

**THE SUMMER VILLAGE OF SILVER BEACH  
MINUTES OF THE REGULAR MEETING OF COUNCIL  
HELD WEDNESDAY, MAY 28, 2008  
AT THE EDMONTON OILERS' BOARD ROOM  
EDMONTON, ALBERTA**

**Present:**

**Council:**

Allan Watt

Larry Hill

James Irving

**Staff:**

Wendy Nickel, CAO

Blaine Alexander, Development Officer

**A. Call to Order**

Mayor Watt called the Regular Meeting of Council of Wednesday, May 28, 2008 to order at 5:00 P.M.

**B. Adoption of Agenda**

Councilor Hill moved to adopt the agenda for the Regular Meeting of Council of Wednesday, May 28, 2008 as presented.

Carried Unanimously

**C. Adoption of Minutes**

1. Regular Council Meeting of April 23, 2008

Councilor Irving moved to adopt the minutes of the Council Meeting of April 23, 2008 as presented.

Carried Unanimously

**D. Financial Reports**

1. Monthly Cash Statement – Month Ended April 30, 2008

Councilor Hill moved to accept the Cash Statement for the month ended April 30, 2008 as presented.

Carried Unanimously

**E. Staff Reports**

1. Development Officer's Report - The Development Officer provided a summary of the development permits issued for 2008. Total new development for 2008 to date is valued at \$2,625,000. Councilor Hill asked how the village would typically deal with existing developments

that are not in compliance with the land use bylaw. The development officer noted that when a property sells, the purchaser's lawyer typically requests a letter of compliance as the financial institution providing a mortgage for the purchase needs proof that the property does comply prior approving any mortgage. If a property does not comply, the owner would be motivated to bring it into compliance so that the sale can proceed. He further noted that the Municipal Government Act sets out the rules regarding non-conforming buildings / use for developments. Councilor Hill asked that the development officer check the development permit issued to the owner of Lot 9, Block 1, Plan 4655HW to determine if a condition was that the garage be sided. The development officer will check the permit and send a letter to the property owner to determine his intent in finishing the garage on the property.

2. Administrator's Report (Verbal report)

a) The administrator provided her cell phone number to the councilors and the development officer. b) The administrator reminded Council of the upcoming Annual General Meeting to be held July 19<sup>th</sup> at 10:00 a.m. at the Mulhurst Bay community hall. c) Tax notices will be issued by the end of the week. Councilor Hill asked that a notice be included advertising for summer parks staff and Councilor Irving asked that notification of the AGM and public hearings on the proposed annexation and amendments to the land use bylaw. d) If the village wishes to conduct a municipal census, it would need to be undertaken between April 1 and June 30. Council determined that no municipal census would be undertaken. e) The administrator confirmed with Council that the new peace officer grids adopted were intended to come into effect as of May 1, 2008. f) The peace officer service has advised that the road ban will be at 75% effective May 29<sup>th</sup>. The service has requested that the village make arrangements to change the road ban signs.

Councilor Irving moved to accept the staff reports as presented.

Carried Unanimously

**F. Accounts Payable**

Councilor Hill moved to pay cheques numbered 2436 to 2451 for the period ended May 28, 2008 in the amount of \$15,844.76. The amount payable includes payments made on-line or by direct debit in the amount of \$8,293.02.

Carried Unanimously

**G. Old Business**

1. Encroachment Agreement – Pending

**H. New Business**

1. Annexation Process and Schedule

The development officer presented a report outlining the steps required in the annexation process and a tentative timetable by which to complete the process. The development officer noted that the schedule is tentative and presumes upon no appeals being received to the annexation request. Mayor Watt asked if a ratepayer could contest the application. The development officer explained that it could be contested by a ratepayer, and that would be taken into consideration when the Municipal Government Board renders any decision. The development officer noted that abutting property owners would get a letter of notification. Council suggested that all ratepayers be issued a letter with regards to the annexation. Council asked that the Development officer track the time he has spent on the annexation issue so that the other party can be billed for the hours. As well, the development officer presented a draft copy of a letter to George Schwindt following up on the meeting with his delegation regarding the proposed area structure plan. Council suggested that item #5 be deleted from the letter. Councilor Hill asked whether Council should be adding a paragraph related to compensation on each lot sold towards the existing infrastructure that the new subdivision will be accessing. The Development officer suggested that a bylaw for an off-site levy be researched as a possible way to address the issue. This is a charge that would be collected over time with the annual property taxes. The development officer will look into this and report back to Council.

