

**SUMMER VILLAGE OF SANDY BEACH
REGULAR COUNCIL MEETING
MINUTES**

Thursday September 8, 2016

The regular meeting of the Council of the Summer Village of Sandy Beach was held in the Sandy Beach Community Hall on Thursday September 8 , 2016 commencing at 7:28p.m.

IN ATTENDANCE

Mayor John Hellings
Deputy Mayor Denise Lambert
Deputy Mayor Audie Bigelow - Bigelow

Chief Administrative Officer - Wendy Wildman - Absent
Administrative Assistant - Susan Dales

CALL TO ORDER

The meeting was called to order at 7:28 p.m. by Deputy Mayor Audie Bigelow

Motion #134 - 16
Acceptance of Agenda

MOVED by Deputy Mayor Denise Lambert that the agenda be accepted with the addition of :

- f) Update on Land Use Bylaws
- g) Bylaws Revision
- h) CAO Appraisal
- i) Policy Development
- j) Vehicle & Equipment

CARRIED

Motion #135-16
Approval of
Organizational
Meeting
Minutes

MOVED by Deputy Mayor Denise Lambert that the minutes of the August 20, 2016 Organizational Meeting be approved as presented .

CARRIED

Motion #136- 16
Regular Meeting
Minutes

MOVED by Mayor John Hellings that the minutes of the August 20, 2016 Regular meeting be approved with the following amendment:

Motion #120 was moved by Deputy Mayor Audie Bigelow and not Deputy Mayor Denise Lambert.

CARRIED

Motion #137- 16
Annual General
Meeting

MOVED by Mayor John Hellings that the notes of the Annual Information Meeting held on August 20, 2016 be accepted as presented

CARRIED

Noyes Appointment

The Noyes Family could not attend the meeting to discuss dedicating the Sandy Beach Community Hall in the name of their late Mother Myna Noyes and the family would like to be added to the next meeting agenda. It was suggested by Mayor John Hellings that Deputy Mayor Denise Lambert meet with the family and get some ideas in writing as to what this dedication would look like so that Council can proceed with this item. Deputy Mayor Denise Lambert asked that administration contact the family if she cannot .

ATB Appointment
Sharen Veenstra

Ms Veenstra reported that there are ways to get the Summer Village money working better by using the 30 at 1.4 % , 60 at 1.45% , 90 at 1.6 % day accounts. Administration should come back to the next meeting with a plan for investing the money.

Motion #138- 16
Financial Reports

MOVED by Mayor John Hellings that the Financial Reports for July 2016 be accepted as presented.

CARRIED

Motion #139- 16
Hawking Epp Dumont

MOVED by Deputy Mayor Denise Lambert to approve the Hawkings Epp Dumont engagement letter for completion of the 2016 financial audit, and authorize its execution.

CARRIED

Motion #140 -16
Selling of Lot 138
Closed Second Street

MOVED by Deputy Mayor Denise Lambert that the selling of the Closed Second Street be tabled to the next meeting and Administration contact Development Officer Tony Sonnleitner for further direction.

CARRIED

Motion #141 - 16
Walking & ATV
Trails

MOVED by Deputy Mayor Denise Lambert that on Saturday October 1, 2016 from 11:00 am to 1:00 pm at the Sandy Beach Hall the Public be invited to discuss the Municipal Reserve land and the Walking and Quad trails.

CARRIED

Motion #142- 16
Fire Mitigation

MOVED by Deputy Mayor Denise Lambert that Administration advertise Request For Proposal for the brushing on the "Streets" following the Mitigation Study that was prepared for our Summer Village in the 2015 year.

MOTION LOST

Motion #143 - 16
Tabled to Next Meeting

MOVED by Mayor John Hellings that the clearing of brush for Fire Mitigation discussion be tabled to the next meeting.

CARRIED

Motion #144 - 16
Land Use Bylaw

MOVED by Deputy Mayor Denise Lambert that the changes that were purposed for the Land Use Bylaw by Audie Bigelow, John Hellings and Denise Lambert and recorded by Audie Bigelow be forwarded to the Development Officer Tony Sonnleitner so that the proposed changes can be summarized and the changes can be presented at the October 1, 2016 Public meeting. Further to that a Public meeting date needs to be chosen so that the Land Use Bylaw changes can be passed.

