

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SILVER SANDS, IN THE PROVINCE OF ALBERTA, HELD ON FRIDAY, APRIL 11, 2014 AT FALLIS HALL IN FALLIS, ALBERTA AT 2:02 P.M.

	PRESENT	<p>Mayor: Bernie Poulin Deputy Mayor: Bob Duncan Councillor: Rob Kirk</p> <p>Administration: Wendy Wildman, CAO Heather Luhtala, Assistant CAO Dwight Moskalyk, Economic Advisor – Arrived at 2:40 p.m.</p> <p>Public Works: 0</p> <p>Appointments: -Laura Marcato – Auditor – present 2013 Draft Financial Statements - arrived at 2:10 p.m. -Ron Carleton – Rate Payer – discussion on split mill rates and septic fields – arrived at 2:30 p.m. -Peter Pellatt & Leslie Ellis – discussion on FRIAA grant and project – Arrived at 2:41 p.m.</p> <p>Public at Large: 1</p>
1.	CALL TO ORDER	Mayor Poulin called the meeting to order at 2:02 p.m.
2.	AGENDA 43-14 (Agenda)	<p>a) <u>April 11, 2014 Regular Council Meeting Agenda</u> MOTION by Deputy Mayor Duncan that the April 11, 2014 agenda be approved with the following addition:</p> <p>Under Appointments: 4. c) Peter Pellat & Leslie Ellis – discussion on FRIAA grant and project</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 44-14 (Confirmation of Minutes – Regular Meeting)	<p>a) <u>Regular Council Meeting Minutes – March 21, 2014</u> MOTION by Councillor Kirk that the minutes of the March 21st, 2014 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS	As the appointments had not yet arrived, Council continued with the agenda. See “Appointments” after Business Item 6.d).
5.	BYLAWS	None
6.	BUSINESS 45-14 (FRIAA – 2 nd round of funding)	<p>a) <u>ASVA – notice of availability for second round of FRIAA funding and call for proposals</u> MOTION by Councillor Kirk that the Summer Village of Silver Sands support and participate in the second round of funding under the FRIAA applied for through the ASVA.</p> <p style="text-align: right;">CARRIED</p>

<p>4.</p>	<p>APPOINTMENT</p>	<p>b) <u>ATCO – registration for the 15th annual ATCO Community Symposium held on May 20th, 2014 in Fort Saskatchewan at a cost of \$55.00/person including breakfast and lunch</u> MOTION by Mayor Poulin that the correspondence for the 15th annual ATCO Community Symposium scheduled for May 20th, 2014 in Fort Saskatchewan at a cost of \$55.00/person including breakfast and lunch be accepted for information. <p style="text-align: right;">CARRIED</p> <p>c) <u>Yellowhead Rural Crime Watch – request for annual fan out subscription fees of \$20.00</u> MOTION by Deputy Mayor Kirk that Council authorize payment in the amount of \$20.00 to Yellowhead Rural Crime Watch for 2014 subscription fees. <p style="text-align: right;">CARRIED</p> <p>d) <u>Municipal Services Package – correspondence from Lac Ste. Anne County regarding the changes in the Municipal Services Package rates and services and related matters from Mayor Sandra Benford of the Summer Village of South View voicing concern with the changes</u> MOTION by Mayor Poulin that the correspondence in regards to the Municipal Services Package changes, rates, services and related matters be accepted for information. <p style="text-align: right;">CARRIED</p> <p><u>Laura Marcato – Auditor – present 2013 Draft Financial Statements - arrived at 2:10 p.m.</u> Laura Marcato introduced herself as the new auditor for the Summer Village with the firm Seniuk and Company - Laura stated that the finances of the Summer Village are overall in good shape, everything is balanced - Laura reviewed the Independent Auditor’s Report and the Draft 2013 Audited Financial Statements - Laura advised that the Summer Village is in good shape financially with net financial assets of \$256,326.00 - Laura recommended that the purchase of new signs not be capitalized as it is not necessary under the Summer Village’s TCA Policy - Laura requested questions or concerns from Council or Administration (there were none)</p> <p><u>2013 Draft Audited Financial Statements</u> MOTION by Deputy Mayor Duncan that Council approve the 2013 Draft Audited Financial Statements as presented. <p style="text-align: right;">CARRIED</p> <p>Mayor Poulin thanked Laura for attending the meeting. Laura left the meeting at 2:30 p.m.</p> </p></p></p></p>
	<p>46-14 (ATCO – Annual Community Symposium)</p>	
	<p>47-14 (YRCW subscription fees for annual fan out)</p>	
	<p>48-14 (Municipal Services Package matters)</p>	
	<p>49-14 (2013 Draft Financial Statements)</p>	

