

**SUMMER VILLAGE OF SUNDANCE BEACH**

**REGULAR COUNCIL MEETING  
September 21, 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 6:00 P.M.

Present: Mayor: Peter Pellatt  
Councillor: Rich Miller  
Councillor: Brian Waterhouse  
CAO: Harold Wynne  
Municipal Clerk: Joan Wynne  
Incoming CAO June Boyda

**AGENDA**

2017-061 Moved by Councillor Waterhouse the agenda be adopted.  
*Carried.*

**MINUTES**

2017-062 Moved by Councillor Miller to adopt the August 25, 2017 Organizational Meeting minutes as amended.  
*Carried.*

2017-063 Moved by Councillor Miller to adopt the August 25, 2017 regular Council meeting minutes as amended.  
*Carried.*

**BUSINESS ARISING FROM PREVIOUS MEETING**

**1. Council/Admin Tasks Review**

The CAO presented the Council/admin task list, noting the asset management policy task that has been added as of September 21, 2017.

**REPORTS/RESOLUTIONS/BYLAWS**

**1. Administration Report**

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

- Administration
- Sundance Beach Parking Lot and Park Planning
- Canada 150 Planning
- Cleanup Bins
- Public Works
- Sundance Estates Use of PULs
- Developments

## **2. Pigeon Lake Protective Services Report**

Council discussed the PLPS statistical report that was prepared by Peace Officer Wes Kardash. From August 24 to date, the Peace Officer has issued 4 warnings and written 2 citations for tickets for a total fine amount of \$776.

## **3. Public Works Report**

Kim Falkenberg gave Council an overview report of public works activities, including the following:

- The Grass Barber has done an excellent job of mowing and trimming within the summer village this past season. It is recommended that Council continue to contract with this company for the same service in 2018.
- A new BBQ has been purchased for the community centre.
- The building materials piled beside the Community Centre have been sold and removed.
- Emergency connector roadways to Vine Avenue; the entrance to the parking lot; and the parking area east of the Community Centre have all been graveled.
- Fire extinguishers in the Community Centre have been recharged and hung on the walls.
- New emergency swing gates have been ordered for Sunset Boulevard to replace the guardrail barricade.
- Mr. Falkenberg and Stumps 'R Us will identify hazardous trees that should be removed from summer village property.

At Mr. Falkenberg's request, Council agreed to have him install emergency no parking signage on Vine Avenue.

Mr. Falkenberg asked Council to consider restricting ATV and motor bike access to Vine Avenue. Council will take this request under advisement.

Mr. Falkenberg asked Council if he should install "no ATV signage" that was provided by Leduc County on the entry points from Sundance Estates to Vine Ave. Council agreed that this and any other signage within Leduc County boundaries should be installed by the County.

Mr. Falkenberg will consider the distance from shore that should be followed during the installation of the water buoys in 2018.

## **4. Tax Penalty**

The Municipal Clerk reported that one ratepayer failed to pay her 2017 taxes by the June 30 deadline due to a bank error.

2017-064

Moved by Mayor Pellatt that ratepayer Mrs. Lesko not be charged a penalty for late payment of 2017 taxes due to a bank error.

*Carried*

## CORRESPONDENCE /INFORMATION ITEMS

1. Sept 21, 2017 Letter from W.O. Elder to Harold Wynne, CAO

Mayor Pellatt will respond to Mr. Elder's letter.

## DISCUSSION ITEMS

### **1. Wastewater Inspections Project Update**

Council reviewed the written wastewater inspections project update provided by Jeff Stewart. Once all inspections have been completed and reports/compliance certificates prepared, these will be mailed, along with invoices detailing costs and use of sewer reserve funds, to the respective Sundance Beach resident. Additionally, a letter will be prepared by the Mayor stating that properties that are non-compliant are expected to be brought into compliance as per Bylaw #2016-02 – Wastewater Bylaw and Bylaw #2017-04 – Bylaw to Amend Bylaw #2016-02 – Wastewater Bylaw.

Council discussed the prospective end-date for the wastewater inspection project.

2017-065

Moved by Councillor Miller that, as per Bylaw #2016-02 (s.4.1), Council change the final inspection date from September 30, 2017 to October 31, 2017.

*Carried*

Councillor Miller volunteered to draft a letter to four property owners whom the wastewater inspectors have been unable to contact to gain access to their properties.

Council agreed that, when the wastewater inspections project is completed, Mayor Pellatt write a letter to Sundance Beach residents summarizing the project outcomes.

Councillor Miller asked that administration prepare a budget variance report for the wastewater project for the next Council meeting.

### **2. PUL Access Improvements**

Council discussed tree removal and ground preparation that needed to be done on PULs 11, 8 and 6 to accommodate the Sundance Estates residents who have signed storage license agreements. Mayor Pellatt, Councillor Waterhouse, CAO Wynne, and Public Works Manager Falkenberg will meet on-site at each of these PULs to approve a plan for tree removal and leveling on each.

### **3. Parking Lot Construction**

The CAO reported that the Parkland Geo engineers consider that the finished parking lot surface is sufficiently prepared to add asphalt without any further prep work. In view of this, the CAO obtained a cost estimate of \$77,000 from Elite Asphalt to pave the parking

lot. The CAO explained that Elite Asphalt is presently paving Silver Beach Road, so the cost of moving equipment to Sundance Beach was not included in the estimate as it would be for other contractors.

Council asked the CAO to obtain 2 other quotes for asphaltting the parking lot, which Council will then take under advisement for a decision.

#### **4. Incoming CAO June Boyda**

Mayor Pellatt introduced incoming CAO June Boyda, noting that she will be commencing her duties on October 1.

The Mayor and Council thanked Harold and Joan Wynne for their many years of service as CAO and Municipal Clerk, respectively.

### **COUNCIL COMMITTEE REPORTS**

Councillor Waterhouse reported on his attendance at the September 20, 2017 Alliance of Pigeon Lake Municipalities (APLM) meeting. The main agenda item was a presentation and discussion of the Pigeon Lake Watershed Management Plan. Councillor Waterhouse also reported that summer Summer Village and County Councils will be asked to provide a joint resolution adopting the plan at a future date.

Councillor Miller reported on that the Easement Holders Association had their first regular meeting on August 26, 2017. The EHA Executive for 2017/18 are as follows: Mike Craig, President; Floyd Crough, Treasurer; Gijs Verdeijen, Secretary; and Rich Miller, Sundance Beach Council representative. Councillor Miller also reported that he was in the process of drafting a new EHA-Resident easement agreement for two residents who currently do not have an agreement.

### **FINANCIAL REPORTS**

#### **1. Financial Report**

The following financial report package was presented to Council for information: (1) September 21, 2017 budget variance report; (2) September 21, 2017 cash position statement; and (3) monthly bank statements and reconciliations in Dropbox.

#### **2. Appointment of 2018 Auditor**

The CAO presented a Proposal for Audit Services that was submitted by Seniuk & Company, Chartered Accountants in Edmonton. Council will consider this proposal as they budget for and appoint the 2018 audit firm.

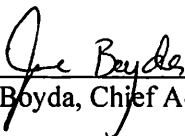
**ADJOURNMENT**

Council agreed there would be no regular Council meeting in October; therefore, the next regular Council meeting will be held on November 16, 2017

2017-066 Mayor Pellatt moved the meeting adjourn at 12:40 P.M.

THESE MINUTES ADOPTED BY COUNCIL THIS 16<sup>th</sup> DAY OF NOVEMBER, 2017

  
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Peter Pellatt, Mayor

  
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June Boyda, Chief Administrative Officer