

**SUMMER VILLAGE OF POPLAR BAY  
REGULAR COUNCIL MEETING  
FRIDAY, SEPTEMBER 27, 2013 at 1:00 P.M.  
SUMMER VILLAGES OFFICE COUNCIL CHAMBERS  
605-2<sup>nd</sup> Avenue, Ma-Me-O Beach, AB**

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**MINUTES**

***Present:***

**Council:** Deb McDaniel, Mayor  
          Brian Meaney, Deputy Mayor  
          Laurie Rogers, Councillor  
**Administration:** Sylvia Roy, CAO

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**CALL TO ORDER**

Mayor McDaniel called the meeting to Order at 1:00 p.m.

**A. ADOPTION OF AGENDA**

**Res. #13-78**

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

**CARRIED**

**B. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

1. Organizational Council Meeting Minutes of June 28, 2013

**Res. #13-79**

**Moved by Mayor McDaniel to adopt the Organizational Council Meeting Minutes of June 28, 2013 as presented.**

**CARRIED**

2. Regular Council Meeting Minutes of June 28, 2013

**Res. #13-80**

**Moved by to adopt the Regular Council Meeting Minutes of June 28, 2013 as amended.**

**CARRIED**

**C. DELEGATION**

1. Ms. Marj Savage, Executive Director – Pigeon Lake Regional Chamber of Commerce

Cancelled.

2. Senior Cst. Marty McKinney – Pigeon Lake Protective Services

At 1:51 pm Council welcomed S/Cst Marty McKinney of the Pigeon Lake Protective Services (PLPS).

Mayor McDaniel indicated that concerns raised at the Poplar Bay Annual Information Meeting included mud on the road (the resident did clean this), service roads being excluded from patrols, and vehicles parked in ditches for long period of time. Cst. McKinney indicated that patrol areas could depend on how many patrols are performed that day, and that sometimes their patrols can be interrupted by phone requests and the officer needs to leave, etc. Cst. McKinney advised that for parking infractions, residents should call PLPS and inform them. However, the bylaw does use 72 hours as the determinate, so if a vehicle leaves then re-parks, they have another 72 hours. Brief discussion occurred regarding the PLPS's use of provincial statutes whenever possible.

Cst. McKinney indicated that they have started to conduct a survey of signs, to ensure signs are posted with the correct requirements ie) location, setbacks, etc).

Discussion occurred with respect to bylaws, such as off-highway vehicle bylaws, to ensure public safety as there are no provincial regulations requiring drivers/passengers to wear helmets. Mayor McDaniel will address the subject of a standard off-highway vehicle bylaw at the next Joint Services Committee Meeting.

The speed limit for winter in Poplar Bay will be 40 km/h instead of 50 km/h, to be in line with the Summer Village of Grandview. A bylaw for same will be brought to the next Poplar Bay Council Meeting.

Council reviewed a patrol report from PLPS; a question arose as to the difference between a patrol and a patrol hour; a patrol is the number of patrols conducted, while a patrol hour is one hour and doesn't include the administrative portion.

Items such as suspicious activity, commercial vehicles, speeding, public intoxication, riding in boats on the roadway, people asking questions, garage doors open, broken windows, etc. are what the PLPS members are spending time on while performing patrols of the Summer Village.

Vacant resident checks still ongoing; a resident needs to be away from their primary residence in order to qualify for this service.

Cst. McKinney cited speed as the largest issue, and they would like to do more speed traffic enforcement. The issue of electronic speed signs were raised; they are not viewed as an enforcement tool.

Cst. McKinney will send information on the best off-highway vehicle and noise bylaws for comparison.

#### **D. BYLAWS & POLICIES**

None.

#### **E. REPORTS FROM STAFF/RESOLUTIONS**

##### **1. Follow Up Sheet**

The follow up sheet was reviewed and revised. Street name signs still need to be installed.

##### **2. Council/ Committee Appointments**

Administration provided Council with a table of Council/ Committee appointments for 2013/2014.

Recess: 2:37 pm

Reconvene: 240

#### **F. COUNCIL COMMITTEE REPORTS/DISCUSSION ITEMS**

##### **1. Regional Wastewater Committee**

The County of Wetaskiwin, as Managing Partner to the Pigeon Lake Regional Planning Committee, provided an update on the status of the Pigeon Lake Regional Wastewater line. They indicated that the summer has been very busy scheduling meetings with core stakeholders in ensuring the wastewater line project continues to move forward. They are almost ready to go to tender.

Alberta Transportation and Alberta Environment requested that a second consultation process be conducted with the Four First Nations (Samson, Ermineskin, Louis Bull and Montana Bands) to go around Indian Reserve #138A boundary along Hwy 13 and Secondary Hwy 780 & 616. Approval also was required from Alberta Transportation to use their right-of-way for the installation of the Force Main and once approval was granted from Alberta Transportation, the County as Managing Partner, got very busy negotiating with landowners to site the two required Lift Stations (LS1) and (LS2).

