

Regular Meeting of the Council of the Summer Village of Rochon Sands held
On June 13, 2017 at 6:00 PM at the Rochon Sands Village Office

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

1. Call to Order

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

2. Approval of Agenda

Res 2017-64 Motion by D. Hiller to approve agenda with addition of item 7.4 under New Business.

Carried

3. Guests/Delegations:

Graham Eyre-Klohn Crippen Berger-teleconference call presentation of Beach Street East Proposed project on behalf of Alberta Environment and Alberta Transportation

Graham and representatives from Alberta Transportation and Alberta Environment entered meeting via teleconference call @ 6:36 PM.

Teleconference call ended @ 7:35 PM. Meeting started regular session.

4. Approval of Previous Minutes

4.1 Approval of Regular Council Meeting Minutes May 9, 2017.

Res 2017-65 Motion by J. Byer to approve Council Meeting Minutes of May 9, 2017.

Carried

5. Business Arising from Previous Minutes

5.1 Stettler Waste Authority Bin Relocation

Councillor Hiller stated Stettler Waste Authority meeting was scheduled for June 16, 2017 and Rochon Sands Bin Relocation was on agenda for discussion.

Res 2017-66 Motion by J. Byer to accept notice of meeting of Stettler Waste Authority as information.

Carried

6. Financial

6.1 Cheque Register May 9, 2017- June 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 Village Operations Profit and Loss Statement

Profit and Loss Statement Operations presented for information.

Res 2017-67 Motion by D. Hiller to accept financial reports as information.

Carried

6.5 MR Land Proceeds for Village Square Project

Res 2017-68 Motion by J. Byer to transfer all funds realized from MR Land Sales from MR Land Account to General Account at Royal Bank of Canada to fund the Village Square Project, to satisfy all requirements under Sections 670, 671, 674 and 675 of the Municipal Government Act Chapter M 26.1 revised Statutes of Alberta, regarding disposal of municipal reserve land and acceptable use of funds realized from the sale.

Carried

7. New Business

7.1 Weed Inspector Designation for Summer Village of Rochon Sands

Res 2017-69 Motion by D. Hiller to appoint Jay Byer as Weed Inspector for Summer Village of Rochon Sands for 2017 growing season.

Carried

7.2 Election 2017

Res 2017-70 Motion by B. Brinson to proclaim July 7, 2017 as Nomination Day with August 5, 2017 deemed as Election Day for the Summer Village of Rochon Sands, under Section 11 and Section 12 of the Local Authorities Election Act Revised Statutes of Alberta Chapter L-21.

Carried

7.3 Village Square Tender for Construction

Res 2017-71 Motion by D. Hiller to award the contract for tender to Wally's Backhoe of Stettler, Alberta for Phase I of Village Square Project with tender bid of \$368,293.75 plus GST.

Carried

7.4 Subdivision Appeal Board

Council was informed the formation of the SDAB was not required as the development permit application has been withdrawn.

Res 2017-72 Motion by J. Byer to accept as information.

Carried

7.5 Buffalo Lake Management Team Documentation

Councillor D. Hiller, as Summer Village of Rochon Sands representative presented updated terms of reference of Buffalo Lake Management Team for information.

Res 2017-73 Motion by B. Brinson to accept as information.

Carried

7.6 Gitzel and Company

Res 2017-74 Motion by J. Byer to accept 2017 Accounting and Audit Invoice from Gitzel and Company as information.

Carried

Res 2017-75 **7.7 Highway Road Sign Purchase**

Motion by D. Hiller to accept correspondence of purchasing road sign as information and decline the purchase of road sign.

Carried

Res 2017-76

7.8 Request for Off Road Vehicle Bylaw

Council was presented by resident request for an Off Road Vehicle Bylaw to accommodate Off Road Vehicles on Village Roadways.

Motion by B. Brinson for administration to research other municipalities that have Off Road Vehicle Bylaws and corresponding insurance liability concerns for consideration in the Summer Village of Rochon Sands.

