

**SUMMER VILLAGE OF WEST COVE
AGENDA**

Thursday, June 28th, 2018 – at the Community Hall at 6:00 p.m.

- c) Bylaw No. 448-2018, a bylaw of the Summer Village of West Cove to regulate the procedure and conduct of Council and Council Committee Meetings. At a recent Alberta Municipal Affairs training session it was stated that "In Camera" should be changed to "Closed Meeting", so administration has amended your previous bylaw to reflect this (page 7). We have also removed the schedule which had the code of conduct, as that is now addressed as a stand-alone bylaw in bylaw no. 447-2018 *(give all readings to Bylaw No. 448-2018)*

p27-40

- d) Bylaw No. 439-16 – a bylaw to provide for the collection, removal and disposal of garbage, refuse, ashes, and organics in the Summer Village of West. Administration is seeking clarification as to the intent of clauses 3 e) and 4 e) and the number of cart(s) per dwelling. Are larger lots, or lots with two dwellings, allowed to have more than one cart? *(accept discussion for information, administration to amend the bylaw if directed by Council, some other direction as given at meeting time).*

p41-50
p43 has
the 2 clauses

7. Business:

- a) Association of Summer Villages of Alberta – 2018 Conference and Annual General Meeting is scheduled for October 18th and 19th, 2018 (Thursday and Friday) at the Executive Royal Hotel in Leduc. *(authorize attendance of Council and Administration)*

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- b) Highway 43 East Waste Commission – notice of Annual General Meeting held on Tuesday, June 19th, 2018 at the County office in Sangudo. This was forwarded via email, and I am not sure if anyone did attend but if they did we need to ratify their attendance *(ratify attendance or accept for information)*

p54

- c) Inspections Group Inc. – further to our April 26th, 2018 Council meeting whereby Council passed a motion to remain accredited under the safety codes disciplines and to accept the proposal from Inspections Group Inc to provide safety code services within the Summer Village of West Cove, attached is their agreement for same *(approve agreement (as is or as amended) and authorize execution)*

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- d) Summer Village of Grandview – April 12th, 2018 letter to Assistant Deputy Minister of Alberta Municipal Affairs Brad Pickering on the performance measures for municipalities. As I understand it, the ASVA is supporting the concerns expressed in this letter and is encouraging other Summer Villages to send a same or similar letter, or simply approve a letter of support (*that the Summer Village of West Cove support the Summer Village of Grandview's April 12th, 2018 letter to ADM Brad Pickering on the performance measures for municipalities, or accept for information, or some other direction as given by Council*)
- e) Darwell Regional Waste Water Transmission Conceptual Study Meeting – please refer to the attached June 6th, 2018 email from Stantec Engineering inviting reps to the noted meeting. Mayor St. Amand and I did attend this meeting held in Sangudo at the County office (*ratify attendance of Mayor St. Amand and CAO Wildman*)
- f) Town of Mayerthorpe Invest Canada Community Initiatives Opportunity – please refer to the April 20th, 2018 email from Mayerthorpe's Chief Administrative Officer Karen St. Martin inviting municipalities within the region to join them in an application to the noted program for development of a website content for each partner that would include: municipal locations, competitive advantages and target industries; demographics and census data; business locations; industry and workforce information; data on local customers and competitors; listing of properties for sale and lease; potential opportunity areas in the municipality; municipal taxes, levies, business costs and financial assistance available; environmental, transportation, workforce and community services data. If all municipalities who were invited do participate the cost for West Cove is estimated at \$900.00. But I am not sure that everyone is participating, and if not I am not sure how that would effect these costs. Also I am not sure of the long term commitment and keeping everything up to date etc. I can see the benefit to larger municipalities, but am cautious with respect to the

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benefit to Summer Villages. I would suggest that if Council is thinking there may be value in this that we have a motion to approve in principal pending additional information and clarification of the project (*approve in principal participation in the program, or accept for information, or some other direction as given by Council at meeting time*)

