

Regular Meeting of the Council of the Summer Village of Rochon Sands held  
On December 8, 2020 at 6:00 PM via Electronic Devices

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

**1. Call to Order**

Meeting called to order @ 6:02 PM by D. Hiller

**2. Approval of Agenda**

Res 2020-213 Motion by R. Nichols to approve agenda as presented.

Carried

**3. Delegations/Guests**

**4. Approval of Previous Minutes**

**4.1 Approval of Minutes of Regular Council Meeting November 10, 2020.**

Res 2020-214 Motion by D. Hiller to accept minutes of Regular Council Meeting November 10, 2020.

**5. Business Arising from Previous Minutes**

**5.1 Invoice from Heartland Marine and Motorsports**

Res 2020-215 Motion by R. Nichols to approve payment for dock purchase as this item is outside of the 2020 Operating Budget and approve the purchase of additional section of aluminum dock for the price of \$2500.00 + GST as replacement for the Rochon Sands Marina public dock.

Carried

**6. Financial**

**6.1 Cheque Register November 6, 2020-December 4, 2020.**

Cheque register was presented as information.

**6.2 Bank Balances-General Account and Reserve Account**

Bank Statements were presented as information.

**6.3 Royal Bank Visa Statement**

Statement was presented for information.

**6.4 Profit and Loss Statement Village Operations-November 2020**

**6.5 Profit and Loss Statement Park Operations-November 2020**

Res 2020-216 Motion by B. Brinson to accept all financial reports as information.

Carried

**7. New Business**

**7.1 Interim Operating and Capital Budgets for 2021 Fiscal Year**

Res 2020-217 Motion by D. Hiller to approve the 2020 Operating and Capital Budgets as interim budgets for 2021 fiscal year as per Section 242(2) of the Alberta Municipal Government Act prior to 2021 Operating and Capital Budgets being approved by Council.

Carried

**7.2 Buffalo Lake Intermunicipal Development Plan Revisions-  
Bylaw #253-20**

- Res 2020-218 Motion by B. Brinson to give the Buffalo Lake Intermunicipal Development Plan- (Revised 2020) Bylaw #253-20 second reading with amendments presented as of November 27, 2020 by Buffalo Lake Intermunicipal Development Committee.  
Carried

**7.3 Terry Chesla-Remax First Choice Advertising Agreement**

- Res 2020-219 Motion by D. Hiller to revise current advertising agreement with Terry Chesla-Remax First Choice Realty under Council Policy 1.28 Public Advertising in Summer Village of Rochon Sands. Agreement for payment shall be \$100.00 per year for Mr. Chesla to place a wooden picnic table in Village Square with a two-year term.  
Carried

**7.4 Operating Profits from Parks Operations-Council Policy 1.27 Annual Review**

- Res 2020-220 Motion by D. Hiller for no revision to current Council Policy 1.27 regarding the Parks Operations Profits be retained at a rate of 75% for future capital Parks expenditures and maintenance with 25% being retained for Village Capital Budget.  
Carried

**7.5 Wastewater Bylaw #254-20 Inquiry from DHC Solutions**

- Res 2020-221 Motion by R. Nichols to accept the proposal for wastewater inspections by DHC Solutions under Bylaw #254-20 as information and for Administration to communicate to DHC Solutions that the inspection program is still preliminary as Bylaw #254-20 has only received first reading, and Council is not considering companies for completing inspections at this time. Contact information for DHC Solutions will be kept on file at the Summer Village office for future correspondence.  
Carried

**7.6 Solid Waste Disposal Compound-Submission by C. Everett (seasonal Public Works Employee)**

- Res 2020-222 Motion by D. Hiller to accept the written submission and comments by Mr. Cliff Everett regarding fencing/gates at the solid waste compound for future improvements as information.  
Carried

**8. Council Committee Reports**

- 8.1 Mayor Dan Hiller-**Stettler Housing Authority  
**8.2 Councillor Blaine Brinson-** No report  
**8.3 Councillor Roger Nichols-**Shirley McClellan Water Services Commission

**9. CAO Report**

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

**10. Information/Correspondence**

**10.1**

- Res 2020-223 Motion by B. Brinson to accept all reports as presented.  
Carried

**11. In Camera**

**11.1 Joint Chief Administrative Officer Position-Interview Process**

- Res 2020-224 Motion by D. Hiller to move meeting in camera under Freedom of Information and Privacy Act Section 19(1) Confidential Evaluations @ 7:12 PM.  
Carried

- Res 2020-225 Motion by B. Brinson to reconvene meeting to regular session @ 7:26 PM  
Carried

***12. Next meeting date January 12, 2021 @ 6:00 PM at Rochon Sands Community Hall.***

***13. Adjourn***

**Res 2020-226** Motion by R. Nichols to adjourn meeting @ 7:41 PM.

Carried

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Mayor

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Administrator

CAO Report to Council December 8, 2020

**Buffalo Lake South Shore Intermunicipal Development Plan Dispute**

**Resolution-** Administration from Stettler County, SV White Sands and SV Rochon Sands participated in Administration Meeting via Zoom with mediators on November 19, 2020 with update from Stettler County

**Buffalo Lake Intermunicipal Development Plan Committee Meetings:**

BLIDP Committee meeting was held on November 20, 2020 with revisions brought forward regarding designated dwelling unit counts-highlights for revisions are brought to Council for second reading of Bylaw #253-20 on December 8, 2020.

**Engineering Proposals for Summer Village of Rochon Sands:** Council

awarded engineering proposal to WSP Canada at November Council meeting. All firms that submitted proposals have been contacted regarding the successful bid. WSP representatives will be invited to January Council meeting for introductions and discussion of outline of projects.

**Park Office Renovations:** Flooring contractor (Jensen Interiors) as approved by Council at November Council meeting, has been scheduled to replace flooring in Park Office in second week of December 2020.

**Summer Village Office Renovations:** Confirmation with contractors of work being started on January 4, 2020 with complete removal of interior and flooring. Office will be operated remotely for time of renovations.

**Emergency Sign Installations:** Signs and posts have been received by Administration (sample signs are on display for Council meeting). Installation is delay to Spring 2021 because of winter weather

**Combined Chief Administrative Officer Position for SV Rochon Sands and SV White Sands:** Joint Councils' have formed hiring committee to perform interviews during week of November 30- December 4, 2020.

**Chief Administrative Officer Continuing Education:** CAO Olson will complete all course requirements for the NACLAA Level II Designation by December 2020 from the University of Alberta. This qualifies for the prestigious Certified Local Government Manager (CLGM) designation in 2021, bestowed by the Society of Local Government Managers of Alberta.

**Strategic Plan 2020-2023 for SV Rochon Sands:** Confirmation of Special Meeting of Council for December 12, 2020 @ 10:00 AM for Strategic Planning Session