

**THE SUMMER VILLAGE OF SILVER BEACH  
MINUTES OF THE REGULAR MEETING OF COUNCIL  
HELD TUESDAY, JANUARY 31, 2006  
AT THE EDMONTON OILERS BOARDROOM  
EDMONTON, ALBERTA**

**Present:**

**Council:**

Norm Majeski  
Allan Watt (5:30 P.M.)  
James Irving

**Staff:**

Wendy Nickel, Administrator  
Ron Smith, Chief Constable, PLCS

**A. Call to Order**

Acting Mayor Majeski called the Regular Meeting of Council of Tuesday, January 31, 2006 to order at 5:15 P.M.

**B. Adoption of Agenda**

Councilor Irving moved that the Agenda for the Regular Meeting of Council of January 31, 2006 be adopted as presented.

Carried Unanimously

**C. Adoption of Minutes**

Councilor Irving moved to adopt the minutes of the Regular Meeting of Council of December 6, 2005 as presented.

Carried Unanimously

**D. Delegation – Kevin Dodds, Yellowhead Regional Library**

Kevin Dodds was present to speak to Council on the benefits of joining the Yellowhead Regional Library System. With membership, the residents of Silver Beach would have access to all the libraries in the Yellowhead Region, as well as access to three other regional library systems. The membership cost in 2006 is \$3.30 per permanent resident, but that amount would be pro-rated in 2006 based on the date of membership. Mr. Dobbs advised that non-permanent residents would not be denied a library card if they requested one. He also advised that membership would generate revenue from Yellowhead Regional Library System to be directed to the library of Silver Beach's choice.

5:30 P.M.

Mayor Watt arrived.

Mr. Dobbs provided the councilors with an information package for review. He advised that in order to join the Regional Library System, the first step would be for Council to pass a motion to join the system. A letter would then be sent to Yellowhead Regional Library System advising of the motion and requesting membership. The request would then go to the Yellowhead Board for approval. Council thanked Mr. Dobbs for his presentation. Council directed Administration to speak to representatives of the Lakedell Community Library for their input prior to any decision being made on membership in the Yellowhead Regional Library System. Administration will report back to Council at the next meeting.

## **E. Staff Reports**

### **1. Administrator's Report**

a) The documents related to the Landfill Closure have been forwarded to Graham Langford at EXH Engineering. b) Reminder letters were sent to those in tax arrears at December 31, 2005. Letters were also sent to those on the Tax Installment Plan that have not yet sent in cheques for 2006. c) The administrator had called Mr. Jack Manson to advise that his letters had been reviewed and forwarded to the Village's assessor. d) A letter was sent on December 22, 2005 to Waste Management to request that the bins be placed at Silver Beach for the long weekends in May and September. No reply has yet been received. e) Alberta Permit Pro has issued a cheque for \$217.25 for permit fees for September 2005 and a cheque for \$43.45 for October 2005. f) The T4s and T4 reconciliation summary and the WCB annual return have been processed and submitted. g) The administrator has applied to reinstate her Commissioner of Oaths appointment. This appointment would be valid for village related business only. h) David Ramsay of Municipal Affairs met with the administrator to discuss the 2004 and 2005 audit of Permit Pro permits issued. Because all of the related documents are at the residence of the Development Officer, arrangements will need to be made with the Development Officer to either bring the documentation in to the administrator in Edmonton, or for the audit to take place at his residence in Sherwood Park.

### **2. Development Officer's Report**

The Development Office provided a summary of development for 2005 for Council's information.

### **3. Chief Constable's Report**

a) Chief Constable Smith advised that the Solicitor General has made some recommendations regarding Special Constable Services, and that a name change may be in the works for those designated as Special Constables. b) Constable Smith advised that he had attended the annual meeting with the nine participating villages and Silver Beach, representing the Pigeon Lake Constable Service. There were discussions on presenting a group submission to the Solicitor General requesting expanded jurisdiction for the Special Constables and training exemptions in cases where Special Constables have prior training and experience. c) Constable Smith had an informal lunch meeting with Mayor Podmore of Ma-Me-O Beach regarding the Pigeon Lake Constable Service. d) Constables Smith and McLaughlin have been for shotgun recertification training.

Councilor Majeski moved that the Staff Reports be accepted as presented.

Carried Unanimously

**F. Financial Reports**

1. Monthly Cash Statement – December 2005
2. Budget Report, Year End to Date, December 31, 2005

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

Carried Unanimously

**G. Accounts Payable**

1. For the Period Ended December 31, 2005

Councilor Majeski moved that cheques numbered 1910 to 1929 be paid in the amount of \$11,855.05 for the period ended December 31, 2005. Cheques 1910 to 1929 were prepaid and had already been released. Cheque number 1916 was voided.

Carried Unanimously

2. For the Period Ended January 31, 2006

Councilor Irving moved that cheques numbered 1930 to 1947 be paid in the amount of \$7,746.12. Cheques numbered 1930 to 1945 were prepaid and had already been released. Mrs. Nickel pointed out to Council that her monthly cheque included an amount of \$22.44 for reimbursement for a lunch she had hosted with the Special Constables following the annual PLCS meeting.

Carried Unanimously

**H. 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.

**I. New Business**

1. Auditor Appointment

J.A. Pawluik Professional Corporation has submitted a proposal to provide audit services for 2005 and 2006. The cost would be \$1,700 plus GST per year.

