

*Minutes of a Regular Council November 30, 2018 in the Summer Village of Norglenwold, 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
Development Officer:	Koralyn Lemmon
Recording Secretary:	Teri Musseau

**AGENDA APPROVAL:** **1. November 30, 2018 Agenda**

DEPUTY MAYOR THIESSEN:  
That the November 30, 2018 Regular Meeting Agenda be adopted as amended:

1771/18 In Camera CARRIED

**CONFIRMATION OF MINUTES:** **1. October 26, 2018 Regular Meeting Minutes**

DEPUTY MAYOR THIESSEN  
That the September 21, 2018 Regular Meeting Minutes be confirmed as presented.

1772/18 CARRIED

**CONFIRMATION OF MINUTES:** **2. October 26, 2018 Municipal Planning Commission Minutes**

COUNCILLOR MCLEOD:  
That the October 26, 2018 Municipal Planning Commission Minutes be confirmed as presented.

1773/18 CARRIED

**CONFIRMATION OF MINUTES:** **3. November 8, 2018 Municipal Planning Commission Minutes**

COUNCILLOR MCLEOD  
That the November 8, 2018 Municipal Planning Commission Minutes be confirmed as presented.

1774/18 CARRIED

**CONFIRMATION OF MINUTES:** **4. November 16, 2018 Municipal Planning Commission Minutes**

DEPUTY MAYOR THIESSEN:  
That the November 26, 2018 Municipal Planning Commission Minutes be confirmed as presented.

1775/18 CARRIED

**STAFF REPORTS:** **1. Staff Reports**

Administration provided the following reports for Council consideration:

- Accounts Payable
- Risk Indicators
- Financial
- Municipal Accountability Program
- Public Works



- Development
- Encroachment Agreements

COUNCILLOR MCLEOD

That Council comes back with list of items for inclusion in the Municipal Planning Commission package.

1776/18

CARRIED

MAYOR LUDWIG:

That Council accepts the items as information and authorizes payment of payables.

1777/18

CARRIED

## REQUESTS FOR DECISION

### FINANCE & ADMINISTRATION:

#### 2. Fees Bylaw

Tina Leer provided Council a draft Fees Bylaw with increases/additions for additional information, development permits, SDAB appeals, MPC and permit amendments.

First reading of the Fees Bylaw #244-18 was given by Deputy Mayor Thiessen.

1778/18

CARRIED

DEPUTY MAYOR THIESSEN:

That Council hold the public hearing for the Fees Bylaw #244-18 on January 25, 2019 at 10:00 a.m.

1779/18

CARRIED

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

### COUNCIL & LEGISLATIVE:

#### 1. Municipal Planning Commission

Administration provided Council with the amended Municipal Planning Commission Bylaw #245-18 that would allow for one member of Council and two members-at-large.

COUNCILLOR MCLEOD:

That Council leave the Municipal Planning Commission bylaw as current.

1780/18

CARRIED

### FINANCE & ADMINISTRATION:

#### 2. Subdivision and Development Appeal Board Members

Council discuss amending their Subdivision and Development Appeal Board Bylaw to allow a trained member from the other Summer Villages to be appointed as alternates to chair a hearing should current chair be unavailable to sit.

COUNCILLOR MCLEOD

That Council table for further information and Administration schedule meetings with two law firms for legal opinion on members at large for Subdivision and Development Appeal Board and what information they should request for Municipal Planning Commission. Council to provide Administration the names of law firms to be contacted.

1781/18

CARRIED



**COUNCIL &  
LEGISLATIVE:**

**3. Regional Assessment Review Board**

Council discussed a request received from the Regional Assessment Review Board recruiting members.

DEPUTY MAYOR THIESSEN:  
That Council accept as information.

1783/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**4. Donation Request**

Council discussed a request received from the Spirit of Sylvan Lake Festival Committee for donations.

DEPUTY MAYOR THIESSEN:  
That Council donate \$450.00 to the Christmas Bureau.

1784/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**5. Coffee with Council**

Council discussed whether they would like to continue hosting monthly coffee with Council sessions with residents.

