

SUMMER VILLAGE OF SILVER BEACH
REGULAR COUNCIL MEETING MINUTES
September 6, 2017 – 3:00 P.M.

MLT Aikins LLP Boardroom
#2200 - 10235-101 St.
Edmonton, AB.

Call to
Order: The regular meeting of Council was called to order at 3:30 P.M.

Present: Mayor: Allan Watt
Councillor: Barb Martinson
Councillor: David Rolf
CAO: Harold Wynne

AGENDA

2017-045 Moved by Councillor Rolf to adopt the agenda.
Carried.

MINUTES

2017-046 Moved by Councillor Martinson to adopt the minutes of the July 24, 2017 meeting.
Carried

REPORTS/RESOLUTIONS/BYLAWS

1. Administration Reports

CAO Wynne spoke to his written report that included the following items:

- Administration
- Silver Beach Road
- Pigeon Lake Protective Services
- Fall Clean-Up Bins
- Public Works
- Developments

Council agreed not to undertake any further tree planting in the park and roadway areas of the summer village until 2018.

2. PLPS Report

Council discussed the PLPS statistical report that was prepared by Peace Officer Wes Kardash. To date, the Peace Officer has written 64 citations for tickets for a total fine amount of \$7,725.

3. TRAVIS Commercial Vehicle Permit Application Fee

The CAO explained that Council must set a TRAVIS Commercial Vehicle Permit Application Fee and Cancellation Fee as per the agreement with Alberta Transportation.

2017-047 Moved by Mayor Watt that the Summer Village of Silver Beach set the TRAVIS Commercial Vehicle Permit Application Fee at \$20 per permit and the Permit Cancellation Fee at \$20 per permit.
Carried

CORRESPONDENCE/INFORMATION ITEMS

1. AUMA Board News
2. ATCO Gas Re: Franchise Agreement Fee
3. PLWA Donation

Council reviewed the letter from Pigeon Lake Watershed Association Executive Director Susan Ellis for consideration of ongoing funding support for the organization. Council agreed to consider a donation to the PLWA as part of the 2018 budget deliberations.

4. ASVA Silent Auction Donation

As in 2016, the Association of Summer Villages of Alberta has requested the donation of a silent auction item for the October 19-20 ASVA Conference. Council directed the CAO to purchase a power tool for \$100- \$200 to donate to the ASVA Conference.

DISCUSSION ITEMS

1. Silver Beach Road Construction

Parkland Geo engineer Gavin Mayer presented to Council the results of the tendering process to contract for repairs to Silver Beach Road. He reported that five invitational tenders were sent to contractors and that Parkland Geo received only one bid proposal in response; from Elite Asphalt. The Elite Asphalt bid quote for this construction work is \$189,547.60.

Parkland Geo's recommendation is that Elite Asphalt Inc. be considered going forward with planning of the Silver Beach Road Rehabilitation Project. Parkland Geo also commented that Unit Prices for construction costs are significantly higher than last year's bids; however, Mr. Mayer explained that this may have been the result of market increases and the smaller quantities in the current scope of work.

2017-048 Moved by Mayor Watt that Elite Asphalt Inc. be contracted to provide repairs to Silver Beach Road as per the August 15, 2017 Elite Asphalt Inc. Proposal and Revised Schedule of Quantities for the total quoted tender value of \$189,547.60. This road

construction must be done in accordance with engineering specifications and oversight provided by Parkland Geotechnical Engineering Ltd.

Carried.

Council asked that the CAO get an estimate from Elite Asphalt to grade and gravel the laneway behind lots 2A to 12.

2. ATCO Gas Franchise Fee

Council agreed to leave the ATCO Gas Franchise Agreement Fee at 20% in 2018 which is the same as the 2017 fee.

3. New Councillor Training

The CAO confirmed that, according to s.201.1 of the new Municipal Government Act, a municipality must offer orientation training to each councillor, to be held within 90 days after the councillor takes the oath of office. Councillors were informed that a two-day Elected Officials Training session arranged by the ASVA will be held on September 16 and 17 in Edmonton.

As none of the Councillors are able to attend this training session, the new CAO will be asked to arrange for councillor training before year-end.

4. Recognition of Past Councillors

Councillor Martinson introduced the prospect of recognizing past Councillors and Mayors who have served Silver Beach by installing their names on a memorial bench that might be placed in Ouimette Park. Council agreed to consider this prospect as part of Ouimette Park planning in 2018.

5. Policy and Bylaw Review

The CAO reported that the Alberta Community Partnership \$52,750 grant funding for the policy and bylaw review project for Silver and Sundance Beaches was received and that 50% of this grant was forwarded to Sundance Beach.

The CAO provided a brief overview of the scope of the policy and bylaw review and a prospective review process that could be utilized. The new CAO will put together a request for proposals to solicit bids from consultants interested in undertaking this review.

6. Memorial Bench and Tree

Mayor Watt reported that he had received a request from Silver Beach resident Bruce Wilson for a memorial bench and tree in memory of his wife, Margaret Wilson, who recently passed away. Mayor Watt asked Mr. Wilson to contact the CAO to make arrangements for the bench and tree.

COUNCIL COMMITTEE REPORTS

There were no committee reports.

FINANCIAL REPORTS

1. Financial Report

The following financial report package was presented to Council for information: (1) September 6, 2017 budget variance report; (2) September 1, 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.

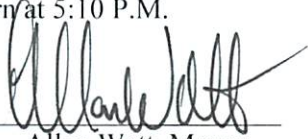
ADJOURNMENT

2017-049 Mayor Watt moved the meeting adjourn at 5:10 P.M.

Carried.



Harold Wynne, CAO



Allan Watt, Mayor

September 18, 2017
Date Adopted