

*Minutes of a Regular Council Meeting of the Summer Village of Norglenwold,
 Province of Alberta, held June 29, 2018 at Sylvan Lake, Alberta.*

CALL TO ORDER: The Meeting was called to order at 8:56 a.m. by Mayor Ludwig with the following being present:

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

AGENDA APPROVAL: 1. **June 29, 2018 Agenda**

DEPUTY MAYOR THIESSEN:
 That the June 29, 2018 Regular Meeting Agenda be accepted as presented.
 CARRIED

1653/18

Koralyn Lemmon joined the meeting at 8:58 a.m.

CONFIRMATION OF MINUTES: 1. **May 25, 2018 Regular Meeting Minutes**

COUNCILLOR MCLEOD:
 That the May 25, 2018 Regular Meeting Minutes be adopted as presented.

1654/18

CARRIED

CONFIRMATION OF MINUTES: 2. **May 25, 2018 Public Hearing Minutes**

MAYOR LUDWIG:
 That the May 25, 2018 Public Hearing Minutes be adopted as presented.

1655/18

CARRIED

CONFIRMATION OF MINUTES: 2. **April 27, 2018 Municipal Planning Commission Minutes**

COUNCILLOR MCLEOD:
 That the April 27, 2018 Municipal Planning Commission Minutes be adopted as presented.

1656/18

CARRIED

TABLED ITEMS FROM LAST MEETING

COUNCIL & LEGISLATIVE: 1. **Surplus Distribution**

Administration provided Council a spreadsheet showing their accumulated surplus fund of \$790,025.00 for disbursement. Current surplus balances and target amounts for each were discussed as below:

	Current	Target	Allocation
General Contingency	536,045.00	250,000.00	-286,045.00
Transportation	0.00	500,000.00	286,045.00
Water & Sewer	894,613.00	5,000,000.00	500,000.00
Environmental	0.00	0.00	0.00

Initials

Recreation	12,800.00	500,000.00	263,425.00
Information Technology & Facilities	3,400.00	5,000.00	1,600.00
Mill Rate Stabilization	0.00	0.00	0.00

Darryl Innes joined the meeting at 9:04 a.m.

DEPUTY MAYOR THIESSEN:
That Council approve the changes to the surplus amounts to reflect targets as presented.

1657/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

2. Procedural Bylaw #242-18

Administration provided Council with the Procedural Bylaw containing amendments as required by the amended *Municipal Government Act*.

1658/18

FIRST READING to By-law No. 242-18 was moved by Mayor Ludwig as amended.
CARRIED

1659/18

SECOND READING to By-law 242-18 was moved by Councillor McLeod as amended.
CARRIED

1660/18

MAYOR LUDWIG:
That Council table 3rd reading for further consideration.
CARRIED

**COUNCIL &
LEGISLATION:**

3. Public Participation Policy

Administration provided Council with the Public Participation Policy as per section 216.1(1) of the Municipal Government Act.

1661/18

DEPUTY MAYOR THIESSEN:
That Council adopt the Public Participation Policy as presented.
CARRIED

STAFF REPORTS:

1. Staff Reports

Administration provided the following reports for Council consideration:

- Accounts Payable
- Financial
- Public Works
- Development

1662/18

COUNCILLOR MCLEOD:
By consensus Council accepts as information and authorizes payment of payables.
CARRIED

Koralyn Lemmon and Chris Loov left the meeting at 9:40 a.m.

Initials

REQUESTS FOR DECISION

**FINANCIAL &
ADMINISTRATIVE:**

1. Auditor Agreement 2019-2021

Phyllis Forsyth provided Council information on the tenders received for the 2019-2021 Auditor Agreement and Joint Service Committee discussion.

COUNCILLOR MCLEOD:

That Council appoint the Metrix Group as auditor for 2019-2021.

1663/18

CARRIED

Tina Leer left the meeting at 9:43 a.m.

**COUNCIL &
LEGISLATION:**

1. Ambulatory Care Golf Tournament

Administration provided Council with a request received from Advanced Ambulatory Care asking for sponsorship of their upcoming golf tournament.