CARRIED

Motion #145 - 16
Bylaw Revisions

MOVED by Deputy Mayor Denise Lambert that the Bylaw Enforcement Bylaw revisions and any other Bylaw revisions be made and the changes be circulated and these revised Bylaws be brought back to the next meeting .

MOTION LOST

Motion # 146 -16
CAO Appraisal

MOVED by Deputy Mayor Denise Lambert that the CAO Appraisal be completed by Mayor John Hellings and Deputy Mayor Audie Bigelow before the next meeting.

MOTION LOST

Motion # 147 -16
Policy Development

MOVED by Deputy Mayor Denise Lambert that Administration review and develop policies using the Municipal Government Act as its guide, so that Administration has effective practices to follow. First concentrating on the Bylaw Enforcement Bylaw insuring clear definitions and then proceed with Advertising, Hiring, Financing Code of Conduct policies for review by Council.

CARRIED

Motion # 148 - 16
Vehicle Purchase

MOVED by Mayor John Hellings that a vehicle and necessary equipment be purchased to enable Bylaw Enforcement to be on the road.

MOTION LOST

Motion # 149- 16
Information Items

MOVED by Mayor John Hellings that the following information items be accepted as presented:

- a) Government of Alberta - Dated June 24, 2016 Municipal Sustainability Initiative - Capital Grant \$108,239.00 and Federal Gas Tax Fund \$17023.00 for Total of \$125,262.00.
- b) Government of Alberta - Dated Jul, 2016 FCSS Third Quarter Payment \$1608.00 Justice Fines Dist. AP \$153.00
- c) Government of Alberta - Dated Aug. 2 2016 - Municipal Sustainability Initiative Operating Grant \$9019.00.

CARRIED

Deputy Mayor Denise
Lamberts Report
Attached

Adjournment

Being that the agenda matters have been concluded, Mayor John Hellings declared the meeting be adjourned at 9:00 p.m.

These minutes approved this _____ day of _____ 2016.

Mayor

Recording Secretary

Report – Deputy Mayor Lambert

To ensure that that process discussed and followed up on from our last council meeting is documented and available to the public, I have included the questions I raised regarding the bylaw enforcement process undertaken.

Following the council meeting and annual information meeting and with respect to the issues that I raised regarding staffing and bylaws, I am requesting clarification on next steps in the process.

Regarding bylaw creation, it was clear that there is not a clean copy of the bylaw passed at the July meeting available. There is no record on the office computer of a revised bylaw nor any changes in the meeting minutes indicating that the errors in content had been changed. The actual number of the bylaw is also recorded improperly in the minutes.

Given the heightened concern by residents about the hasty process followed by council and the numerous content and grammatical errors accepted in the text of the bylaw, I am asking that council ensure the bylaw revision process is adhered to for the next meeting.

Passing a Bylaw MGA

187(3) ...had the opportunity to review the full text of the proposed bylaw and of any amendments that were passed after first reading

My questions:

- 1) Provide the bylaw that was "adequately reviewed" and subsequently passed on July 21, 2016. If in fact it is the one that was in the package and that no other copy is available, that the bylaw be brought back for review and revision.
- 2) If the bylaw was not completed and executed properly, for our next meeting we will require:
 - i. Bylaw authorizing revision of existing bylaw and any others requiring changes or amendments (procedural);
 - ii. Circulate changes prior to the council meeting as receipt of such a document at the meeting does not allow for adequate review and revision;
 - iii. Conduct appropriate bylaw process at our next council meeting.
- 3) If it is the purview of a majority of council and advised by our administration that this issue remain as is, I would request the rationale be provided in writing so that additional action can be taken. As stated at the last council meeting, with full attention of residents, the bylaw as it stands is questionable.

I have been advised by concerned residents that our actions on this issue are being scrutinized.

Denise Lambert