

SUMMER VILLAGE OF WEST COVE  
REGULAR COUNCIL MEETING MINUTES  
THURSDAY, JANUARY 31, 2019  
WEST COVE COMMUNITY HALL

	<b>PRESENT</b>	<p>Mayor: Larry St. Amand  Deputy Mayor: Ren Giesbrecht  Councillor: Dave Breton</p> <p>Administration: Wendy Wildman, CAO  Heather Luhtala, Assistant CAO</p> <p>Delegation(s): 1 – Jason Madge, Drainage Project Manager</p> <p>Public at Large: 0</p>
<b>1.</b>	<b>CALL TO ORDER</b>	Mayor St. Amand called the meeting to order at 6:00 p.m.
<b>2.</b>	<b>AGENDA</b>	
	19-01	<p><b>MOVED</b> by Councillor Breton that the January 31, 2019 agenda be approved with the following additions:</p> <p>-Under 4. Delegations – Jason Madge, Drainage Project Manager, Drainage Project Update</p> <p>-Under 10. Administration Report – Marine Crescent Snow Piles/Drainage</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>3.</b>	<b>MINUTES</b>	
	19-02	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that the minutes of the November 29, 2018 Public Hearing be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	19-03	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that the minutes of the November 29, 2018 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>4.</b>	<b>DELEGATIONS</b>	
	19-04	<p><u>Jason Madge, Drainage Project Manager</u>  <b>MOVED</b> by Councillor Breton that Council accept for information the discussion with Jason Madge with respect to the Summer Village drainage project.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Jason Madge left the meeting at 6:35 p.m.</p>

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<b>5.</b>	<b>PUBLIC HEARINGS</b>	n/a
<b>6.</b>	<b>BYLAWS</b>	
	19-05	<b>MOVED</b> by Deputy Mayor Giesbrecht that Bylaw 453-2019 being a Bylaw for the establishment of a Subdivision and Development Appeal Board for the Summer Village of West Cove, be given 1 <sup>st</sup> reading.  <b>CARRIED</b>
	19-06	<b>MOVED</b> by Councillor Breton that Bylaw 453-2019 be given second reading.  <b>CARRIED</b>
	19-07	<b>MOVED</b> by Deputy Mayor Giesbrecht that Bylaw 453-2019 be considered for third reading.  <b>CARRIED UNANIMOUSLY</b>
	19-08	<b>MOVED</b> by Mayor St. Amand that Bylaw 453-2019 be given third and final reading.  <b>CARRIED</b>
<b>7.</b>	<b>BUSINESS</b>	
	19-09	<b>MOVED</b> by Councillor Breton that the agreement between the Summer Village of West Cove and Emily House/Milestone Municipal Services for the provision of Subdivision and Development Appeal Board services be approved and execution authorized.  <b>CARRIED</b>
	19-10	<b>MOVED</b> by Deputy Mayor Giesbrecht that Emily House and Cathy McCartney be appointed as clerks of the Subdivision and Development Appeal Board, AND THAT Denis Meier, Rainbow Williams, Don Dobing and John Roznicki be appointed as board members of the Subdivision and Development Appeal Board.  <b>CARRIED</b>
	19-11	<b>MOVED</b> by Deputy Mayor Giesbrecht that Council allocate \$500.00 in the 2019 Summer Village budget for flowering rush containment and monitoring, funds to be forwarded to Lake Isle Lac Ste. Anne (LILSA).  <b>CARRIED</b>

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19-12	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that Administration and Council be authorized to attend the Brownlee LLP Law Seminar scheduled for Thursday, February 14, 2019 in Edmonton.</p> <p style="text-align: right;"><b>CARRIED</b></p>										
19-13	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that Administration and Council be authorized to attend the Reynolds Mirth Richards Farmer LLP Law Seminar scheduled for Friday, February 15, 2019 in Edmonton.</p> <p style="text-align: right;"><b>CARRIED</b></p>										
19-14	<p><b>MOVED</b> by Councillor Breton that the Summer Village's 2019 Family &amp; Community Support Services (FCSS) funds be distributed as follows:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td><b>East End Bus - Seniors in Motion</b></td> <td style="text-align: right;"><b>\$ 531.00</b></td> </tr> <tr> <td><b>Darwell Library</b></td> <td style="text-align: right;"><b>\$ 531.00</b></td> </tr> <tr> <td><b>West Cove Days</b></td> <td style="text-align: right;"><b>\$ 2,000.00</b></td> </tr> <tr> <td><b>Meals on Wheels (Darwell)</b></td> <td style="text-align: right;"><b>\$ 531.00</b></td> </tr> <tr> <td><b>West Cove Community League</b></td> <td style="text-align: right;"><b>\$ 2,000.00</b></td> </tr> </table> <p style="text-align: right;"><b>CARRIED</b></p>	<b>East End Bus - Seniors in Motion</b>	<b>\$ 531.00</b>	<b>Darwell Library</b>	<b>\$ 531.00</b>	<b>West Cove Days</b>	<b>\$ 2,000.00</b>	<b>Meals on Wheels (Darwell)</b>	<b>\$ 531.00</b>	<b>West Cove Community League</b>	<b>\$ 2,000.00</b>
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19-15	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that the following polices be approved as presented and that the existing policies where applicable be rescinded:</p> <ol style="list-style-type: none"> <li>1) A-ADM-INF-1 Dissemination of Information to the Public</li> <li>2) A-COM-DIS-1 Landowner Disputes Resolution</li> <li>3) A-FIN-TAX-1 Tax Recovery Fees</li> <li>4) A-FIN-TAX-2 Tax Roll Address Change</li> <li>5) A-HUM-COD-1 Human Resources Code of Conduct (will rescind current policy)</li> <li>6) C-PRO-ENF-1 Bylaw Enforcement</li> <li>7) A-REC-PLAY-1 Playground Equipment (will rescind current policy)</li> <li>8) A-TRA-INSP-1 Road Inspection and Maintenance</li> <li>9) C-CAO-PERF-1 Chief Administrative Officer Performance Evaluation (will rescind current policy)</li> <li>10) C-COU-MTG-1 Notification of Council and Committee Meetings</li> <li>11) C-COU-PAR-1 Public Participation (will rescind current policy)</li> <li>12) C-COU-POL-1 Council and Administrative Development</li> <li>13) C-FIN-BUD-1 Expenditures not included in Annual Budgets</li> <li>14) C-FIN-DCA-1 Disposal of Capital Assets</li> <li>15) C-FIN-PUR-1 Purchasing</li> </ol>										

