

Regular Meeting of the Council of the Summer Village of Rochon Sands held
On April 9, 2019 at 6:00 PM at the Rochon Sands Village Office

Present Mayor D. Hiller
Councillor B. Brinson and Councillor R. Nichols
Administrator Jason Olson

1. Call to Order

Meeting called to order @ 6:04 PM by Mayor Hiller

2. Approval of Agenda

Res 2019-045 Motion by D. Hiller to approve agenda as presented.

Carried

3. Delegation/Guests

3.1 Justin Tanner-Gitzel and Company-Presentation of 2018 Summer Village of Rochon Sands Audited Financial Statements

Mr. Justin Tanner presented Council and Administration the 2018 Summer Village of Rochon Sands Audited Financial Statements.

Res 2019-046 Motion by R. Nichol for session to move in camera under Alberta Freedom of Information Privacy Act Section 17(4)(f) for Gitzel and Company Management letter to Council @ 6:37 PM.

Carried

Res 2019-047 Motion by D. Hiller to move meeting to regular session @ 6:43 PM

Carried

Mr. Justin Tanner exited Council Chambers @ 6:50 PM.

4. Approval of Previous Minutes

4.1 Approval of Regular Council Meeting Minutes March 12, 2019.

Res 2019-048 Motion by D. Hiller to approve Council Meeting Minutes of March 12, 2019.

Carried

5. Business Arising from Previous Minutes

6. Financial

6.1 2018 Summer Village of Rochon Sands Audited Financial Statements

Res 2019-049 Motion by D. Hiller to approve the 2018 Summer Village of Rochon Sands Audited Financial Statements as presented by Gitzel and Company.

Carried

6.2 Cheque Register -March 7, 2019-April 5, 2019

Cheque register was presented as information.

6.3 Bank Balances-General Account and Reserve Account

Bank Statements were presented as information.

6.4 Royal Bank Visa Statement

Statement was presented for information.

6.5 Profit and Loss Statement Village Operations

6.6 Profit and Loss Statement Park Operations

Res 2019-050 Motion by D. Hiller to accept all financial reports as information.

- Carried
- 6.7 SV Rochon Sands 2019 Operating Budget**
- Res 2019-051** Motion by D. Hiller to approve the SV Rochon Sands 2019 Operating Budget as presented.
- Carried
- 6.8 SV Rochon Sands 2019 Capital Budget**
- Res 2019-052** Motion by B. Brinson to approve the SV Rochon Sands 2019 Capital Budget as presented.
- Carried
- 6.9 Final Swing Design Village Square**
- Res 2019-053** Motion by D. Hiller to approve final design for swing set for Village Square as presented and administration to arrange purchase and installation.
- Carried
- 7. New Business**
- 7.1 Land Use Bylaw Review by Parkland Community Planning Services (PCPS)**
- Res 2019-054** Motion by D. Hiller to proceed with PCPS project outline for review and revision of Land Use Bylaw #208-10 of the Summer Village of Rochon Sands.
- Carried
- 7.2 Resident Submission #5 Bay View Street**
- Res 2019-055** Motion by D. Hiller for administration to provide written correspondence in response to the submission made by property owners
- Carried
- 7.3 Resident Concern Beach Playground**
- Res 2019-056** Motion by D. Hiller for administration to ensure the swing set is inspected.
- Carried
- 8. Council Committee Reports**
- 8.1 Mayor Dan Hiller-** no report
- 8.2 Councillor Blaine Brinson-** Stettler and District Ambulance/Stettler Regional Fire Services
- 8.3 Councillor Roger Nichols-** Shirley McClellan Regional Water Services Commission
- 9. CAO Report**
- 9.1** CAO report presented to Council on administration activities. (See attached)
- 10. Information/Correspondence**
- 10.1 Local Emergency Management Regulation-Changes in Legislation Bulletin**
- 10.2 Summer Temporary Employment Program Confirmation of Funding**
- Res 2019-057** Motion by B. Brinson to accept all reports as information.
- Carried
- 11. In Camera**
- 11.1 Chief Administrative Officer Employment Contract**
- Res 2019-058** Motion by D. Hiller to move meeting in camera @ 8:28 PM under section 17(2)(e) of the Alberta Freedom and Information Act
- Carried
- Res 2019-059** Motion by B. Brinson to move meeting back to regular session @ 8:39 PM
- Carried
- Res 2019-060** Motion by R. Nichols to accept the 2018/2019 Employment Contract of Mr. Jason Olson as Chief Administrative Officer for the Summer Village of Rochon Sands as presented.

Carried

12. Next meeting date May 14, 2019 @ 6:00 PM.

13. Adjourn

Res 2019-061 Motion by B. Brinson to adjourn meeting @ 8:41 PM

Carried

Mayor

Administrator

CAO Report to Council March 2019

Seasonal Staff for Village/Campground: Resumes have been received and are being reviewed for seasonal positions for expected start day of May 13, 2019

Year End Financials: All documents have been delivered to Gitzel and Company for audit and preparation of financial statements

2019 Operating and Capital Budgets: Budgets have been prepared for Council review with anticipated passing of budgets and tax rates for April 2019 Council Meeting.

Stettler Regional Emergency Management Committee: Meeting held February 26, 2019 with additional information regarding training, plan updates and compliance with new legislation will continue throughout 2019 calendar year. Council will be involved with updating Community Emergency Plan for SV Rochon Sands.

Village Square 2019: Administration has obtained quote for trees/shrubs from Echoglen Gardens for spring planting for 2019. Will research irrigation contractor to coincide with vegetation planting.

Land Use Bylaw Review: Administration has met with staff from Parkland Community Planning Services to review and define scope of review of Land Use Bylaw #208-10 for 2019.