

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SILVER SANDS, IN THE PROVINCE OF ALBERTA, HELD ON FRIDAY, AUGUST 28TH, 2015 AT FALLIS HALL AT 1:08 P.M.

	<b>PRESENT</b>	<p>Mayor: Bernie Poulin  Deputy Mayor: Rob Kirk  Councillor: Maureen Mazerolle</p> <p>Administration: Wendy Wildman, CAO  Heather Luhtala, Asst. CAO</p> <p>Appointments: 1:36 p.m. – Resident Carol Haley – to discuss the late payment penalty charged to her tax account, and request that the mentioned charges be reversed. Item 6. d) ii) of your agenda (left meeting at 1:41 p.m.)</p> <p>Public Works: Dan Golka (left meeting at 1:36 p.m.)</p> <p>Public at Large: None</p>
<b>1.</b>	<b>CALL TO ORDER</b>	Mayor Poulin called the meeting to order at 1:08 p.m.
<b>2.</b>	<b>AGENDA</b>	<p><u>a) August 28, 2015 Regular Council Meeting Agenda</u>  Mayor Poulin requested that agenda item “11. Open Floor Discussion with Gallery”, be moved to follow “3. Minutes” and that the change be for today’s meeting and moving forward.</p> <p><b>MOTION</b> by Councillor Mazerolle that the August 28, 2015 agenda be approved as amended.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	131-15 (Agenda)	
<b>3.</b>	<b>MINUTES</b>	<p><u>a) July 24, 2015 Regular Council Meeting Minutes</u>  <b>MOTION</b> by Deputy Mayor Kirk that the minutes of the July 24<sup>th</sup>, 2015 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	132-15 (Confirmation of Minutes – Regular Meeting)	
<b>4.</b>	<b>OPEN FORUM</b>	None
<b>5.</b>	<b>APPOINTMENTS</b>	<p><u>Dan Golka – Public Works Manager</u>  Reported on the following:  -Trees – approximately 1100 to be removed – some will be done by Public Works and some require a contractor, working on ditches, water samples update, working on drainage, reviewed the snow removal equipment quotes</p> <p><u>Purchase of Snow Removal Equipment</u>  <b>MOTION</b> by Mayor Poulin that Administration obtain further information regarding leasing and purchasing options for the snow removal equipment and bring back to the next Council meeting for Council’s review.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	133-15 (Purchase of Snow Removal Equipment)	

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		<p>Dan left the meeting at 1:36 p.m.</p> <p><u>1:36 p.m. – Resident Carol Haley – to discuss the late payment penalty charged to her tax account, and request that the mentioned charges be reversed. Item 6. d) ii) of your agenda</u></p> <p>Carol Haley advised Council that her cheque was dated and mailed on June 29, 2015 in Morinville. The envelope that was received by the Administration office was postmarked for July 2, 2015. Ms. Haley advised that it is not her intention to not pay her taxes and that she has paid her taxes on-time since 1988. Ms. Haley requested Council’s consideration of reversing the late payment penalty as it is a large penalty for only being a few days late. Ms. Haley also commented that in some Municipalities, the 1<sup>st</sup> penalty applied is 6%, which seems more reasonable compared to the Summer Village’s current 18%.</p> <p>Council thanked Carol Haley for attending the meeting and advised that Administration would notify her of their decision in the coming week.</p> <p>Carol Haley left the meeting at 1:41 p.m.</p>
<b>6.</b>	<b>BYLAWS</b>	None
<b>7.</b>	<b>BUSINESS</b>	<p><u>a) Bolson Engineering – attached is a proposal for the surveying, stakeout and design of proper roads, ditches and culverts along the submitted areas of concern. The total for this work is quoted at \$14,500 plus GST</u></p> <p><b>MOTION</b> by Deputy Mayor Kirk that the proposal from Bolson Engineering for the surveying, stakeout and design of proper roads, ditches and culverts along the submitted areas of concern in the amount of \$14,500 plus GST be accepted AND THAT Administration confirm with MSI-Capital that this project is eligible for grant funding.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><u>b) Stop Sign – recent traffic offences related to the municipal intersection at Silver Sands Drive have resulted in questions about the validity of a stop sign at this intersection. The request has been made to change the stop sign in question into a yield sign</u></p> <p><b>MOTION</b> by Deputy Mayor Kirk that the Stop Sign located at the intersection of Silver Sands Drive and Silver Sands Road (facing northbound traffic turning east) be removed and replaced with a “Yield” sign and a “Children at Play” sign.</p> <p style="text-align: right;"><b>CARRIED</b></p>

