

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF SILVER SANDS, IN THE PROVINCE OF ALBERTA, HELD ON FRIDAY, SEPTEMBER 18TH, 2015 AT FALLIS HALL AT 1:03 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: None</p> <p>Public Works: Dan Golka, PW Manager - ABSENT</p> <p>Public at Large: None</p>
<b>1.</b>	<b>CALL TO ORDER</b>	Mayor Poulin called the meeting to order at 1:03 p.m.
<b>2.</b>	<b>AGENDA</b>	<p><u>a) September 18, 2015 Regular Council Meeting Agenda</u>  <b>MOTION</b> by Deputy Mayor Kirk that the August 28, 2015 agenda be approved with the following addition:</p> <p>Under 7. Business</p> <p>i) Easement Agreement – Tax Roll #1326</p> <p style="text-align: right;"><b>CARRIED</b></p>
	<b>MINUTES</b>	
	149-15 (Confirmation of Minutes – Organizational Meeting)	<p><u>a) August 28, 2015 Organizational Council Meeting Minutes</u>  <b>MOTION</b> by Deputy Mayor Kirk that the minutes of the August 28, 2015 Organizational Council Meeting be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	150-15 (Confirmation of Minutes – Regular Meeting)	<p><u>b) August 28, 2015 Regular Council Meeting Minutes</u>  <b>MOTION</b> by Councillor Mazerolle that the minutes of the August 28, 2015 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>4.</b>	<b>OPEN FORUM</b>	None
<b>5.</b>	<b>APPOINTMENTS</b>	None
<b>6.</b>	<b>BYLAWS</b>	None