Carried

8. Council Committee Reports

8.1 Mayor Blaine Brinson-Stettler Regional Fire Advisory Committee Meeting

8.2 Councillor Dan Hiller-Buffalo Lake Management Team and Stettler Housing Authority Meetings

8.3 Councillor Jay Byer-reported attendance at Shirley McClellan Water Services Commission, and upcoming Parkland Community Planning Services Semi-Annual Meeting

9. CAO Report

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

Res 2017-77

Motion by D. Hiller to accept all reports as information.

Carried

10. Information/Correspondence

- 10.1 Canada Summer Jobs Application Denial
- 10.2 Elected Officials Training Fall 2017
- 10.3 CAO Olson completion of Course 8204 University of Alberta Extension
- 10.4 MSI 2017 Funding Confirmation Municipal Affairs
- 10.5 Parkland Community Planning Services MGA changes outline
- 10.6 Water for Life Announcement for SV White Sands
- 10.7 Stettler County Tax Notice 2017 Information Sheet re: Credit Card Charges
- 10.8 Border Paving Asphalt Repair Beach Street Hill

Res 2017-78

Motion by J. Byer to accept all information/correspondence as information.

Carried

11. In Camera

11.1 Personnel Legal

11.2 Land Purchase Request

Res 2017-79

Motion by B. Brinson convene meeting in camera @ 9:26 PM

Res 2017-80

Motion by D. Hiller to reconvene regular meeting @ 9:39 PM

Res 2017-81

Motion by J. Byer for administration to provide correspondence to resident to outline Council discussion for denial for request to purchase Village Lands.

Carried

12. Next meeting date July 11, 2017 @ 6:00 PM.

13. Adjourn

Res 2017-82

Motion by B. Brinson to adjourn meeting @ 9:40 PM.

Carried

Mayor

Administrator

CAO Report to Council June 13, 2017

Property Tax Notices for 2017

Property Tax notices were prepared and mailed with a date of May 25, 2017 and payable for June 30, 2017.

Dock Licenses for 2017

Dock licences will be issued when confirmation of renewal stickers are available for existing permits.

Village Square Tender

Village Square tender for construction closed on May 16, 2017 with results being discussed on conference call with Tim McCulloch of Carson McCulloch on June 2, 2017. Revised budget and scope of project was discussed with Council as parameters have changed numerous times with budget constraints. Council will now enter into agreement with successful bidder to finalize scope of project and budgets. Construction start is slated for September 5, 2017.

Village Square Playground has been finalized with Playworks Inc. and agreement with the Summer Village will be signed by administration to ensure installation in the fall of 2017.

Lakeview Drive Construction

Lakeview Drive construction commenced on May 30, 2017 with Border Paving mobilizing equipment and men as slated. Construction and final asphalt has been completed to the satisfaction of Watt Consulting-engineering firm contracted by SV Rochon Sands to oversee the project.

Parkland Community Planning Services Meeting

Administration is continuing communication with PCPS staff regarding new development permits within the Summer Village. Bylaws for Subdivision Appeal Board, Subdivision Authority, Development Authority, and Municipal Planning Commission Authority to accommodate issues with Land Use Bylaw violation and requests for relaxation stipulations on new construction need to be addressed. The new Municipal Government Act will also impose additional requirements for bylaw review and reporting to Municipal Affairs. Subdivision Appeal Board will need new members to accommodate a new review request for a new development of a residential house.

#30 Beach Street West Development

Development of retaining wall and installation of wall has been completed with success. New house construction is slated for September 2017.

Society of Local Government Managers Conference May 16-18th 2017

CAO Olson attended the SLGM conference 2017 with attendance for Returning Officer Training anticipating election procedure for the upcoming elections 2017. Council will determine nomination day and election day with Returning Officer duties defaulted to the CAO of the municipality if Council does not delegate duties to other persons.

Seasonal Staff

Seasonal staff for Summer Village, Rochon Sands Provincial Park and the Narrows PRA have been established and all employees reported for work duties. We have installed new roofs on camp kitchens, new signage and new lighting in the day use and office areas in Rochon Sands Campground.