

**THE SUMMER VILLAGE OF SILVER BEACH
MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD TUESDAY, DECEMBER 6, 2005
AT THE EDMONTON OILERS BOARDROOM
EDMONTON, ALBERTA**

Present:

Council:
Norm Majeski
Allan Watt
James Irving

Staff:
Wendy Nickel, Administrator
Ron Smith, Chief Constable

A. Call to Order

Mayor Watt called the Regular Meeting of Council of Tuesday, December 6, 2005 to order at 5:15 P.M.

B. Adoption of Agenda

Councilor Irving requested that a development issue be added under New Business, and administration asked that a budget update be added under Financial Reports. Mayor Watt moved that the Agenda for the Regular Meeting of Council of December 6, 2005 be adopted as amended.

Carried Unanimously

C. Adoption of Minutes

1. Regular Council Meeting of October 19, 2005

Councilor Majeski moved to adopt the minutes of the Regular Meeting of Council of October 19, 2005 as presented.

Carried Unanimously

2. Public Hearing Minutes of July 23, 2005

Councilor Irving moved that the Minutes of the Public Hearing held July 23, 2005 be adopted as presented.

Carried Unanimously

D. Staff Reports

1. Administrator's Report

a) The Village's application for funding under the STEP (Student Temporary Employment Program) was denied as the number of hours worked did not meet the minimum grant criteria. b) The phone at Mr. Alexander's residence has now been disconnected,

but Mr. Alexander has been left without a fax line. So far, this has not been a problem as any development related mail is being forwarded on to Mr. Alexander. c) The administrator will be away from Edmonton from December 18th to shortly after the New Year.

2. Development Officer's Report

a) The appeal period has lapsed for the Hill development. The development permit for this property will be in effect for 24 months to accommodate Mr. Hill's need to complete the log home project as his own contractor. b) Ground is being cleared and excavated for the new McCoy residence. No appeals were received by the deadline of October 27, 2005. Two calls were received expressing concern over the excavation and potential changes to drainage, however there are no perceived problems, as the current state of the lot does not reflect the finished grade. As well, there were concerns that the development had not been posted, however the Development Officer confirmed that he had posted the development at the property. c) A development permit was issued to Balmoral homes for the construction of a 24' x 26' garage with guesthouse on the property owned by Norwicki. A conditional variance has been issued to allow for a 5-foot side yard setback rather than the required 7.5-foot setback on the condition that the neighbour provides a letter of consent prior to December 5, 2005. d) Two inquiries were received from the Brigadiers regarding a potential development. e) A year-end summary of development will be provided for Council at the next meeting. If any member of Council wishes to receive an electronic copy of specific development permits, a request can be sent by email to the Development Officer.

3. Chief Constable's Report

a) Ron Smith discussed the upcoming annual meeting between the Summer Silver of Silver Beach (representing the Pigeon Lake Constable Service) and the participating municipalities. Councilor Majeski, Wendy Nickel, and Ron Smith will meet to set an agenda and make preparations for the meeting.

Councilor Majeski moved that the Staff Reports be accepted as presented for Council's information.

Carried Unanimously

E. Financial Reports

1. Monthly Cash Statement – October 2005

2. Monthly Cash Statement – November 2005
3. Budget Report – Year to date

Councilor Irving moved that the financial reports be accepted as presented.

Carried Unanimously

F. Accounts Payable – For the period ending December 6, 2005

Councilor Majeski moved that cheques numbered 1876 to 1909 for the period ending December 6, 2005 be paid in the amount of \$53,639.86. Cheques numbered 1876 to 1894 were prepaid and had already been released. Cheques numbered 1882 and 1891 were voided.

Carried Unanimously

G. Old Business

1. Amendment to Traffic Control Bylaw re: Road Permits

Item Tabled.

2. Amendment to Traffic Bylaw re: parking of RVs

Item Tabled.

3. Boat Lift Licensing System

Item Tabled.

4. 3rd and Final Reading – Records Retention Bylaw 211 / 2005

Councilor Irving moved Third and Final reading of Bylaw 211/ 2005.

Carried Unanimously

5. Amendments to Fees and Charges Bylaw “Schedule A”

Administration presented a proposed fee schedule for 2006. Council asked that the following amendments be made to the proposed fees:

- Development Permits – Residential to \$100.00 plus \$2.00 for every \$1,000 value of development
- Accessory Buildings - \$50.00 plus \$2.00 for every \$1,000 value of development

Councilor Irving moved to amend "Schedule A" to the Fees and Charges Bylaw as recommended by administration with the above changes as noted, with the new fees to be effective January 1, 2006.

Carried Unanimously

6. 2nd Reading Bylaw 209/2005 to Designate an Environmental Reserve

Councilor Majeski moved 2nd Reading of Bylaw 209 / 2005.

