

Summer Village of Jarvis Bay  
Regular Meeting Minutes  
June 4, 2024

*Minutes of a Regular Council Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held June 4, 2024, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.*

**IN ATTENDANCE** Mayor: Julie Maplethorpe  
Deputy Mayor: Annabelle Wiseman via Zoom  
Councillor: David Garratt via Zoom  
CAO: Tanner Evans  
Public Works Manager: Justin Caslor  
Development Officer: Kara Hubbard  
Recording Secretary: Teri Musseau

**CALL TO ORDER** The Meeting was called to order at 9:31 a.m. by Mayor Maplethorpe.

**AGENDA APPROVAL**

**JBC-24-068** MOVED by Deputy Mayor Wiseman that the agenda be adopted as presented.

CARRIED

**CONFIRMATION OF MINUTES**

**JBC-24-069** MOVED by Mayor Maplethorpe that the regular meeting minutes of Council held on May 7, 2024, be approved as presented.

CARRIED

**JBC-24-070** MOVED by Mayor Maplethorpe that the special meeting minutes of Council held on May 13, 2024, be approved as presented.

CARRIED

**INFORMATION ITEMS**

- 1) Accounts Payable Report
- 2) Public Works Report
- 3) Development Update
- 4) CAO Report
- 5) Committee Members
- 6) Highway 20 Twinning
- 7) Gated Community Request
- 8) Petro Beach Complaint
- 9) Encroachment Consideration

**JBC-24-071** MOVED by Mayor Maplethorpe that Council stand by their original decision from the May 7, 2024, Regular Council Meeting, Resolution Number JBC-24-059, which stated that Council enter into an encroachment agreement with the owners of 143 Jarvis Bay Drive for the cookhouse for a 5-year term, but the firepit and other encroachments must be removed by June 30, 2024, as per the Burning and Fire Pit Bylaw #198-23; and further, the homeowner must allow access on his property for replanting by Administration should Council so desire.

CARRIED

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**JBC-24-072** MOVED by Mayor Maplethorpe that Council accept the information items as presented.

CARRIED

Council recessed at 10:53 a.m.

Council reconvened at 11:01 a.m.

**REQUEST FOR DECISION**

**COUNCIL & LEGISLATION**

**Bylaw #202-24** Petro Beach Bylaw  
**JBC-24-073** MOVED by Councillor Garratt that Council give 1<sup>st</sup> reading to the Petro Beach Bylaw #202-24.

CARRIED

**JBC-24-074** MOVED by Deputy Mayor Wiseman that Council give 2<sup>nd</sup> reading to the Petro Beach Bylaw #202-24.

CARRIED

**JBC-24-075** MOVED by Mayor Maplethorpe that Council by unanimous consent give 3<sup>rd</sup> reading to the Petro Beach Bylaw #202-24 at this meeting.

CARRIED UNANIMOUSLY

**JBC-24-076** MOVED by Deputy Mayor Wiseman that Council give 3<sup>rd</sup> and final reading to the Petro Beach Bylaw #202-24.

CARRIED

**JBC-24-077** Distinguished Service Award  
MOVED by Mayor Maplethorpe that Council nominate Deputy Mayor Wiseman for the Distinguished Service Award for her 26 years as a Councillor for the Summer Village of Jarvis Bay.

CARRIED

**JBC-24-078** Local Government Fiscal Framework Memoranda of Agreement  
MOVED by Mayor Maplethorpe that Council authorize the Mayor and CAO to sign the Capital and Operating Funding agreements after review from Administration.

CARRIED

**PALNNING & DEVELOPMENT**

**JBC-24-079** Encroachment Policy  
MOVED by Councillor Garratt that Council adopt the Encroachment Policy as amended.

CARRIED

**JBC-24-080** Encroachment – 149 Jarvis Bay Drive  
MOVED by Deputy Mayor Wiseman that Council engage the homeowner of 149 Jarvis Bay Drive to apply for an encroachment agreement for their encroachments onto Queen Street.

CARRIED

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**COUNCIL REPORTS**

Mayor Maplethorpe

- Parkland Regional Library Board
- Bill 20 Webinar

Deputy Mayor Wiseman

- No reports

Councillor Garratt

- No reports

**CORRESPONDENCE**

- Alberta Municipalities Association
- Minister McIver Letter

**JBC-24-081**      MOVED by Mayor Maplethorpe that Council accept the Council reports as information.

CARRIED

**NEXT COUNCIL MEETING**

**JBC-24-082**      MOVED by Mayor Maplethorpe that the next meeting of Council be held July 2, 2024, following the organizational meeting at 9:30 a.m.

CARRIED

**ADJOURNMENT**

**JBC-24-083**      MOVED by Mayor Maplethorpe that being the agenda matters have been concluded, the meeting be adjourned at 11:54 a.m.

CARRIED

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JULIE MAPLETHORPE, MAYOR

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TANNER EVANS, CAO