- P 102-106
- g) Public Participation Policy – as per the recent Municipal Government Act amendments Council also needs to approve before July 23rd, 2018 a Public Participation Policy. We have attached a template policy from Alberta Urban Municipalities Association. As part of this policy we will need to also develop a Public Participation Plan (*approve policy as presented or with amendments*)

- P 107-120
- h) Divesture of West Cove Boat Launch – taking us back to previous discussions and emails, the Federal Government is divesting all of its boat launches. The Summer Village has the opportunity to take over this boat launch if it wishes. If yes, then the Federal Government would transfer over ownership to the Provincial Government, and the Summer Village would have a License of Occupation for the water lot with the Province. I have attached various email on this and it appears a few things need to happen fairly quickly:

-the Summer Village needs to approve the concept sketch

-the Summer Village needs to prepare a tender for survey, and Small Craft Harbour will cover the cost of this survey and submission to the Province

If all of this goes through, then a bill of sale will be provided (for a nominal fee) and it will include a clause requiring the Summer Village to agree to provide uninterrupted access to the public for a period of five years from the date of transfer of the boat launch to the Summer Village.

Before going to tender for survey, I am going to ask for discussion as to whether this really is something the Summer Village should take over. What are the long-term costs and implications? What if the Province changes regulations within the term of the LOC and we

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are required to do significant upgrades or make changes? What happens if it is significantly damaged, are we prepared to accept the unknown of what repair costs could be? Is there some sort of annual on-going maintenance that would have to be done, and who would do that? I will have Heather inquire with our insurance provider to make sure they would cover this, and what if any particular requirements they might have. If the Summer Village is going to take over this boat launch then I recommend consideration be given to hiring someone that would be responsible for same (we have a lagoon operator, neither Heather or I are qualified to be a boat launch overseer). I can advise we have one resident within the Summer Village who definitely is not in favour of the Summer Village taking over this boat launch (*direction as given at meeting time*).

i)

j)

k)

8. Financial a) YTD Revenue and Expenses – as of June 25

9. Councillors' Reports
-Mayor St. Amand
-Deputy Mayor Giesbrecht
-Councillor Breton

10. Administration Reports
p 121 - West Cove Fire Stats, from 2014 to 2018 attached
p 123-124 - Municipal Affairs Training Session report
- Hall Rentals and Booking/Access to AED – discussion at meeting time
p 125-127 - Current Action List attached
p 128 - Boat Launch Road discussion, resident email
p 129 - Crack sealing quote from Allspec

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11. Information and Correspondence

- p 130-132 a) Community Peace Officer Report – March and April 2018
- p 133-138 b) Alberta Recreational Lakes Forum Summary Report
- p 139-140 c) Yellowhead Regional Library – YRL Board Executive Committee Highlights
May 7th, 2018.
- p 141-142 d) Alberta Municipal Affairs – May 29th, 2018 letter on Budget 2018 and the
Municipal Sustainability Initiative Funding and federal Gas Tax Fund
- p 143-144 e) Alberta Environment and Parks – letter received May 25th, 2018 on the
Province's focused and robust Aquatic Invasive Species Program (zebra
and quagga mussels)
- p 145 f) Alberta Urban Municipalities Association/Alberta Municipal Services
Corporation – June 18th, 2018 letter on Alberta Municipalities Services
Corporation Rebate 2017 program. The Town received a rebate of
\$93.00.
- g) Alberta Urban Municipalities Association/Alberta Municipal Services
Corporation – May 8th, 2018 letter with respect to our 2018 General
Insurance Renewal Follow-up
- p 149-152 h) FortisAlberta – April 1st, 2018 email with information on the new rates
approved effective April 1st, 2018
- p 153-154 i) Yellowhead Regional Library – Get on Board
- j)
- k)

12. Closed Meeting n/a

13. Adjournment

Next Meetings:

- Organizational & Regular Council Meeting July 26th, 2018 6:00 p.m. at the Community Hall
(further meetings' date/time to be established at the organizational meeting)