

Minutes of a Regular Council Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held March 6, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER: The Meeting was called to order at 9:25 p.m. by Deputy Mayor Wiseman with the following being present:

Mayor:	Bob Thomlinson via Zoom
Deputy Mayor:	Deputy Mayor Wiseman
Councillor:	Councillor Maplethorpe
CAO:	Phyllis Forsyth
Accounting Technician:	Tina Leer
Public Works Coordinator:	Chris Loov
Recording Secretary:	Teri Musseau

AGENDA APPROVAL:

1. March 6, 2018 Agenda

COUNCILLOR MAPLETHORPE:

That the March 6, 2018 Regular Meeting Agenda be adopted as presented.

1284/18

CARRIED

CONFIRMATION OF MINUTES:

1. February 6, 2018 Regular Meeting Minutes

MAYOR THOMLINSON:

That the February 6, 2018 Regular Meeting Minutes be confirmed as presented.

1285/18

CARRIED

FINANCE & ADMINISTRATION:

1. Financial Reports

Tina Leer provided Council with the following financial information:

- Accounts Payable Cheque Listing to February 27, 2018
- Payroll Update Journal
- Operating Budget Report to January 31, 2017
- Unpaid taxes

DEPUTY MAYOR WISEMAN:

That Council accept the financial reports as presented.

1286/18

CARRIED

FINANCE & ADMINISTRATION:

2. Remuneration Comparison

Tina Leer provided Council with the remuneration of neighboring municipalities.

MAYOR THOMLINSON:

That Administration amend the Remuneration Policy to provide equal remuneration for meetings at a rate of \$120.00 per meeting for each Council member.

1287/18

CARRIED

COUNCIL & LEGISLATIVE:

1. 3 Year Operational Plan

Administration provided Council with the draft 3 Year Operational Plan showing operational functions and forecasted 3 year budget.

Initials



1288/18 MAYOR THOMLINSON:
That Council accept the 3 Year Operational Plan as information.
CARRIED

**COUNCIL &
LEGISLATIVE:**

2. 5 Year Capital Plan

Administration provided Council with the draft 5 Year Capital Plan.

DEPUTY MAYOR WISEMAN:
That Administration continue working on the 5 year plan as directed by
Council.

1289/18 CARRIED

Tina Leer and Chris Loov left the meeting at 10:01 a.m.

**COUNCIL &
LEGISLATIVE:**

3. 2018 Minister's Award for Municipal Excellence

Administration provided Council with information received from
Municipal Affairs asking for nominations for the 2018 Minister's Awards
for Municipal Excellence.

COUNCILLOR MAPLETHORPE:
That Council accept as information.

1290/18 CARRIED

**COUNCIL &
LEGISLATIVE:**

4. Municipal Leaders Caucus

Administration provided Council with information received about the
upcoming Municipal Leaders Caucus being held at the Shaw
Conference Centre in Edmonton March 14 & 15.

DEPUTY MAYOR WISEMAN:
That Council accept as information.

1291/18 CARRIED

**COUNCIL &
LEGISLATIVE:**

5. Process for Delegation Addressing Council

Administration provided Council with the amended Process for
Delegation Addressing Council Policy.

MAYOR THOMLINSON:
That Council approve the Process for Delegation Addressing Council
Policy as presented.

1292/18 CARRIED

**COUNCIL &
LEGISLATIVE:**

6. Procedural Bylaw

Administration provided Council with the amended Procedural Bylaw
#153-18.

FIRST READING to By-Law No. 153-18 was moved by Councillor
Maplethorpe.

1293/18 CARRIED

Initials



1294/18 SECOND READING to By-Law No. 153-18 was moved by Deputy Mayor Wiseman. CARRIED

1295/18 MAYOR THOMLINSON:
That third reading to By-Law No. 153-18 be given at this meeting. CARRIED

1296/18 THIRD READING to By-Law No. 153-18 was moved by Councillor Maplethorpe. CARRIED

**COUNCIL &
LEGISLATIVE:**

7. Municipal Planning Commission Bylaw

Administration provided Council with the amended Municipal Planning Commission Bylaw #151-18.

1297/18 FIRST READING to By-Law No. 151-18 was moved by Deputy Mayor Wiseman. CARRIED

1298/18 SECOND READING to By-Law No. 151-18 was moved by Mayor Thomlinson. CARRIED

1299/18 COUNCILLOR MAPLETHORPE:
That third reading to By-Law No. 151-18 be given at this meeting. CARRIED

1300/18 THIRD READING to By-Law No. 151-18 was moved by Deputy Mayor Wiseman. CARRIED

**COUNCIL &
LEGISLATIVE:**

8. Subdivision and Development Appeal Board Bylaw

Administration provided Council with the amended Subdivision and Development Appeal Board Bylaw #152-18.

1301/18 FIRST READING to By-Law No. 152-18 was moved by Mayor Thomlinson. CARRIED

1302/18 SECOND READING to By-Law No. 152-18 was moved by Councillor Maplethorpe. CARRIED

1303/18 DEPUTY MAYOR WISEMAN:
That third reading to By-Law No. 152-18 be given at this meeting. CARRIED

1304/18 THIRD READING to By-Law No. 153-18 was moved by Mayor Thomlinson. CARRIED

Koralyn Lemmon joined the meeting at 10:16 a.m.

Initials



**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 14 in Jarvis Bay.

COUNCILLOR MAPLETHORPE:
That Council accept as information.

1305/18

CARRIED

**PLANNING &
DEVELOPMENT:**

2. Land Use Bylaw Amendments

Koralyn provided Council with a proposed changes to the Land Use Bylaw pertaining to Development Permit Applications, Variance Requests, Number of Accessory Buildings, Low-Impact Development, Buffer Zones and No Development.

DEPUTY MAYOR WISEMAN:
That Administration make amendments as directed and bring back to Council.

1306/18

CARRIED

**PLANNING &
DEVELOPMENT:**

3. Drainage Easement

Koralyn provided Council with information on the Drainage Easement Agreement entered into with the owners of 192 Jarvis Bay Drive who are requesting the easement be terminated due to redevelopment.

MAYOR THOMLINSON:
That Council terminate the 2000 Easement Agreement for 192 Jarvis Bay Drive.

1307/18

CARRIED

**PLANNING &
DEVELOPMENT:**

4. Sylvan Lake Management Committee

Koralyn asked Council to provide details on the plans for the upcoming "Team Up to Clean Up" event being held on May 26th in the Summer Village.

COUNCILLOR MAPLETHORPE:
That Council forward the Summer Village's tentative plans to the Sylvan Lake Management Committee.

1308/18

CARRIED

**PLANNING &
DEVELOPMENT:**

5. Red Deer County Subdivision

Koralyn provided Council with information received regarding the subdivision application for the construction of a new water reservoir for the Town of Sylvan Lake.

DEPUTY MAYOR WISEMAN:
That Council accept as information.

1309/18

CARRIED

Koralyn Lemmon left the meeting at 10:45 a.m.

Initials



INFORMATION:

1. Council Reports

Councillor Maplethorpe provided her written report to Council on the Sylvan Lake Library Board.

Deputy Mayor Wiseman provided Council her report on the Sylvan Lake Regional Water/Wastewater Commission.

By consensus Council accept as information.

MEETING DATES

MAYOR THOMLINSON:

That the next regular meeting of the Council of Jarvis Bay is April 3, 2018 at 9:30 a.m.

1310/18

CARRIED

ADJOURNMENT:

The meeting adjourned at 10:51 a.m.

MAYOR THOMLINSON, MAYOR

PHYLLIS FORSYTH, ADMINISTRATOR

Initials

