MINUTES
SUMMER VILLAGE OF SANDY BEACH
REGULAR MEETING OF COUNCIL
COMMUNITY HALL HWY 642 SANDY BEACH, AB
December 20th, 2018 @ 7 P.M.

IN ATTENDANCE Gordon Drybrough, Mayor
Michael Harney, Deputy Mayor
Denise Lambert, Councillor (regrets)
Rudolf Liebenberg, Chief Administrative Officer

1.0 CALL TO ORDER Mayor Gordon Drybrough called the meeting to order at 7.07 P.M.

2.0 ACCEPTANCE OF AGENDA MOVED by Deputy Mayor Michael Harney that the agenda be approved as presented and amended.
Res. # 220 – 18 CARRIED

Additions/Amendments

- Item 5E: DEM/DDEM honorariums 2018;
- Item 7B: Public Works Priorities;
- Items 10A:Correspondence - Municipal Affairs: Petition;

3.0 APPROVAL OF MINUTES MOVED by Deputy Mayor Michael Harney that the attached minutes of the November15th, 2018 Regular Council Meeting be approved as corrected: Item 5A Budget 2019:

- Line item 60 = $4,000 and incl. DEM and DDEM pay;
- Line item 102 = $14,000;
- Line item 112 = $31,500;

Res. # 221 – 18 and as presented. CARRIED

4.0 DELEGATIONS None

5.0 BUSINESS ARISING

A. OPERATIONAL BUDGET 2019

Res. # 222 – 18 MOVED by Deputy Mayor Michael Harney that the minimum tax levy for the Summer Village of Sandy Beach be gradually increased by $200 a year over the next 3 years to a target of $800 and Administration inform these roll numbers in writing within the next 3 months, with a brief rationale for the increase. CARRIED

Res. # 223 – 18 MOVED by Deputy Mayor Michael Harney that the Summer Village of Sandy Beach approve 50% of the operation budget for 2019 effective January 1, 2019 to June 30, 2019. CARRIED

B. LANDFILL SITE - RANGE ROAD 13

Res. # 224 – 18 MOVED by Deputy Mayor Michael Harney that Council accept the offer from Lac Ste. Anne County to cost share on a 50/50 basis regarding the Phase II ESA and Landfill Assessment Proposal and Cost Estimate dated October 3, 2016 as submitted by Nichols Environmental (Canada) Ltd. as it pertains to the landfill site on Range Road 13: Legal 16-04-056-01-W5M, with the understanding that the Summer Village of Sandy Beach will contribute the required $14,500 only. CARRIED

Res. # 225 – 18 MOVED by Deputy Mayor Michael Harney that the Summer Village of Sandy Beach support Lac Ste. Anne County in their agreement with Nichols Environmental (Canada) Ltd. and direct the Mayor to sign the

agreement with Nichols Environmental (Canada) Ltd. if required to do so. CARRIED

C. **HUMAN RESOURCE POLICY PPP003-18**

Res. # 226 – 18 MOVED by Deputy Mayor Michael Harney that the Human Resources Policy PPP003-18 be adopted with the following additions in part 2.6 nr. 3: "pertinent document" to be expanded to include and reference the following: offer of employment; letter of acceptance; end of probationary review; extension of probationary review; annual performance review; incidents reports; WCB reports; disciplinary action; letter of termination; resignation letter; and letter of reference. CARRIED

Deputy Mayor Michael Harney took a 1 minute recess at 8.05pm and left the room and returned at 8.06pm.