<p>7.</p>	<p><b>BUSINESS</b></p> <p>151-15 (FCSS Agreement)</p> <p>Amending</p> <p>152-15 (LSA County – ALUS pilot project)</p> <p>153-15 (ASVA Silent Auction Item)</p>	<p>a) <u>Family &amp; Community Support Services – here for information, amending agreement signed by the municipality on September 8, 2015. The agreement set out a new increased total FCSS contribution by the Province of \$5,893.75 and by the Municipality of \$1,178.75 – effect of the municipal contribution increase is not required until 2016 – no change</u>  <b>MOTION</b> by Deputy Mayor Kirk that the Family &amp; Community Support Services 2015 amending agreement be accepted for information.  <p style="text-align: right;"><b>CARRIED</b></p> <p>b) <u>Lac Ste. Anne County – August 26<sup>th</sup>, 2015 letter on the Alternative Land Use Services Event – an ALUS pilot project launching is scheduled for Wednesday, October 7<sup>th</sup>, 2015 and there is an invitation for Councils to attend. The meeting is being held at Magnolia Hall from 4:00 p.m. to 9:30 p.m. and will discuss issues specific to Lake Isle and possible grant funding and project opportunities</u>  <b>MOTION</b> by Councillor Mazerolle that Mayor Poulin be authorized to attend the ALUS pilot project launching scheduled for Wednesday, October 7<sup>th</sup>, 2015 at Magnolia Hall from 4:00 p.m. to 9:30 p.m.  <p style="text-align: right;"><b>CARRIED</b></p> <p>c) <u>ASVA Silent Auction – attached is a request from ASVA Executive Director Beverly Anderson inviting donations towards the Silent Auction during the upcoming 2015 conference</u>                      -Deputy Mayor Kirk will see if he can get a donation from various businesses  <b>MOTION</b> by Mayor Poulin that Council authorize the purchase of an item up to \$100.00 for the ASVA 2015 Silent Auction if a donation from a business can not be sought.  <p style="text-align: right;"><b>CARRIED</b></p> <p>d) <u>Tax Penalty Cancellation Requests: deferred from previous meetings Council wished to revisit these requests after reviewing the circumstances and municipal policies more closely. In 2015 we had 36 properties that were assessed the 18% penalty on July 1 totaling \$6,964.61, we budgeted to bring \$13,669 in penalty revenue for the year. 7 of which have paid their taxes and their taxes and penalties. 5 have paid their tax but not penalties all of which are requesting penalty refunds. 2 have paid their taxes and penalties and are requesting refunds. Of those 36 properties assessed penalties, 14 have paid their taxes of which 6 were paid or post marked July 2, 1 July 6, 2 July 15, 1 July 17, 1 Aug 8, 1 Aug 15 and 2 on Sept 1.</u></p> <p style="padding-left: 40px;">i) <u>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</u></p> </p></p></p>
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	<p>154-15 (Tax Penalty Reversal Request - 1079/1080/1081/1082)</p>	<p><u>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><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.</u></p> <p><u>iii) Account 1233: Request to Reverse 2015 Penalty – The property owner is requesting that the penalty of \$101.71 charged to tax account 1233 due to late payment be reversed. The property owner did attempt to make an online payment on June 29th, 2015 but entered the incorrect “payee.” The mistake was realized by the property owner and a correct payment was made shortly after, but the deadline (June 30th, 2015) had already passed. This is the first year we went to online banking, and certainly it is a learning curve and hiccups can be expected. Unfortunately for this property owner, this is the only one we are aware of that had this problem. I do not believe that administratively we erred in any way with respect to this tax account</u></p> <p><u>iv) Tax Account 1380; Request to Reverse 2015 Penalties – The property owner would like Council to consider reversing the late payment penalties charged to tax account 1380 (\$119.45). The issue of ownership and clearing the title has been in the courts until recently and the property owner did make an advance payment as a show of good faith. While this is an unfortunate “property deal” as such, again administratively we did nothing wrong and this property was issued a 2015 tax and assessment notice, unfortunately they simply missed the payment deadline date.</u></p> <p><u>i) Request for Tax Penalty Reversal, Roll 1079 (\$269.82), Roll 1080 (\$407.73), Roll 1081 (\$108.55) and Roll 1082 (\$105.55) <b>MOTION</b> by Councillor Mazerolle that the request to reverse the July 1<sup>st</sup> tax penalties on Tax accounts 1079, 1080, 1081 and 1082 be denied.</u></p> <p style="text-align: right;"><b>CARRIED</b></p>
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	<p>155-15 (Tax Penalty Reversal Request – 1115)</p>	<p>ii) <u>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.</u> <b>MOTION</b> by Councillor Mazerolle that the request to reverse the July 1<sup>st</sup> tax penalty on Tax account 1115 be denied.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	<p>156-15 (Fortis Alberta Franchise Fee)</p>	<p>e) <u>Fortis Alberta Franchise Fee – Attached is information and sample notices/advertisements required to facilitate the renewal of the franchise fee levied by Fortis on our behalf. Our current fee is 3% which is estimated to generate us revenue of \$3,941 for 2016, you may increase, decrease or eliminate the fee as you see fit</u> <b>MOTION</b> by Deputy Mayor Kirk that the Fortis Alberta Franchise Fee levied on behalf of the Summer Village remain at 3% for 2016.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	<p>157-15 (Fire Services Agreement)</p>	<p>f) <u>Fire Services Agreement – attached is a draft agreement between the Summer Village and the Town of Onoway for Fire Services through North West Fire and Rescue. This agreement has been reviewed and recommended for approval by the committee, and also the attached rates for 2016 (\$43.00 per parcel plus additional costs for 9-1-1 dispatch, communication system, legal, admin)</u> <b>MOTION</b> by Councillor Mazerolle that the Summer Village of Silver Sands approve the draft Fire Services Agreement and rates for 2016 between the Summer Village and the Town of Onoway for Fire Services through North West Fire and Rescue and authorize execution of same.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>g) <u>Winter Equipment Purchase – possible road projects. Deferred from last meeting. Discussion at meeting time</u> -administration presented a quote for the paving of Twp Rd 540 for Council’s information -administration presented a lease with buyout option on the Kubota tractor -Council requested administration to obtain a price on a lease buy-back and on a used piece of equipment -Council will seek out auction options on used equipment as well</p>
	<p>158-15 (Wildfire Strategy) Mitigation</p>	<p>h) <u>Wildfire Mitigation Strategy Final Document – has been emailed to Council for their review and approval</u> <b>MOTION</b> by Deputy Mayor Kirk that the Wildfire Mitigation Strategy Final Document for the Summer Village of Silver Sands be accepted and approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>

