

Minutes of a Regular Council September 21, 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
Public Works Coordinator:	Chris Loov
Recording Secretary:	Teri Musseau

AGENDA APPROVAL: **1. September 21, 2018 Agenda**

DEPUTY MAYOR THIESSEN:
That the September 21, 2018 Regular Meeting Agenda be adopted as presented.
1727/18 CARRIED

CONFIRMATION OF MINUTES: **1. July 27, 2018 Regular Meeting Minutes**

MAYOR LUDWIG:
That the July 27, 2018 Regular Meeting Minutes be confirmed as presented.
1728/18 CARRIED

CONFIRMATION OF MINUTES: **1. July 27, 2018 Organizational Meeting Minutes**

MAYOR LUDWIG:
That the July 27, 2018 Organizational Meeting Minutes be confirmed as presented.
1729/18 CARRIED

CONFIRMATION OF MINUTES: **1. August 3, 2018 Municipal Planning Committee Meeting Minutes**

COUNCILLOR MCLEOD:
That the August 3, 2018 Municipal Planning Commission Meeting Minutes be confirmed as presented.
1730/18 CARRIED

CONFIRMATION OF MINUTES: **1. August 27, 2018 Municipal Planning Committee Meeting Minutes**

DEPUTY MAYOR THIESSEN:
That the August 27, 2018 Municipal Planning Commission Meeting Minutes be confirmed as presented.
1731/18 CARRIED

STAFF REPORTS: **1. Staff Reports**

Administration provided the following reports for Council consideration:

- Accounts Payable
- Quarterly Financial
- Public Works
- Development

DEPUTY MAYOR THIESSEN:
That Council accepts the items as information and authorizes payment of payables.
1732/18 CARRIED



**FINANCE &
ADMINISTRATION:**

1. Auditor Engagement

Tina Leer provided Council two audit engagement letter received from the Metrix Group outlining the terms of their engagement to audit the financial statements.

COUNCILLOR MCLEOD:

That the Mayor sign the audit engagement letter as presented.

1733/18

CARRIED

**FINANCE &
ADMINISTRATION:**

2. Complaint Policy

Tina Leer provided Council a draft Complaint Policy.

MAYOR LUDWIG:

That Council table for discussion at Coffee with Council.

1734/18

CARRIED

Tina Leer left the meeting at 9:11 a.m.

**COUNCIL &
LEGISLATIVE:**

1. AUMA Convention Resolutions

Administration provided Council a list of resolutions that will be voted on at the 2018 Alberta Urban Municipalities Association Convention.

COUNCILLOR MCLEOD:

That Mayor Ludwig vote at the AUMA Convention on the resolutions as he sits fit during bear pit session.

1735/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

2. AEMA Stakeholders Summit

Administration provided Council information on the upcoming Alberta Emergency Management Association Stakeholders Summit being held in Edmonton December 4 & 5, 2018.

DEPUTY MAYOR THIESSEN:

That anyone wishing to attend notify Administration.

1736/18

CARRIED

**COUNCIL &
LEGISLATIVE:**

3. Coffee with Council

Council discussed the upcoming Coffee with Council sessions till the end of the year:

December 1 – 2019 operating budget, recap and Christmas coffee

MAYOR LUDWIG:

That Council approve the dates and topics as discussed.

1737/18

CARRIED

Council break 9:18 a.m.

Reconvened 9:20 a.m.

**PUBLIC
WORKS:**

1. Grand Avenue Reserve

Council discussed a complaint received from a resident about a shared pathway by residents in Ravenscrag that goes through the reserve to access Grand Avenue.



MAYOR LUDWIG:
That Administration purchase rock to put in front of pathway entrance to prevent vehicles accessing the path.

1738/18

CARRIED

**PLANNING &
DEVELOPMENT:**

1. Land Use Bylaw Amendments

Koralyn provided Council with possible amendments to the Land Use Bylaw regarding tourist homes, hot tubs, soft landscaping/parcel coverage, posting notice of decision, tree/shrub planting, front yard accessory buildings and buffer zone/no development.

COUNCILLOR MCLEOD:

That Council continue to utilize the current Land Use Bylaw and address proposed changes at Coffee with Council over 2019 and Administration bring forward a copy of the Land Use Bylaw from the city of Calgary.

1739/18

CARRIED

Phyllis Forsyth left the meeting at 9:33 a.m.

**PLANNING &
DEVELOPMENT:**

2. Fees Bylaw

Koralyn provided Council with possible amendments to the Fees Bylaw.

Phyllis Forsyth rejoined the meeting at 9:38 a.m.

MAYOR LUDWIG:

That Administration draft bylaw as directed and bring back to next meeting.

1740/18

CARRIED

**PLANNING &
DEVELOPMENT:**

3. Open Space Master Plan Quote

Koralyn provided Council with a proposed fee of \$50,730 plus GST for 2 planners and 1 landscape architect.

COUNCILLOR MCLEOD:

That Council include proposal in the 2019 budget and projects.

1741/18

CARRIED

**PLANNING &
DEVELOPMENT:**

4. 99 Grand Avenue

Koralyn provided Council with an update on communication with the owners of 99 Grand Avenue regarding parking on the green space adjacent their property.

COUNCILLOR MCLEOD:

That Council accept as information and thank Linda for her concern.

1742/18

CARRIED

Council break 9:48 a.m.

Reconvened 9:49 a.m.

**PLANNING &
DEVELOPMENT:**

5. Alberta Recreational Lakes Forum

Koralyn provided Council with information received from the Alberta Recreational Lakes Forum.



MAYOR LUDWIG:
That Council accept as information.

1743/18

CARRIED

Chris Loov and Koralyne Lemmon left the meeting at 9:53 a.m.

INFORMATION: 1. Council Reports

Mayor Ludwig provided his report on the Sylvan Lake Management Committee, Mayors and Reeves Meeting and Ice Huts Committee.

Deputy Mayor Thiessen reported to Council on the Sylvan Lake Watershed Stewardship Society.

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

By consensus Council accept as information.

MEETING DATES:

MAYOR LUDWIG:
That the next regular meeting of the Council of Norglenwold will be held on October 26, 2018 at 9:00 a.m.

1744/18

CARRIED

OPEN MIC: No one in attendance.

ADJOURNMENT: The meeting adjourned at 10:17 a.m.

Jeff Ludwig, Mayor

Phyllis Forsyth, C.A.O.

