

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE
SUMMER VILLAGE OF SEBA BEACH IN THE PROVINCE OF
ALBERTA HELD AT THE SEBA BEACH ADMINISTRATION
OFFICE THURSDAY NOVEMBER 16 2021 AT 6:37 PM

THIS REGULAR MEETING OF COUNCIL HELD IN ACCORDANCE
WITH APPLICABLE COVID-19 MEASURES ACCOMMODATING
ZOOM ATTENDANCE

PRESENT Mayor Rick MacPhee and CAO Martino Verhaeghe in Council,
Councillor Neil Fleming and Councillor Allan Aubry attended via Zoom;
public viewing via teleconference.

CALL TO ORDER Mayor Rick MacPhee called the meeting to order at 6:30 PM.

APPROVAL OF MOTION # 1 - Moved by Councillor Fleming that the agenda
AGENDA be approved.

MOTION CARRIED

APPROVAL OF APPROVAL OF
PREVIOUS PREVIOUS
MINUTES MINUTES

Noted there was a motion recorded in duplicate which should be removed.

MOTION # 2 - Moved by Mayor MacPhee that the minutes of
the October 19, 2021 Regular Council Meeting be adopted, as amended.
MOTION CARRIED

DATE OF NEXT DATE OF NEXT
MEETING MEETING

MOTION # 3 - Moved by Mayor MacPhee the Next Regular Meeting of
Council be held December 14, 2021 at 6:30 PM.
MOTION CARRIED

DELEGATIONS Parkland County Project Manager Marc Ficht attended and presented with
CAO Verhaeghe on a potential Lease Amendment for the Tower located
on the Summer Village owned lands at the corner of Culmac Road and
Highway 31. The infrastructure is being sold to a third party and an annual
lease value of \$2500/year is being proposed after negotiations between
administrations.

RCMP MOTION # 4 - Moved by Councillor Fleming the RCMP Report be
accepted as information.
MOTION CARRIED

BYLAW SERVICES CAO Verhaeghe provided the Bylaw Officers report to Council for September.

MOTION # 5 - Moved by Councillor Fleming the RCMP Report be accepted as information.

MOTION CARRIED

PUBLIC WORKS CAO Verhaeghe provided the letter from a resident noting concerns over the cost of snow clearing on private property and noted other communications regarding the matter following the recent snowfall. Council deliberated on the issue noting equity of services provided by the Summer Village, the cost for undertaking the work by the public works department and the high number of people which had previously signed up for the service because it was free. Council discussed if the service should be provided in future years or not. Administration recommended there should be notice before the termination of a service which has become relied upon by some residents. Council future discussed a maximum fee for seniors who are not seasonal residents and cancellation of the service in future seasons.

MOTION # 6 - Moved by Councillor Aubry to approve driveway clearing at a cost of \$150/year for seniors who are fulltime residents and \$25/event for anyone else.

MOTION CARRIED

DEV'T SERVICES CAO Verhaeghe provided a verbal report on the Appeal of a stop order requiring the removal of a travel trailer placed on an undeveloped lot. The appeal will be on November 30 and a decision issued this year. The meeting will be held via Zoom and the CAO will be in attendance.

ADMINISTRATION

FIN REPORTS Council comments. No questions at this time.

RECEIVED AS INFORMATION

DRAFT POLICY – PERSONNEL POLICY

Council reviewed the policy submitted for review October 19, 2021. Discussion occurred over flex time program and time tracking for vacation and leave. Multiple suggested adjustments were provided by Council.

ITEM TABLED TO NEXT MEETING

DRAFT POLICY – REIMBURSEMENT & COMPENSATION

Council previously provided with AUMA Compensation and Remuneration Report. Draft Remuneration and Reimbursement Policy provided to Council. Changes include updated allowances, short and long



meeting per diems, training budgets and reimbursement for mileage and meals.

MOTION # 7 - Moved by Councillor Fleming the Renumeration on Reimbursement Policy be adopted as amended.

