VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
OCTOBER 8, 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
Public Works:	Tony Siegel, Public Works Manager

There were 10 members of the public present.

1. CALL TO ORDER

Mayor Shewchuk called the October 8, 2024 Regular Council Meeting to order at 7:30 p.m.

2. ADOPTION OF AGENDA

2.1 Regular Council Meeting Agenda – October 8, 2024

Motion 2024-155 **MOVED BY** Deputy Mayor Sera that Council adopts the October 8, 2024, Regular Council Meeting agenda as presented.

CARRIED

3. ADOPTION OF COUNCIL MINUTES

3.1 Regular Council Meeting – September 10, 2024

Motion 2024-156 **MOVED BY** Councillor Zaplotinsky that Council adopts the September 10, 2024, Regular Council Meeting minutes as presented.

CARRIED

4. PRESENTATIONS

None

5. DELEGATIONS

None

6. CORRESPONDENCE

6.1 Information Correspondence

- Financial Reports including:
  - Payment of Accounts – September 2024
  - Revenue and Expense Summary – as of September 30, 2024
- Parkland County, Re: August 2024 Enforcement Services Activity Report
- September 2024 Electronic Speed Sign Statistics
- Alberta Municipal Affairs, Re: Information Bulletin
- Alberta Municipal Affairs, Re: Tax Reporting Package
- Ric McIver, Minister, Alberta Municipal Affairs Re: Impacts of Federal Carbon Tax Survey
- Jason Nixon, Minister, Seniors, Community and Social Services, Re: Designation of Affordable Housing Accommodations
- Yellowhead Regional Library, Re: 2025 Budget and Overview

Motion 2024-157 **MOVED BY** Councillor Quinn to direct Administration to complete the Impacts of Federal Carbon Tax Survey before the deadline.

CARRIED

6.2 Other Correspondence

- R. Morrissette, Re: Appreciation
- Edmonton Trout Fishing Club, Re: Future Funding

Motion 2024-158 **MOVED BY** Deputy Mayor Sera to accept and file the above correspondence.

CARRIED

7. REPORTS

7.1 Assessment – Councillor Quinn

Councillor Quinn verbally reported that the AGM is scheduled for October 17, 2024.

7.2 Yellowhead Regional Library – Mayor Shewchuk

Mayor Shewchuk verbally reported that a meeting was held on October 7, 2024 where the 2025 Budget was reviewed. The next meeting is scheduled for December 2024.

7.3 Environmental Advisory Committee – Councillor MacCormack

Written report provided.

7.4 Website Advisory Committee – Councillor Zaplotinsky

Written report provided.

7.5 Event Planning Committee – Deputy Mayor Sera

Written report provided.

7.6 Community League – Councillor MacCormack

Councillor MacCormack verbally reported the SLCL is waiting for the dissolution paperwork.

7.7 FireSmart Committee- Councillor Zaplotinsky

Councillor Zaplotinsky reported that the next FireSmart Committee Meeting is scheduled for November 27, 2024.

7.8 Administration/Public Works – Emily House/Tony Siegel

Written reports provided.

Motion 2024-159 **MOVED BY** Councillor Zaplotinsky that the reports, both written and verbally presented, be accepted as information.

CARRIED

8. *NEW BUSINESS ITEMS*

8.1 Environment Advisory Committee – Environmental Action Plan

A copy of the Environmental Action Plan was presented to Council for review over the next month.

Motion 2024-160 **MOVED BY** Councillor MacCormack to table the Environmental Advisory Committee – Environmental Action Plan to the November 2024 Council Meeting.

CARRIED

8.2 Capital Regional Assessment Services Commission – Assessment Review Board Agreement.

Administration reported that the assessment review board services agreement with CRASC expires at the end of December, 2024. They have forwarded a new agreement that covers 2025, 2026 and 2027. The new agreement affords several changes to the current agreement, primarily to better clarify the obligations of the Commission and the Members; also, to adjust the fees that CRASC will charge. The Hearing, Panelist and Presiding Officer fees have increased by 10% and a fee for Judicial Review has been added. The Hearing and Assessment Clerk fees are unchanged. The member fees have also remained unchanged at $400 and per parcel fee at $0.15.

Motion 2024-161 **MOVED BY** Councillor Quinn Council approve and ratify the Memorandum of Agreement for Assessment Review Board Services with the Capital Region Assessment Services Commission

CARRIED

8.3 Request for Decision – 5500 Truck Repairs

A request for decision was presented to Council regarding emergency repairs to the 5500 Truck.

