

**THE SUMMER VILLAGE OF SILVER BEACH
MINUTES OF THE REGULAR MEETING OF COUNCIL
HELD WEDNESDAY, MAY 3, 2006
AT THE EDMONTON OILERS BOARDROOM
EDMONTON, ALBERTA**

Present:

Council:
Alan Watt
Norm Majeski
James Irving

Staff:
Wendy Nickel, CAO

A. Call to Order

Mayor Watt called the Regular Meeting of Council of Wednesday, May 3, 2006 to order at 4:00 P.M.

B. Adoption of Agenda

Administration requested the addition of the following: April Cash Statement (Financial Reports), Notification of spring meeting of the Association of Pigeon Lake Municipalities, and April Pigeon Lake Constable Service Report (Information Items). Councilor Irving requested the addition of Landfill Closure / Monitoring (New Business).

Councilor Majeski moved that the Agenda for the Regular Meeting of Council of May 3, 2006 be adopted as amended.

Carried Unanimously

C. Adoption of Minutes

Regular Council Meeting of April 6, 2006

Councilor Majeski noted that the minutes should make reference to the fact that Councilor Irving assumed the Mayor's chair during the time Mayor Watt had left the meeting.

Councilor Irving moved that the minutes of the Council meeting held April 3, 2006 be adopted as amended.

Carried Unanimously

D. Delegations

Mr. John Pawliuk, Auditor (J.A. Pawliuk Professional Corporation)

Council welcomed Mr. Pawliuk to the meeting. Mr. Pawliuk presented Council with updated Summarized Financial Statements and reviewed the

statements with Council, including the budget variances. Mr. Pawliuk noted that the Summer Village of Silver Beach is in a good financial position, and that its reserves are fully funded by cash held. Mr. Pawliuk advised that the Financial Information Return was electronically submitted to Municipal Affairs to meet its May 1st deadline. The statements and a hard copy of the FIR will be forwarded to Municipal Affairs once approved and signed by Council. Council thanked Mr. Pawliuk for his attendance and for presenting the Financial Statements.

E. Staff Reports

1. Administrator's Report

a) Alberta Government Services was sent a fax advising that no FOIP requests had been received for the reporting period April 1, 2005 to March 31, 2006. b) Mrs. Elizabeth Holt called to advise that her property at 113 Silver Beach Road is under demolition. The assessor has been advised. c) One application has been received to date for the two available Summer Parks positions. d) A list of property owners and their addresses were provided to the Pigeon Lake Constable Service as per its request. e) Our web host has been able to procure a second domain name, which is svsilverbeach.ca. Both domains will be maintained for a time to ensure continuity of access. f) The AUMA has provided satisfaction surveys for all of the councilors and the administrator. The administrator has submitted a survey, and surveys have been distributed to the Councilors to complete and submit, if they wish. g) Constable Scheck from the Leduc RCMP Detachment called to advise that there would be a COPS meeting for interested village representatives sometime in May in Leduc. h) The two signs to mark off the swimming area have been ordered from hi-signs at a cost of \$66.22 each plus GST. i) Information regarding the availability of grant funds under the Canada-Alberta Municipal Rural Infrastructure Fund was received today, and the administrator is reviewing the documentation. Administration will bring back details for Council at the next meeting.

2. Development Officer's Report

a) West Central Planning Agency has received an application for subdivision of Lot 15A, Block 5, Plan 782 1475. The proposed subdivision creates two 22.86 metre wide lots with a depth of 91.44 metres. The proposed subdivision complies with the Land Use Bylaw and has been approved by Silver Beach. West Central has been advised of the approval by the village.

Councilor Majeski moved to accept the Staff Reports for Council's information.

Carried Unanimously

F. Financial Reports

1. Monthly Cash Statement – March 2006
2. Monthly Cash Statement – April 2006
3. Budget Variance to Date

Administration requested that Budget reports be presented to Council quarterly, rather than monthly. Council was agreeable to this change.

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

Carried Unanimously

G. Accounts Payable

Councilor Majeski moved to pay cheques numbered 1993 to 2012 for the period ended May 3, 2006 in the amount of \$14,314.00. Cheques numbered 1993 and 1995 to 1998 were prepaid and had already been released. The amount payable includes payments made on-line in the amount of \$3,981.08.

Carried Unanimously

H. Old Business

1. Bylaw 213 / 2006 – Traffic Control and Parking Bylaw

Administration presented an updated copy of Bylaw 213 / 2006 based on revisions requested by Council at the last meeting.

Councilor Irving moved First Reading of Bylaw 213/2006.

Carried Unanimously

Councilor Majeski moved Second Reading of Bylaw 213 / 2006.