Carried Unanimously

H. New Business

1. Vacation Policy for Pigeon Lake Constable Service Employees

The employees of the Pigeon Lake Constable Service have been receiving vacation pay on earnings, rather than paid vacation time off. For some employees, the vacation pay accumulates and is paid out at the time vacation days are taken. Constable Smith has approached administration to see if paid vacation days could be provided instead of vacation pay. This would seem a reasonable request, but part-time and seasonal employees would still receive vacation pay on earnings rather than paid vacation time off.

Councilor Irving moved that the Summer Village of Silver Beach adopt a policy effective January 1, 2006 to provide paid vacation entitlement to full-time employees as follows, with vacation time to be pro-rated on a per month basis per calendar year:

Up to five years continuous employment	10 days per year
After five years continuous employment	15 days per year
After fifteen years continuous employment	20 days per year

Carried Unanimously

2. New Agreement for Provision of a Constable Service

A new agreement needs to be drafted with regards to the Special Constable Service that the Summer Village of Silver Beach provides to other municipalities. Administration presented a draft agreement for Council's information. Administration recommended that legal counsel review any proposed agreement before it is presented to the participating municipalities. The draft is not yet complete, and administration will bring back the completed draft

agreement at a future meeting. The preliminary draft was presented for Council's information only.

3. Snow Removal Service

Lorne Anderson of Diamond Excavating had contacted the administrator to offer snow-clearing services for the 2005-2006-winter season. Council asked administration to contact Mr. Anderson to advise that the village already has a service provider for the current season, but that he is invited to submit a proposal for the following season sometime prior to that season, if he so desires.

4. Cost Proposal – Audit 2005

Masuda Munro has provided a cost proposal of \$5,000 for the 2005 audit, with an automatic minimum 5% increase for subsequent years. The administrator requested permission to seek out other proposals, as the location of the Masuda-Munro office in Sherwood Park is no longer convenient. Council directed the administrator to contact other summer villages to get names of possible audit service providers.

5. Lease Buyout – Freedom Ford

Freedom Ford has sent a letter advising that the lease on the 2002 Ford Crown Victoria expires on December 12, 2005. The cost to buy out the lease is \$6,101.24.

Councilor Majeski moved to buy out the lease on the 2002 Crown Victoria, with the cost of \$6,101.24 to be funded from the Constable Service Reserve.

Carried Unanimously

6. Newsletter

Mrs. Nickel advised that she will be working on the winter edition of the Summer Village of Silver Beach newsletter over the next while, and she requested that Council submit any suggestions for content to her by email.

7. Development Issue (Schwindt-Tizzard)

Councilor Irving provided a copy of correspondence from Mr. George Schwindt and a copy of a reply Councilor Irving had provided advising that Council as a whole would review the correspondence and respond. After reviewing the correspondence,

Council directed Mrs. Nickel to reply to Mr. Schwindt, with a copy to David Blades, County of Wetaskiwin, advising that Council had reviewed the correspondence and to outline Council's concerns to Mr. Schwindt as follows:

- That the Summer Village of Silver Beach controls development of the streets within the municipality, and does not contemplate developing them at this time.
- That the Summer Village of Silver Beach believes that any decision regarding the development should consider the development as a whole parcel, and any decisions made should not pertain only to an arbitrary portion of said parcel.
- That the development, which creates a large number of new lots, should include new lake access in proportion to its size.

I. Council Reports

1. Mayor Watt – No report
2. Councilor Irving – Councilor Irving asked administration to contact Waste Management to request that the bins be placed in Silver Beach for the May and September long weekends.
3. Councilor Majeski – No report.

Councilor Irving moved that the Council reports be accepted for Council's information.

Carried Unanimously

J. Information Items

1. Letter dated August 5, 2005 from ATCO Gas
2. Letter dated August 19, 2005 from Fortis Alberta re: Changes to Epcor Bill Format
3. Battle River Watershed, Volume 1, Issue 6, August 2005
4. Association of Summer Villages of Newsletter, Vol. 13, No. 3, Fall 2005
5. Association of Summer Villages Resolutions No. 5 and No. 6
6. Pigeon Lake Constable Service Activity Report – September 2005
7. Letter dated September 21, 2005 from Alberta Government Services re: AMVIR Access Agreement
8. Letter dated September 27, 2005 from Alberta Municipal Affairs re: Fire Services Advisory Committee
9. AUMA Urban Perspective – July / August 2005, Vol. 26, No.4
10. Capital Region Assessment Services Commission Business Plan 2006-2008

11. Letter dated October 17, 2005 from the Association of Pigeon Lake Municipalities regarding the Fall APLM meeting to be held November 15, 2005.

Councilor Majeski moved to accept the above items for Council's information.

Carried Unanimously

K. Next Meeting

The next meeting of Council will be held on Tuesday, January 31, 2006 at the Edmonton Oilers Boardroom.

L. Adjournment

Mayor Watt moved that the meeting adjourn.

Carried Unanimously

Time of adjournment: 6:30 P.M.

Allan Watt – Mayor

Wendy Nickel – CAO