

Summer Village of Jarvis Bay  
Regular Meeting Minutes  
July 7, 2020

*Minutes of a Regular Council Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held July 7, 2020 in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**IN ATTENDANCE**

Mayor:	Julie Maplethorpe
Deputy Mayor:	Annabelle Wiseman via Zoom
Councillor:	Bob Thomlinson via Zoom
CAO:	Tanner Evans via Zoom
Public Works Coordinator:	Chris Loov
Development Officer:	Kara Kashuba
Accounting Technician:	Tina Leer via Zoom
Recording Secretary:	Teri Musseau

**CALL TO ORDER**

The Meeting was called to order at 9:45 a.m. by Mayor Maplethorpe.

**AGENDA APPROVAL**

**JBC-20-094**

MOVED by Deputy Mayor Wiseman that the agenda be adopted as amended:

Additions:

- E.2.B. Drainage
- E.1.E. Councillor Training – EOEP Course
- E.1.F. AUMA Summer Caucus

CARRIED

**CONFIRMATION OF MINUTES**

**JBC-20-095**

MOVED by Mayor Maplethorpe that the minutes of the regular meeting of Council held on April 7, 2020, be approved as presented.

CARRIED

**INFORMATION ITEMS**

**JBC-20-096**

MOVED by Councillor Thomlinson that the following information items be received as information:

- 1) Accounts Payable Report
- 2) Quarterly Financial Report
- 3) Public Works Report
- 4) Development Update

CARRIED

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

**REQUEST FOR DECISION**

**COUNCIL & LEGISLATION**

**JBC-20-097**

Cheque Signing Policy

MOVED by Mayor Maplethorpe that Council adopt the Cheque Signing Policy as presented.

CARRIED

**JBC-20-098**

Wildrose Assessment

MOVED by Deputy Mayor Wiseman that Council enter into a 5-year contract with Wildrose Assessment.

CARRIED

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**JBC-20-098**      Vacation Time  
MOVED by Mayor Maplethorpe that Council temporarily suspend Council meetings during the month of August to accommodate Administration vacation time.  
CARRIED

**JBC-20-099**      Lot 10 Development  
MOVED by Councillor Thomlinson that Council authorize Administration to negotiate the sale of Lot 29 Block 5 Plan 0520405 being 10 Thevenaz Industrial Trail, to the condo corporation.  
CARRIED

**JBC-20-100**      Councillor Training – Elected Officials Education Program  
MOVED by Deputy Mayor Wiseman that Mayor Maplethorpe enroll in the Elected Officials Education Program training.  
CARRIED

**JBC-20-101**      Alberta Urban Municipalities Association Summer Caucus  
MOVED by Councillor Thomlinson that Mayor Maplethorpe attend the AUMA Summer Caucus in Sylvan Lake.  
CARRIED

**PUBLIC WORKS**

**JBC-20-102**      Speed Control Options  
MOVED by Councillor Thomlinson that Council accept the speed control options as information.  
CARRIED

**JBC-20-103**      Drainage  
MOVED by Councillor Thomlinson that Council set up a capital budget of \$10,000 for drainage improvements to be funded through MSI grants and have Administration work with an engineering firm to determine effective solutions for the apparent drainage issues, and further, Administration proceed with ditch work near 228 Jarvis Bay Drive immediately.  
CARRIED

**PLANNING & DEVELOPMENT**

**JBC-20-104**      139 Jarvis Bay Drive  
MOVED by Mayor Maplethorpe that Council accept the request to allow residents to fill in the ditch at 139 Jarvis Bay Drive as information.  
CARRIED

Council break at 11:20 a.m.

Reconvened at 11:25 a.m. with the same people as at the beginning of the meeting with the exception of Tina Leer and Chris Loov.

**JBC-20-105**      Encroachment Agreement Renewals  
MOVED by Councillor Thomlinson that Council renew the encroachment agreements for 3 Jarvis Bay Drive, 248 Jarvis Bay Drive, 15 Jarvis Bay Drive, and 235 Jarvis Bay Drive for another 5 years with an updated agreement and fee of \$250 yearly.  
CARRIED

## COUNCIL REPORTS

**JBC-20-106** MOVED by Mayor Maplethorpe that the following Council reports be accepted as information:

Councillor Thomlinson

- No reports

Deputy Mayor Wiseman

- No reports

Mayor Maplethorpe

- Sylvan Lake Library Board

Ann Zacharias, Summer Village of Birchcliff

- Parkland Regional Library Board

## NEXT COUNCIL MEETING

**JBC-20-107** MOVED by Mayor Maplethorpe that the next meeting of Council be held on September 1, 2020 at 9:30 a.m.

CARRIED

## CLOSED SESSION

**JBC-20-108** MOVED by Mayor Maplethorpe that Council move to a closed session to discuss privileged information as per FOIP Section 27, at 11:34 a.m.

CARRIED

**JBC-20-109** MOVED by Mayor Maplethorpe that Council return to an open meeting at 12:04 p.m.

CARRIED

## ADJOURNMENT

**JBC-20-110** MOVED by Mayor Maplethorpe that being the agenda matters have been concluded, the meeting be adjourned at 12:05 p.m.

CARRIED

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JULIE MAPLETHORPE, MAYOR

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TANNER EVANS, CAO