Carried Unanimously

Councilor Irving moved that Bylaw 213 / 2006 be presented for Third and Final Reading.

Carried Unanimously

Councilor Majeski moved Third and Final Reading of Bylaw 213 / 2006.

Carried Unanimously

2. Bylaw 212 / 2006 – Boat Hoists and Lifts Bylaw

Administration presented an updated copy of Bylaw 212 / 2006 based on revisions requested by Council at the last meeting. Council requested a further amendment prior to First Reading. Council amended the bylaw to make reference to a charge for Boat Lifts and Hoist Registrations as determined from time to time by Council and noted in the Fees and Charges Bylaw.

Councilor Irving moved that Schedule A of the Fees and Charges be amended to include a nil charge for Boat Hoist and Lifts Registration.

Carried Unanimously

Councilor Majeski moved First Reading of Bylaw 212/2006 as amended.

Carried Unanimously

Councilor Irving moved Second Reading of Bylaw 212 / 2006 as amended.

Carried Unanimously

Councilor Majeski moved to present Bylaw 212 / 2006 as amended for Third and Final Reading.

Carried Unanimously

Councilor Irving moved Third and Final Reading of Bylaw 212/2006 as amended.

Carried Unanimously

3. Draft Agreement for Pigeon Lake Special Constable Service

Administration has received new information related to the insurance issues relevant to the operation of the Pigeon Lake Constable Service. Janet Brown, Director of Insurance Services has advised that the PLCS is not eligible for Associate membership in the AUMA, and a separate insurance policy cannot be set up under the AMSC program or any other insurance broker that Ms. Brown is aware of. The PLCS will most likely be allowed to remain under the Silver Beach Policy, but not listed as it is now. However, the other Summer Villages must come off of Silver Beach's policy by year-end as per the directive of the Superintendent of Insurance. The Superintendent has advised that that the AUMA is not allowed to have Additional Named Insureds or Additional Insureds under the Alberta Reciprocal Program.

Administration asked permission to put the new draft agreement for the provision of Special Constable Services on hold until after the AUMA changes take effect in the New Year. The village should all be advised of the upcoming changes, as well as being informed of our proposal to increase the number of full time employees over the entire year, rather than just over the summer. Administration will draft a letter to all of the participating villages to advise of the above developments.

4. Designation of Environment Reserve - Pending

5. Encroachment Agreement - Pending

I. New Business

1. 2005 Financial Statements and Audit

Council had approved the Summarized Financial Statements at its last meeting. The Summer Village of Silver Beach shows an operating surplus of \$151 for the 2005-operating year, after the operating surplus related to the Pigeon Lake Constable Service was transferred to Reserves. Copies of the complete Financial Statements have now been presented to Council for review and approval. It should be noted that the expenses that were shown under the Council function have been moved to the Administrative function. The Auditor has also recommended that the Payroll account be closed, with the proceeds transferred to the General Account, as there are only two entries run through the Payroll account on a monthly basis now that the Village has direct deposit services for payroll.

Councilor Majeski moved to:

- b) Approve the 2005 Financial Statements as presented, and
- c) Ratify the contribution to the Special Constable Reserve in the amount of \$3,829.27 representing the Pigeon Lake Constable Service operating surplus for 2005, and
- d) Authorize the Administrator to close the Payroll Account and transfer the proceeds to the General Account.

Carried Unanimously

2. Taxation Bylaw 214/2006 to Set 2006 Mill Rates

Councilor Irving moved First Reading of Bylaw 214 / 2006.

Carried Unanimously

Councilor Majeski moved Second Reading of Bylaw 214 / 2006.

Carried Unanimously

Councilor Irving moved that Bylaw 214 / 2006 be presented for Third and Final Reading.

Carried Unanimously

Councilor Majeski moved Third and Final Reading of Bylaw 214/2006.

Carried Unanimously

3. Final Report – 2005 Budget Variance

Administration presented a report for Council's information and review to account for the 2005 Budget Variances.

Councilor Irving moved to accept the 2005 Budget Variance report for Council's information.

Carried Unanimously

4. Ambulance Grant

Alberta Health and Wellness has advised that the grant allocation for ambulance services will be continued in 2006 / 2007. Silver Beach is entitled to \$648.00. The village is required to enter into an agreement before the grant funds are released. The agreement does stipulate that funding may be used for ambulance services not directly delivered by the village, and may be used to offset costs to have the services delivered through an agreement with other parties.

Councilor Majeski moved to enter into an agreement with Alberta Health and Wellness for grant funding for the purpose of ensuring the provision of ground ambulance services.

