

Summer Village of Jarvis Bay  
Regular Meeting Minutes  
October 3, 2023

*Minutes of a Regular Council Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held October 3, 2023, 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  
Development Officer: Kara Hubbard  
Public Works: Justin Caslor  
Bylaw Officer: Zac Longstaff  
Recording Secretary: Teri Musseau

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

**AGENDA APPROVAL**

**JBC-23-135** MOVED by Deputy Mayor Wiseman that the agenda be adopted as amended:

D.5. Postal Codes

CARRIED

**CONFIRMATION OF MINUTES**

**JBC-23-136** MOVED by Mayor Maplethorpe that the regular meeting minutes of Council held on September 5, 2023, be approved as presented.

CARRIED

**JBC-23-137** MOVED by Deputy Mayor Wiseman that the Municipal Planning Commission meeting minutes held on September 20, 2023, be approved as presented.

CARRIED

**INFORMATION ITEMS**

- 1) Accounts Payable Report
- 2) Public Works Report

**REQUEST FOR DECISION**

**JBC-23-138** Entrance Signage Design Approval  
MOVED by Councillor Garratt that Council proceed with design option #3 for the entrance signs from Burke Group, and further, Administration to amend the MSI funding application to include 4 signs.

CARRIED

**INFORMATION ITEMS CONTINUED**

- 3) Development Update

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- 4) CAO Report
- 5) Postal Codes

**JBC-23-139**            MOVED by Mayor Maplethorpe that Council accept the information items as presented.  
CARRIED

Council break at 10:32 a.m.

Council reconvened at 10:38 a.m.

**REQUEST FOR DECISION CONTINUED**

**FINANCE**

**JBC-23-140**            Parkland Regional Library Board 2024 Budget  
MOVED by Deputy Mayor Wiseman that Council approve the Parkland Regional Library Board 2024 Budget with a .43 cent increase from 2023.  
CARRIED

**COUNCIL & LEGISLATIVE**

**JBC-23-141**            Special Events Policy  
MOVED by Mayor Maplethorpe that Council table the Special Events Policy for amendments.  
CARRIED

**JBC-23-142**            Fortis Franchise Fee  
MOVED by Mayor Maplethorpe that Council leave the franchise fee rate rider at 0%.  
CARRIED

**PUBLIC WORKS**

**JBC-23-143**            Install of New Public Memorial Bench  
MOVED by Deputy Mayor Wiseman that Administration propose 2 alternate sites to the applicant for the installation of the memorial bench.  
CARRIED

**COUNCIL REPORTS**

Mayor Maplethorpe

- Town of Sylvan Lake Library Board written report
- Parkland Regional Library Board written report
- Alberta Municipalities Convention
- National Truth and Reconciliation Day Event in Sylvan Lake

Deputy Mayor Wiseman

- No reports

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Councillor Garratt

- No reports

**JBC-23-144**

MOVED by Mayor Maplethorpe that Council accept the Council reports as information.

CARRIED

**NEXT COUNCIL MEETING**

**JBC-23-145**

MOVED by Mayor Maplethorpe that the next meeting of Council be held November 7, 2023, at 9:30 a.m.

CARRIED

**ADJOURNMENT**

**JBC-23-146**

MOVED by Mayor Maplethorpe that being the agenda matters have been concluded, the meeting be adjourned at 11:14 a.m.

CARRIED

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JULIE MAPLETHORPE, MAYOR

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TANNER EVANS, CAO