

Regular Meeting of the Council of the Summer Village of Rochon Sands held
On April 11, 2017 at 6:00 PM at the Rochon Sands Village Office

Present Mayor B. Brinson, Councillor D. Hiller, and Councillor J. Byer
Administrator Jason Olson

1. Call to Order

Meeting called to order @ 6:17 PM by B. Brinson

2. Approval of Agenda

Res 2017-31 Motion by D. Hiller to approve agenda as revised with addition of Item 7.6 Bayview Street Walkway

Carried

3. Guests/Delegations:

4. Approval of Previous Minutes

4.1 Approval of Regular Council Meeting March 21, 2017.

Res 2017-32 Motion by J. Byer to approve Council Meeting Minutes of March 21, 2017.

Carried

5. Business Arising from Previous Minutes

5.1 Stettler Waste Authority Bin Relocation Correspondence

Res 2017-33 Stettler Waste Authority had been presented with letter outlining Summer Village Council request for Solid Waste Bin Relocation from current location. Councillor Hiller has spoken to the matter at regular Stettler Waste Management Authority meetings with no solution agreed to at SWMA meetings.

Motion by D. Hiller for administration to draft signage to inform public of Summer Village of Rochon Sands Council intent to remove solid waste bins from current location.

Carried

6. Financial

6.1 Cheque Register March 15, 2017- April 4, 2017

Cheque register was presented as information.

6.2 Bank Balances-General Account and MR Land Account

Bank Statements were presented as information.

6.4 Royal Bank Visa Statement

Statement was presented for information.

6.4 Village Operations Profit and Loss Statement

Profit and Loss Statement Parks Operations presented for information.

Res 2017-34 Motion by D. Hiller to accept financial reports as information.

Carried

7. New Business

7.1 Magnetsigns for 2017 Season

- Res 2017-35** Motion by B. Brinson for administration to contract to Magnetsigns Stettler for portable sign to be placed at Bayview Street for 2017 season.
- Carried

7.2 Lakeview Drive Construction Letter to Residents

Council was presented with letter drafted by administration with notice in regards to construction schedule for Lakeview Drive to ensure residents arrange alternate parking as access to Lakeview Drive may be limited during construction period.

- Res 2017-36** Motion by J. Byer to accept as information.
- Carried

7.3 Village Square Playground Revised Design and Final Structures

Council was presented with final design and cost of playground structure in the Village Square.

- Res 2017-37** Motion by B. Brinson for administration to finalize documents with preferred vendor, arrange payment schedules and coordinate installation of playground with Carson McCulloch and Associates.
- Carried

7.4 Summer Village Returning Officer for Election 2017

Council was presented training session for returning officer training for election for 2017. Council has designated Chief Administrative Officer Jason Olson as returning officer for 2017 election.

- Res 2017-37** Motion by J. Byer to accept as information.
- Carried

7.5 Bursary Award to CAO Jason Olson to attend SLGM Conference May 2017

Council was presented congratulations from Society of Local Government Managers in form of bursary for CAO Olson to attend SLGM Conference May 2017.

- Res 2017-38** Motion by D. Hiller for CAO Olson to attend SLGM Conference May 2017 with SV Rochon Sands to reimburse costs not covered by bursary award.
- Carried

7.6 Bayview Street Walkway

Resident inquiry of Bayview Street walkway between #5 and #7 Bayview Street not being accessible to the public and Village to investigate possible resident encroachments on walkway.

Motion by J. Byer for administration to investigate walkway condition and return information to Council for May 2017 meeting.

Carried

8. Council Committee Reports

8.1 Mayor Blaine Brinson-no report

8.2 Councillor Dan Hiller-attending Buffalo Lake Management Team meeting reporting acceptable lake levels in Buffalo Lake. Concerns with invasive species found in Red Deer River. Alberta Environment to conduct samples of Buffalo Lake for invasive species over the 2017 summer season. Stettler Waste Management Authority meeting regarding Rochon Sands Solid Waste Bins relocation.

8.3 Councillor Jay Byer- attended Alberta Invasive Species Council meeting with concerns of Whirling Disease spreading across Alberta. Flowering Rush and other invasive plants spreading throughout Alberta Lakes.

9. CAO Report

9.1 CAO report presented to Council on administration activities. (See attached)

Res 2017-39 Motion by D. Hiller to accept all reports as information.

Carried

10. Information/Correspondence

11. In Camera

11.1 Personnel

Res 2017-40 Motion by B. Brinson convene meeting in camera @ 7:20 PM

Res 2017-41 Motion by D. Hiller to reconvene regular meeting @ 7:25 PM

Res 2017-42 Motion by J. Byer to change Summer Village Office days to Thursdays and Fridays starting May 4, 2017.

Carried

12. Next meeting date May 9, 2017 @ 6:00 PM.

13. Adjourn

Res 2017-43 Motion by B. Brinson to adjourn meeting @ 7:28 PM.

Carried

Mayor

Administrator

CAO Report to Council April 11, 2017

Year End Accounting

Year-end accounting records have been reviewed with Gitzel and Company-year financial statements will be prepared for reporting and Council review prior to May 1, 2017 filing deadline.

Village Square Project

Working with Carson McCulloch with details of playground and project details in order to prepare construction tender-preliminary construction start date will be September 2017.

Lakeview Drive Project

Tender awarded by Council on March 21, 2017 to Border Paving Construction Ltd. Final documents being prepared by Watt Consulting Inc on behalf of SV of Rochon Sands.

ATCO Electric Shady Drive Project

All work to be performed by ATCO electric has been done with relocating poles, lights and street lights. CAO Olson working with Carson McCulloch and ATCO Electric on Village Square lighting and contract work prior to tender.

Society of Local Government Managers (SLGM) Conference May 17-May 19, 2017

CAO Olson has been awarded a bursary to allow to attend conference in Kananaskis to represent the Summer Village of Rochon Sands.