VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
JULY 9, 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 Zach Archibald, Public Works Labourer

There were six members of the public present.

1. CALL TO ORDER

Mayor Shewchuk called the July 9, 2024 Regular Council Meeting to order at 7:30 p.m.

2. ADOPTION OF AGENDA

2.1 Regular Council Meeting Agenda – June 11, 2024

Motion 2024-112 **MOVED BY** Councillor Quinn that Council adopts the July 9, 2024, Regular Council Meeting agenda with the following amendments.

11.1 Long Term Capital Plan

CARRIED

3. ADOPTION OF COUNCIL MINUTES

3.1 Regular Council Meeting – June 11, 2024

Motion 2024-113 **MOVED BY** Councillor MacCormack that Council adopts the June 11, 2024, Regular Council Meeting minutes as presented.

CARRIED

4. PRESENTATIONS

4.1 Z. Archibald, Public Works Labourer Introduction

Tony Siegel, Public Works Manager, introduced Zach Archibald, Spring Lake's newest member of the Public Works Department.

5. *DELEGATIONS*

5.1 H. Smit and K. Palichuk, Yellowhead Regional Library

Mr. Smit and Ms. Palichuk were in attendance to make a presentation to Council regarding the services provided by the Yellowhead Regional Library (YRL). They also provided statistics on the usage of both the Stony Plain and the Spruce Grove Libraries by Village residents.

6. *CORRESPONDENCE*

6.1 Information Correspondence

- Financial Reports including:
  - Payment of Accounts – June 2024
  - Revenue and Expense Summary – as of June 30, 2024
- Parkland County, Re: May 2024 Enforcement Services Activity Report
- June 2024 Electronic Speed Sign Statistics
- Alberta Municipal Affairs, Re: CCBF
- Alberta Municipal Affairs, Re: Newsletter

6.2 Other Correspondence

- M & A Spence, Residents, Re: Reserve Land

Motion 2024-114 **MOVED BY** Deputy Mayor Sera to accept the correspondence for information purposes.

CARRIED

Motion 2024-115 **MOVED BY** Councillor Zaplotinsky to direct Administration to send a letter to M & A Spence, to provide a copy of the Parkland County bylaw regarding maintenance of municipal lands to Council and to produce a timeline for Council regarding the process of selling off reserve land and closed road allowance on Shady Crescent.

CARRIED

7. *REPORTS*

7.1 Assessment – Councillor Quinn

Councillor Quinn verbally reported that the next meeting is scheduled for September 2024. CRASC renewed the contract with their Financial Officer, Manager for five years.

7.2 Yellowhead Regional Library – Mayor Shewchuk

Mayor Shewchuk verbally reported that there was a meeting held in June 2024. A presentation from the Stony Plain library to Council is being scheduled for the September Regular Council Meeting.

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

Deputy Mayor Sera verbally reported that they had six vendors and sixteen resident garage sales participate at the Summer Vendor and Community Garage. The next Event Planning Committee will be scheduled for July 2024.

7.6 Community League – Councillor MacCormack

Councillor MacCormack verbally reported that the SLCL did not receive enough nominations for the vacant Board Member positions which resulted in a successful motion to dissolve the SLCL. The SLCL will be handling the administrative process of dissolving over the next few months and will be donating the remaining money to the Village of Spring Lake.

7.6 FireSmart Committee- Councillor Zaplotinsky

Written report provided.

7.7 Administration/Public Works – Emily House/Tony Siegel

Written report provided.

Motion 2024-116 **MOVED BY** Councillor Quinn that the reports, both written and verbally presented, be accepted as information.

CARRIED

8. *NEW BUSINESS ITEMS*

8.1 MSI Capital Amending Memorandum of Agreement

Council discussed the documentation provided by Alberta Municipal Affairs and noted that the amending agreement is necessary as the Village reported sufficient expenditures on the 2023 Statement of Funding to meet the spending requirements set out in the previous agreement.

Motion 2024-117 **MOVED BY** Councillor Zaplotinsky that Council accept and ratify the MSI Capital Amending Memorandum of Agreement.

CARRIED

9. *BYLAWS AND POLICIES*

9.1 Bylaw No. 408 - Community Standards Bylaw

Administration provided the draft of Bylaw No. 409 – Community Standards Bylaw to Council for 1st reading, discussion and direction.

Motion 2024-118 **MOVED BY** Deputy Mayor Sera that Council give 1st Reading to Bylaw No. 408 - Community Standards Bylaw.

CARRIED

Motion 2024-119 **MOVED BY** Councillor Zaplotinsky to direct Administration to make amendments to the addressing section of Bylaw No. 409 to provide more clarity and to table to the August 2024 Regular Council Meeting.

CARRIED

9.1 Policy No. 2024-01 – Committee Guidelines Policy

Administration provided the draft of Policy No. 2024-01 – Committee Guidelines Policy to Council for discussion and direction.

Motion 2024-120 **MOVED BY** Councillor Quinn to table Policy No. 2024-01 – Committee Guidelines Policy to the August 2024 Regular Council Meeting.

CARRIED

10. UNFINISHED BUSINESS

None

11. ADDITIONS

11.1 Long-Term Capital Plan

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

Motion 2024-121 **MOVED BY** Councillor MacCormack to table the Long-Term Capital Plan to the August 2024 Regular Council Meeting.

CARRIED

12. PUBLIC QUESTION AND ANSWER

There were questions and comments regarding the social media calendar and FireSmart Workshop and Clean-Up Event.

13. CLOSED SESSION

Motion 2024-122 **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 10:01 pm

CARRIED

Present: Mayor Shewchuk, Deputy Mayor Sera, Councillor MacCormack, Councillor Quinn, Councillor Zaplotinsky, Chief Administrative Officer Emily House, Administrative Manager Janet Zaplotinsky, 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 2024-123 **MOVED BY** Councillor Quinn to open the meeting to the public at 10:22 pm.

CARRIED

No motions arose from the Closed Session.

14. ADJOURNMENT

Motion 2024-124 **MOVED BY** Deputy Mayor Sera that the July 9, 2024, Regular Council Meeting be adjourned at 10:23 pm.

CARRIED

Jason S

Mayor

Emily Howe

Administrator