

**MINUTES OF A REGULAR MEETING OF THE COUNCIL OF THE  
SUMMER VILLAGE OF VAL QUENTIN IN THE PROVINCE  
OF ALBERTA, HELD ON OCTOBER 20<sup>TH</sup>, 2021,  
AT THE SUNSET POINT MULTI PURPOSE FACILITY  
IN THE SUMMER VILLAGE OF SUNSET POINT, AB.  
COMMENCING AT 7:00 P.M.**

**IN ATTENDANCE**

Mayor Roger Montpellier (Via Zoom)  
Deputy-Mayor Kathy Dion  
Councillor Alan Christainsen  
DEM Janice Christainsen  
Municipal Administrator Dennis Evans  
Observer Marlene Walsh  
Observer Tracy Beck

**ABSENT**

**CALL TO ORDER**

The Council meeting was called to order at 7:15 p.m. by Mayor Roger Montpellier.

**ACCEPTANCE OF  
AGENDA**

Res. P21-532

Added to the agenda was item 5(a Kathy's list.  
Moved by Deputy-Mayor Kathy Dion that today's agenda,  
as amended, be adopted. **CARRIED**

**APPROVAL OF  
MINUTES**

Res. P21-533

Moved by Councillor Alan Christainsen the Minutes of the  
Organizational Meeting of Council held on September 15<sup>th</sup>,  
2021, be approved, as presented. **CARRIED**

Res. P21-534

Moved by Deputy-Mayor Kathy Dion the Minutes of the  
Regular Meeting of Council held on September 15<sup>th</sup>, 2021,  
be approved, as presented. **CARRIED**

**PUBLIC HEARINGS**

There were no Public Hearings for this meeting.

**DELEGATIONS**

**NEW BUSINESS**

Kathy's list:  
Council reviewed a list presented by Deputy-Mayor Kathy  
Dion outlining Outstanding Items, Action Items,  
Discussion Items, and Agenda Items.

**Follow up Items**

ACP grant Email Sept 27

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We are wondering if your municipalities are interested in potentially partnering in an ACP grant to develop a recreation/trail master plan for the area. Let me know your thoughts. Matthew Ferris  
CAO Summer Village of Sunset Point - Follow up next meeting

- Culvert and Driveway Issues

We need to create written guidance/information around who owns and who is responsible for culverts. Roger has now written most of the information in the emails between himself and Roy Clay. - see Discussion item below

- Garage Height Concerns - Adjustment to Bylaw? Understanding of how approval given outside of bylaw? Plan to adjust height concern? What does discretionary Permit mean? Update from Diane? – Roger to follow up

## **Action Items**

- From September Meeting
  - Call Tracy to set up monthly Zoom invitation - Kathy - Completed by Marlene
  - Create new Bylaw for # of vehicles on lots (Considerations - Commercial, unregistered) - Diane
  - Shed/Garage 6010 50 Ave encroachment agreement and fee - Diane
  - Building and Develop Permits on Website - Dennis and Diane
  - Solar lighting for Gazebo - Kathy and Al agreed to arrange if FCSS funds received
  - Set up email addresses talk to Len Christianson - Dennis to follow-up
  - Agenda, minutes and supporting documents sent Friday before council- Completed
  - Order Muster Point Sign - Dennis
  - All Net not taking information - Janice
  - Burn Wood Pile - Al - will be completed once snow falls
  - Clean Outflows - Al and Bob - arrangements made
- Financial Information Meeting - Kathy and Al to meet with Dennis
- Budget Meeting - Will happen in the New Year
- CAO Position Description - Dennis will send
- VQ Strategic Plan as per MGA - Discussion on about creating a 3 and 5 year plan. Need to arrange a separate day to start to move towards this.

## **Discussion Items**

- Policy Discussion ;
  - Culvert policy?
  - Policies on website?
  - What policies do we have?
    - Action: Kathy to explore other municipalities policies and bring forth suggestions that might benefit VQ - eg culverts

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- Picnic Table at Sail Park - Good idea to explore but have no funds in the budget currently.
- Minutes week after meeting - No decision made
- Street lights
  - Can a light be installed at Burton Park to highlight the street and park area? To be reviewed
  - The light at Canton turns off intermittently. It looks like it is a halogen light? -
    - Kathy to email Dennis to follow up on the light at Canton park as it looks like it is a halogen light that didn't get replaced

**Committee Appointee adjustments**

- ASVA Committee - remove Kathy Dion add Roger Montpelier
- Add BWP committee - Kathy Dion

**BYLAWS & POLICIES**

There were no Bylaws or Policies for this meeting.

**FINANCIAL**

Financial Reports for September:

Municipal Administrator Dennis Evans presented to Council the September financial statements as follows;

- Revenue & Expenditure Statement YTD.
- Balance Sheet as of the end of September.
- Cash Disbursement Journal for September.
- Bank Reconciliations for September.

Res. P21-531

Moved by Deputy-Mayor Kathy Dion that the Financial Statements for September, as presented, be accepted for information. CARRIED

**CORRESPONDENCE**

There was no Correspondence for this meeting.

**COUNCILLORS  
REPORTS**

Mayor Roger Montpelier:

Mayor Montpelier reported on the Regionalization meeting he attended.

Deputy-Mayor Kathy Dion:

Deputy-Mayor Dion reported on the YRL meeting, the Alberta Beach Library meeting and the Beachwave Park meeting she attended.

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## **Deputy Mayor Report**

### **YRL (Yellowhead Regional Library)**

- Financial Review = increase in profit margin, will have a surplus until the end of 2021
- 2022 Budget will have a deficit
- TD Summer Reading program went well
- Ask local library boards to be aware that our librarians are front line workers and often face difficult interactions with clients that have increased due to the many stresses from the pandemic. Check in with your staff team!

### **Alberta Beach Library**

- Client use numbers are below average but higher than 2019
- Programming has been difficult with changes with COVID but feel they have adapted well. The kids and adult bags have been a big success.
- Used book sale a great success despite less sale hours and lack of all Poly Days activities
- Financially they have enough funds to get through to the end of 2020
- Still get calls asking if they are open spread the word that they are!

### **FCSS Update**

1. Skating rink liners do not fit the FCSS funding mandate.
  2. Water can not be used to "fill" the rink.
  3. No donation can be given to fire department for flooding the rink.
  4. All funds need to be spent this by December 31, 2021
- VQ Gazebo Solar Lights - couldn't find solar string lights with any good reviews. Wonder about basic string lights with a solar panel to power them.

#### Councillor Alan Christainsen:

Councillor Christainsen reported on several projects he has been working on in the Village.

#### DEM Janice Christainsen:

Director of Emergency Management Janice Christainsen updated Council on the activities of Emergency Management.

## **ADMINISTRATORS REPORT**

#### Development Report:

There were no Development Permits issued in September.

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**NEXT MEETING DATE** November 9, 2021.

**CONFIDENTIAL  
ITEMS**

There were no Confidential Items for this meeting.

**ADJOURNMENT**

Having no further business to attend to for this meeting,  
Mayor Roger Montpellier adjourned the meeting at 8:50  
p.m.

These minutes approved this 9<sup>th</sup> day of November, 2021.

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Deputy-Mayor Kathy Dion

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Municipal Administrator  
Dennis Evans