

**SUMMER VILLAGE OF POPLAR BAY
REGULAR COUNCIL MEETING
FRIDAY, FEBRUARY 22, 2013 @ 10:00 A.M.
SUMMER VILLAGES OFFICE COUNCIL CHAMBERS
605-2nd Avenue, Ma-Me-O Beach, AB**

MINUTES

Present:

Council: Pat Sloan, Mayor
Deb McDaniel, Deputy Mayor

Administration: Sylvia Roy, CAO

CALL TO ORDER

Mayor called the meeting to Order at 10:02 a.m.

A. ADOPTION OF AGENDA

Res. #13-11

Moved by Deputy Mayor McDaniel to adopt the agenda as amended.

CARRIED

B. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

1. Regular Council Meeting Minutes of November 30, 2012

Res. #13-12

Moved by Deputy Mayor McDaniel to adopt the Regular Council Meeting Minutes of November 30, 2012 as presented.

CARRIED

2. Regular Council Meeting Minutes of December 20, 2012

Res. #13-12

Moved by Deputy Mayor McDaniel to adopt the Regular Council Meeting Minutes of December 20, 2012 as amended.

CARRIED

3. Special Council Meeting Minutes of January 25, 2013

Res. #13-13

Moved by Deputy Mayor McDaniel to adopt the Special Council Meeting Minutes of January 25, 2013 as presented.

CARRIED

C. DELEGATION

Pigeon Lake Watershed Association – Mr. Jeff Lloyd

Mr. Jeff Lloyd, a Director for PLWA, presented a “look back” at 2012 and a “look ahead” at 2013.

Grant funding is being sought for PLWA programs and Association sustainability. Feedback has been collected from PLWA members, where the need to eliminate nutrients and address root causes was noted as areas to address. Frustration surrounding stewardship, development around the lake and lack of enforcement was also noted.

Mr. Lloyd indicated that the PLWA has an emphasis on working with the Association of Pigeon Lake Municipalities (APLM) and the twelve municipal Councils around the lake, and the work being done on the report released in May 2012 that described potential methods of controlling and managing cyanobacteria in Pigeon Lake. In lake options are included as part of the investigation of potential methods. The Ministry of Alberta Environment appears appreciative of the ongoing communication from the PLWA and the APLM.

Alberta Environment and SRD is supportive of the PLWA and the PLWMP (Pigeon Lake Watershed Management Plan). The PLWMP was recommended by the state of the watershed report and has since moved forward on identifying best practices for watershed controls for the watershed and shoreline. Two sub-committees have been struck to examine the use of/ prohibition of fertilizers, and the creation of a model Land Use Bylaw that addresses environmental concerns. Once the model bylaw is drafted, it is

suggested that it is vetted through the Joint Services Committee. The PLWA also played a role in the Grandview Creek restoration project in the Summer Village of Grandview.

To date, 24 Home Site assessments are scheduled for 2013 and more are encouraged. Mr. Lloyd stated that PLWA has rescinded the policy prohibiting Council Members from serving on the PLWA Board of Directors.

A Watershed Advisory Group Session is scheduled for April 13, and the PLWA Annual General Meeting is scheduled for August 24, 2013. Mr. Lloyd asked Council for feedback on PLWA, to which Council indicated that they are pleased with PLWA's performance and increased communication over the past two years. Funding models will be examined by Council later in this meeting. Mr. Lloyd departed from Council chambers at 10:45 am.

D. BYLAWS & POLICIES

None.

E. REPORTS FROM STAFF/RESOLUTIONS

1. Follow Up Sheet

The follow up sheet was reviewed and revised.

F. COUNCIL COMMITTEE REPORTS/DISCUSSION ITEMS

1. Pigeon Lake Regional Wastewater Committee

a. Regional Wastewater MOU and Interim Agreement

Council reviewed and discussed the Pigeon Lake Regional Wastewater System Memorandum of Understanding (MOU) and Interim Agreement amongst the County of Wetaskiwin No. 10 and Summer Villages of Crystal Springs, Grandview, Ma-Me-O Beach, Norris Beach and Poplar Bay. This MOU and interim agreement is necessary for the next phase of the regional wastewater project to proceed.

Res. #13-14

Moved by Mayor Sloan that the Summer Village of Poplar Bay enter into the Pigeon Lake Regional Wastewater System Memorandum of Understanding and Interim Agreement amongst the County of Wetaskiwin No. 10 and Summer Villages of Crystal Springs, Grandview, Ma-Me-O Beach, Norris Beach and Poplar Bay, as presented.