b) Ron Carleton – Rate Payer – discussion on split mill rates and septic fields – Arrived at 2:30 p.m.

-Mr. Carleton addressed Council in regards to the split mill rate for vacant and improved residential properties.

-Mr. Carleton felt that the vacant properties were being penalized and that due to the higher mill rate and subsequent higher taxes, he was having a problem selling his vacant lot.

-Mayor Poulin advised that the idea behind the difference in mill rates is to encourage development.

-The CAO advised that Silver Sands has 98 vacant properties out of 334 total properties. Of those 98 vacant properties, it is 8 that have an assessed value of over \$70,000.00 affecting 8% of the vacant properties with higher-than-average taxes.

-Mayor Poulin advised that the split mill rate would be something for Council to discuss and think about.

-Mr. Carleton also briefly discussed his concerns over leaching septic fields advising that he has had the Province to his property to investigate. He was not pleased with their response.

-The CAO advised Mr. Carleton to contact the Development Officer, Tony Sonnleitner, with any future concerns.

Mayor Poulin thanked Mr. Carleton for attending the meeting. Mr. Carleton left the meeting at 2:40 p.m.

Dwight Moskalyk, Economic Advisor, arrived at 2:40 p.m.

c) Peter Pellatt & Leslie Ellis – discussion on FRIAA grant and project– Arrived at 2:41 p.m.

- Mr. Pellatt and Ms. Ellis have been instrumental in working with the ASVA and Municipal Affairs in obtaining grant funding approvals for a Fire Protection Plan Framework for many of the Summer Villages in Alberta. Silver Sands has been and is a part of the Summer Villages who have agreed to be part of these studies.

- Introductions were made around the table.

- Mayor Poulin gave a brief introduction of the layout of the Summer Village

- Mr. Pellatt advised on the Regional Collaboration Grant and the FRIAA Grant, both which have been approved for the studies of a Fire Smart Plan and a Fire Protection Plan Framework. These plans will ultimately help mitigate the risk of fire and provide an operational plan in the event that there is a fire. The Fire Smart component oversees the big picture whereas the Framework component is more specific to each Summer Village.

- Mr. Pellatt hopes to see grant funding in the future that will fund the implementation of the plan/framework such as brushing and vegetation control. The new Alberta Community Partnership Program seems to be going this way, but we won't know for sure until the new guidelines are in place.

- Mr. Pellatt advised that the Fire Commissioner's office has been very supportive of these applications/projects.

