

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

Thursday October 13, 2016

The regular meeting of the Council of the Summer Village of Sandy Beach was held in the Sandy Beach Community Hall on Thursday October 13 , 2016 commencing at 7:30p.m.

IN ATTENDANCE

Mayor John Hellings
Deputy Mayor Denise Lambert
Deputy Mayor Audie Bigelow

Chief Administrative Officer - Wendy Wildman
Administrative Assistant - Susan Dales

CALL TO ORDER

The meeting was called to order at 7:30 p.m. by Deputy Mayor Audie Bigelow

**Motion #150 - 16
Acceptance of Agenda**

MOVED by Mayor John Hellings that the agenda be accepted with the following additions and deletion:

Additions :

- j) Hiring of Head Hunter
- k) Emergency Management
- l) In Camera
- m) Procedure Bylaws regarding Changing Bylaws
- n) Disclosure Before Dealing with Business/Action Items

Deletion:

- o) Remove letter c) as no further information from Municipal Affairs has been received

CARRIED

**Motion #151 - 16
Minutes**

MOVED by Deputy Mayor Denise Lambert that the minutes of the September 8, 2016 meeting be approved with the following changes:

- Add to Motion #147 - 16 for Review of Council
- Deputy Mayor Denise Lamberts report needs to be attached
- Change Motion #141 - 16 to Public Invitation instead of Public Meeting

CARRIED

**Motion #152- 16
Will Smallacombe
#600 Blue Heron
Drive**

MOVED by Deputy Mayor Denise Lambert that the two car garage with living space above originally deemed an accessory building at #600 Blue Heron Drive be deemed the primary residence.

CARRIED

Motion #153- 16
Noyes Family
Appointment

MOVED by Deputy Mayor Denise Lambert that the Summer Village proclaim the Summer Village of Sandy Beach Community Hall name be changed to "Sandy Beach Myrna Noyes Memorial Hall" and that a plaque be made with this inscription" In Recognition This Building was made possible by the efforts of the Sandy Beach Recreation Board Myrna Noyes, Wayne Jowett, Lorna Stroich, Frank Comeau. Special Thanks to the Many Volunteers Who Committed their time and Effort to Make the Dream a Reality". That all expenses for the outside sign and the plaque to be displayed inside the hall be paid for by the Summer Village of Sandy Beach.

CARRIED

Motion #154- 16
Financial Reports

MOVED by Mayor John Hellings that the Financial Reports be accepted for information and that Administration reconfirm that the 30, 60, 90 day terms are GIC's.

CARRIED

Motion #155- 16
Bylaw Changes

MOVED by Deputy Mayor Denise Lambert that Council follow Section 191 of the Municipal Government Act when changing a bylaw and that there needs to be a Bylaw to change to a Bylaw.

MOTION LOST

Motion #156 -16
Bylaw #04-2016
First Reading

MOVED by Deputy Mayor Audie Bigelow that Procedural Bylaw #04-2016 which will replace #01-2008, with the only change being to clause 4.4.0 for the purpose of changing the annual meeting from July to August, be given 1st reading.

CARRIED

Motion #157 - 16
Bylaw #04-2016
Second Reading

MOVED by Deputy Mayor Audie Bigelow that Bylaw #04-2016, which will replace #01-2008, with the only change being to clause 4.4.0 for the purpose of changing the annual meeting from July to August, be given 2nd reading.

CARRIED

Motion #158 - 16
Bylaw #04-2016

MOVED by Deputy Mayor Audie Bigelow that by the unanimous consent Bylaw #04-2016 which will replace #01-2008, with the only change being to clause 4.4.0 for the purpose of changing the annual meeting from July to August, be given 3rd reading.

MOTION LOST

Motion #159- 16
Security Clearance
For Bylaw Officer

MOVED by Deputy Mayor Denise Lambert that as a security clearance is required in the Province of Alberta, that the Summer Village of Sandy Beach require a security clearance for the purpose of hiring a Bylaw Officer as per the Education for Alberta regarding Bylaw Officers.

Deputy Mayor Lambert requested a recorded vote.

For	Against
Deputy Mayor Denise Lambert	Deputy Mayor Audie Bigelow
	Mayor John Hellings

MOTION LOST

Motion #160 - 16
Physical Fitness
Health Assessment
Bylaw Officer

MOVED by Deputy Mayor Denise Lambert that when hiring a Bylaw Officer the officer must be physically capable to fulfill the physical requirements of the position and as such the Summer Village request a Physical examination to be verified by a General Medical Practitioner.

CARRIED

Motion #161 - 16
Polices

MOVED by Deputy Mayor Audie Bigelow that Council review the draft policies for Advertising and Hiring Policy #III - 2016, Procedure of Conduct for Bylaw Enforcement Officer #III, Ethical Guideline of Conduct for Member of Council Policy #IV and once Council has made changes they will send back to Administration for compilation and to be placed on a meeting agenda.

CARRIED

Motion # 162-16
Lot #138 Sale by
Tender

MOVED by Mayor John Hellings that the Summer Village advertise for sale by tender Lot #138 Lakeshore Drive (closed 2nd street) in the Morinville News, Lac Ste. Anne Bulletin, Summer Village Website and that adjoining neighbors receive notice (3).

CARRIED

Motion # 163 -16
Feasibility to
Purchase

MOVED by Deputy Mayor Denise Lambert that before a decision is made on purchasing a new vehicle for the Bylaw Officer, that a feasibility study or informed evidence to demonstrate the need for spending \$40,000.00 +/- out of a reserve budget for a new position that has not been evaluated or assessed for need or benefit, be completed.

