

*Minutes of a Regular Council Meeting of the Summer Village of Norglenwold,  
Province of Alberta, held July 28, 2017 at Sylvan Lake, Alberta.*

**CALL TO  
ORDER:**

The Meeting was called to order at 9:37 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
Public Works Coordinator:	Chris Loov
Development Officer:	Koralyn Lemmon
Recording Secretary:	Teri Musseau
Public:	Beverly Anderson Ilse McKellar Stuart McKellar Layne Arthur

**AGENDA  
APPROVAL:**

**1. July 28, 2017 Agenda**

COUNCILLOR MCLEOD:

That the July 28, 2017 Regular Meeting Agenda be accepted as amended:  
CARRIED

1392/17

**CONFIRMATION  
OF MINUTES:**

**1. June 23, 2017 Regular Meeting Minutes**

MAYOR LUDWIG:

That the June 23, 2017 Regular Meeting Minutes be accepted as amended:

Adoption of Public Hearing Minutes says:

“adoption of Municipal Planning Commission minutes”

Should say:

“adoption of Public Hearing Minutes”

1393/17

CARRIED

**CONFIRMATION  
OF MINUTES:**

**2. June 23, 2017 Municipal Planning Commission Minutes**

COUNCILLOR MCLEOD:

That the June 23, 2017 Municipal Planning Commission Minutes be accepted as presented.

1394/17

CARRIED

**FINANCE &  
ADMINISTRATION:**

**1. Administrators Report**

Phyllis Forsyth provided Council with an update on current projects underway in the Summer Villages.

DEPUTY MAYOR THEISSEN:

That Council accept as information.

1395/17

CARRIED

Initials

**FINANCE &  
ADMINISTRATION:**

**2. Quarterly Reports**

Phyllis Forsyth provided Council with the following quarterly reports:

- Accounts Payable Cheque Listing to July 20, 2017
- Operating Budget Report to July 20, 2017
- Alberta School Foundation Fund to June 30, 2017
- Bank Balances and Reserve Balances
- Outstanding taxes at July 20, 2017

MAYOR LUDWIG:

That Council accept the Quarterly Financial Reports as presented.

1396/17

CARRIED

MAYOR LUDWIG:

That Council authorize Phyllis Forsyth and Teri Musseau to sign cheques in the interim until Council has been authorized with ATM Financial as signing authorities.

1397/17

CARRIED

**FINANCE &  
ADMINISTRATION:**

**3. Council Signing Authority**

Tina Leer provided Council with a request to have the new Councillors, Jim McLeod, Jeff Ludwig and Ed Theissen, added to the signing authority Group A and the old Councillors, Carol McMillan, Beverly Anderson and Michael Dawe, removed.

DEPUTY MAYOR THEISSEN:

That Council authorize the new Councillors Jim McLeod, Jeff Ludwig and Ed Theissen, be added to the signing authority Group A and the old Councillors, Carol McMillan, Beverly Anderson and Michael Dawe removed.

1398/17

CARRIED

Tina Leer left the meeting at 9:58 a.m.

**FINANCE &  
ADMINISTRATION:**

**4. Coffee with Council Reports**

Phyllis Forsyth provided Council with the individual Council reports from the previous Council on the May 27<sup>th</sup> Coffee with Council.

COUNCILLOR MCLEOD:

That Council accept as information.

1399/17

CARRIED

**FINANCE &  
ADMINISTRATION:**

**5. Muni 101 Training**

Phyllis Forsyth provided Council with information on the Muni 101 Training sessions being offered Municipal Affairs.

MAYOR LUDWIG:

That Council authorize all Councillors attend training and advise Administration of venue.

1400/17

CARRIED

**FINANCE &  
ADMINISTRATION:**

**6. AUMA Convention Resolution**

Phyllis Forsyth provided Council with information received from the AUMA Board regarding a resolution they will be putting forward at their fall

Initials

convention asking for support in the merging of AUMA and AAMCD into one new municipal association that would represent all of Alberta's municipalities.

COUNCILLOR MCLEOD:  
That Council accept as information.

1401/17

CARRIED

**FINANCE &  
ADMINISTRATION:**

**7. ASVA Convention Resolutions**

Phyllis Forsyth provided Council with information received from the ASVA Board regarding resolutions they will be putting forward at their fall convention.