-Ms. Ellis advised that it would be a good idea to start communicating

6.	<p>BUSINESS CONT'D</p>	<p>the fire smart ideas to our residents and let them know about the FRIAA funding.</p> <p>Mayor Poulin thanked Peter and Leslie for attending the meeting. Peter and Leslie left the meeting at 3:12 p.m.</p> <p><u>e) 2014 Draft Budget</u> Discussion: - The split mill rate was discussed by Council and Administration in depth. (Residential Vacant Mill Rate Proposed at 8.351023 / Residential Improved Mill Rate Proposed at 4.351023) - The intent of the split mill rate is to encourage development of the vacant properties, not to penalize the higher-assessed vacant properties. In taking a closer look at those higher-assessed vacant properties, 5 of the 98 have an assessed value of over \$100,000.00 which puts their taxes (as currently levied in draft proposed form) at a range of \$1,777.19 to \$2,091.08. The average total taxes of a vacant property currently sits at approximately \$700.00. - Suggestions were to bring the mill rates closer together, give a rebate to those 5 vacant properties, implement a maximum vacant municipal tax (if allowed under the MGA), or to give a rebate incentive to the vacant properties when they improve their property within so many years. Council requested administration contact municipal affairs to see if we are allowed to implement a maximum tax under the MGA. - Discussion was held in regards to the continuance of the Lagoon Reserve Levy which sits at \$178,320.00 (past levy was \$125.00 Residential Improved & Commercial - \$62.50 Residential Vacant - \$20.00 Farmland). Administration has calculated that the reserve is currently well funded and would likely fund Silver Sands' portion of a lagoon expansion project as it sits should there be a need for the project in the future. Administration suggested that the collection could either be cut in half this year or eliminated entirely. Administration also suggested that Council increase the collection for sustainability reserves this years as well as begin funding a road reserve account. Council discussed this matter further and advised administration to eliminate the lagoon levy collection, to increase the sustainability reserve collection from \$10,000.00 to \$20,000.00, to fund a road reserve account in the amount of \$30.00 per property under the municipal services tax and to allow for an extra \$1,000.00 in the budget to help fund the LSALIWQM Society with their water quality study. Administration will update the draft budget and tax analysis accordingly and a special meeting will be called this month to pass the budget and tax rate bylaws.</p>
7.	<p>FINANCIAL</p> <p>50-14 (Accounts Payable)</p>	<p><u>a) Accounts Payable – Cheques #659 to #675 for February 2014 including automatic withdrawals totaling \$21,321.14</u> MOTION by Councillor Kirk to accept for information Accounts Payable Cheques #659 to #675 for February 2014 including automatic withdrawals totaling \$21,321.14 as presented.</p> <p style="text-align: right;">CARRIED</p>

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	<p>51-14 (Income and Expense Statements)</p> <p>52-14 (Bank Reconciliations)</p> <p>53-14 (Grant Report)</p>	<p><u>b) Income and Expense Statements – as at February 28, 2014</u> MOTION by Councillor Kirk that the Income and Expense Statements as at February 2014 be accepted for information. CARRIED</p> <p><u>c) Bank Reconciliations – as at February 28, 2014</u> MOTION by Councillor Kirk that the Bank Reconciliation as at February 28, 2014 be accepted for information. CARRIED</p> <p><u>d) Grant Report – status report as of March 14, 2014</u> MOTION by Councillor Kirk that the grant report as at March 14, 2014 and the verbal report in regards to the new Alberta Community Partnership Program be accepted for information. CARRIED</p>
<p>8.</p>	<p>COUNCIL REPORTS</p> <p>54-14 (Council Reports)</p>	<p><u>Mayor Poulin</u> -Reported on the LSALIWQM Society in regards to their proposed study project. Received a final quote of approximately \$15,000.00, will be requesting dollars from the villages surrounding the lakes to help fund the study. Advised that Parkland County accessed ALUS funding for fencing of streams in conjunction with some of their farmers. The Society will be setting up a website and holding a membership drive.</p> <p><u>Deputy Mayor Duncan</u> -reported on the Darwell Lagoon, the next meeting is scheduled for Monday, April 14th, 2014 at 8:30 a.m. at the Darwell Firehall.</p> <p><u>Councillor Kirk</u> -attended the Darwell Lagoon meeting.</p> <p><u>Councillor’s Reports</u> MOTION by Councillor Kirk that the verbal Council Reports be accepted for information. CARRIED</p>
<p>9.</p>	<p>ADMINISTRATION /PUBLIC WORKS REPORTS</p> <p>55-14 (Admin/P/W Report)</p>	<p><u>a) Administration Report</u> -reported that administration has been busy working with the auditor on the 2013 year end and with current budgets -gave a report from Public Works on the trees/walkways and reserve between Popply Place and Cedar Avenue</p> <p><u>b) Public Works Report – Mike Hoffman</u> - the Public Works report was reported by Administration</p> <p><u>Administration/Public Works Reports</u> MOTION by Deputy Mayor Duncan that the Administration and Public Works Reports be accepted for information. CARRIED</p>