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

Carried Unanimously

2. Christman Development

Council has some concerns regarding the graded area next to the Christman lot. The lot has been graded and sloped and covered with rock, but the sloping rock appears to be encroaching onto village property. As well, there are concerns related to the drainage of the lot and damage done to the abutting village property in the process of Mr. Christman's development. The development officer will draft a letter to Mr. Christman to address these issues and to request a Real Property Report once the items are addressed.

3. Request to Park a Boat

Transport Canada now requires a permission letter from upland property owners before it will issue approvals for placement of boat lifts and hoists in navigable waters. Mr. Thronson has requested permission from the village to park his boat (in front of village property so that he can include it with his application to Transport Canada. Council asked the administrator to bring back an amending bylaw to the Boat Lift and Hoist bylaw to require that permission be requested on a yearly basis and that a tag be issued to those owners who have requested and received permission from the village to park in waters off village property.

Councilor Hill moved to grant permission to Mr. Thronson to park a boat (pontoon boat with self-contained sea legs which act as its own hoist) contingent upon applying for a permission tag once a new bylaw is in place.

Carried Unanimously

4. Assessment Reports

Councilor Irving moved to accept the assessment reports as presented.

Carried Unanimously

5. Year End Statements and Audit

Councilor Hill moved to accept the Financial Statements as presented.

Carried Unanimously

6. 2008 Budget

Councilor Irving moved to accept the 2008 operating budget as presented.

7. Tax Rate Bylaw 220 / 2008

Councilor Hill moved First Reading of Bylaw 220 /2008.

Carried Unanimously

Councilor Irving moved Second Reading of Bylaw 220 / 2008.

Carried Unanimously

Councilor Hill moved that Bylaw 220 /2008 be presented for Third and Final Reading.

Carried Unanimously

Councilor Irving moved Third and Final Reading of Bylaw 220 /2008.

Carried Unanimously

8. Propane Tank Issue

A letter was received from a resident with concerns over the storage of a propane tank on the neighbouring property. The administrator asked Council who would typically handle these type of complaints. Council suggested that the administrator contact the Alberta Boiler Safety Association for its assistance in the matter.

I. **Council Reports**

1. Mayor Watt – Mayor Watt asked whether the concrete bins at the park should be removed and replaced with plastic bins. He noted that the park requires more bins than are currently in place, and he suggested that the issue be addressed once the summer parks staff are in place. Councilor Watt also provided a preliminary quote from Landmark Paving for road work to Silver Beach Road. Council will set up a preliminary meeting with Landmark Paving to discuss options for road work.
2. Councilor Hill –Councilor Hill would like to see the village move ahead with its proposed change to the land use bylaw to increase the minimum lot size allowed. Mayor Watt noted that this would be addressed at the meeting following the AGM, where a public hearing would be held on proposed amendments to the land use bylaw. Councilor Hill also noted that the bylaw could use some clarification as to maximum lot coverage of a proposed development, as at present, the land use bylaw does not specify whether the amount left uncovered should be vegetation. As well, Councilor Hill asked how the issue regarding the change in subdivision authority is progressing. The development officer noted that he will be contacting West Central Planning to deal with the issue.
3. Councilor Irving – Councilor Irving noted that Council would like to meet with the administrator for an annual performance review. Councilor Irving also suggested that Lorne Anderson be contacted to place large rocks at the entrance to the Girl Guide camp and other roadways where quad and motorbike access is prohibited. Councilor Irving noted that the buoys have been placed for the season.

**J. Information Items**

1. Letter dated April; 22, 2008 from Alberta Municipal Affairs re: School Requisition
2. Letter dated May 8, 2008 from Alberta Emergency Management Agency re: Alberta Emergency Notification System
3. Battle River Trends Spring 2008
4. PLPS Monthly Report – April 2008
5. Letter from J.A. Pawluik dated April 25,2008 re: Fee increase

Councilor Irving moved to accept the above items for Council's Information.

Carried Unanimously

**K. Next Meeting Date**

The next meeting of Council will be held on Tuesday, June 24, 2008 at the Edmonton Oilers Boardroom commencing at 5:00 p.m.

**L. Adjournment**

Mayor Watt moved that the meeting adjourn.

Carried Unanimously

Time of adjournment 7:00 P.M.

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Allan Watt – Mayor

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Wendy Nickel – CAO