

Regular Meeting of the Council of the Summer Village of Rochon Sands held
On December 11, 2018 at 6:00 PM at the Rochon Sands Village Office

Present Mayor D. Hiller, Councillor B. Brinson and Councillor R. Nichols
Administrator Jason Olson
Leann Graham, GRA-CORE Consulting

1. Call to Order

Meeting called to order @ 6:03 PM by D. Hiller

2. Approval of Agenda

Res 2018-165 Motion by B. Brinson to approve agenda as presented.

Carried

3. Public Hearing Bylaw #241-18 Summer Village of Rochon Sands Municipal Development Plan

3.1 Public Hearing for Summer Village of Rochon Sands Municipal Development Plan

Mayor Hiller called the Public Hearing for Bylaw #241-18 to be open for public discussion @ 6:17 PM for any public members for oral presentations. NO public members were present and Mayor Hiller asked for Council input regarding Bylaw #241-18. Administration confirmed no written correspondence received regarding Bylaw #241-18. No further discussion was engaged and Mayor Hiller called the public meeting adjourned at 6:18 PM.

4. Delegation/Guests

5. Approval of Previous Minutes

4.1 Approval of Regular Council Meeting Minutes November 13, 2018.

Res 2018-166 Motion by D. Hiller to approve Council Meeting Minutes of November 13, 2018.

Carried

6. Business Arising from Previous Minutes

6.1 Bylaw #241-18 Municipal Development Plan for Summer Village of Rochon Sands

Res 2018-167 Motion by D. Hiller to present Bylaw #241-18 for second reading.

Carried

Res 2018-168 Motion by R. Nichols to present Bylaw #241-18 for third and final reading.

Carried

6.2 Request for Streetlight #37 Bay View Street

Res 2018-169 Motion by B. Brinson to accept administration update regarding ATCO Power streetlight installation.

Carried

7. Financial

7.1 Cheque Register -November 9, 2018-December 6, 2018

Cheque register was presented as information.

7.2 Bank Balances-General Account and Reserve Account

Bank Statements were presented as information.

7.3 Royal Bank Visa Statement

Statement was presented for information.

7.4 Village Operations Profit and Loss Statement

Profit and Loss Statement of Operations presented for information.

7.5 Parks Operations Profit and Loss Statement

Profit and Loss Statement of Operations presented for information.

Res 2018-170 Motion by B. Brinson to accept all financial reports as information.

Carried

8. New Business

8.1 2019 Village Operating Budget-Interim Budget

Res 2018-171 Motion by D. Hiller to approve 2019 Village Interim Operating Budget as presented.

Carried

8.2 2019 Village Capital Budget-Interim Budget

Res 2018-172 Motion by R. Nichols to approve 2019 Village Interim Capital Budget as presented.

Carried

8.3 2019 Summer Village Rochon Sands-Municipal Affairs Municipal Accountability Program Notice

Res 2018-173 Motion by D. Hiller to accept as information.

Carried

8.4 Borrowing Bylaw #233-18 Annual Review

Res 2018-174 Motion by B. Brinson to accept review of Bylaw #233-18 with no changes.

Carried

8.5 Policy 1.27 Parks Profit Allocation-Annual Review

Res 2018-175 Motion by D. Hiller to accept Policy 1.27 Parks Profit Allocation as current with 75% Parks profit being allocated to Parks maintenance program and 25% being retained for Village Capital budget.

Carried

8.6 Alberta Environment-Recreation Lease #980007

Res 2018-176 Motion by B. Brinson to accept correspondence from Alberta Environment as information.

Carried

8.7 ALTGAS Franchise Fee Resident Correspondence

Res 2018-177 Motion by D. Hiller for Mayor Hiller to contact resident directly to address concerns and table proposed franchise fee for January Council meeting for Council discussion.

Carried

8.8 SMRWSC Design Layout for Regional Water Line for Rochon Sands

Res 2018-178 Motion by R. Nichols to accept proposed water line design layout for information and Council needed input for future discussion of proposed route of water line.

Carried

8.9 Village Square Revised Construction Layout by Carson McCulloch Associates

Res 2018-179 Motion B. Brinson to correspond with Carson McCulloch regarding the future plans with Village Square as services are no longer required from Carson McCulloch Associates. Administration to coordinate spring 2019 meeting with Council and current contractor to discuss 2019 construction timelines and costs for Phase II of Village Square.

Carried

8.10 Irrigation Background Information for Village Square

Res 2018-180 Motion by R. Nichols to accept as information.

Carried

9. Council Committee Reports

9.1 Mayor Dan Hiller-Stettler Housing Authority

9.2 Councillor Blaine Brinson-Stettler District Ambulance/Stettler Regional Fire Advisory Committee/Rochon Sands Recreation and Hall Board

9.3 Councillor Roger Nichols-Shirley McLellan Regional Water Services Commission

10. CAO Report

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

11. Information/Correspondence

11.1 Parkland Community Planning Services Minutes November 22, 2018

11.2 Correspondence to Lacombe County Cannabis Production Development Permit

11.3 Alberta Emergency Management Updated Framework

11.4 SMRWSC Budget Presentation

11.5 Alberta Municipal Affairs Long Term Funding Statement

Res 2018-181 Motion by D. Hiller to accept all reports as information.

Carried

12. In Camera

12.1 Personnel-Chief Administrative Officer Employment Contract

Res 2018-182 Motion by R. Nichols to move meeting in camera at 8:40 PM.

Carried

Res 2018-183 Motion by B. Brinson to return to regular session at 9:07 PM.

Carried

Res 2018-184 Motion by D. Hiller to table Chief Administrative Officer Employment Contract with revisions to January 2019 Council Meeting.

Carried

13. Next meeting date January 8, 2019 @ 6:00 PM.

14. Adjourn

Res 2018-185 Motion by R. Nichols to adjourn meeting @ 9:10 PM.

Carried

Mayor

Administrator

CAO Report to Council December 11, 2018

Summer Village of Rochon Sands Municipal Development Plan 2018:

Public Hearing has been scheduled for December 11, 2018 Council Meeting with Bylaw #241-18 presented for 2nd and 3rd readings.

ALTAGAS Franchise Fees: Required advertising for the implementation of the franchise fee has been met with newspaper ads. Upon 2 weeks of advertising ALTAGAS will present to Alberta Utilities Commission for approval

Regional Subdivision Development Appeal Board with Parkland Community

Planning Services: Attended PCPS Semi-Annual Meeting on November 22, 2018 with 18 municipalities participating in the Regional SDAB Board. Required 12 Board members have been identified for training in January 2019.

2019 Operating And Capital Budgets: Presentation notes and budgets will be ready for Council review as interim budgets must be passed prior to calendar year end. Village and Parks budgets have been prepared separately for accurate revenue and expenditures.

2019 Insurance Premiums: Insurance policies have been reviewed and are due for payment. Both Hall and Rec Board and Marina Board will be invoiced for shares of insurance.

2018 Village Square Payments: Final Holdback payment to Wallys' Backhoe has been released with conversation with consultants Carson-McCulloch and Associates. This concludes Phase I construction of Village Square.

Administration has requested Tim McCulloch to plan Phase II with a revised site plan to accommodate additional swing set, basketball court and tree planting layout (November 23, 2018). Carson McCulloch has provided revised drawings with this Council meeting for discussion.

Streetlight Request @ 37 Bay View Street: ATCO Electric has been requested to provide an estimate for a streetlight-no estimate has been received to date.

Tax Arrears Reminder Letters: Properties in current tax arrears were sent reminder notices November 10, 2018 of the upcoming penalties being levied on outstanding balances as of January 1, 2019.