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<p>10.</p>	<p>INFORMATION / CORRESPONDENCE 56-14 (Information & Correspondence)</p>	<p>MOTION by Councillor Kirk that the following Information and Correspondence be accepted for information:</p> <ul style="list-style-type: none"> a) Darwell Wastewater Lagoon Commission – March 31st, 2014 Meeting Minutes b) Development Permit – approval of development permit application no 14DP01-31 for the construction of a detached garage c) AUMA – March 20th, 2014 letter requesting that Class D shareholder attending the ACFA AGM vote for Mar Kim Craig to hold the office of Class D Director on the Alberta Capital Finance Authority Board d) A.B. Municipal Affairs – invitation to submit a nomination for the 13th Annual Minister’s Awards for Municipal Excellence e) AB. Municipal Affairs – March 12th, 2014 letter on the development of a new online MSI application system f) WCB – March 19th, 2014 letter informing municipalities of the April 28th, 2014 national day of mourning for workers killed on the job. g) TAMA – March 18th, 2014 letter updating municipalities on the partnership and developments for the Fort McMurray West 500kV Transmission Project <p style="text-align: right;">CARRIED</p>
<p>11</p>	<p>OPEN FORUM</p>	<p>Items discussed during open forum: -water quality -drainage on bay drive -taxes</p> <p>The 1 public member left the meeting at 4:11 p.m.</p>
<p>12.</p>	<p>IN CAMERA 57-14 (In Camera – Tax Agreement Account #1049 / Revenue Discussion) 58-14 (Out of Camera) 59-14 (Tax Agreement – Account #1049)</p>	<p><u>In Camera Session (discussion on revenues)</u> MOTION by Mayor Poulin that pursuant to section 197(2) of the Municipal Government Act, Council Move In Camera at 4:12 p.m. CARRIED</p> <p><u>Out of Camera</u> MOTION by Mayor Poulin that Council Move Out of Camera at 4:30 p.m. CARRIED</p> <p><u>Tax Agreement – Tax Account #1049</u> MOTION by Deputy Mayor Duncan that Council approved entering into a 2-year tax agreement with account #1049 and authorize execution of same. CARRIED</p>

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	60-14 (Revenue producing options)	<u>Revenue Producing Alternatives</u> MOTION by Mayor Poulin that Councillor Kirk and Dwight Moskalyk be authorized to enter into discussions with various lenders with respect to revenue-producing options for the Summer Village. <p style="text-align: right;">CARRIED</p>
13.	NEXT MEETING(s) 61-14 (Next Council Meetings)	<u>Next Meeting(s)</u> MOTION by Mayor Poulin that the next regular Council meeting be scheduled for Friday, May 30 th , 2014 at 10:00 a.m. at Fallis Hall and that the Annual Information Meeting be scheduled for Saturday, June 14 th , 2014 from 1:00 p.m. to 2:00 p.m. at the Summer Village Quonset. <p style="text-align: right;">CARRIED</p>
14.	ADJOURNMENT	Mayor Poulin declared the meeting adjourned at 4:43 p.m.

Mayor

CAO

Next Meetings:

- May 6, 2014 – Lobbying Gov’t Effectively hosted by Town of Onoway
- May 30, 2014 – Regular Council Meeting at 2:00 p.m. at Fallis Hall
- June 14, 2014 – Annual Information Meeting 1:00 p.m. at the Quonset
- June 21, 2014 - SVLSACE Hosted by Nakamun
- September 24-26 AUMA Convention – Shaw Conference Centre Edmonton
- October 17 & 18 ASVA Annual Conference & AGM – Executive Royal Hotel Edmonton
- November 1, 2014 - SVLSACE Hosted by Ross Haven