
MINUTES
SUMMER VILLAGE OF SUNSET POINT
REGULAR MEETING OF COUNCIL
October 27, 2017 @ 9:30 A.M.

IN ATTENDANCE Ann Morrison, Mayor
Richard Martin, Deputy Mayor
Brian Purnell, Councillor
Paul Hanlan, CAO

1.0 CALL TO ORDER Ann Morrison called the meeting to order at 9:34AM

2.0 ACCEPTANCE OF AGENDA MOVED by Richard Martin that the agenda (as was amended) be approved.
Res. #2017 – 093 CARRIED

3.0 APPROVAL OF MINUTES MOVED by Richard Martin that the attached minutes of the Council meeting held on September 15th, 2017 be approved as were presented.
Res. #2017 – 094 CARRIED

4.0 APPOINTMENTS No Appointments

5.0 BUSINESS ARISING

A. 2017 RAILWAY GRADE WALKING PATH STATUS UPDATE
Administration to contact the WILD to have the destroyed portions of the path repaired (as were just repaired by the community) covered with dirt and leveled to match the rest of the path. Administration also to confirm that the WILD contractor not to lock the access gate in such a way as to restrict Summer Village access to Railway Grade.

B. STATUS OF 2017/2018 SNOW CLEARING CONTRACT
Administration confirmed that the Summer Village's Snow Clearing Contractor (Tim Hay Trucking) remains committed to the current contract through the coming snow clearing season. At the same rates and terms as per the existing contract.

C. STATUS OF 2018 GRASS CUTTING CONTRACT
Res. #2017 – 095 MOVED by Richard Martin that Administration negotiate a one (1) year grass cutting contract with the current contractor as per the discussion regarding this matter during the meeting. CARRIED

D. REPLACEMENT OF SUMMER VILLAGE MESSAGE BOARD
Res. #2017 – 096 MOVED by Brian Purnell that Administration write a letter to the Alberta Beach and Area (Zone 2) FCSS Administrators indicating the Summer Village's intention to fund construction of a new community message board in 2018 utilizing its unallocated 2018 FCSS award of approximately \$2,430.46. CARRIED

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E. PUBLIC “ORGANIC COLLECTION” – MODIFICATION OF EXISTING WASTE COLLECTION CONTRACT

Res. #2017 – 097

MOVED by Richard Martin that Administration prepare a Letter of Intent with the Summer Village’s Waste Collection Contractor (GFL) committing the Summer Village to an additional \$50.00 per week organic collection charge (throughout the organic collection season) in 2018.

CARRIED

F. 2018 BUDGET PREPARATION

Administration discussed the following items to be confirmed and included in the final draft copies of the 2018 Operating and Utility Budgets:

- Prepare appropriate Reserve Policies for Capital, Snow and Turf and Infrastructure Reserve accounts;
- Purchase of new printer/scanner/ fax machine to replace current;
- A structural assessment of the Summer Village building to prioritize future potential investment;
- Investigate acquisition and operating costs for a Summer Village Public Works truck;
- 2018 Operating Requisitions for Tri-Village Sewer Commission and WILD;
- Confirm an appropriate value for the new CAO’s 2018 contract;
- Include budgets for contracted Development Officer and Public Works support for new administration;
- Include an amount (\$5,000) for contracted planning support services; and
- Include a new initiative for annual culvert maintenance and cleaning.

6.0 DEVELOPMENT MATTERS

No Development Matters

The CAO confirmed that Administration will prepare a 2018 Development Activity Report for the December Council meeting.

7.0 NEW BUSINESS

A. NEW CAO RECRUITMENT

Res. #2017 – 098

MOVED by Richard Martin that Mayor and Council accepts the CAO Recruitment update from Administration as presented and that the following dates/actions be confirmed:

- November 10, 2017 current recruitment closes;
- November 18th and 19th Mayor and Council to prepare shortlist;
- Shortlist of candidates provided to Administration by November 20th;
- Administration to schedule interviews of shortlisted candidates for the period December 1st to December 4th.

CARRIED

B. EAST END BUS DONATION – 2017 REQUEST

Res. #2017 – 099

MOVED by Ann Morrison that the Summer Village provide a \$300 donation to East End Bus Society as per request dated October 10, 2017.

CARRIED

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C. **2018 SNOMO DAYS DONATION**
Res. #2017 –100 MOVED by Richard Martin that the Summer Village PROVIDE FUNDING FOR THE Alberta Beach & District Lions Club (2018 SnoMo Days) in the amount of \$225.

CARRIED

D. **FALL 2017 WORK PLAN**
Administration confirmed the following remaining 2017 work projects:
- Relocation of existing bench and picnic table in the North Reserve;
- Widening (removal of post) at Klinkhammer Lake Access; and
- Purchase and installation of reflective strips on sign posts.

8.0 COUNCILOR REPORTS

Res. #2017 – 101 MOVED by Ann Morrison that Councilor Reports be accepted as were presented.

CARRIED

9.0 CAO REPORTS

A. **DISBURSEMENTS LIST**
Res. #2017 –102 MOVED by Ann Morrison that the disbursements list (September 10, 2017 to October 23, 2017) be accepted as presented.

CARRIED

B. **ACTION ITEMS LIST**
Res. #2017 – 103 MOVED by Richard Martin that the Action List to include more details in the future and that the Action List be accepted as presented.

CARRIED

10.0 CORRESPONDENCE ITEMS

No Correspondence items were distributed.

NEXT MEETING December 8th, 2017 at 9:30 A.M.

ADJOURNMENT Being that the agenda matters had been concluded the meeting was adjourned at 1:05PM by Ann Morrison.

These minutes approved this 8th day of December 8th, 2017.



Elizabeth (Ann) Morrison, Mayor



Paul Hanlan, CAO