

*Minutes of a Regular Council Meeting of the Summer Village of Norglenwold,
Province of Alberta, held February 23, 2018 at Sylvan Lake, Alberta.*

**CALL TO
ORDER:**

The Meeting was called to order at 8:57 a.m. by Mayor Ludwig with the following being present:

Mayor:	Jeff Ludwig
Deputy Mayor:	Ed Thiessen
Councillor:	Jim McLeod
Administrator:	Phyllis Forsyth
Accounting Technician:	Tina Leer
Recording Secretary:	Teri Musseau

Public: No public in attendance.

**AGENDA
APPROVAL:**

1. February 23, 2018 Agenda

MAYOR LUDWIG:

That the February 23, 2018 Regular Meeting Agenda be accepted as presented.

1568/18

CARRIED

**CONFIRMATION
OF MINUTES:**

1. February 2, 2018 Regular Meeting Minutes

DEPUTY MAYOR THIESSEN:

That the February 2, 2018 Regular Meeting Minutes be adopted as presented.

1569/18

CARRIED

**CONFIRMATION
OF MINUTES:**

2. February 2, 2018 Municipal Planning Commission Minutes

COUNCILLOR MCLEOD:

That the February 2, 2018 Municipal Planning Commission Minutes be adopted as presented.

1570/18

CARRIED

**FINANCE &
ADMINISTRATION:**

1. Quarterly Financial Reports

Tina Leer provided Council with the following quarterly financial reports:

- Accounts Payable Cheque Listing to February 12, 2018
- Operating Budget Report to December 31, 2017
- Capital Projects Budget to December 31, 2017
- Payroll Journal Report January 31, 2018
- Alberta School Foundation Fund report to December 31, 2017
- Trail Balance Report to December 31, 2017
- Bank balances and allocated reserve funds
- Outstanding taxes
- Outstanding Utilities

DEPUTY MAYOR THIESSEN:

That Council accept the Financial Reports as presented.

1571/18

CARRIED

Initials



**FINANCE &
ADMINISTRATION:**

2. Preliminary 2018 – 2020 Budget

Administration provided Council with the draft 2018 – 2020 Budget.

Council discussed feedback received from residents on the budget at the Coffee with Council session held on February 10th, 2018.

Chris Loov joined the meeting at 9:30 a.m.

COUNCILLOR MCLEOD:

That Council approve the 2018 - 2020 Operating Budget as an interim budget as amended with final budgets and mill rates set in spring when property tax levy for education purposes is set by the province and property assessment is confirmed.

1572/18

CARRIED

**FINANCE &
ADMINISTRATION:**

3. Sewer Waste Fee Increase

Administration presented Council with the Sewage Waste Fees Bylaw for approval to cover the additional costs of the municipal sewer system.

MAYOR LUDWIG:

That Council provide First Reading of the Sewage Waste Fees Bylaw #233-18.

1573/18

CARRIED

DEPUTY MAYOR THIESSEN:

That the Public Hearing for the Sewer Waste Fees Bylaw #223-18 be held on March 23, 2018 at 10:00 a.m.

1574/18

CARRIED

Tina Leer left the meeting at 9:40 a.m.

**COUNCIL &
LEGISLATIVE:**

1. Police Funding Letter Writing Campaign

Administration provided Council with a request received from the Association of Summer Villages of Alberta asking them to participate in a Police Funding Letter Writing Campaign.

COUNCILOR MCLEOD:

That Council participate in the Letter Writing Campaign and authorize the Mayor to sign letter.

1575/18

CARRIED

PUBLIC WORKS:

1. Public Works Report

Chris Loov provided Council information on projects:

- New buoys have been delivered
- Many residents are plowing their snow across the road into the ditch.

MAYOR LUDWIG:

That Council accept the Public Works Report as information.

1576/18

CARRIED

Initials



PUBLIC WORKS: 2. Grass Maintenance

Chris Loov provided Council with 3 quotes for grass maintenance for 2018 from:

- Don's Home and Lawn Maintenance.
- Outback Lawn Maintenance
- C. Edmunds Contracting

MAYOR LUDWIG:

That Council enter a one year contract with Don's Home and Lawn Maintenance.

1577/18

CARRIED

PLANNING & DEVELOPMENT:

1. Planning & Development Report

Phyllis Forsyth reviewed the Development Update. There are currently 21 active development files in the Summer Village and 67 between all 5 Summer Villages.

COUNCILLOR MCLEOD:

That Council accept the report as information and bring back 137 Grand Avenue Complaint for further information.

1578/18

CARRIED

Council break at 9:50a.m.

Council reconvened at 9:54 am.

PLANNING & DEVELOPMENT:

2. Land Use Bylaw Amendment

Phyllis Forsyth provided Council proposed amendments to the Land Use Bylaw pertaining to parcel coverage and penalties.

MAYOR LUDWIG:

That Administration make amendments as directed and bring back to April meeting.

1579/18

CARRIED

PLANNING & DEVELOPMENT:

3. Completions Deposit

Phyllis Forsyth presented Council the current Completions Deposit Policy for discussion.

COUNCILLOR MCLEOD:

That Administration amend current policy as discussed.

1580/18

CARRIED

PLANNING & DEVELOPMENT:

4. Sylvan Lake Management Committee

Phyllis provided Council with a request for information on the upcoming "Team Up to Clean Up" that was to be discussed with residents at the Coffee with Council session held On February 10, 2018.

MAYOR LUDWIG:

That Administration forward plans for the "Team Up to Clean Up" to the Sylvan Lake Management Committee.

1581/18

CARRIED

Initials



INFORMATION:

1. Council Reports

Mayor Ludwig gave his report to Council on Coffee with Council, Quiet Enjoyment Initiative and Municipal Planning Commission/Subdivision and Development Appeal Board Training Session.

By Consensus, Council accepts the reports as information.

MEETINGS:

1582/18

MAYOR LUDWIG:

That the next meeting of Council be held March 23, 2018 at 9:00 a.m.

CARRIED

OPEN MIC:

No public present.

ADJOURNMENT:

The meeting adjourned at 10:53 a.m.

JEFF LUDWIG, MAYOR

PHYLLIS FORSYTH, C.A.O.

Initials