DEPUTY MAYOR THIESSEN:  
That Council hold quarterly at the NexSource Centre with upcoming dates of March 30<sup>th</sup> and July 6<sup>th</sup> at the Annual Information Meeting.

1785/18

CARRIED

**COUNCIL &  
LEGISLATIVE:**

**6. Vacation Time**

Council discussed a request received from Administration to hold their Organizational Meeting in July and take the month of August off.

COUNCILLOR MCLEOD:  
That Council hold their organizational meeting in July and not hold a Council meeting during the month of August.

1786/18

CARRIED

**PLANNING &  
DEVELOPMENT:**

**1. Land Use Bylaw Amendments**

Koralyn provided Council with proposed amendments to the Land Use Bylaw in comparison with the City of Calgary.

COUNCILLOR MCLEOD:  
That Council seek legal opinion on current Land Use Bylaw with Council to advise Administration of legal firm to use.

1787/18

CARRIED

COUNCILLOR MCLEOD:  
That Council table for review after legal opinion of current Land Use Bylaw.

1788/18

CARRIED

**PLANNING &  
DEVELOPMENT:**

**2. Municipal Planning Commission Policy**

Koralyn provided Council with a draft Municipal Planning Commission Policy addressing mandatory training for all members and process for site visits.

COUNCILLOR MCLEOD:  
That Council table for list from Council and legal opinion with Council to advise Administration of legal firm to use.

1788/18

CARRIED



**PLANNING &  
DEVELOPMENT:**

**3. Barbed Wire Fence Bylaw**

Koralyn provided Council with the Barbed Wire Fence Bylaw #25-68 for discussion.

COUNCILLOR MCLEOD:

That Council table for further information after legal opinion of Land Use Bylaw.

**1789/18**

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**4. Land Use Bylaw Amendments 2019**

Koralyn provided Council with proposed amendments to the Land Use Bylaw for 2019 addressing cannabis retail/production, and amendments to projections over yards, driveways, vehicles, and temporary buildings.

COUNCILLOR MCLEOD:

That Council table until after legal opinion on current Land Use Bylaw.

**1790/18**

**CARRIED**

Koralyn Lemmon left the meeting at 11:04 a.m.

**INFORMATION:**

**1. Council Reports**

Mayor Ludwig provided his report on the Joint Services Committee.

Councillor McLeod provided his report to Council on Sylvan Lake Regional Wastewater Commission

Julie Maplethorpe, Summer Village of Jarvis Bay, written report on the Sylvan Lake Library Board.

Ted Hiscock, Summer Village of Half Moon Bay, written report on Elder Abuse.

Correspondence received from Municipal Affairs.

By consensus Council accept as information.

**OPEN MIC:**

No one in attendance.

**FINANCE &  
ADMINISTRATION:**

**1. 2019 – 2022 Budget**

Tina Leer provided Council the draft 2019 – 2022 Budget.

MAYOR LUDWIG:

That the budget be printed for Coffee with Council and posted on the website along with a survey open until January 15<sup>th</sup>, 2018.

**1791/18**

**CARRIED**

MAYOR LUGWIG:

Council authorize a 2019 interim operating budget for 1/3 of the approved 2018 operating budget in order to meet its obligations under the Alberta Municipal Government Act.

**1792/18**

**CARRIED**



**MEETING DATES:**

MAYOR LUDWIG:

That the next regular meeting of the Council of Norglenwold will be held on January 25, 2019 at 9:00 a.m.

**1793/18**

**CARRIED**

**CLOSED MEETING: 1. FOIP Section 17 – Disclosure Harmful to Personal Privacy**

MAYOR LUDWIG:

That Council meets as a committee of the Whole for the purpose of discussing Freedom of Information and Protection of Privacy Act sections as below.

17(4) (f) A disclosure of personal information is presumed to be an unreasonable invasion of a third party's personal privacy if (f) the personal information consists of personal recommendations or evaluations, character references or personnel evaluations.

**1793/18**

**CARRIED**

Teri Musseau left the meeting at 12:15 p.m.

Meeting reverted to open meeting at 1:15 p.m.

**ADJOURNMENT:** The meeting adjourned at 1:16 p.m.

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Jeff Ludwig, Mayor

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Phyllis Forsyth, C.A.O.

