VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
AUGUST 13, 2024
REGULAR COUNCIL MEETING
990 BAUER AVENUE, SPRING LAKE, ALBERTA
AT 7:30 P.M.

PRESENT

Mayor:	Jason Shewchuk
Deputy Mayor:	Melanie Sera
Councillors:	Adam MacCormack Kasey Quinn Chris Zaplotinsky
Administration:	Emily House, Chief Administrative Officer Janet Zaplotinsky, Administrative Manager Sierra Garner, Administrative Assistant
Public Works:	Tony Siegel, Public Works Manager

There were six members of the public present.

1. CALL TO ORDER

Mayor Shewchuk called the August 13, 2024 Regular Council Meeting to order at 7:30 p.m.

2. ADOPTION OF AGENDA

2.1 Regular Council Meeting Agenda – August 13, 2024

Motion 2024-125 **MOVED BY** Councillor Quinn that Council adopts the August 13, 2024, Regular Council Meeting agenda as presented.

CARRIED

3. ADOPTION OF COUNCIL MINUTES

3.1 Regular Council Meeting – July 9, 2024

Motion 2024-126 **MOVED BY** Councillor Zaplotinsky that Council adopts the July 9, 2024, Regular Council Meeting minutes as presented.

CARRIED

4. PRESENTATIONS

4.1 S. Garner, Administrative Assistant Introduction

Emily House, CAO, introduced Sierra Garner, the newest member to the Administrative Team.

5. DELEGATIONS

None

6. *CORRESPONDENCE*

6.1 Information Correspondence

- Financial Reports including:
  - Payment of Accounts – July 2024
  - Revenue and Expense Summary – as of July 31, 2024
- Parkland County, Re: June 2024 Enforcement Services Activity Report
- July 2024 Electronic Speed Sign Statistics
- Alberta Municipal Affairs, Re: CCBF Funding
- Alberta Municipal Affairs, Re: Newsletter
- Alberta Municipal Affairs, Re: Annual Report

6.2 Other Correspondence

None

Motion 2024-127 **MOVED BY** Deputy Mayor Sera to accept the correspondence for information purposes.

CARRIED

7. *REPORTS*

7.1 Assessment – Councillor Quinn

Councillor Quinn verbally reported that the next meeting is scheduled for September 2024. The Assessor for the Village of Spring Lake will be in attendance at the September 2024 Regular Council Meeting.

7.2 Yellowhead Regional Library – Mayor Shewchuk

Mayor Shewchuk verbally reported that the YRL will be attending and have a booth at the Fall Festival.

7.3 Environmental Advisory Committee – Councillor MacCormack

The Lakekeepers Program to do water sampling from Spring Lake is underway with the first sample being taken on July 11, 2024. A further sample will be taken later in August. EAC is producing stickers for the Fall Festival with their new logo.

7.4 Website Advisory Committee – Councillor Zaplotinsky

Written report provided.

7.5 Event Planning Committee – Deputy Mayor Sera

Deputy Mayor Sera verbally reported that they have 8 selling vendors and 7 informational vendors confirmed for the Fall Festival so far. The Fall Festival will be held on September 14, 2024.

7.6 Community League – Councillor MacCormack

Councillor MacCormack verbally reported that the SLCL is in the process of dissolving which should be completed by the end of September 2024.

7.6 FireSmart Committee- Councillor Zaplotinsky

Written report provided.

7.7 Administration/Public Works – Emily House/Tony Siegel

Written report provided.

Motion 2024-128 **MOVED BY** Councillor MacCormack that the reports, both written and verbally presented, be accepted as information.

CARRIED

8. *NEW BUSINESS ITEMS*

8.1 Monthly Tax Payment Plan Transaction Increase

Council discussed the documentation provided by Administration to have an increase to the transaction amount for the Monthly Tax Payment Plan.

Motion 2024-129 **MOVED BY** Councillor Zaplotinsky that Council accept and ratify the Payments Anytime Services Application to increase the transaction amount to $1,500 for the Monthly Tax Payment Plan for the Village of Spring Lake.

CARRIED

9. *BYLAWS AND POLICIES*

9.1 Bylaw No. 408 - Community Standards Bylaw

Council discussed the revisions to the addressing section of the Bylaw.

Motion 2024-130 **MOVED BY** Councillor Zaplotinsky that Council direct Administration to post Bylaw No. 408 Community Standards Bylaw and request feedback from residents and to table Bylaw No. 408 Community Standards Bylaw to the September 2024 Regular Council Meeting.

CARRIED

9.2 Policy No. 2024-01 – Committee Guidelines Policy

Administration provided the draft of Policy No. 2024-01 – Committee Guidelines Policy to Council with revisions as discussed at the July Regular Council Meeting.

Motion 2024-131 **MOVED BY** Councillor MacCormack to table Policy No. 2024-01 – Committee Guidelines Policy to the August 2024 Regular Council Meeting.

CARRIED

9.3 Policy No. 2024-02 – CAO Review Policy

Council discussed the amendments to the CAO Review Policy.

Motion 2024-132 **MOVED BY** Councillor MacCormack to approve Policy No. 2024-02 – CAO Review Policy.

CARRIED

10. *UNFINISHED BUSINESS*

10.1 Long-Term Capital Plan

Council discussed additional items that they would like provided to continue their long-term capital planning.

Motion 2024-133 **MOVED BY** Councillor MacCormack to table the Long-Term Capital Plan to the September 2024 Regular Council Meeting.

CARRIED

11. *ADDITIONS*

None

12. *PUBLIC QUESTION AND ANSWER*

There were questions and comments regarding the CCBF Funding, compliments on the social media posts and how the Village looks, Halloween movie drive-in, community standards bylaw, and benefits of a Fortis Franchise Agreement.

13. *CLOSED SESSION*

Motion 2024-134 **MOVED BY** Councillor Quinn that Council close the meeting to the public to discuss Agenda Item No. 13.1 Lands-Enforcement-Plan 2586CL, Block 2, Lot 5 as per FOIP Section 24, Agenda Item No. 13.2 Lands-Enforcement-Plan 2219 CL, Block 5, Lot 5 as per FOIP Section 24, Agenda Item No. 13.3 Lands-Proposed Recommendations and Advice as per FOIP Section 22 and 13.4 Personnel- Employment Update as per FOIP Section 17 at 9:13 pm

CARRIED

Present: Mayor Shewchuk, Deputy Mayor Sera, Councillor MacCormack, Councillor Quinn, Councillor Zaplotinsky, Chief Administrative Officer Emily House, Administrative Manager Janet Zaplotinsky, Administrative Assistance Sierra Garner, and Public Works Manager Tony Siegel.

13.1 Lands – Enforcement – Plan 2586CL, Block 2, Lot 5
FOIP Section 24

13.2 Lands – Enforcement - Plan 2219 CL, Block 5, Lot 5
As per FOIP Section 24

13.3 Lands – Proposed Recommendations and Advice
As per FOIP Section 22

Motion 2024-135 **MOVED BY** Councillor Quinn to open the meeting to the public at 9:39 pm.

CARRIED

No motions arose from the Closed Session.

14. *ADJOURNMENT*

Motion 2024-136 **MOVED BY** Deputy Mayor Sera that the August 13, 2024, Regular Council Meeting be adjourned at 9:40 pm.

CARRIED

Mayor

Administrator