

**VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
June 11, 2019
REGULAR COUNCIL MEETING
HELD IN THE VILLAGE OF SPRING LAKE
COUNCIL CHAMBERS
AT 7:30 P.M.**

PRESENT

Mayor:	Jason Shewchuk
Deputy Mayor:	Adam MacCormack
Councillors:	Bonnie Hall John Roznicki Melanie Sera
Chief Administrative Officer:	Emily House
Administrative Assistant:	Janet Zaplotinsky
Public Works Supervisor:	Randy Denby

Two members of the public were present.

1. CALL TO ORDER

Mayor Shewchuk called the June 11, 2019 Regular Council meeting to order at 7:32 p.m.

2. ADOPTION OF AGENDA

2.1 Regular Council Meeting Agenda – June 11, 2019

Motion 2019-097 MOVED BY Councillor Roznicki that Village Council adopt the June 11, 2019 Regular Council Meeting Agenda as presented.

CARRIED UNANIMOUSLY

3. ADOPTION OF COUNCIL MINUTES

3.1 Regular Council Meeting Minutes – May 14, 2019

Motion 2019-098 MOVED BY Councillor Sera that Village Council adopt the May 14, 2019 Regular Council Meeting Minutes as presented.

CARRIED UNANIMOUSLY

4 PRESENTATIONS

(none)

5 DELEGATIONS

(none)

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6 CORRESPONDENCE

6.1 Information Correspondence

- June 2019, Financial Reports including:
 - May Payment of Accounts
 - Revenue and Expense Statement Month Ending May 31, 2019
 - Bank Reconciliation April 2019
 - Bank Statement – Servus Credit Union – April 2019
- May 16, 2019, Parkland County, Re: April 2019 Enforcement Services Activity Report
- May 13, 2019, Yellowhead Regional Library, Re: Executive Committee Highlights

6.2 Other Correspondence

- (none)

Motion 2019-099 MOVED BY Councillor Sera to accept and file the above correspondence for information purposes.

CARRIED UNANIMOUSLY

7 REPORTS

7.1 Assessment – Councillor John Roznicki

No report.

7.2 Yellowhead Regional Library – Mayor Jason Shewchuk

Next meeting scheduled for June 17, 2019.

The YRL is holding their annual conference on September 20, 2019 at the River Cree. Early registration deadline is on June 14, 2019.

Motion 2019-100 MOVED BY Councillor Sera to approve attendance of Mayor Shewchuk and Councillor Hall at the Yellowhead Regional Library Conference on September 20, 2019 in Edmonton, AB.

CARRIED UNANIMOUSLY

7.3 Environmental Advisory Committee – Deputy Mayor Adam MacCormack

Photo's showing invasive weeds are up on the bulletin boards throughout the Village. The lake was stocked with 8,000 trout at the end of May. Radon tests that were performed at the Village Office came in under what is recommended. There are four pairs of nesting loons on the lake this year. Next meeting is scheduled for June 20, 2019.

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7.4 Art Advisory Committee – Councillor Melanie Sera

There has been no response from the current Chairperson. Councillor Sera and Councillor Roznicki will meet to discuss the future of the Art Advisory Committee.

7.5 Website Advisory Committee – Mayor Jason Shewchuk

A meeting is currently being set up for the week of June 17th, 2019.

7.6 Event Planning Committee – Councillor Melanie Sera

A meeting was held on June 11, 2019. The planning for the Community Garage Sale is underway and will be held on July 13, 2019 from 9am to 2pm.

The Fall Festival is scheduled for September 7, 2019 and will include a Movie in the Park. The festival will be held from 3pm to 7pm with the movie starting at 8:00pm.

7.7 Administration – Emily House

This past month Administration has been busy processing taxes and related inquiries along with drafting several bylaws and policies while continuing our review of current bylaws.

Administration will start preliminary work on the 2020 Budget and Operating and Capital Plans in the next month or two. A safety audit has been tentatively booked for July and we will be researching our options for photocopiers as our lease is coming due in August. We are also starting to prepare for the Municipal Accountability Program Audit and updating training, plan and bylaws for our Municipal Emergency Management.

7.8 Public Works – Randy Denby

Public Works has been busy working with Telus on the tower installation. Fortis connected the electricity and the tower should be operational soon. We have also been busy cutting grass which has been taking up the majority of the crew's time. Two mowers broke down but have since been repaired and the Sierra needed some repairs to the vacuum lines.

Crack filling on the roads have been delayed by rain and material availability. We have the materials now but are waiting for a couple of days of no rain.

