

Minutes of a Regular Council Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held May 7, 2019 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER: The Meeting was called to order at 9:45 a.m. by Mayor Thomlinson with the following being present:

Mayor:	Bob Thomlinson
Deputy Mayor:	Annabelle Wiseman
CAO:	Phyllis Forsyth
Development Officer:	Tanner Evans
Public Works Coordinator:	Chris Loov
Accounting Technician:	Tina Leer
Recording Secretary:	Teri Musseau

AGENDA APPROVAL: 1. **May 7, 2019 Agenda**

DEPUTY MAYOR WISEMAN:
That the May 7, 2019 Regular Meeting Agenda be adopted as amended:

- E.2.D. Municipal Leaders Caucus
- E.3.A. Joint Service Committee – Recruiting & Retention of Councillors
- E.3.B. Birchcliff – Swag
- E.3.C. Funding to attend the RMA Convention
- E.3.D. Payables Policy
- E.3.E. Councillor Training
- E.3.F. Building Update
- E.3.G. ASVA Administrative Support

1548/19 CARRIED

CONFIRMATION OF MINUTES: 1. **April 2, 2019 Regular Meeting Minutes**

MAYOR THOMLINSON:
That the April 2, 2019 Regular Meeting Minutes be confirmed as presented.

1549/19 CARRIED

INFORMATION ITEMS: 1. **Information Reports**

Administration provided the following reports for Council consideration:

- Accounts Payable Report
- Quarterly Financial Report
- Public Works Report
- Development Update
- Municipal Indicators

DEPUTY MAYOR WISEMAN:
That Council accepts as information and authorizes payment of payables.

1550/19 CARRIED

REQUEST FOR DECISION

FINANCE & ADMINISTRATION: 1. **2019 Mill Rate Bylaw #166-19**

Administration provided Council with the 2019 Mill Rate Bylaw #166-19

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential	\$393,567.56	\$166,282,160.	2.3669
Totals:	\$393,567.56	\$166,282,160	
Alberta School Foundation Fund			
Residential & Farm Land	\$399,424.48	\$165,945,740	2.4070
Non-Residential	\$ 1,279.38	\$ 336,420	3.68029
Totals:	\$400,703.86	\$166,282,160	
Designated Industrial Property	\$ 26.44	\$ 336,420	0.0786

1551/19 First reading of the 2019 Mill Rate Bylaw #166-19 was given by Deputy Mayor Wiseman. CARRIED

1552/19 Second reading of the 2019 Mill Rate Bylaw #166-19 was given by Mayor Thomlinson. CARRIED

1553/19 DEPUTY MAYOR WISEMAN
That Council give third reading to the 2019 Mill Rate Bylaw #166-19 at this meeting. UNANAMOUSLY CARRIED

1554/19 Third reading of the 2019 Mill Rate Bylaw #166-19 was given by Mayor Thomlinson. CARRIED

COUNCIL & LEGISLATION:

1. Red Deer County Regional Emergency Management Plan

Administration provided Council with information on the Red Deer County Regional Emergency Management Plan.

DEPUTY MAYOR WISEMAN:

That Council approves participation in the Regional Emergency Management Plan in conjunction with the identified municipal partners and collaborates in ongoing training, with plan maintenance to be conducted by Red Deer County.

1555/19 CARRIED

COUNCIL & LEGISLATION:

2. Eckville Parade

Administration provided Council with an invitation received from the Town of Eckville to join them as a Guest of Honor on June 8, 2019 for the Annual Eckville Parade.

MAYOR THOMLINSON:

That Council accept as information and Administration send regrets.

1556/19 CARRIED

**COUNCIL &
LEGISLATION:**

3. Annual Information Meeting

Administration provided Council the Annual Information Meeting agenda as amended at the April Council meeting.

DEPUTY MAYOR WISEMAN:

That Council accept the Annual Information Meeting agenda as presented.

1557/19

CARRIED

**COUNCIL &
LEGISLATION:**

4. Municipal Leaders Caucus

Administration provided Council information on the summer Municipal Leaders Caucus.

MAYOR THOMLINSON:

That Mayor Thomlinson and Deputy Mayor Wiseman attend on behalf of Council.

1558/19

CARRIED

Tina Leer, Tanner Evans and Chris Loov left the meeting at 10:03 a.m.

**JOINT SERVICES
COMMITTEE:**

1. Recruiting & Retention of Councillors

Council discussed strategies for the recruiting and retention of Councillors.

DEPUTY MAYOR WISEMAN:

That Council accept as information.

1559/19

CARRIED

**JOINT SERVICES
COMMITTEE:**

2. Birchcliff - Swag

Council discussed the Summer Village of Birchcliff ordering swag to be handed out at their Annual Information Meeting and if Jarvis Bay would be interested in in doing something similar.

MAYOR THOMLINSON:

That Council accept as information.

1560/19

CARRIED

**JOINT SERVICES
COMMITTEE:**

3. Funding to attend the RMA Convention

Council discussed funding the Association of Summer Villages of Alberta President to attend the RMA Convention on behalf of all Summer Villages.

DEPUTY MAYOR WISEMAN:

That Council support joint funding the Association of Summer Villages of Alberta President to attend the RMA Convention on behalf of the Summer Villages.

1561/19

CARRIED

**JOINT SERVICES
COMMITTEE:**

4. Payables Policy

Council discussed Administration having a policy that allows for payment of bills at the end of each month.

MAYOR THOMLINSON:

That Council accept as information.

1562/19

CARRIED

**JOINT SERVICES
COMMITTEE:**

5. Councillor Training

Council discussed Councillor refresher training and proposed costs associated with facilitating.

DEPUTY MAYOR WISEMAN:

That Council support joint funding for Councillor training in principle.

1563/19

CARRIED

**JOINT SERVICES
COMMITTEE:**

6. Building Update

Council discussed options for additional building space with the possible purchase of an additional bay including renovating to accommodate Administration needs.

MAYOR THOMLINSON:

That Council support leading funding, using MSI grants 75/25 split, to purchase an additional bay and renovate.

1564/19

CARRIED

**JOINT SERVICES
COMMITTEE:**

7. ASVA Administrative Support

Council discussed the Administration submitting a proposal to the Association of Summer Villages of Alberta to serve the role and functions of the Administrative Manager.

DEPUTY MAYOR WISEMAN:

That Council support Administration submitting a proposal to the Association of Summer Villages of Alberta to serve the role and functions of the Executive Director.

1565/19

CARRIED

INFORMATION:

1. Council Reports

Mayor Thomlinson provided his report to Council on the Joint Services Committee.

Deputy Mayor Wiseman gave her report to Council on the Sylvan Lake Regional Wastewater Commission.

Councillor Maplethorpe provided her report to Council on the Sylvan Lake Library Board and Team Up to Clean Up.

By consensus Council accept as information.

MEETING DATES

MAYOR THOMLINSON:

That the next regular meeting of the Council of Jarvis Bay be held on June 4, 2019 at 9:30 a.m.

1566/19

CARRIED

ADJOURNMENT:

The meeting adjourned at 10:43 a.m.

MAYOR THOMLINSON, MAYOR

PHYLLIS FORSYTH, ADMINISTRATOR