	<p>135-15 (AEMA Training Session)</p>	<p><u>c) Alberta Emergency Management Agency – Field Officer, John Swift is inviting Summer Villages to attend a training/update session on October 16, 2015, in Edmonton (location TBA)</u> <b>MOTION</b> by Deputy Mayor Kirk that Council and Administration be authorized to attend the Alberta Emergency Management Agency training/update session on October 16, 2015 in Edmonton (location TBA).</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><u>d) Tax Penalty Cancellation Requests: we have received two more official requests to reverse penalties (the second request was also the 1:36 p.m. appointment)</u></p> <p style="padding-left: 40px;"><u>i) Request for Tax Penalty Reversal, Roll 1079 (\$269.82), Roll 1080 (\$407.73), Roll 1081 (\$108.55) and Roll 1082 (\$105.55) – Attached is an email request from the property owner of the listed properties to have the late penalty charged to their related tax accounts reversed. Administratively, it does not seem that we have erred from our policy. I had previously emailed this to Council, along with administration’s background. Last year their cheque was mailed with the wrong postal code attached and it appears that was not corrected for this year, and this is what played into the delay in receiving payment. It does appear that they first dropped their cheque in the mail on June 29, but because of the incorrect postal code in ended up going to the Fallis post office and redirected from there on July 2<sup>nd</sup></u></p> <p style="padding-left: 40px;"><u>ii) Request for Tax Penalty Reversal, Roll 1115 (\$501.41)- Attached is a request from the property owner attached to the listed account requesting that the late payment penalty charge to the account be reversed. (Resident attended the meeting at 1:36 p.m.)</u></p> <p>Discussion: Council directed Administration to bring the following back to the next meeting for Council’s review: -current tax penalty bylaw (Council is considering changing the penalty structure to 6, 2, 2, 2, 2, 2) -penalty report for 2015 (report to show penalties, date of late payments, difference between the 18% penalty and a 6% penalty)</p> <p><u>e) Snow Removal Options: Brandt Tractor Ltd. – attached is the original and revised quote for a new compact loader tractor for the summer village public works operations. The revised quote simply reflects a enhanced financing options (zero percent and extended warranties). There are two different models quoted, a 2014 and a 2015 model with price ranging from \$98,400 to \$122, 900 ... depending on model selected, options, and financing or cash payment. This item was discussed earlier in the meeting under 4. Appointments.</u></p>
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	<p>136-15 (Encroachment Agreement – Eaves Lot R11 MR)</p> <p>137-15 (Encroachment Agreement discussion – access through Lot 11 MR)</p>	<p>f) <u>Encroachment Agreement – 1 Golf Course Road – Further to an RPR that was done for 1 Golf Course Road, the owner of the named lands is requesting the Summer Village enter into an encroachment agreement for the eaves on the house that are encroaching onto Summer Village Municipal Reserve property by 0.65m. The owner is requesting the Summer Village also enter into an encroachment agreement for the access to the property that runs right across the Municipal Reserve property</u></p> <p><u>Encroachment agreement – 0.65m eaves encroaching municipal reserve</u> <b>MOTION</b> by Deputy Mayor Kirk that Council approve the encroachment agreement between the Summer Village of Silver Sands (Municipal Park Reserve 6868MC, Block 11, Lot R11) and William Hobbins (Plan 6868MC, Block 11, Lot 1) for the 0.65m portion of the house which encroaches upon the a portion of the Summer Village Municipal Park Reserve and authorize execution of same. <b>CARRIED</b></p> <p><u>Encroachment agreement – access encroaching municipal reserve</u> <b>MOTION</b> by Deputy Mayor Kirk that Council consider entering into an encroachment agreement for the approach onto Summer Village Municipal Park Reserve (6868MC, Block 11, Lot R11) providing that the drafting of the agreement and all associated costs are the responsibility of the requester, that the entire Municipal Reserve remains public property and takes into consideration possible future use by the Summer Village (ie: road widening) and FURTHER advise that Council has no intention of impeding the sale of the property but rather to protect the rights of the Summer Village. <b>CARRIED</b></p>
<p><b>8.</b></p>	<p><b>FINANCIAL</b></p> <p>138-15 (Accounts Payable)</p> <p>139-15 (Income/Expense Statements)</p> <p>140-15 (Bank Reconciliation)</p>	<p>a) <u>Accounts Payable – Cheques #965 to #992 for July 2015 including automatic withdrawals totaling \$42,034.36</u> <b>MOTION</b> by Councillor Mazerolle that Council accept for information Accounts Payable Cheques #965 to #992 for July 2015 including automatic withdrawals totaling \$42,034.36. <b>CARRIED</b></p> <p>b) <u>Income and Expense Statements – as at July 31, 2015</u> <b>MOTION</b> by Councillor Mazerolle that the Income and Expense Statements as at July 31, 2015 be accepted for information. <b>CARRIED</b></p> <p>c) <u>Bank Reconciliation – as at July 31, 2015</u> <b>MOTION</b> by Councillor Mazerolle that the Bank Reconciliations as at July 31, 2015 be accepted for information. <b>CARRIED</b></p> <p>d) <u>Grant Report – n/a</u></p>