	<p>159-15 (Easement Agreement – Tax Roll 1326)</p>	<p>i) <u>Easement Agreement – 1 Golf Course Road – This item has been brought back from the last Council meeting 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 easement agreement for the access to the property that runs right across the Municipal Reserve property</u></p> <p><u>Easement agreement – access encroaching municipal reserve – Tax Roll #1326</u></p> <p><b>MOTION</b> by Councillor Mazerolle that Council approve the Easement Agreement as presented 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 easement to exist upon a portion of the Summer Village’s park reserve subject to terms and conditions and authorize execution of same.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>8.</b></p>	<p style="text-align: center;"><b>FINANCIAL</b></p>	<p>a) <u>Accounts Payable – n/a</u></p> <p>b) <u>Income and Expense Statements – n/a</u></p> <p>c) <u>Bank Reconciliation – n/a</u></p> <p>d) <u>Grant Report – n/a</u></p>
	<p><b>9. COUNCIL REPORTS</b></p> <p>160-15 (Council Reports)</p>	<p><u>Mayor Poulin</u> Reported on the following: -attended the Sturgeon River Watershed meeting at the Enjoy Centre (interesting discussions on Flowering Rush at Lake Isle – will not be able to do anything until budgets are set / Precipitation &amp; Climate speaker was very interesting)</p> <p><u>Deputy Mayor Kirk</u> Reported on the following: -attended the Roles &amp; Responsibilities Workshop in Alberta Beach hosted by the Summer Village of Sunset Point -will be attending the FCSS Meeting next Monday -discussion regarding trees on private property and public works access to those trees</p> <p><u>Councillor Mazerolle</u> Reported on the following: -attended the Fallis Hall Annual Show &amp; Shine</p> <p><u>Councillor’s Reports</u> <b>MOTION</b> by Councillor Mazerolle that the verbal Council Reports be accepted for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>

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<p><b>10.</b></p>	<p><b>ADMINISTRATION /PUBLIC WORKS REPORTS</b></p> <p>161-15 (Admin/PW Reports)</p>	<p><u>a) Public Works Report</u> -a written report was received reviewing work that has been done and work to be done throughout the Summer Village</p> <p><u>b) Administration Report</u> -advised that administration attended a meeting chaired by Trista in regards to the FCSS Board re-structure -updated Council on the FCSS amending agreement -advised that the boat launch ramps are ready and will be picked up at some point next week</p> <p><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.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>11.</b></p>	<p><b>INFORMATION / CORRESPONDENCE</b></p> <p>162-15 (Information &amp; Correspondence)</p>	<p><b>MOTION</b> by Councillor Mazerolle that the following Information and Correspondence be accepted for information:</p> <p>a) Summer Village of Sunset Point – August 27, 2015 Organizational Chart</p> <p>b) Gov’t of Alberta – attached is a statement of non-negotiable deposit for \$10,533.00 in MSI-Operating funds released to Silver Sands on September 9<sup>th</sup>, 2015</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>12.</b></p>	<p><b>IN CAMERA</b></p> <p>163-15 (In-Camera – legal matters)</p> <p>164-15 (Out of Camera)</p> <p>165-15 (Out of Camera)</p>	<p><u>In Camera Session (discussion on legal matters)</u> <b>MOTION</b> by Mayor Poulin that pursuant to section 197(2) of the Municipal Government Act, Council Move In Camera at 1:50 p.m.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><u>Out of Camera</u> <b>MOTION</b> by Mayor Poulin that Council Move Out of Camera at 2:03 p.m.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><u>Development Officer – actions with respect to 6 &amp; 7 Ash Avenue</u> <b>MOTION</b> by Deputy Mayor Kirk that Council approve the actions of the Development Officer with respect to 6 &amp; 7 Ash Avenue.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Discussion to bring back the following bylaws to the next meeting for review: -Bylaw 137 Tax Penalty Bylaw -Bylaw 159 Private Sewage Bylaw -Old Bylaw Fireworks Bylaw 121 and New Fire Bylaw 170</p>

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13.	<b>NEXT MEETING(S)</b> 166-15 (Next Meeting)	<u>Next Meeting(s)</u> <b>MOTION</b> by Mayor Poulin that the next regular Council meeting be scheduled as follows: - Friday, 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. <p style="text-align: right;"><b>CARRIED</b></p>
14.	<b>ADJOURNMENT</b>	Mayor Poulin declared the meeting adjourned at 2:06 p.m.

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 Mayor

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Next Meetings:

- 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.