Public Works is currently working on the decking for the arena and should be finished by the end of the week. We also have orders into Alberta First Call for line locating so that we can install some signs throughout the Village.

Motion 2019-101 MOVED BY Councillor Hall that the reports, as verbally presented, be accepted as information.

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8. NEW BUSINESS ITEMS

8.1 TRAVIS Multi-Jurisdictional Permitting System

Motion 2019-102 MOVED BY Deputy Mayor MacCormack that Council approve the Village of Spring Lake entering into the Memorandum of Agreement to adopt the TRAVIS-MJ system.

CARRIED UNANIMOUSLY

8.2 Public Works and Administrative Work Plans Update

Motion 2019-103 MOVED BY Councillor Roznicki that Council accept the updated Public Works and Administrative Workplans, as presented, for information.

CARRIED UNANIMOUSLY

9. BYLAWS AND POLICIES

9.1 Bylaw No. 372 – Animal Control Bylaw

Motion 2019-104 MOVED BY Deputy Mayor MacCormack that Bylaw No. 372 known as the Village of Spring Lake Animal Control Bylaw be given second reading.

CARRIED UNANIMOUSLY

9.2 Bylaw No.376 – ARB Bylaw

Motion 2019-105 MOVED BY Councillor Sera that Bylaw No. 376 being a by-law to establish one or more assessment review boards and appoint an assessment review board clerk be given a first reading.

CARRIED UNANIMOUSLY

Motion 2019-106 MOVED BY Deputy Mayor MacCormack that Bylaw No. 376 be given a second reading

CARRIED UNANIMOUSLY

Motion 2019-107 MOVED BY Councillor Hall that permission be given to do a third reading of Bylaw No. 376 at one sitting.

CARRIED UNANIMOUSLY

Motion 2019-108 MOVED BY Councillor Roznicki that Bylaw No. 376 be given a third and final reading, and that it be declared passed.

CARRIED UNANIMOUSLY

9.3 Policy No. 2011-02-3.1A – Employee Benefits

Motion 2019-109 MOVED BY Councillor Hall that that Policy No. 2011-02-3.1A Employee Benefits Policy be approved.

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9.4 Bylaw No. 2019-03 – CAO Time Away from Office Policy

Motion 2019-110 MOVED BY Councillor Sera that Policy No. 2019-03 the CAO Time Away from Office Policy be approved by Council to reference the current HR Policy and convert everything from days to hours.

CARRIED UNANIMOUSLY

10. UNFINISHED BUSINESS

10.1 Outdoor Arena Update

Motion 2019-111 MOVED BY Deputy Mayor MacCormack that the Outdoor Arena Update, as presented, be accepted as information and to carry this agenda item forward to the July Council Meeting.

CARRIED UNANIMOUSLY

10.2 Internet Update

Motion 2019-112 MOVED BY Councillor Roznicki that the internet update, as presented verbally, be accepted as information and to carry this agenda item forward to the July Council Meeting.

CARRIED UNANIMOUSLY

10.3 Land Use Amendment

Motion 2019-113 MOVED BY Councillor Hall that the Land Use Amendment update, be accepted as information and to carry this agenda item forward to the July Council Meeting.

CARRIED UNANIMOUSLY

10.4 Appreciation Plaque- Arena Shelter

Motion 2019-114 MOVED BY Councillor Sera that Council approve having a plaque made and to display in the Community Recreational Arena Shelter acknowledging the date of the grand opening and contributions made.

CARRIED UNANIMOUSLY

11 ADDITIONS

(none)

12 PUBLIC QUESTION AND ANSWER

There were comments and questions regarding the dogs in the meadow and the aquifer.

13 CLOSED SESSION

Motion 2019-115 MOVED BY Councillor Hall that Council close the meeting to the public for Agenda Item

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No. 13.1 Legal – Land Lease as per FOIP Section 24 and 27, at 9:13pm.

CARRIED UNANIMOUSLY

Attendance of Closed Session: Mayor Shewchuk, Deputy Mayor MacCormack, Councillor Bonnie Hall, Councillor Roznicki, Councillor Sera, Emily House, Janet Zaplotinsky and Randy Denby.

13.1 Legal – Land Lease

FOIP Section 24 and 27

Motion 2019-116 MOVED BY Councillor Sera that Council open the meeting to the public at 9:14 pm.

CARRIED UNANIMOUSLY

No motions arose from the Closed Session.

14. ADJOURNMENT

Motion 2019-117 MOVED BY Deputy Mayor MacCormack the June 11, 2019 Regular Council Meeting be adjourned at 9:15 pm.

CARRIED UNANIMOUSLY

Mayor

Administrator