CARRIED

2. South Side Wastewater Committee

A meeting was held January 30 with the committee members and two representatives from Municipal Affairs, in which potential funding options and information on commissions and other governance structures was discussed. The minutes from this meeting were reviewed and discussed; the next Council meeting is April 16, 2013.

3. Local Wastewater Collection Project

Administration reported on inspection updates for the private sewage disposal systems in the Summer Village. It is anticipated that the inspection deadline of May 31st will be met and Poplar Bay will be well on the way to achieving compliance. Letters will be sent out to respective residents by the end of March and residents will be contacted regarding existing privies.

4. Internet Voting Pilot Project

Administration advised that a response had recently been received advising that the large urban municipalities selected for the pilot are proceeding and further information will be forthcoming once results are known.

5. 2013 Municipal Election

Res. #13-15

Moved by Mayor Sloan that the Summer Village of Poplar Bay hold their 2013 municipal Election Day on July 13 at the Poplar Bay Community Hall, Nomination Day on June 15 at the Summer Villages Office and that Sylvia Roy be appointed the Returning Officer.

CARRIED

The Poplar Bay Annual Information Meeting will be held on June 29 at the Poplar Bay Community Hall.

6. 2013 Strategic Plan

Council reviewed and discussed the strategic plan; revisions are to be made.

7. Capital Region Assessment Services Commission (CRASC)

a. Agreement 2013-2015

Res. # 13-16

Moved by Deputy Mayor McDaniel that the Summer Village of Poplar Bay enter into the agreement with Capital Region Assessment Services Agreement for 2013-2015, as presented.

CARRIED

b. Resolution - Assessment Review Board Members

Res. # 13-17

Moved by Mayor Sloan that in keeping with Bylaw #222 the Summer Village of Poplar Bay hereby appoints those individuals listed in attached Schedule A for a term ending December 31, 2013 as members of the Assessment Review Board that may from time to time be required to hear assessment related complaints as permitted in the Municipal Government Act, RSA 2000, C.M-26.

CARRIED

8. PLWA re: Summer Village Funding Approach

Council reviewed potential scenarios for providing funding to the Pigeon Lake Watershed Association, including sustainable funding. Funding levels will be further discussed and confirmed during budget deliberations.

9. Pigeon Lake Regional Emergency Management Project Update

Part 1 and 2 of the Regional Emergency Plan are near completion. An overview has been developed as part of a presentation to Councils, and an orientation has been completed for those individuals who may be involved in the project.

10. Policing Update

Administration indicated that some Summer Villages around Pigeon Lake intend to enter into contracts for enhanced policing with the Wetaskiwin RCMP, and there may be benefits to the other Summer Villages by way of additional RCMP patrols through the Summer Villages.

11. Sale of Reserves

The proceeds from the sale of municipal reserves cannot be used to fund wastewater capital projects.

12. Culvert Inspection

A cursory culvert inspection will be performed at the same time as Grandview bridge inspection.

13. Municipal Addressing Project

There is some question with respect to the positioning of some of the municipal signs. Residents need to be advised to use the new addressing number for emergency purposes.

G. FINANCIAL

1. Cheque Listing

Res. # 13-18

Moved Mayor Sloan by to accept the cheque listing as information.

CARRIED

2. Council Resolution re: Tax Write Off due to Hardship

Res. # 13-19

Moved by Mayor Sloan to approve a tax write off for \$11.21 due to hardship for this instance only, for Tax Roll Number 6.255, as presented.

CARRIED

3. Joint Services Facilities Agreement re: Budget Variance Procedures

Mr. John Pawluik, Financial Auditor, recommended slight revisions to the Joint Services Committee's Budget Variance Procedure.

Res. # 13-20

Moved by Deputy Mayor McDaniel to approve the proposed revision to the Joint Services Budget Variances Procedure, as presented.

CARRIED

H. INFORMATION ITEMS

1. PLPS Monthly Service Report – November and December 2012, January 2013
2. Municipal Affairs – Pigeon Lake Wastewater Project Extension
3. Great Canadian Shoreline Cleanup – Fall 2012 Results

I. ADJOURNMENT

Res. #13-21

Moved by Mayor Sloan to adjourn the meeting at 1:18 pm.

CARRIED



**Pat Sloan, Mayor
Summer Village of Poplar Bay**



**Sylvia Roy, C.A.O.
Summer Village of Poplar Bay**

