

SUMMER VILLAGE OF WEST COVE

MINUTES

For the regular meeting of the Council of the Summer Village of West Cove, held at **7:00 p.m. Thursday, January 29, 2014**, at the Community Hall in West Cove, Alberta.

1. Call to Order

Present: Mayor Don Henderson
Councillor Lynne Worden
Councillor Dave Breton
CAO Anita Blais

2. Call to Order 7:00 pm

3. Agenda:

RESOL. 15-001

MOVED by Mayor Henderson to adopt the agenda as drafted.

Recorded vote: Mayor Henderson, Councillor's Worden and Breton – yes

CARRIED

3. Minutes: December 10, 2014

RESOL. 15-002

MOVED by Councillor Breton that the minutes be amended to remove the statement "that was intended for in camera discussion, under 10(g).

Recorded vote: Mayor Henderson, Councillor's Worden and Breton – yes

CARRIED

RESOL. 15-003

MOVED by Councillor Worden to adopt the minutes as amended.

Recorded vote: Mayor Henderson, Councillor's Worden and Breton – yes

CARRIED

4. Business Arising from Minutes:

- (a) Municipal Affairs audit of summer village: Administration drafted a letter requesting the Minister to conduct an audit (pursuant to section 282 of the MGA) and inspection (pursuant to section 571 of the MGA) of the summer village affairs: governance, administration, finances, etc. Administration also provided some information on grants and workshops intended to assist councils to work collaboratively.

RESOL. 15-004

MOVED by Councillor Worden that the mayor sign the letter to the Minister.

Recorded vote: Mayor Henderson, Councillor's Worden and Breton – yes

CARRIED

RESOL. 15-005

MOVED by Councillor Worden that the CAO apply for the Collaborative Governance Initiative Grant.

Recorded vote: Mayor Henderson, Councillor's Worden and Breton – yes

CARRIED

- (b) Maintenance contract tender (in camera)

RESOL. 15-006

MOVED by Mayor Henderson that the in camera sessions be moved to the end of the meeting.

Recorded vote: Mayor Henderson, Councillor's Worden and Breton – yes

CARRIED

- (c) Administration contract tender (in camera)

NEW BUSINESS

5. Council Reports

Councillor Breton: attended the Regional Services Meeting. The County declined any discussions

with the consultant. Can go no further if county is not on board. \$70,000 left of grant to spend, which could be used for emergency plans for all summer villages. Have to work with County as they are a major player. There is a meeting on February 7 to discuss the MSP and documents provided by the county. The mayor and CAO will attend. The CAO will try to find out what the costs are with respect to library, recreation and animal control. Councillor Breton's report is attached to the minutes.

RESOL. 15-007

MOVED by Councillor Breton that West Cove sign the fire services agreement.

Recorded vote: Mayor Henderson, Councillor's Worden and Breton – yes

CARRIED

RESOL. 15-008

MOVED by Councillor Breton to amend the October 27, 2014 minutes.

RESOL. 15-009

MOVED by Councillor Worden to table to review.

TABLED

RESOL. 15-010

MOVED by Mayor Henderson to recess for 10 minutes.

6. Public Works

- (a) Tender Process Policy: The CAO will re-write the policy to reflect the following: anything over X dollars goes to tender, sealed bids, opened at council meetings, specs provided to bidders.
- (b) Lagoon report: Received for information.

7. Financial matters:

- (a) Financial Statement: unaudited statement was received for information.
- (b) Accounts: received for information.
- (c) 2015 draft budget: tentative date for budget meeting: 7 pm on February 11, 2015

8. Development & Assessment

- (a) SDAB hearing: the board found for both appellants. Council needs to decide whether or not to appeal. The Mayor would like a recommendation from lawyer: further investigation into the appeal for future of bylaws, what are the potential consequences of appealing or not appealing the decision.

RESOL. 15-011

MOVED by Mayor Henderson to request the information from the lawyer.

Recorded vote: Mayor Henderson, Councillor Worden – yes Councillor Breton – no **CARRIED**

- (b) Lot consolidation request: Bylaw 403-15

RESOL. 15-012

MOVED by Councillor Worden to give first reading to Bylaw 403-15.

CARRIED

RESOL. 15-013

MOVED by Mayor Henderson to give second reading to Bylaw 403-15.

CARRIED

RESOL. 15-014

MOVED by Councillor Breton to give third reading to Bylaw 403-15.

CARRIED

- (c) Dev. Perm. 14-15: Received for information.
- (d) Lac Ste Anne: notice of a public hearing on a new Municipal Development Plan and Land Use Bylaw on March 11, 2015, with open houses on February 11 and 18, 2015 was received for information. The CAO will try to attend.

9. Safety Matters

- (a) Working Alone Policy: each councillor will check with their respective jobs (OH&S) to share, review and put together a policy to have in place before the maintenance person is hired.

10. Taxation and Administration

- (a) Letter from ASVA: regarding the work they have completed on behalf of the summer villages was received for information.
- (c) OIPC letter re: a new complaint has been made, File F8630. The CAO will request OIPC to combine into one investigation.
- (d) Library survey request: put in newsletter find out how many people use the library.
- (e) AMSC insurance letter: Received for information.
- (f) Insurance information: conflicting information on whether or nor a volunteer is covered. The CAO will get further clarification (on #2).
- (g) Edmonton Journal article re: Thorhild under review by Municipal Affairs, received for information.

RESOL. 15-015

MOVED by Councillor Worden to go in camera at 8:40 p.m.

CARRIED

RESOL. 15-016

MOVED by Mayor Henderson to go out of camera at 9:25 p.m.

CARRIED

Item 4(b) maintenance tender document

RESOL. 15-017

MOVED by Mayor Henderson to proceed with landscaping tender document with the two changes made.

Recorded vote: Mayor Henderson, Councillor's Worden and Breton – yes

CARRIED

Item 10(g) correspondence from ratepayers: confidential memo from Madiyalakan

RESOL. 15-018

MOVED by Mayor Henderson to use legal counsel's response with the addition that we have sent in a request to Municipal Affairs to conduct an audit.

Recorded vote: Mayor Henderson, Councillor Worden - yes Councillor Breton – no

CARRIED

Item 10(h) administration contract

RESOL. 15-019

MOVED by Mayor Henderson: based on the discussion with Municipal Affairs staff regarding an audit of the summer village, and based on the several complaints to the Office of the Privacy Commissioner; these investigations will take many months to complete and report on, I hereby move to rescind the "post the position" part of motion 14-125 from the December 10, 2014 minutes, which reads:

MOVED by councillor Worden to accept the fee schedule on a month to month basis, and to post the position; but not necessarily accept the lowest proposal.

Recorded vote: Mayor Henderson, Councillor Worden - yes Councillor Breton – no

CARRIED

RESOL. 15-020

MOVED by Mayor Henderson to have legal council review the proposed contract for the CAO and review the contract at the upcoming budget meeting.

Recorded vote: Mayor Henderson, Councillor Worden - yes Councillor Breton – no

CARRIED

11. Assortment of Newsletter, Bulletins etc.:

North Saskatchewan Watershed Alliance, Economic Developers of Alberta, Alberta Energy Regulation,
2015 Minister's Senior Service Awards

12. Date of next Meeting: February 19, 2015


13. Adjournment:

RESOL. 15-020

MOVED by Councillor Worden to adjourn at 9:40 p.m.



Mayor



CAO