

**THE SUMMER VILLAGE OF SILVER BEACH
MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD TUESDAY, MAY 3, 2005
AT THE EDMONTON OILERS BOARDROOM
EDMONTON, ALBERTA**

Present:

Council:
Norm Majeski
Allan Watt
James Irving

Staff:
Blaine Alexander, Development Officer
Wendy Nickel, Administrator
Ron Smith, Chief Constable, PLCS

A. Call to Order

Mayor Majeski called the Regular Meeting of Council of May 3, 2005 to order at 5:10P.M.

B. Adoption of Agenda

Councilor Irving requested that a Development issue regarding a faxed request from the County of Wetaskiwin be added to the Agenda and Mr. Alexander advised that he had a report on the Silver Beach Road to be added to the Agenda as well. Mayor Majeski moved that the Agenda for the Regular Meeting of Council for May 5, 2005 be adopted as amended.

Carried Unanimously

C. Adoption of Minutes

Councilor Watt moved that the Minutes of the Regular Meeting of Council of March 29, 2005 be adopted as presented.

Carried Unanimously

D. Staff Reports

1. Development Officer's Report to Council

- a) Development application and copy of Land Use Bylaw mailed to Don Carlson for a new cottage on Lot 16A, Block 2, Plan 613MC.
- b) Balmoral Homes has been in contact regarding a proposed development at 15 Silver Beach Road (Buchberger property).
- c) Received two additional inquiries regarding developing or renovating cottages at Silver Beach.
- d) Kenneth Bay Development has been put on hold pending the County of Wetaskiwin's request

that matters related to the high density of the proposed development be revised.

2. Pigeon Lake Constable Service Report to Council

a) Marty McKinney has been hired as of May 1, 2005 as the summer employee. Mr. McKinney will be attending the Solicitor General's College to complete the Officer Safety part of the course. The cost will be \$375.00, including accommodation cost of approximately \$175.00 b) There have been a number of break-ins in Crystal Springs and Grandview. c) Ma-Me-O Beach has split from the Administrative consortium and Theresa Musser is its new administrator.

Councilor Irving moved that the Summer Village of Silver Beach pay for the cost of the Officer Safety Course for Marty McKinney, and that Mr. McKinney be reimbursed for the cost of accommodation at the end of his summer employment.

Carried Unanimously

Councilor Watt moved that the Staff Reports be accepted for Council's information.

Carried Unanimously

E. Financial Report

1. Monthly Cash Statement – March, 2005
2. Actual Expenditures – Year to Date – Silver Beach
3. Actual Expenditures – Year to Date – Constable Service

Councilor Irving moved that the Financial Reports be accepted as presented.

Carried Unanimously

F. Accounts Payable – For the period ending May 2, 2005

Councilor Watt moved that cheques numbered 1717 to 1742 for the period ending May 2, 2005 be paid in the amount of \$17,010.82. Cheque number 1717 was prepaid and had already been released.

Carried unanimously

G. Old Business

1. Amendment to Traffic Control Bylaw re: Road Permits

Councilor Irving moved that the item be tabled under Old Business until such time as Administration has completed the required research on the subject.

Carried Unanimously

H. Business Arising From Last Meeting

1. Assessment Report

The Assessment Report prepared by Mike Krim was presented to Council for its information. Councilor Irving asked for further information, including a list of lot sales for Silver Beach and Argentia over the past three years to give an idea of appreciation over that period of time. Councilor Irving also asked that under "Indicators of Value, and that the assessment comparison be amended to show each property, and the following information: Tax roll. Municipal address, Frontage, 2004 Land Assessment, 2004 Improvements Assessment, 2004 Total, 2005 Land Assessment, 2005 Improvements Assessment, 2005 Total, % increase, 2005 over 2004, Type (less than / better than / typical), and Influences. Administration will contact Mr. Krim with Council's request.

