

Regular Meeting of the Council of the Summer Village of Rochon Sands held
On March 8, 2022, at 6:00 PM at Municipal Office, #1 Hall Street, Rochon Sands, and via
Zoom on Electronic Devices.

Present Mayor D. Hiller (late)
Councillor J Byer (attended via Zoom)
Councillor B. Brinson
Administrator Melissa Beebe
Administrative Support, Erin Weinzierl
Jim Blaney, WSP

Public (1):

1. Call to Order

Meeting called to order @ 6:04 PM by Deputy Mayor Brinson.

2. Approval of Agenda

Res 2022-042 Motion by Deputy Mayor Brinson to accept the amended additions to the agenda of:

- 7.7 Statement of Capital Revenue & Expenditures Dec 31, 2021
- 8.3 Walkways by 5 Bayview Compensation Request
- 10.4 Mediation Cost Breakdown
- New business:
 - 8.4 Admin website report
 - 8.5 Admin social media reports.
 - 8.6 100th Anniversary of Rochon Sands, 2022
 - 8.7 Administration Task List
 - 8.8 Personnel Policy

Carried

3. Public Hearing None

4. Delegations/Guests: *Jim Blaney, WSP (in person)*

5. Approval of Previous Minutes

Res 2022-043 Motion by Deputy Mayor Brinson to accept March 8, 2022, emailed recommendation minutes of Regular Council Meeting February 8, 2022, as submitted by Councillor Byer for amendments as follows:

- When there are additions or corrections to the agenda you need to identify them with the approval. There were three
- It is convention that when someone is only present by Zoom, that it is identified as such in the attendance section
- 4.1 Beach Street Emergency Access
- Please spell Mark Dennis's name right in the heading.
- If you are planning to use only Mark's last name, it would be appropriate to call him Chief Dennis or something appropriate like that
- For future reference, I am not sure we need all the conversational part at the front.
- Approval of previous minutes: There were changes addressed at the February meeting that need to be specifically identified and included here
- Res 2022—21: The motion should read that the revised Communication policy as submitted be adopted as the Summer Village Communication Policy. The way it reads now, it appears as if you are still trying to add the revised policy into the original one drafted before. That is not what happened.
- Financial: 7.5 needs to be included in there as it was added in with the approval of the agenda, with the notation that Administration will provide separate year to date budget updates for the months of January and February at the March meeting as the January one was not supplied for this meeting

- Survey Results Report: It would be prudent to add the fact that there is an additional report, created from those not easily able to manage the survey and supplied to a Councillor that needs to be included when they Strategic Plan is discussed
- Res 2022-27: the items need to be added, not approved, to the insurance policy
- 8.9: You need the heading for the item first, as identified at the additions to the agenda
- 2022-031 the motion was to 'investigate' not 'investigate further'
- 9.2 Should be better read as Administration emailed RMA contact regarding Water for Life potential funds available, but did not follow up with a phone call as specifically directed by Council
- 9.5 Should read that a County employee informed Councillor Byer he was directed, starting January 1, 2022 not to plow the Summer Village portion of Bay View Street. Mayor Hill will talk to Yvette Cassidy, CAO of the County of Stettler, about this item.
- I believe the Waste Management meeting had already occurred and that Mayor Hiller was informed of the requisition increase.
- At the Emergency Services meeting it was actually reported that the Municipalities were going to be expected to pay for the new supplies

Carried

6. Business Arising from Previous Minutes

6.1. Additional Named Insured Applications for Hall and Rec Board and Marina Board

Res 2022-044 Motion by Councillor Byer for Council to approve an application for Rochon Sands Hall & Recreation Association to be added as Additional Named Insured (ANI) as part of the municipality's RMA Insurance policy.

Carried

Res 2022-045 Motion by Deputy Mayor Brinson for Council to approve an application for Rochon Sands Marina Board to be added as Additional Named Insured (ANI) as part of the municipality's RMA Insurance policy and to review adding the Marina property as part of the miscellaneous municipal property insurance.

Carried

6.2 Provincial Park Online Reservations Program

Res 2022-046 Motion by Deputy Mayor Brinson to accept as information and allow Administration more time to investigate the IT company out of Calgary campground software and bring back all options for the next meeting.

Carried

Mayor Hiller arrives at 6:22 pm.

Mayor Hiller took over chair of meeting and proceeded to Item 8.1 Rochon Sands Conceptual Walkways and Trail plan presentation by WSP Engineering, Jim Blaney

7. Financial

- 7.1 Cheque Register – February 2022
- 7.2 Bank Rec for January 2022
- 7.3 Bank Rec for February 2022
- 7.4 Capital Revenue and Expense Statement to Feb 22, 2022
- 7.5 Revenue and Expense Statement to Feb 22, 2022
- 7.6 Revenue and Expense Statement December 2021
- 7.7 Statement of Capital Revenue & Expenditures Dec 31, 2021

Res 2022-047 Motion by Mayor Hiller to accept the financial reports and statements as information.