Deputy Mayor Lambert requested a recorded vote.

For	Against
Deputy Mayor Denise Lambert	Mayor John Hellings
	Deputy Mayor Audie Bigelow

MOTION LOST

Motion # 164 - 16
Vehicle Purchase

MOVED by Deputy Mayor Audie Bigelow that the Summer Village of Sandy Beach approve the purchase of uniforms, necessary equipment and a vehicle for the Bylaw Officer cost not to exceed \$39,675.00 and that it be at the discretion of the Bylaw Officer to lease or to purchase this vehicle.

Deputy Mayor Lambert requested a recorded vote.

For	Against
Mayor John Hellings	Deputy Mayor Denise Lambert
Deputy Mayor Audie Bigelow	

CARRIED

Motion # 165 - 16
North Saskatchewan
Watershed Alliance

MOVED by Mayor John Hellings that the Summer Village of Sandy Beach approve \$.50 per capita (\$157.11) contribution to become a member of the North Saskatchewan Watershed Alliance

CARRIED

Deputy Denise
Lambert Left the
Meeting

Deputy Mayor Denise Lambert declared a conflict of interest and excused herself from the meeting at 9:15 pm.

Motion # 166- 16
FCSS

MOVED by Deputy Mayor Audie Bigelow that the Summer Village of Sandy Beach approve the following recommendations from the FCSS Committee for the 2016 funding :

- | | |
|--|-----------|
| 1) Sun and Sand Recreation League - Hall Rental | \$750.00 |
| 2) Sun and Sand Recreation League - Appreciation Dinner | \$600.00 |
| 3) SV Sandy Beach - Entertainer for Children's Christmas | \$500.00 |
| 4) SV Sandy Beach - Floral Arrangement | \$1200.00 |
| 5) SV Sandy Beach - Canada Day Expenses | \$2700.00 |

CARRIED

Deputy Mayor Denise
Lambert Returned to
Meeting

Deputy Mayor Denise Lambert returned to the meeting at 9:20 pm.

Motion #167-16
Eaves trough

MOVED by Mayor John Hellings that the repairs to the eaves troughs on the Administration Building be awarded to Room by Room Renos at a cost of \$2,435.00.

CARRIED

Motion #168 - 16
Rent Lift

MOVED by Mayor John Hellings that Room by Room Renovations arrange for a lift to fix the leak on the roof of the Administration Building costs not to exceed \$1,200.00, if it is going to exceed \$1,200.00 it must come back to Council.

CARRIED

Motion #169 - 16
CAO Appraisal

MOVED by Deputy Mayor Audie Bigelow that Council completes the annual Chief Administrator Officer review (for 2016) including an exit review, by the end of February 2017.

CARRIED

Motion #170 - 16
Administration

MOVED by Deputy Mayor Audie Bigelow that the Summer Village look outside of the Wildwillow Administration team for administration services starting in 2017.

CARRIED

Motion #171 - 16
Hiring of Agency

MOVED by Mayor John Hellings that the Summer Village secure the services of a recruitment agency to fill the position of Chief Administrator Officer starting January 2017.

CARRIED

Motion #172 - 16
Director of
Emergency
Management

MOVED by Mayor John Hellings that Maintenance Manager/Bylaw Officer Shane Bigelow be appointed Director of Emergency Management and Susan Dales be appointed Assistant Director of Emergency Management for the Summer Village of Sandy Beach.

CARRIED

Motion #173 - 16
In Camera
Labour

MOVED by Deputy Mayor Audie Bigelow that pursuant to section 197 (2) of the Municipal Government Act and the FOIP Act Section 27 that Council Move In Camera at 9:55 p.m.

CARRIED

Motion #174 - 16
Out of Camera

MOVED by Deputy Mayor Denise Lambert that Council Move Out of Camera at 10:23 p.m.

CARRIED

Motion #175 - 16
Information Items

MOVED by Deputy Mayor Audie Bigelow that the following information items be accepted as presented:

- a) Farm Safety - Laura Nelson Executive Director Farm Safety Centre Letter Dated Sept. 23, 2016. Official Receipt for donation made in May, 2016 and Thank you.
- b) Onway Regional Fire Service - David Ives Fire Chief North West Fire Rescue - Letter Dated August 8, 2016- Requesting an audience with Sandy Beach Council to discuss the merits

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- of possibly becoming one of the communities they protect.
- c) Alberta Summer Village Association - Beverly Anderson Executive Director, ASVA - Dated Sept. 2, 2016 Informing Summer Villages that ASVA has been working with Alberta Health Services to improve communications with their emergency response program. AHS & ASVA are recommending suggestions. Graham Vanderwater Director of System Status Manager will be speaking at the upcoming conference on October 21 & 22, 2016.
 - d) Safety Codes Council - Letter Dated September 7, 2016 - Announcing Changes to Certification for Building Safety Codes Officers
 - e) Government of Alberta - Dated Aug. 2, 2016 Municipal Sustainability Initiative - Operating Grant - \$9019.00
 - f) Workers Compensation Board - Surplus Distribution Cheque June 13, 2016 - \$578.56
 - g) AAMDC Insurance Credit Return - June 3, 2016 - \$5219.01

CARRIED

Being that the agenda matters have been concluded, Deputy Mayor Audie Bigelow declared the meeting be adjourned at 10:23 p.m.

These minutes approved this _____ day of _____ 2016.

Adjournment

Mayor

Recording Secretary