Motion 2024-162 **MOVED BY** Councillor Zaplotinsky that Council approve the repairs to the 5500 Truck and to move $750 from GL No.2320052007 Pick Up White and $400 from GL No. 24300290000 Portable Toilets to GL No. 2320052012 RM&S – Dodge Ram 5500 to cover the costs.

CARRIED

8.4 Request for Decision – Shop Furnace Truck Repairs

A request for decision was presented to Council regarding emergency replacement of the shop furnace.

Motion 2024-163 **MOVED BY** Deputy Mayor Sera that Council approve the replacement of one of the shop furnaces and to move $4,000 from GL No. 232002400 Staff Training and $500 from GL No. 2320052010 – Equipment Rental to GL No. 2320025200 Building Maintenance to cover the costs.

CARRIED

9. BYLAWS AND POLICIES

9.1 Bylaw No. 408 - Community Standards Bylaw

Administration provided a summary of the feedback received regarding Bylaw No. 408 Community Standards Bylaw.

Motion 2024-164 **MOVED BY** Councillor MacCormack to table Bylaw No. 408 Community Standards Bylaw to the November 2024 Regular Council Meeting.

CARRIED

9.2 Bylaw No. 370 Fees and Charges

Council was presented with the updated Schedule A costs for Subdivision and Development Appeal Fees of Bylaw No. 370 Fees and Charges.

Motion 2024-165 **MOVED BY** Councillor Quinn that Council approve Schedule A as amended for Bylaw No. 370 – Fees and Charges Bylaw.

CARRIED

9.3 Policy No. 2024-01 – Reserve Fund Policy

Administration provided a Reserve Fund Policy for Councils consideration.

Motion 2024-166 **MOVED BY** Councillor Zaplotinsky to approve Policy No. 2024-02 – Reserve Fund Policy.

CARRIED

10. UNFINISHED BUSINESS

10.1 Long-Term Capital Plan

Administration confirmed the attendance of the Customer Relations Manager from FortisAlberta at the October 29, 2024 Special Council Meeting and reported that Administration and Public Works are continuing to update the plan for presentation at the Special Council Meeting.

Motion 2024-167 **MOVED BY** Deputy Mayor Sera to table the Long-Term Capital Plan to the November 2024 Regular Council Meeting.

CARRIED

10.2 Road Closure and Reserve Land Disposal

Administration reported that AB Transportation in Edmonton has been contacted and an information package is being sent to us regarding the road closure in Shady Crescent. A surveyor has also been contacted for a quote on surveying in this area.

Motion 2024-168 **MOVED BY** Councillor Quinn to accept the verbal update for information purposes and to table the Road Closure and Reserve Land Disposal to the November 2024 Regular Council Meeting.

CARRIED

10.3 Internet Services Satisfaction Survey

Administration provided the survey results and summary of the survey to Council for discussion.

Motion 2024-169 **MOVED BY** Councillor MacCormack to direct Administration to publish the survey results on the Spring Lake website and to provide the results to the ISPs.

CARRIED

10.4 Encroachment Agreement Request

Administration provided an update on the quotes that were received for a surveyor and legal counsel to the landowner making this request and they have informed the Village they would not move forward with their request for an encroachment agreement.

Motion 2024-170 **MOVED BY** Deputy Mayor Sera to direction Administration to work with the Development Officer and landowners on removing the encroachments and write the neighbor informing them of the decision of Council.

CARRIED

11. ADDITIONS

None

12. PUBLIC QUESTION AND ANSWER

There were questions and comments regarding the Yellowhead Library, Fall Festival, remote attendance availability to the Special Council Meeting, docks, enforcement of commercial properties, addressing, water levels of the lake, Cormorant bird population.

13. CLOSED SESSION

Motion 2024-171 **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, and Agenda Item No. 13.3 Lands-Proposed Recommendations and Advice as per FOIP Section 22 at 9:48 pm.

CARRIED

Present: Mayor Shewchuk, Deputy Mayor Sera, Councillor MacCormack, Councillor Quinn, Councillor Zaplotinsky, Chief Administrative Officer Emily House, Administrative Manager Janet Zaplotinsky, 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 2024-172 **MOVED BY** Councillor Quinn to open the meeting to the public at 9:52 pm.

CARRIED

No motions arose from the Closed Session.

14. ADJOURNMENT

Motion 2024-173 **MOVED BY** Deputy Mayor Sera that the October 8, 2024, Regular Council Meeting be adjourned at 9:52 pm.

CARRIED

Mayor

Administrator