wednesday-Friday will be observed until September and that the new CAO will establish office hours in consultation with the Council.

**9. Adjourment**

Mayor Pellatt closed the meeting at 12:00 P.M. and invited residents to stay for a chat with Councillors and the administration staff.

  
\_\_\_\_\_  
Harold Wynne, CAO

  
\_\_\_\_\_  
Peter Pellatt, Mayor

\_\_\_\_\_  
August 25, 2017  
Date Adopted