2. Environmental Reserve Report

Mr. Alexander presented a report regarding the designation of an Environmental Reserve as part of the NW 1/4 Section 11 – Township 47, Range 28, and W 4th Meridian. An Environmental Reserve cannot be sold, but can be leased for up to 3 years. The only changes that can be made are to correct an omission, to adjust boundaries to correct a defect in Certificate of Title, or to correct an issue of encroachment. The only use that can occur on land designated as an Environmental Reserve is that of it remaining in its natural state or being used as a public park. An ER designation would mitigate the pressures of unwanted development of the lands, and would protect the lands for the enjoyment of the residents, and would protect the environment of the subject lands in its natural state. Mr. Alexander cautioned that it would be extremely difficult for a future council to reverse a designation of ER that has been applied, and that the economic value of the subject lands would drop considerably. Council could potentially lose a significant financial opportunity to develop its own subdivision and

market the resultant lots for residential purposes. Proceeds from a lease or other disposition can be applied to the maintenance of the subject lands as a natural area or a public park. The process would require a bylaw to designate lands as ER and is subject to a public hearing following its first reading, as well as advertising requirements. Councilor Watt requested that a bylaw be drafted to designate part of the NW 1/4 Section 11 – Township 47, Range 28, and W 4th Meridian as an Environmental Reserve, to be brought to the next meeting of Council for First Reading.

I. New Business

1. Fax Request from D. Blades, County of Wetaskiwin

A fax request from the County of Wetaskiwin was received for a relaxation of setback requirements at the Silver Beach non-operating landfill to allow for a country residential development. After discussion, Council decided it does not support a relaxation of the setback requirements for the Silver Beach landfill, as it has concerns for any future liabilities or obligations that may arise in connection to the landfill. Council feels it is best, therefore, to maintain the setbacks as required by Alberta Environment. Councilor Irving requested that Administration send a letter to David Blades in response to his fax of May 2, 2005 to advise him of Council's decision in this regard.

Councilor Irving moved that the setback requirements for the Silver Beach non-operating landfill be maintained as required by Alberta Environment.

Carried Unanimously

2. Report to Council Regarding Government Assistance for Re-Construction of Silver Beach Road

Mr. Alexander presented a report to Council regarding borrowing options and potential funding sources for the rebuilding of Silver Beach Road. The Alberta Municipal Infrastructure Program will give Silver Beach an allocation of funding commencing in 2005 for a five-year period. The available allocation of funds is \$17,407 per year for the first 3 years, with an adjustment to the two years of remaining funding based on current census figures. The expectation is that Silver Beach would receive at least \$87,035 over the 5-year period. If Silver Beach proceeded with the project,

debenture borrowing would be required to fund the shortfall of grant revenue and available reserves.

Councilor Watt moved that the Report on Government Assistance for the Re-Construction of Silver Beach Road be accepted for Council's information.

Carried Unanimously

3. School Requisition Information

Information regarding the school requisition from Alberta Municipal Affairs was presented to Council for its information. The school requisition has increased to \$163,212.96. The calculation is based on a formula which bases the 2005 requisition on the least of a 10 percent requisition increase from 2004, an average of the 2002, 2003, 2004, and 2005 equalized assessment, or the municipality's 2005 equalized assessment.

Councilor Irving moved that that the report on the 2005 School Requisition be accepted for information.

Carried Unanimously

4. Bylaw 208 / 2005 to Set Taxation Rates for the 2005 Taxation Year

Councilor Watt moved First Reading of Bylaw 208/2005.

Carried Unanimously

Councilor Irving moved Second Reading of Bylaw 208 /2005.

Carried Unanimously

Mayor Majeski moved that Bylaw 208/2005 be presented for Third and Final Reading.

Carried Unanimously

Councilor Watt moved Third and Final Reading of Bylaw 208/2005.

Carried Unanimously

5. Constable Service Annual Grid Review

Mr. Alexander presented a revised 2005 Constable Service Salary

grid adjusted for a 3% cost of living increase. As well, Mr. Alexander recommended increment increases for Rod McLaughlin and Ron Smith based on performance, which has met or exceeded performance standards.

Councilor Irving moved that Council adopt the adjusted Constable Service Salary Grid as presented.

Carried Unanimously

Councilor Watt moved that Chief Constable Smith's salary be increased from Step E to Step F effective May 1, 2005.

Carried Unanimously

Councilor Irving moved that Special Constable Rod McLaughlin's salary be increased from Step D to Step E effective May 1, 2005.

