

**SUMMER VILLAGE OF YELLOWSTONE
REGULAR COUNCIL MEETING
Friday January 20th 2017 9:00 a.m.
At the Summer Village Shop**

AGENDA

1. CALL TO ORDER
2. AGENDA ADDITIONS
3. AGENDA ADOPTION
4. CONFIRMATION OF MINUTES
 - a) Regular Meeting Minutes of November 25th, 2016

P1-5

5. APPOINTMENTS: N/A

6. FINANCIAL

P6
P7-13
P14-20

- accounts payable chq. listing – November 2016
- bank reconciliation incl. T-Bill Account –November 2016
- income and expense statement – November 2016
- grant report – N/A

7. ACTION ITEMS

P21-22

- a. Federation of Canadian Municipalities – January 3rd, 2017, 2017-2018 Municipal Dues is \$50.00 based on the population of the Summer Village of Yellowstone as well as a fee of \$18.03 for the 2017-2018 per capita Municipal Dues calculated per population. The due date for the 2017-2018 dues are April 1, 2017, with a total owing of \$65.48. This is the first year we have seen the fees split. *(for Council to approve the 2017-2018 dues in the total of \$71.43 to the Federation of Canadian Municipalities)*

P23-31
P32-36

- b. Community Peace Officer Services Agreement – Currently the Summer Village is contracting these services from the Town of Mayerthorpe for CPO services which includes the ability to conduct speed radar. Unfortunately, these services are going up from \$75.00/hr to \$90.00/hr, which increases our annual budget from \$6,600.00 to \$8,100.00. Mayerthorpe has attached their proposed new Agreement based on the new increased rate. This agreement has a 60 withdrawal notice. We have also retained a quote from Wabamun Lake Regional Bylaw Services to complete Bylaw Enforcement which is at a significantly lower hourly rate, but would not include all the same services (speed rate for example). This quote is attached, and Mr. Puffer will be attending our February Council meeting. Mayor Solesbury has also talked with Alberta Beach Mayor Jim Benedict about contracting CPO from them. Further discussion to take place at meeting time. *(Direction as given at meeting time)*

- c. Summertime appreciation work – previously Council had discussed giving a bonus to the individual who looked after the flower beds in the summer. *(that a bonus of \$300.00 be given to the individual who looked after the flower beds for the 2016 season)*

1-39

- e. Stony Web Designs – attached is a proposal from Stony Web Designs for the Summer Village of Yellowstone to upgrade from the current 5-page to a 10-page or an unlimited page website at a cost of approximately \$1,285.00 (onetime fee of \$1,000.00, and then an annual cost of \$285.00). We are recommending consideration to include this in our 2017 budget. *(approve website proposal from Stony Web Designs in the 2017 Draft Budget at a cost of approximately \$1,285.00, or defer for further discussion)*

