

Regular Meeting of the Council of the Summer Village of Rochon Sands held
On February 14, 2017 at 6:00 PM at the Rochon Sands Village Office

Present Mayor B. Brinson, Councillor D. Hiller, and Councillor J. Byer (via electronic connection)
Administrator Jason Olson

1. Call to Order

Meeting called to order @ 6:00 PM by B. Brinson

2. Approval of Agenda

Res 2017-9 Motion by D. Hiller to approve agenda.

Carried

3. Guests/Delegations:

4. Approval of Previous Minutes

4.1 Approval of Regular Council Meeting Minutes January 10, 2017.

Res 2017-10 Motion by J. Byer to approve Council Meeting Minutes of January 10, 2017.

Carried

5. Business Arising from Previous Minutes

5.1 Parkland Planning Services Contract 2017-2020

Res 2017-11 Parkland Community Planning Services contract was presented for discussion. Motion by B. Brinson for administration to clarify financial responsibilities and specifics for annual usage fee with Director of Parkland Community Planning Services prior to renewal.

Carried

5.2 Village Square Playground Survey 2017

Res 2017-12 Council was presented survey results regarding the preferred playground structures supplied by design consultant Carson McCulloch and Associates. The survey was presented on the Summer Village of Rochon Sands website for public input.

Motion by D. Hiller to accept as information.

Carried

6. Financial

6.1 Cheque Register January 11, 2017- February 10, 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 Parks Operations Profit and Loss Statement

Profit and Loss Statement Parks Operations presented for information.

**6.5 Royal Bank of Canada Confirmation of Investments
Statement was presented as information.**

Res 2017-13 Motion by J. Byer to accept financial reports as information.

Carried

7. New Business

7.1 Shirley McClellan Regional Water Services Commission Correspondence

Council was presented with correspondence from SMRWSC regarding administration fees charged to member municipalities to be reviewed at March 2017 meeting.

Res 2017-14 Motion by B. Brinson to accept as information.

Carried

7.2 AltaGas Franchise Agreement Review

Council was presented with a revised franchise agreement template approved by the Alberta Utilities Board and AltaGas to renew franchise agreement for the Summer Village of Rochon Sands beginning in 2017 for a ten (10) year period.

Res 2017-15 Motion by J. Byer to accept as information.

Carried

7.3 AUMA Discussion Community Broadband Solutions

Alberta Urban Municipalities Association has recognized the changing demand and needs of both residents and business to access high speed internet services. Discussion paper has been produced giving background and possible solutions for municipalities to consider for future internet services.

Res 2017-16 Motion by D. Hiller to accept as information.

Carried

8. Council Committee Reports

8.1 Mayor Blaine Brinson-no report

8.2 Councillor Dan Hiller-attended Alberta Lake Management Society (ALMS) presentation at Gull Lake

8.3 Councillor Jay Byer-no report

9. CAO Report

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

Res 2017-17 Motion by D. Hiller to accept all reports as information.

Carried

10. Information/Correspondence

- 10.1 County of Stettler Housing Authority 2017 Budget
- 10.2 Peter Van Loan MP-Heritage Infrastructure

11. In Camera

12. Next meeting date March 14, 2017 @ 6:00 PM.

13. Adjourn

Res 2017-18 Motion by B. Brinson to adjourn meeting @ 7:21 PM.

Carried

Mayor

Administrator

CAO Report to Council February 14, 2017

STEP (Summer Temporary Employment Program) Funding

Provincial government has confirmed funding for the STEP program for 2017. The funding provides \$7.00/hr for students up to 37.5 hours/per week. The Summer Village has applied for three (3) positions for the summer season. We received funding under this program for 2016 and received \$8000 under the program.

Canada Summer Jobs Program Funding

The Government of Canada provides funding for students for summer season under the Canada Summer Jobs program. Applications have been made under this program for wage subsidy for 2017. The Summer Village of Rochon Sands received funds under the program in 2016.

GIC Investments

The Summer Village currently holds several GIC Investments with reserve funds. Administration is currently re-investing short term deposits with Council direction in regards to funding Lakeview Drive Project and Village Square Project. Re-investment confirmations are included in Council packages.

MSI (Municipal Sustainability Initiative) Grant Funding

MSI Operating and Capital reports and spending plans have been completed for 2016. Due date is May 31, 2017-which administration has completed and submitted prior to due date. This should ensure we received dedicated funds for 2017 in early fashion to coincide with the Village Square Project expenditures.

BMTG (Basic Municipal Transportation Grant) and FGTF (Federal Gas Tax Fund)

Reporting requirements for 2016 expenditures have been accepted by Alberta Transportation and Alberta Municipal Affairs. Reporting of past year expenditures are required prior to future funds being released. This should ensure receipt of 2017 funds allocated to the Lakeview Drive Project.

Lakeview Drive Rehabilitation Project

Administration has worked closely with Watt Consulting in regards to preparing tender packages for 2017 construction. Tender letters have been sent to local contractors with start date of construction to commence May 23, 2017.

Village Square Project

Administration has met with Tim @ Carson McCulloch and Associates to discuss further changes and clarification of Village Square Project Phase 1. Overall design has changed from the original based on budgetary confinements. Playground structures and lighting options will be discussed with Council in February 2017 meetings. Administration has designed and implemented a playground survey to gauge resident feedback on proposed designs.

Continuing Education

CAO Olson has enrolled and currently completing his requirements for Certified Local Government Manager with a winter course from University of Alberta-EXLGP 8204 Local Government Finance. Course term is January 9, 2017 - April 5, 2017.