Carried

8. New Business

8.1. Rochon Sands Conceptual Walkways and Trail plan.

- Jim Blaney from WSP was in person explaining the conceptual walkways and trail plans to Council. The cost points have a 20% contingency incorporated in the cost analysis.

Res 2022-048 Motion by Mayor Hiller to accept the conceptual walkways and trail plan as information and to use for future Strategic Planning.

Carried

Jim Blaney withdrew from meeting at 7:04 pm

Mayor Hiller moved back to the agenda item list 7.1

8.2. Rochon Sands Policy AD 1.25 Piers, Docks and Boat Lifts

- A backlot owner will require upland owner's signature on the municipality's application form

Res 2022-049 Motion by Mayor Hiller to investigate with Alberta Environment the procedure to apply for the recreation lease of the Provincial Right of Way.

Carried

Res 2022-050 Motion by Councillor Brinson to revise the Municipal Policy 1.25 Piers, Wharves, Docks, Moring, and Boatlifts to reflect the following:

- To add in the application of the Shoreline Management Plan doc application form with the following updates to have checkboxes for the Temporary Field Agreement (TFA) with Alberta Environment, proof of insurance must be provided, and have a signature line for the semi-front property owner to sign off for the back lot applicant.

Administration will bring back the revised policy and fee structure to Council for approval by the next Regular Council Meeting.

Carried

8.3 Walkways by 5 Bayview Compensation Request

Res 2022-051 Motion by Councillor Brinson to deny the compensation request from 5 Bayview street property owner's use of MR Land, and send a letter advising that the property owner can build their fence as long as the fence stays within the surveyed property of 5 Bayview, and does not encroach onto the municipal reserve.

Carried

Council moving back to 8.2

Council moving back to 8.4

8.4 Admin website report

Res 2022-052 Motion by Mayor Hiller to accept for information.

Carried

8.5 Admin social media report

Res 2022-053 Motion by Mayor Hiller accept as information.

Carried

8.6 100th Anniversary of Rochon Sands, 2022

Res 2022-054 Motion by Mayor Hiller to accept as information.

Carried

8.7 Administration Task List

Res 2022-055 Motion by Councillor Byer that administration creates an ongoing day-to-day action list to be reviewed at every council meeting.

Carried

8.8 Personnel Policy

Res 2022-056 Motion by Mayor Hiller to accept the Personnel Policy as information and put it on the day-to-day action list.

Carried

9. Council Committee Reports

Byer – A resident inquired about making a list of Provincial Park’s dilapidated equipment such as signs and benches.

- **Water for life resolution**
- **Septic hauling with the Lacombe County and at the time when he spoke to Lacombe County, there were no restrictions. Now there are restrictions.**
- **Attended water treatment meeting and CAO performance meeting.**

Blaine – attended Sewer Septic and CAO performance meeting

Res 2022-057 Motion Mayor Hiller by to accept as the Council Committee Reports as information.

Carried

10. CAO Report (Written Report)

- 10.1. CAO Written Report
- 10.2. Call log report February to March 4/22
- 10.3. BLIDP Meeting Alberta Environment Docks and Mooring Summary Notes
- 10.4. Mediation Cost Breakdown

Res 2022-058 Motion Mayor Hiller by to accept CAO reports as information.

Carried

11. Information/Reports

- 11.1. Municipal Response Buffalo Lake Naturalist Letter
- 11.2. Municipal Response Letter to Minister of Environment Re: Flood Protection Project
- 11.3. Stettler County Closure of County Lagoons to Summer Villages Letter Mar 3/22
- 11.4. Alberta Municipal Water/Wastewater Guidelines
- 11.5. Local Government Education Meeting Minutes Feb 16/22
- 11.6. BLIDP Steering Committee Meeting Minutes Feb 18/22
- 11.7. National Police Federation Letter re. Government consultations Feb 9/22
- 11.8. Letter from Deputy Minister Bev Yee, Environment and Parks Mar 3/2022
- 11.9. Provincial Ministerial Letter regarding Budget 2022

Res 2022-059 Motion by Mayor Hiller to set up a meeting with the Summer Village of White Sands to discuss the County of Stettler lagoon letter. Administration will also send a letter to the Alberta Water/Wastewater grant inquiring about options for help and inquire if the Summer Village of White Sands will partner on the letter prior to sending.

Carried

Res 2022-060 Motion by Councillor Byer to accept the information and reports as information.

Carried

12. In-Camera - Personnel, (s.17 of FOIP) 9:01 pm

Res 2022-061 Motion by Mayor Hiller to go in camera at 9:01 pm. Carried

Res 2022-062 Motion by Mayor Hiller to come out of camera at 9:05 pm. Carried

Res 2022-063 Motion by Mayor Hiller to accept the resignation letter from the CAO. Carried

13. Next Regular Meeting Date – April 12, 2022 Carried

14. Adjournment

Res 2022-064 Motion by Mayor Hiller to adjourn meeting @ 9:08 pm. Carried

Mayor

Administrator