D. **RECORDS RETENTION BYLAW 05-2018**

Res. # 227 – 18 MOVED by Deputy Mayor Michael Harney that Council gives first reading to Bylaw No. 05-2018. CARRIED

Res. # 228 – 18 MOVED by Deputy Mayor Michael Harney that Council gives second reading to Bylaw No. 05-2018. CARRIED

Res. # 229 – 18 MOVED by Deputy Mayor Michael Harney that Council gives agreement to consider third and final reading of Bylaw No. 05-2018. UNANIMOUSLY CARRIED

Res. # 230 – 18 MOVED by Deputy Mayor Michael Harney that Council gives third and final reading to Bylaw No. 05-2018. CARRIED

E. **DEM/DDEM HONORARIUMS 2018**

Res. # 231 – 18 MOVED by Deputy Mayor Michael Harney that Council approve remuneration of $2,000 each in the form of a honorarium, for services rendered, for the positions of Director and Deputy Director Emergency Management for 2018 all-inclusive of expenses incurred. CARRIED

6.0 **DEVELOPMENT MATTERS** - None

7.0 NEW BUSINESS

A. **POLICY AND PRIORITIES MEETING**

Res. # 232 – 18 MOVED by Deputy Mayor Michael Harney that Council table this item to the January 17th, 2019 meeting as Council at the current time need more time to establish the necessity for this type of meeting as Regular Council does provide a platform for these types of open forms of government. CARRIED

B. **PUBLIC WORKS PRIORITIES**

Res. # 233 – 18 MOVED by Deputy Mayor Michael Harney that Administration review the Snow Plowing Policy of October 11, 2012 for the Village and bring this back to a appropriate Regular Council meeting for Council to review a revised policy that includes a priority schedule for the Village where the 3

main bus route roads, hall parking and the pedestrian causeway is top priority, windrows are residents priority and a priority map be a scheduled part of the new revised policy for consideration by Council. CARRIED

8.0 COUNCILLOR REPORTS

A. MAYOR REPORT

Res. # 234 – 18 MOVED by Deputy Mayor Michael Harney that Council accept the Mayor's verbal and written report as presented by the Mayor, Gordon Drybrough, as information. CARRIED

B. DEPUTY MAYOR REPORT

Res. # 235 – 18 MOVED by Mayor Gordon Drybrough that Council accept the Deputy Mayor verbal report as presented by Deputy Mayor Michael Harney, as information. CARRIED

9.0 ADMINISTRATION REPORTS

A. ACCOUNTS PAYABLE LIST

Res. # 236 – 18 MOVED by Deputy Mayor Michael Harney that Council accept the accounts payable list for 15th November 2018 to 20th December 2018 as presented in written format by Administration, as information. CARRIED

B. ACTION ITEMS LIST

Res. # 237 – 18 MOVED by Deputy Mayor Michael Harney that Council accept the action items list as presented in written format by Administration, as information. CARRIED

C. ACTION ITEMS LIST

Res. # 238 – 18 MOVED by Deputy Mayor Michael Harney that Council accept and approve the expenditure for Invoice nr 19-578 (01-02-2019) as it pertains to the annual professional membership of Administration (Registered Professional Planner Alberta). CARRIED

10.0 CORRESPONDENCE ITEMS

Res. # 239 – 18 MOVED Deputy Mayor Michael Harney that Council request the chief elected official and administration prepare a draft outlining the challenges, responses, action and accomplishments during the last year and a half and that other members of Council should add their comments if they require to do so and this draft be made available for review by Regular Council in February 2019. CARRIED

Res. # 240 – 18 MOVED by Deputy Mayor Michael Harney that Council accept the response letter from Municipal Affairs regarding the petition and dated November 27, 2018, as presented by Mayor Gordon Drybrough verbally, as information. CARRIED

A. NEXT MEETING

Res. # 241 – 18 MOVED by Deputy Mayor Michael Harney that Council meet on January 17th, 2019 for Regular Council at 7pm at the Sandy Beach Community Hall, Highway 642, Alberta. CARRIED

NEXT MEETING January17th, 2019 at 7 PM.

ADJOURNMENT Being that the agenda matters had been concluded the meeting was adjourned at 9.03 PM by Mayor Gordon Drybrough.

These minutes approved this the 17th day of January, 2019.

Gordon Drybrough, Mayor

Rudolf Liebenberg, CAO