MOTION CARRIED

DRAFT POLICY –

PUBLIC LAND USE Draft policy was presented to address private uses locating on public property. CAO Verhaeghe explained what the policy was trying to address and how it would approach those issues. Various items were brought forward by Council and concerns in how this would affect non lakeshore public lands. Issue raised this would allow for unmanaged storage of boat lifts and other items in road right of ways and disrupt the use and enjoyment of lands by other residents. Breadth of potential encroachments could be significant. Discussion about the differences between what has occurred and what may occur. Additional works required to identify the encroachments which are currently in place.

ITEM TABLED PENDING ADDITIONAL INFORMATION

DRAFT 2022 OPERATIONAL BUDGET

CAO Verhaeghe presented the budget tabled with Council at the October meeting integrating changes from the Council Strategy Session. Council asked about inflation, interest charges, overall public works renumeration changes to the positions in those roles. The recreation budget plans a full regatta in 2022 and the library flow through accounts have been shown in their full amounts to determine cash flow requirements. The operational budget reabsorbs the reduction from 2021 School under-levy to maintain an overall tax burden similar to 2021 and account for significant inflation. CAO Verhaeghe reminded council an interim budget is required before 2022, but this budget provides Council significant room to address further budget items that may occur during spring adjustments in April. CAO Verhaeghe recommended approval.

MOTION # 8 - Moved by Mayor MacPhee to adopt the 2022 Interim Operational budget for the Summer Village of Seba Beach.

MOTION CARRIED

DRAFT 2022

CAPITAL BUDGET CAO Verhaeghe presented the capital budget tabled with Council at the October meeting with adjustments reflecting Council priorities previously provided. Sidewalks along the Highway were priced, but shown to be higher than expected. Discussion on a Pavilion solar and air-conditioning was included, but factors such as grants and long-term cost benefit was not yet clear. Sidewalks to be moved to 2024 and Solar to 2023 pending grants.

TABLED TO DECEMBER MEETING



GENERAL MATTERS
WATERCRAFT
LETTER

Form letter response from government of Alberta.

RECEIVED AS INFORMATION

CURLING LETTER The Local curling club requested a donation to assist in operations. CAO Verhaeghe identified we do not have a general budget amount for donations, but that can be accommodated. CAO Verhaeghe will follow up to determine the amount requested and how they would provide recognition for that donation.

TABLED PENDING INFORMATION

COVID UPDATE Statistical data on vaccinations provided by the government of Alberta.

RECEIVED AS INFORMATION

COUNCIL REPORTS

NONE RECEIVED

GOING INTO

CLOSED SESSION MOTION # 9 - Moved by Mayor MacPhee the meeting move into the closed session.

MOTION CARRIED

COMING OUT OF

CLOSED SESSION MOTION # 10 - Moved by Councillor Aubry the meeting move into public session.

MOTION CARRIED

WAGE GRID

MOTION # 11 - Moved by Mayor MacPhee that Council directs the CAO to prepare a wage Grid for Seba Beach Administration targeting the 40th to 60th percentile of market for our positions based on the AUMA compensation report.

MOTION CARRIED

EMPLOYEE
BENEFITS

MOTION # 12 - Moved by Councillor Fleming that Council confirm the current level of benefits for Staff with the addition of vision benefits at \$200 / 2-year period.

MOTION CARRIED

STAFF BONUS

MOTION # 13 - Moved by Councillor Fleming that Council confirm Christmas bonuses to staff in an amount equivalent to those in 2020.

MOTION CARRIED

CAO REVIEW

MOTION # 14 - Moved by Mayor MacPhee that Council meet for a formal review of the CAO performance December 14th or other mutually agreeable date.


MOTION CARRIED

ADJOURNMENT

MOTION # 15 - Moved by Mayor MacPhee the meeting be adjourned at 10:40 P.M.

MOTION CARRIED


Rick MacPhee, Mayor


Martino Verhaeghe, CAO