Carried Unanimously

5. Yellowhead Regional Library Agreement

The Yellowhead Regional Library has forwarded the agreement to join the Yellowhead Regional Library Service for the Village's

signature. Once the agreement is signed and returned, Yellowhead Regional Library will forward it to the Minister of Community Development for approval. This process will take one to two months. Council may appoint a representative to the Yellowhead Regional Library Board if it so desires, but it is under no obligation to do so. Councilor Irving inquired as to whether annual statistics would be available that would show how many Silver Beach residents had applied for library cards. The Administrator will find out and let Council know if these statistics will be available.

Councilor Irving moved to enter into the Yellowhead Regional Library System Municipal Agreement as presented.

Carried Unanimously

6. Proclamation of Seniors' Week

Alberta Seniors Advisory Council has asked municipalities to formally recognize Seniors' Week from June 5 – 11, 2006. Those participating municipalities will be included in a special edition Senior Advisory Council newsletter.

Councilor Majeski moved that the Mayor Proclaim June 5-11, 2006 as Seniors' Week.

Carried Unanimously

7. Proposed 2006 Salary Grid for the Pigeon Lake Special Constable Service

A revised Wage and Salary Grid for the Pigeon Lake Constable Service was presented to Council for approval, based on a 3% cost of living increase over 2005. In addition, Chief Special Constable Smith's anniversary date is May 1st.

Councilor Irving moved to adopt the proposed 2006 Wage and Salary Grid retroactive to January 1st, and that Chief Special Constable Smith be moved to Level G of the grid effective May 1st based on satisfactory performance.

Carried Unanimously

8. Letter to MLA Regarding School Tax Requisition

A draft letter to MLA Tony Abbot with regards to the school tax requisition was presented to Council. The school tax requisition has increased from \$162,148 in 2005 to \$181,606 in 2006.

Councilor Majeski moved to have the Mayor sign and send the letter as presented on behalf of Council to MLA Tony Abbot with regards to the increased school requisition tax.

Carried Unanimously

9. Spring Newsletter

A draft copy of the Spring 2006 Newsletter was presented for Council's review. Mayor Watt asked that the article on the Garbage Pickup Schedule Change also include a reminder to residents of the regulations pertaining to garbage as per the village's bylaws. The Administrator will delete the article related to bulletin board items. The newsletter will be photocopied and mailed within the next couple of days.

10. Annual General Meeting

The Annual General Meeting is set for Saturday, July 8, 2006 at 10:00 a.m. at the Mulhurst Legion Hall. Copies of the previous year's Annual General Meeting minutes were provided for Council's review. The Administrator will work on compiling an Annual Report to Ratepayers, as well as a proposed Agenda for Council's approval.

11. Landfill Monitoring / Landfill Closure

Councilor Irving reported that he has been in contact with EXH Engineering to discuss the closure of the disused landfill. EHX has suggested that EBA be approached if it has done the preliminary engineering work already. There will also need to be landfill monitoring to be undertaken in the current year, and EBA Engineering has been approached regarding the provision of landfill monitoring.

J. Council Reports

Mayor Watt – no report

Councilor Majeski – Councilor Majeski noted that only one application for the summer parks position has been received to date. Council was in agreement that the applicant should be hired to start work in May, and that that Silver Beach would continue to advertise for someone to fill the second position. Councilor Majeski noted that there has been no person holding a lease on the hay lands in recent years. He has suggested that Council may want to try to find an interested party. If there were no interested parties, then the land would be left to revert to its natural state. Councilor Majeski asked the Administrator to contact the Pigeon Lake

Special Constable Service to police the hay lands to discourage dirt bikes from using the land as per the relevant off-highway vehicle bylaw.

Councilor Irving –Councilor Irving reported on the meeting with the County of Wetaskiwin regarding the setback requirements for a proposed development near the disused landfill. Copies of the summary notes of the meeting and a letter from Silver Beach to the County were provided for Council’s information. Councilor Irving reported that the meeting went very well, and that all parties concerned are working together towards a satisfactory solution.

K. Information Items

1. Battle River Watershed, Volume 2, Issue 1, February 2006
2. Battle River Trends, Spring 2006
3. Pigeon Lake Constable Service Report, March, 2006
4. AUMA Survey
5. Email from Anita Blais regarding date, place, and time for the spring meeting of the Association of Pigeon Lake Municipalities.
6. Pigeon Lake Constable Service Report, April 2006

Councilor Irving moved to accept the above items for Council’s information.

Carried Unanimously

L. Next Meeting

The next meeting of Council will be held on Saturday, July 8, 2006 commencing at 8:00 a.m. at the Cedar Crest in Mulhurst Bay.

M. Adjournment

Mayor Watt moved that the meeting adjourn.

Carried Unanimously

Time of adjournment: 6:15 p.m.

Allan Watt – Mayor

Wendy Nickel – CAO