

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

**CALL TO ORDER:** The Meeting was called to order at 9:26 a.m. by Mayor Thomlinson with the following being present:

Mayor:	Bob Thomlinson
Deputy Mayor:	Annabelle Wiseman
Councillor:	Julie Maplethorpe
CAO:	Phyllis Forsyth
Development Officer:	Koralyn Lemmon
Public Works Coordinator:	Chris Loov
Accounting Technician:	Tina Leer
Recording Secretary:	Kara Kashuba

**AGENDA APPROVAL:**

**1. November 6, 2018 Agenda**

DEPUTY MAYOR WISEMAN:

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

**1444/18**

**CARRIED**

**CONFIRMATION OF MINUTES:**

**1. October 2, 2018 Regular Meeting Minutes**

MAYOR THOMLINSON:

That the October 2, 2018 Regular Meeting Minutes be confirmed as presented.

**1445/18**

**CARRIED**

**CONFIRMATION OF MINUTES:**

**2. October 2, 2018 Municipal Planning Commission Minutes**

COUNCILLOR MAPLETHORPE:

That the October 2, 2018 Municipal Planning Commission Minutes be confirmed as presented.

**1446/18**

**CARRIED**

**STAFF REPORTS:**

**1. Staff Reports**

Administration provided the following reports for Council consideration:

- Quarterly Administrator's Report
- Accounts Payable Report
- Quarterly Financial Report
- Risk Indicators Report
- Public Works Report
- Development Update

DEPUTY MAYOR WISEMAN:

By consensus Council accepts as information and authorizes payment of payables.

**1447/18**

**CARRIED**

Initials



**REQUEST FOR DECISION**

**FINANCIAL &  
ADMINISTRATIVE:**

**1. 2019 – 2022 Budget**

Tina Leer provided Council the draft 2019 – 2020 Budget.

MAYOR THOMLINSON:

That Council table the 2019 operating budget until next meeting.

1448/18

CARRIED

**FINANCIAL &  
ADMINISTRATIVE:**

**2. Fortis Franchise Fee**

Tina Leer provided Council information on the Fortis Franchise Fee should Council wish to increase the amount or leave it as current (0%).

COUNCILLOR MAPLEHTORPE:

That Council leave the Fortis Franchise Fee as current.

1449/18

CARRIED

Tina Leer left the meeting at 10:16 a.m.

**FINANCIAL &  
ADMINISTRATIVE:**

**3. Website Electronic Payments**

Kara Kashuba provided Council information on the ability to add an electronic payment option to the website.

DEPUTY MAYOR WISEMAN:

That Council approve the addition of electronic payment option to the website, and staff no longer accept telephone payments.

1450/18

CARRIED

A brief break was taken from 10:19 a.m. and the meeting reconvened at 10:24 a.m.

**COUNCIL &  
LEGISLATIVE:**

**1. Cannabis Bylaw #162-18**

Administration provided Council a draft Cannabis Bylaw addressing where the consumption of Cannabis is permitted and fines for contravention.

DEPUTY MAYOR WISEMAN:

That Council accept as information at this time.

1451/18

CARRIED

**PUBLIC WORKS:**

**1. Lions Club Petro Beach**

Chris Loov provided Council information on the Lions Club contract and their interest in extending the contract for another three years with a proposed increase of 3% per year.

COUNCILLOR MAPLETHORPE:

That Council approve the 3-year contract with the Lions Club with a 3% yearly increase.

1452/18

CARRIED

**PUBLIC WORKS:**

**2. Use of Reserves, Parks & Pathways Bylaw #158-18**

Chris Loov provided Council the Use of Reserves, Parks & Pathways Bylaw #158-18.

Initials



COUNCILLOR MAPLETHORPE:  
That Administration bring back to the next meeting with amendments  
for first reading.

1453/18

CARRIED

**PLANNING &  
DEVELOPMENT:**

**1. Twin Rose**

Koralyn Lemmon provided information on how to address only one pier  
condition in the Land Use Bylaw for the Twin Rose Subdivision.

COUNCILLOR MAPLETHORPE:  
That Administration draft an amendment to the Land Use Bylaw to  
address the one pier condition in the Land Use Bylaw for the Twin  
Rose Subdivision, along with other possible amendments.

1454/18

CARRIED

**PLANNING &  
DEVELOPMENT:**

**2. Surface Water**

Koralyn provided Council with information on the Surface Water Allocation  
Directive provided by the Association of Summer Villages of Alberta.

DEPUTY MAYOR WISEMAN:  
That Council accept as information.

1455/18

CARRIED

**PLANNING &  
DEVELOPMENT:**

**3. Clean Runoff Action Guide**

Koralyn provided Council with information on the Pigeon Lake Watershed  
Management Plan's Clean Runoff Action Guide.

MAYOR THOMLINSON:  
That Council accept as information and authorize staff to use material in  
educations programs.

1456/18

CARRIED

Koralyn Lemmon and Chris Loov left the meeting at 11:03 a.m.

**INFORMATION:**

**1. Council Reports**

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

Deputy Mayor Wiseman provided her report to Council on the Sylvan  
Lake Regional Wastewater Committee and the Intermunicipal  
Development Plan meeting.

MOVED BY COUNCILLOR MAPLETHORPE:  
That Deputy Mayor Wiseman be the designated member of the Sylvan  
Lake Regional Wastewater Committee with Mayor Thomlinson as the  
alternate.

1457/18

CARRIED

Councillor Maplethorpe provided her report to Council on Sylvan Lake  
Library Board and Sylvan Lake Management Committee.

Mayor Hiscock, Summer Village of Half Moon Bay provided a written  
report to Council on Elder Abuse.

Initials



Council received correspondence from Sylvan Lake and Victim Services.

By consensus Council accept as information.

**1458/18**

**CARRIED**

**MEETING DATES**

DEPUTY MAYOR WISEMAN:  
That the next regular meeting of the Council of Jarvis Bay is to be scheduled by the Executive Assistant.

**1459/18**

**CARRIED**

**ADJOURNMENT:**

The meeting adjourned at 11:48 a.m.

---

MAYOR THOMLINSON, MAYOR

---

PHYLLIS FORSYTH, ADMINISTRATOR

Initials