Carried Unanimously

6. Request from the Pigeon Lake Meridian

The Pigeon Lake Meridian has requested permission to place Meridian paper boxes at the Summer Village of Silver Beach for the summer months. The boxes will be placed by the Canada Post boxes.

Councilor Watt moved that permission be granted to the Pigeon Lake Meridian to place paper boxes in the Summer Village of Silver Beach to distribute their publication.

Carried Unanimously

7. Update on Constable Service Hours and Agreements

Mrs. Nickel advised that new Constable Service hours have been negotiated with the participating villages. Norris Beach was not satisfied with the originally proposed increase to its hours, and its hours were then dropped from the original proposal to reflect less of an increase. Ma-Me-O Beach also requested a minor adjustment to its hours. The originally proposed hourly rate and the hours for the other municipalities were not adjusted to cover the revenue shortfall caused by Norris Beach and Ma-Me-O Beach's adjustments, as it seemed unfair to the other participating municipalities to do so after they had all been advised of the new hourly rate, and had approved budgets and had already accepted

their new proposed hours and rates. Any revenue shortfall at year-end could be funded from the Constable Service Reserve.

Councilor Irving moved to accept the Report on Constable Service Hours for information.

Carried Unanimously

8. Annual Financial Statements and Auditor's Report

The Annual Financial Statements and Auditor's Report were presented to Council. The 2004 Audited Financial Statements showed an operating surplus of \$7,241 after additional contributions to reserve. The statements and FIR have been filed with Alberta Municipal Affairs in compliance with the May 1 deadline. Rita Munro had indicated that she would need an increase to the amount charged for her services in connection with the audit. Council asked administration to request a proposal from Masuda Munro in this regard. Several items were noted in the Auditor's letter, which administration will work on improving over time. One suggestion was that the Payroll cheques require a second signature, however this makes it difficult to ensure employees are paid on time. Direct Deposit would eliminate the need for payroll cheques, except that the summer parks employees may not have bank accounts. Councilor Irving suggested that the permanent employees be set up for Direct Deposit payroll service, but that we maintain a Payroll chequing account with one signature required on the cheques, as it the current practice.

Councilor Watt moved that:

- a) Council accepts the 2004 Audited Financial Statements as presented; and
- b) That Council approves contributions made to reserves in 2004 from operating revenue as follows: \$20,000 to the Roadway Reserve, \$3,556.64 to the Constable Service Reserve, and \$4,850 to the Anniversary Reserve; and
- c) That Direct Deposit Payroll be set up for permanent employees, but that the current Payroll chequing account be maintained as is, with one signature required on Payroll cheques; and
- d) That administration contact Masuda Munro for an estimated cost to provide audit services in 2005.

Carried Unanimously

J. Council Reports

1. Mayor Majeski – Mayor Majeski advised that the hiring for the STEP positions has been completed, and the two employees from the prior year will be returning for the summer. Administration will send letters to all of the applicants thanking them for their interest in the position, and to advise them that their applications will be kept on file. Mayor Majeski also advised that the meeting date for the Annual General Meeting has been moved to July 23, 2005. Mayor Majeski also noted that a newsletter should be prepared to be mailed to residents in May.
2. Councilor Irving – no report
3. Councilor Watt – Councilor Watt advised that Peggy Juchli has offered to sit on the Anniversary Committee with himself and Jane Nagy. The hall has been booked and confirmation of this has been received. Councilor Watt reported that plans for the Anniversary celebration are proceeding well.

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

Carried Unanimously

K. Council Information

1. Letter dated April 27, 2005 from Infrastructure Canada-Alberta Program.
2. Government of Canada letter re: 2005 Federal Budget

Councilor Watt moved that the Council Information Items be accepted for Council's information.

Carried Unanimously

L. Next Meeting Date

Council agreed that the next meeting of Council will be held Tuesday, June 14, 2005 at the office boardroom of the Edmonton Oilers, at 11230 – 110 St., in Edmonton, commencing at 5:15 PM.

M. Adjournment

Mayor Majeski moved that the meeting adjourn.

Council Meeting, May 3, 2005

Carried Unanimously

Time of adjournment: 7:20 P.M.

Norm Majeski – Mayor

Wendy Nickel – CAO