Engineering Drawings are contingent on the location of the Lift Stations and are currently in the final design stages now that the land purchase agreements have concluded. The County reports that there have been many staff hours allocated to this project this summer and they are progressing, although there are other external stakeholders that have impacted the time lines of the project.

Alberta Transportation had been consulted and have reviewed the Engineering Drawings to date. They will be contacted again once the final drawings are in place and they will also be reviewing the tender documents. The County anticipates that the Drawing and Tender Documents will be out for tender in early October 2013.

##### **2. Local Wastewater Collection Project**

Still waiting for reports; discussed inspection process. The project is moving along although weather was an issue. The outhouse on Municipal Reserve will be decommissioned.

3. Association of Summer Villages of Alberta Conference

The Association of Summer Villages of Alberta (ASVA) is holding their annual convention on October 25-26, 2013 in St. Albert.

4. Association of Pigeon Lake Municipalities

Council reviewed minutes of the meeting held on September 17, 2013.

**Res. #13-81**

**Moved by Councillor Rogers to go In Camera at 2:55 pm.**

**CARRIED**

**Res. #13-82**

**Moved by Councillor Rogers to come out of In Camera at 2:57 pm.**

**CARRIED**

Councillor Rogers indicated that this was a well-attended meeting. Several good presentation and reports were shared. The in-lake technical committee will proceed.

5. Alberta Lake Management Society

a. Annual Workshop

ALMS (the Alberta Lake Management Society) have scheduled their annual workshop for Friday, September 27 & Saturday, September 28 at the Lakedell Hall.

b. Donation Request

ALMS has asked for donations towards the ALMS workshop to help offset costs for the volunteer appreciation BBQ. The BBQ is free for the LakeWatch volunteers on Pigeon Lake who assisted the ALMS technician with lake water samples or who participated as a stream watcher.

**Res. #13-83**

**Moved by Councillor Rogers that the Summer Village donate \$100 towards the Alberta Lake Management Society to offset costs for the volunteer appreciation BBQ.**

**CARRIED**

6. Request for Encroachment Agreement

A property is changing hands and an encroachment is being requested for the new owner.

**Res. #13-84**

**Moved by Mayor McDaniel that the Summer Village of Poplar Bay offer an encroachment agreement to new owners of #307, Poplar Bay.**

**CARRIED**

7. Municipal Government Act Review – Questionnaires

Administration presented the information received from the provincial government regarding the review of the Municipal Government Act. The information included a letter from the Alberta Municipal Affairs Minister as well as four surveys, covering the areas of governance and administration; planning and development; assessment and taxation and general provisions of the Act.

Administration will review and send potential items to Council for review.

8. Encroachment Project Status

The encroachment policy was reviewed; it was decided that if the resident acknowledges that they have an encroachment and want to enter into an agreement, then an RPR from them is not necessary. If the resident disputes the encroachment, then they must obtain an RPR. The policy will be amended to reflect this.

The project will start at #1 and go up numerically.

9. Regional Emergency Management Project update

Administration advised that Municipal Affairs Minister Doug Griffiths has authorized Ministerial Order A:005/13 in order for the Pigeon Lake Summer Villages to form a regional organization for emergency management. An orientation session will be conducted for Council Members.

10. Snow Removal Tenders (In Camera)

**Res. #13-85**

**Moved by Mayor McDaniel to go in camera at 3:22 pm.**

**CARRIED**

**Res. #13-86**

**Moved by Mayor McDaniel to come out of in camera at 3:37 pm.**

**CARRIED**

**Res. #13-87**

**Moved by Councillor Rogers that the Summer Village of Poplar Bay enter into an agreement with Gazelle's Oilfield Services for snow removal for the 2013-2015 season.**

**CARRIED**

**G. FINANCIAL**

1. Cheque Listing

**Res. # 13-88**

**Moved by Mayor McDaniel to accept the cheque listing as information.**

**CARRIED**

2. Resident Request to Waive Tax Penalty

**Res. # 13-89**

**Moved by Mayor McDaniel that the tax penalty waiver request for roll #6246 be approved.**

**CARRIED**

**H. INFORMATION ITEMS**

1. PLPS Monthly Service Report – June, July & August, 2013
2. AltaGas Utilities Franchise Fees
3. Alberta Municipal Affairs – New Home Buyer Protection Act
4. Alberta Municipal Affairs – Public Interest Disclosure Act
5. Yellowhead Regional Library – 2012 Annual Report
6. Municipal Affairs Workshops
7. PLWA
  - a. Homesite Consultations
  - b. Annual General Meeting

**Res. #13-90**

**Moved by Deputy Mayor Meaney to accept the above seven items as information.**


**CARRIED**

**I. ADJOURNMENT**

**Res. #13-91**

**Moved by Mayor McDaniel to adjourn the meeting at 3:41pm.**

**CARRIED**

  
Deb McDaniel, Mayor  
Summer Village of Poplar Bay

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