- f. Regional Public Works Proposal – please see attached proposal from Jaymad Contracting with two different cost options. This has been discussed in the past with Council and even applied for through the ACP Grant (although not approved). Administratively we believe there is still merit in discussing the possibility of a Regional Public Works person, to have someone with additional experience and expertise that can supplement existing staff. *(that funds be built into the 2017 Draft Budget to include the contracting of a Regional Public Works Services or other direction as given by Council)*
- g. Fortis Alberta – December 16th, 2016, Fortis has currently completed a comprehensive internal review with respect to Municipal and Rural Electrification Association (REA) and the results show that the Summer Village of Yellowstone has an overlap with EQUUS REA. Under the current Franchise Agreement with Fortis Alberta and the Summer Village states that Fortis Alberta has exclusive rights to provide electric distribution services. *(for Council discussion, defer for further information, or that the Summer Village simply stand back and let Fortis Alberta and EQUUS go through the process)*
- h. Development Officer Services Agreement – please see attached the proposed 5 year agreement between the Summer Village and Diane Burtnick at a cost of \$350.00 per month with additional services fees as outlined in Schedule B. Ms. Burtnick is coming to our February Council meeting. If Council approves this agreement (as is or with amendments) then we will also be asking Council to then give all readings to the Bylaw approving the Development Authority. *(for Council to approve the Development Officer Services Agreement with Diane Burtnick (as is or with amendments) and also give all readings to the bylaw 188)*
- i. Subdivision and Planning Services Proposal – please find attached the proposal from Municipal Planning Services with respect to Subdivision and Planning Services. This proposal is for a contract term of five years with a billing rate between \$90.00/hr to \$140.00/hr, depending on which planner is used. If Council approves this agreement then we will be again asking Council to give all readings to the Bylaw approving the Planning Authority. *(for Council to approve the proposal with Municipal Planning Services for a contract term of five years for Subdivision and Planning Services (as is or with amendments) and also give all readings to bylaw 189)*
- j. Encroachment Agreement – Lot 5A Block 5 Pan 723 KS, previously Council approved an encroachment agreement for this property, but it was under the previous land owners name. As this agreement was holding up the sale, administration went ahead and signed this new encroachment agreement under the new property owners name and we are now asking for ratification *(approve encroachment agreement and authorize its execution)*
- k. Yellowstone 2017 Interim Operating Budget – as the municipality does not pass its annual operating budget until Spring, we need to approve at the first meeting of the year an Interim Operating budget based on one half of the previous years' operating budget. *(that the Summer Village of Yellowstone approve a 2017 Interim Operating Budget based on one half of the 2016 Operating Budget and that this 2017 Interim Operating Budget cease to have any effect once the 2017 Operating and Capital Budget is approved.)*
- l. Yellowstone 2017 Draft Operating and Capital Budget – please see attached the draft 2017 budget for the Summer Village of Yellowstone. We will go through the draft budget at meeting time. *(accept for information)*

m.

n.

o.

p.

p 40-42

p 43-45

p 46-50
p 51

p 52-74
p 75-76

p 77-80

8. INFORMATION ITEMS

P80-82

- a. Alberta Municipal Affairs – December 14th, 2016 letter on Pilot Project – Estimated Change to the 2017 Tax Year Linear Property Assessment
- b. Alberta Electoral Boundaries Commission – December 12th, 2016 letter reviewing the boundaries and names of the 87 electoral constituencies
- c. Myriad Canada – Price List on Speed Signs, something to maybe consider with a road project
- d. Darwell Wastewater Lagoon Commission – September 26th, 2016 and December 21st, 2016 Minutes
- e. Government of Alberta – December 28th, 2016, direct deposit \$278,620.00 MSI Capital
- f. Alberta Municipal Affairs – November 10th, 2016 letter on Fire Services Mutual Aid Agreement and the \$50,000 collaboration funding
- g. OGILVIE LLP – December 2nd, December 12th, 2016, and January 16th, 2017 letters on ALARIE Asset Distribution
- h. Town of Mayerthorpe – CPO Report for October and November 2016
- i. Alberta Rural Physician Action Plan – November 23rd, 2016, 2015-2016 Provincial Impact Report
- j. Reynolds Mirth Richards & Farmer LLP – February 17th, 2017, 2017 Annual Municipal Law Seminar
- k. Lac Ste. Anne County – November 15th, 2016, 2015-2017 letter on their Organizational Meeting results including Representatives/Appointments
- l. Government of Alberta – January 2nd, 2017, direct deposit \$1,646.00 FCSS First Quarter Payment
- m. Development Permit – File No. 16-05, for development of a single-family home – 212-2nd St
- n. Edmonton Meals on Wheels – December 13th, 2016, Chef's Choice Frozen Meal Program
- o.
- p.

P83

P84-85

P86-92

P93

P94

P95-119

P120-121

P122

P123

P124-127

P128

P129-131

P132

9. In Camera

- a. Legal

10. COMMITTEE REPORTS

-Council

-CAO: -appts for next Council meeting

-Director of Emergency Management – compensation discussion

11. NEXT MEETING

12. ADJOURNMENT

Next Meetings:

Regular Council Meeting –

SVLSACE Meeting – Saturday, February 25th, 2017 – 9:00 a.m. Alberta Beach