Councilor Majeski moved to appoint J.A. Pawluik Professional Corporation as the auditor for the Summer Village of Silver Beach.

Carried Unanimously

2. Development Issue– Schwindt-Tizzard

Council was provided with copies of the email correspondence from Mr. George Schwindt related to a proposed development. Copies of the replies forwarded to Mr. Schwindt in response to his emails were also provided to Council.

The items were presented for Council's information only.

3. Interim Operating Budget

Council is required to pass an interim operating budget for 2006, which ceases to have effect once the 2006 Operating Budget is passed. The proposed interim operating budget of \$80,750 is based on a quarter of the 2005 budgeted expenditures less any budgeted requisitions or budgeted contributions to reserve.

Councilor Irving moved to adopt a 2006 interim operating budget in the amount of \$81,572 to be in effect until March 31, 2006, or until the 2006 operating budget is passed.

Carried Unanimously

4. Website Contract

Grant monies were received in 2005 for the construction of a website. The administrator recommends Mr. Brodie Soon of Freshworks Design to construct and maintain the website. Mr. Soon has very reasonable rates and has designed some very good sites, which can be viewed at [www.freshworks.ca](http://www.freshworks.ca).

Councilor Majeski moved to enter into the agreement as presented with Mr. Brodie Soon of Freshworks Design to design and host a website for the Summer Village of Silver Beach.

Carried Unanimously

5. Tax Arrears

There was an apparent error in the calculation of taxes due on the 2004 Combined Tax and Assessment Notice for tax roll #56. There was a credit of \$290 at the end of 2003, but it appears that when the 2004 notices were issued, the 2004 taxes assessed were reported on the notice less the credit. The credit was then again deducted on the notice from this amount. The ratepayer paid the amount due as indicated, which left a balance outstanding of \$290. The error became apparent when the property recently sold. The new owners were issued a letter advising that the property was in arrears, and that a penalty would be assessed on December 31, 2005 on the unpaid balance. They subsequently contacted the administrator to determine the source of the outstanding amount. Because the error was not the fault of the previous owner, and because the property has since changed hands, administration is asking permission to write off the amount of \$290 as uncollectible.

Councilor Irving moved that the 2004 tax arrears of \$290 on tax roll #56 be written off as uncollectible.

Carried Unanimously

6. Record Retention Project / Records to Be Destroyed

Administration presented a list of records due for destruction, as the retention period for said records has passed.

Councilor Majeski moved to approve the destruction of records as indicated in the administrator's report.

Carried Unanimously

7. Centennial Legacies Grant

The administrator presented a copy of the letter sent to Alberta Community Development, 2005 Centennial Initiative, Centennial Legacies to account for the \$3,000 grant received in 2003 for a Centennial Project to commemorate the Province of Alberta's 100<sup>th</sup> Anniversary.

The letter was presented for Council's information only.

8. Letter dated December 19, 2005 from Alberta Environment

A copy of a letter dated December 19, 2005 from Alberta Environment to the County of Wetaskiwin was received. The letter responds to the request for a development setback from Silver Beach non-operating landfill lots 8, 9, and 10, Block 4, Plan 792 3044 and undeveloped 60<sup>th</sup> Avenue, SE 14-47-28-W4M. The letter advises the County that because there is a difference of opinion between Silver Beach and the County of Wetaskiwin, Alberta Environment cannot proceed further with the variance request until both parties concur on the issue.

The letter was presented for Council's information only.

9. Proposed Newsletter

Administration presented a draft copy of the winter newsletter for Council's review. Councilor Majeski asked that an advertisement for staff for the STEP grant Parks positions be added to the newsletter.

**J. Council Reports**

1. Mayor Watt – No report
2. Councilor Irving – No report
3. Councilor Majeski – Councilor Majeski reported that he had chaired the annual meeting of the participating villages of the Pigeon Lake Constable Service. He noted that the meeting was well received, and that the consensus was that these meetings should continue to be held on an annual basis.

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

Carried Unanimously

**K. Information Items**

Council Meeting, January 31, 2006

1. Northeast Pigeon Lake Regional Services Commission Meeting September 26, 2005
2. Letter from Mike Krim, Assessor Re: ARB Decision on Jack Manson
3. Pigeon Lake Constable Service Monthly Report-November 2005
4. Pigeon Lake Constable Service Monthly Report-December 2005
5. Yellowhead Regional Library Newsletter, December 2005
6. County of Wetaskiwin No. 10 – News Release Re: Rezoning for Proposed Alberta Police and Peace Officer's College
7. Fire Commissioner's Office -Annual Statistical Report for Alberta 2005
8. Association of Summer Villages of Alberta Newsletter Winter 2005
9. Letter dated December 12, 2005 from Art Johnston, MLA Re: Special Constable Program and copy of Government MLA Review, December 2005 Special Constable Program
10. AUMA Urban Perspective Nov / Dec 2005
11. Minutes of the Organizational Meeting of the Northeast Pigeon Lake Regional Services Commission, December 22, 2005
12. Minutes of the December 22, 2005 Regular Meeting of the Pigeon Lake Regional Services Commission

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

Carried Unanimously

**L. Next Meeting**

The next meeting of Council will be held on Thursday, March 2, 2006 at the Edmonton Oilers Boardroom.

**M. Adjournment**

Mayor Watt moved that the meeting adjourn.

Carried Unanimously

Time of adjournment: 6:10 P.M.

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Allan Watt – Mayor

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Wendy Nickel – CAO