

Minutes of a Regular Council Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held January 2, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER: The Meeting was called to order at 9:27 a.m. by Mayor Thomlinson with the following being present:

Mayor:	Mayor Thomlinson
Deputy Mayor:	Deputy Mayor Wiseman
Councillor:	Councillor Maplethorpe
Accounting Technician:	Tina Leer
CAO:	Phyllis Forsyth
Recording Secretary:	Kara Kashuba

AGENDA APPROVAL: 1. **January 2, 2018 Agenda**

DEPUTY MAYOR WISEMAN:
That the January 2, 2018 Regular Meeting Agenda be adopted as presented.
1262/18 CARRIED

CONFIRMATION OF MINUTES: 1. **December 12, 2017 Regular Meeting Minutes**

MAYOR THOMLINSON:
That the December 12, 2017 Regular Meeting Minutes be confirmed as presented.
1263/18 CARRIED

FINANCE & ADMINISTRATION: 1. **Administrator's Report**

Phyllis Forsyth provided Council with an update on the current projects underway in all five Summer Villages that are outside the normal day to day tasks.

Council discussed the Administrator's Report.

COUNCILLOR MAPLETHORPE:
That Council accept as information.

1264/18 CARRIED

FINANCE & ADMINISTRATION: 2. **Financial Reports**

Tina Leer provided Council with the following financial information:

- Accounts Payable Cheque Listing to December 28, 2017
- Payroll Update Journal
- Operating Budget Report to December 31, 2017
- Unpaid taxes

DEPUTY MAYOR WISEMAN:
That Council accept the financial reports as presented.
1265/18 CARRIED

FINANCE & ADMINISTRATION: 3. **Audit Planning Letters**

Initials

Tina Leer provided Council with Audit Planning letters from our 2017 auditors for Council's information.

MAYOR THOMLINSON:
That Council accept as information.

1266/18

CARRIED

Chris Loov joined the meeting at 9:50 a.m.

**FINANCE &
ADMINISTRATION:**

4. Budget 2018

Council reviewed the draft 2018 – 2020 operation budget, noting changes to shared cost formula and wastewater expenses.

DEPUTY MAYOR WISEMAN:
That Council approve the 2018 – 2020 operating budget, with final budgets and mill rates set in spring when property tax levy for education purposes is set by the province and property assessment confirmed.

1267/18

CARRIED

Tina Leer left the meeting at 10:20 a.m.

PUBLIC WORKS:

1. Public Works Report

Public Works provided Council with an update on Public Works projects and programs:

- The last of the boat hoists on Petro Beach have been removed
- All Public Works contracts are in effect though 2018
- Removed several dead trees along Petro Beach and pathways

COUNCILLOR MAPLETHORPE:
That Council accept as information.

1268/18

CARRIED

Koralyn Lemmon joined the meeting at 10:30 a.m.

PUBLIC WORKS:

2. Berm Request

Chris Loov provided Council with quotes for landscaping the berm at the end of Jarvis Bay Drive:

- Lakeview \$3,980
- Lakeview enhanced \$4,705
- Appollo \$3,500

MAYOR THOMLINSON:
That Public Works gather an enhanced quote from Appollo and review approval with Administration.

1269/18

CARRIED

**PLANNING &
DEVELOPMENT:**

1. Development Report

Koralyn Lemmon provided an update on development. There are currently 68 active development permits in all 5 Summer Villages with 15 in Jarvis Bay.

DEPUTY MAYOR WISEMAN:
That Council accept as information.

1270/18

CARRIED

Initials



**PLANNING &
DEVELOPMENT:**

2. Working Well Workshop

Koralyn Lemmon requested from Council to participate in hosting another Working Well Workshop.

COUNCILLOR MAPLETHORPE:

That Council grant Administration approval to host another workshop in spring/fall 2018, with the other Summer Villages.

1271/18

CARRIED

Chris Loov and Koralyn Lemmon left the meeting at 10:49 a.m.

**PLANNING &
DEVELOPMENT:**

3. Alberta Community Partnership Grant

Phyllis Forsyth provided Council with information on the upcoming Intermunicipal Development Plan and an application for an Alberta Community Partnership Grant.

MAYOR THOMLINSON:

That the Summer Village of Jarvis Bay be authorized to participate in an application for the Sylvan Lake Intermunicipal Development Plan project, submitted by Lacombe County under the Intermunicipal Collaboration component of the Alberta Community Partnership Program; and further that Jarvis Bay, as participant, agrees to abide by the terms and conditions of the Grant Agreement governing the purpose and use of the grant funds.

1272/18

CARRIED

INFORMATION:

1. Council Reports

There were no Council reports at this time.

MEETING DATES

MAYOR THOMLINSON:

That the next regular meeting of the Council of Jarvis Bay is February 6, 2018 at 9:30 a.m.

1273/18

CARRIED

ADJOURNMENT:

The meeting adjourned at 11:00 a.m.

MAYOR THOMLINSON, MAYOR

PHYLLIS FORSYTH, ADMINISTRATOR

Initials