DEPUTY MAYOR THEISSEN:  
That Council table for further information.

1402/17

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**1. AUMA Convention**

Administration provided Council with information received about the upcoming AMA Convention being held November 22 – 24 at the TELUS Convention Centre in Calgary.

COUNCILLOR MCLEOD:  
That Mayor Ludwig attend the AUMA Convention on behalf of the Summer Village.

1403/17

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**2. ASVA Conference**

Administration provided Council with information received about the upcoming ASVA Conference being held October 19<sup>th</sup> & 20<sup>th</sup> at the Executive Royal Hotel in Edmonton.

DEPUTY MAYOR THEISSEN:  
That Mayor Ludwig and Deputy Mayor Theissen attend on behalf of Council and Councillor McLeod attend if schedule should allow.

1404/17

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**3. Quiet Enjoyment Initiative**

Administration provided Council with a request received from Kent Lyle for Council to appoint a member to the Quiet Enjoyment Initiative Committee.

COUNCILLOR MCLEOD:  
That Council table and invite Michael Dawe to provide information at next Council meeting.

1405/17

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**4. Town of Bentley**

Administration provided Council with information received from the Town of Bentley asking to have Council join them for lunch on August 10<sup>th</sup> to celebrate their annual Fair Days.

DEPUTY MAYOR THEISSEN:  
That Council send regrets due to scheduling conflicts.

1406/17

CARRIED

Initials

**PUBLIC WORKS: 1. Public Works Report**

Chris Loov provided Council his report on the following:

- Dangerous trees cleaned
- Working with WSP to determine solution to water pooling near 5 Rustic Road
- Mapping of curb stop locations and GPS Coordinates
- Forest health assessment complete and awaiting report
- Barbed wire fence to be installed on Grand Ave to block test well entrance
- Update on sewer line testing

COUNCILLOR MCLEOD:

That Council accept the Public Works Report as information and Administration bring the Communications Policy to the next Council meeting for review and discussion.

1407/17

CARRIED

**PUBLIC WORKS: 2. Pathway Maintenance**

Chris Loov provided Council information on needed maintenance on pathway that connects the two portions of the Summer Village.

MAYOR LUDWIG:

That Public Works utilize the summer students with truck trailer using wood chips as material and Public Works obtain other quotes for pathway material.

1408/17

CARRIED

**PUBLIC WORKS: 3. Ruts in MR**

Chris Loov provided Council information on someone moving the rocks blocking the MR near Ravenscrag and driving through which has left ruts in the MR causing difficulty in mowing.

DEPUTY MAYOR THEISSEN:

That Public Works cover the ruts with dirt to allow for natural growth.

1409/17

CARRIED

Chris Loov left the meeting at 10:39 a.m.

**PLANNING & DEVELOPMENT:**

**1. Planning & Development Report**

Administration reviewed the Development Update. There are currently 20 active development files in the summer village and 58 between all 5 Summer Villages.

MAYOR LUDWIG:

That Council accept the report as information.

1410/17

CARRIED

**PLANNING & DEVELOPMENT:**

**2. 31 Rustic Crescent**

Koralyn Lemmon provided Council information on the municipal environmental open space encroachment at 31 Rustic Crescent.

Initials

DEPUTY MAYOR THEISSEN:  
That Council table for further consideration.

1411/17

CARRIED

Koralyn Lemmon and Beverly Anderson left the meeting at 10:48 a.m.

**INFORMATION: 1. Council Reports**

No reports from Council.

By Consensus, Council accepts the reports as information.

**OPEN MIC:**

Stuart McKellar

- Thinks communication with residents is key
- Wants Council to remember history when it come to planning

Layne Arthur

- Thank you to Council for running

**MEETINGS:**

MAYOR MCMILLAN:  
That the regular meeting of the Council of Norglenwold will be held on  
August 25, 2017 at 9:00 a.m.

1412/17

CARRIED

**ADJOURNMENT:**

The meeting adjourned at 11:10 a.m.

\_\_\_\_\_  
JEFF LUGWIG, MAYOR

\_\_\_\_\_  
PHYLLIS FORSYTH, C.A.O.

Initials