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	144-15 (Quote to pave a portion of 540)	<u>Quotes to pave the west portion of TWP 540</u> <b>MOTION</b> by Councillor Mazerolle that Administration obtain quotes to pave the west portion of Twp 540. <b>CARRIED</b>
	145-15 (Admin/PW Reports)	<u>Administration &amp; Public Works Reports</u> <b>MOTION</b> by Councillor Mazerolle that the Public Works report and Administration report be accepted for information. <b>CARRIED</b>
<b>11.</b>	<b>INFORMATION / CORRESPONDENCE</b> 146-15 (Information & Correspondence)	<b>MOTION</b> by Councillor Mazerolle that the following Information and Correspondence be accepted for information:  a) Gov't of Alberta, Municipal Affairs – July 27th, 2015 letter updating Council on the Summer Village's total 2015-2016 MSI Capital allocations, totaling \$99,641. b) AUMA – attached is the Association of Urban Municipalities of Alberta June 25 <sup>th</sup> , 2015 AUMA Board News for membership review. c) ADT/Reliance Protection – attached is the notice of corporate change over in the security services protection provider for the Summer Village. As of July 7, 2015 ADT Canada will be taking over Reliance Protection. d) Alberta Health Services – attached is a notice updating residents of water quality in the community as of July 21, 2015. e) Gov't of Alberta – attached is a notice updating residents of the questions and solutions to common well chlorinating practices for safer and cleaner well water. f) Gov't of Alberta – Municipal Affairs – attached is the July 31, 2015 statement of non-negotiable deposit of the \$89,108.00 in MSI-Capital funds. g) Gov't of Alberta, Municipal Affairs – attached is an August 12 <sup>th</sup> , 2015 letter updating Council on the Municipality's total 2015 Gas Tax Fund allocation totalling #13,073. h) Review of Patrol reports- May & June 2015 <b>CARRIED</b>
<b>12.</b>	<b>IN CAMERA</b>	None
<b>13.</b>	<b>NEXT MEETING(S)</b> 147-15 (Next Meeting)	<u>Next Meeting(s)</u> <b>MOTION</b> by Mayor Poulin that the next regular Council meeting be scheduled as follows: - Friday, September 18, 2015 at 1:00 p.m. at the Fallis Hall. - Friday, October 30, 2015 at 1:00 p.m. at the Fallis Hall. - Friday, November 27, 2015 at 1:00 p.m. at the Fallis Hall. <b>CARRIED</b>
<b>14.</b>	<b>ADJOURNMENT</b>	Mayor Poulin declared the meeting adjourned at 3:16 p.m.

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Mayor

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Next Meetings:

- September 18, 2015 – Regular Council Meeting at Fallis Hall – 1:00 p.m.
- September 23-25, 2015 AUMA Convention – Calgary, AB (Mayor Poulin is attending)
- October 17, 2015 SVLSACE – 9:00 a.m. - Fallis Hall
- October 23-24, 2015 ASVA Conference – Royal Inn West Edmonton
- October 30, 2015 – Regular Council Meeting at Fallis Hall – 1:00 p.m.
- November 27, 2015 – Regular Council Meeting at Fallis Hall – 1:00 p.m.