DEPUTY MAYOR THIESSEN:

That Council sponsor Carol McMillan's team as previous to play in the tournament on behalf of the Summer Village and the CAO and Executive Assistant sign cheque.

1664/18

CARRIED

**COUNCIL &
LEGISLATION:**

2. Association of Summer Villages of Alberta Conference

Administration provided Council information on the Association of Summer Villages of Alberta Conference being held October 18 & 19 at the Executive Royal Hotel in Leduc.

Linda Rattan and Barbara Torpey joined the meeting at 9:47 a.m.

COUNCILLOR MCLEOD:

That Mayor Ludwig attend the Association of Summer Village of Alberta Conference on behalf of Council.

1665/18

CARRIED

**COUNCIL &
LEGISLATION:**

3. Town of Bentley

Administration provided Council an invitation from the Town of Bentley to join them for lunch and participate in their annual parade on August 9, 2018.

COUNCILLOR MCLEOD:

That Mayor Ludwig attend the parade should his schedule allow.

1666/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

4. Annual Information Meeting

Administration provided Council with the 2018 Annual Information Meeting agenda with amendments from the May meeting.

MAYOR LUDWIG:

That Council approve the 2018 Annual Information Meeting agenda as amended.

1667/18

CARRIED

Initials



**COUNCIL &
LEGISLATIVE:**

5. Subdivision & Development Appeal Board Training

Administration provided Council with upcoming dates for Subdivision and Development Appeal Board training mandated by the *Municipal Government Act*.

MAYOR LUGWIG:

That Administration register the members of the Subdivision and Development Appeal Board for training where available.

1668/18

CARRIED

Council break 9:54 a.m.

Reconvened at 9:57 a.m. with the addition of Chris Loov.

PUBLIC WORKS:

1. Tree Removal 157 Grand Avenue

Chris Loov provided Council information on a request from a resident to have some trees and shrubs at 157 Grand Avenue removed for increased visibility and safety.

COUNCILLOR MCLOED:

That Administration send letter to adjacent landowner for input.

1669/18

CARRIED

Koralyn Lemmon joined the meeting at 11:05 a.m.

**PLANNING &
DEVELOPMENT:**

1. Fees Bylaw

Koralyn Lemmon provided Council the Summer Village of Birchcliff's recently revised Fees Bylaw for review

MAYOR LUDWIG:

That Council add to the Annual Information Meeting for discussion with residents.

1670/18

CARRIED

**PLANNING &
DEVELOPMENT:**

2. 99 Grand Avenue

Koralyn Lemmon provided Council with a request from Linda Rattan to have Council cancel their encroachment agreement with the owners of 99 Grand Avenue that permit 99 Grand Avenue to park on the Public Green Space.

MAYOR LUDWIG:

That Council table until owners are notified and for historical information.

1671/18

CARRIED

Koralyn Lemmon and Chris Loov left the meeting at 11:34 a.m.

Deputy Mayor Thiessen left the meeting at 11:34 a.m.

Deputy Mayor Thiessen rejoined the meeting at 11:36 a.m.

Initials



INFORMATION:

1. Council Reports

Mayor Ludwig provided his report on the Sylvan Lake Management Committee.

Councillor McLeod gave his report to Council on the Sylvan Lake Regional Water/Wastewater Commission.

Councillor Thiessen gave his report to Council on Sylvan Lake Watershed Stewardship Society.

2. Committee Reports

Julie Maplethorpe, Summer Village of Jarvis Bay

- Sylvan Lake Library Board

By Consensus, Council accepts the reports as information.

MEETINGS:

1672/18

MAYOR LUDWIG:

That the next meeting of Council be held July 27, 2018 at 9:00 a.m.

CARRIED

OPEN MIC:

Linda Rattan

- What is happening at 99 Grand Avenue? Should she bring up at Annual Information Meeting?

Darryl Innes

- Changes on notification of variances?

ADJOURNMENT:

The meeting adjourned at 10:26 a.m.

JEFF LUDWIG, MAYOR

PHYLLIS FORSYTH, C.A.O.

Initials