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		<p>16) C-FIN-RES-1 Restricted Surplus &amp; Reserves  17) C-FIN-TEN-1 Tendering  18) C-HUM-REC-1 Recruitment</p> <p style="text-align: right;"><b>CARRIED</b></p>
	19-16	<p><b>MOVED</b> by Mayor St. Amand that a 2019 Interim Operating Budget be passed at ½ of the 2018 Approved Operating and Capital Budget, and that this 2019 Interim Operating Budget cease to have any force and effect once the 2019 Operating and Capital Budget is passed.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	19-17	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that Council accept the 2019 Draft Operating and Capital Budget discussion for information.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	19-18	<p><b>MOVED</b> by Mayor St. Amand that Council approve the 2018 Audit Engagement letter between Seniuk &amp; Company and the Summer Village of West Cove and authorize its execution.</p> <p style="text-align: right;"><b>CARRIED</b></p>
	19-19	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that Council approve the Procurement Card Agreement between the Summer Village of West Cove and Alberta Municipal Services Corporation (AMSC) and authorize its execution (credit limit of \$5,000).</p> <p style="text-align: right;"><b>CARRIED</b></p>
	19-20	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that the Summer Village of West Cove acquire title to Lot 21A, Block 9, Plan 6983 KS and then offer for sale this property via a public tender process.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>8.</b>	<b>FINANCIAL</b> 19-21	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that Council accept for information the year-to-date revenue &amp; expense report as of December 31, 2018.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>9.</b>	<b>COUNCIL REPORTS</b> 19-22	<p><b>MOVED</b> by Councillor Breton that the verbal Council reports be accepted for information as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>

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<b>10.</b>	<b>ADMIN REPORT</b> 19-23	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that Council accept the written action pending list and verbal Administration Report for information as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>11.</b>	<b>INFORMATION / CORRESPONDENCE</b> 19-24	<p><b>MOVED</b> by Deputy Mayor Giesbrecht that the following information and correspondence be accepted:</p> <ul style="list-style-type: none"> <li>a) Reynolds Mirth Richards and Farmer – December 28th, 2018 letter advising Ren Giesbrecht has successful completed the Subdivision and Development Appeal Board Member Training (we have forwarded this information on to Emily House/Milestone Municipal Services)</li> <li>b) Government of Alberta – statement of direct deposit of \$10,587.00 for MSI Operating and \$1,646.00 for first quarter FCSS funds</li> <li>c) Association of Summer Villages of Alberta – January 7th, 2019 letter on activities and lobbying efforts the ASVA is doing for its members. Also attached is a thank-you card from the ASVA for our donation to their silent auction at the annual conference.</li> <li>d) Federation of Canadian Municipalities – renewing your 2019-2020 membership</li> <li>e) AUMA/AMSC – January 8th, 2019 letter on 2019 Membership renewal</li> <li>f) Alberta Municipal Affairs – letter on City Charters Fiscal Framework Act</li> <li>g) Yellowhead Regional Library – YRL Board Executive Committee Highlights December 10th, 2018</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>
<b>12.</b>	<b>CLOSED MEETING</b>	<p>The following individuals were present at the Closed Meeting:</p> <p>Larry St. Amand  Ren Giesbrecht  Dave Breton  Wendy Wildman  Heather Luhtala</p>

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	19-25	<b>MOVED</b> by Mayor St. Amand that pursuant to section 197(2) of the Municipal Government Act, Council Move In-Camera at 7:58 p.m. to discuss the following items:  1. "Legal Matter – FOIPP Act Section 27"  <b>CARRIED</b>
	19-26	<b>MOVED</b> by Deputy Mayor Giesbrecht that Council Move Out of Camera at 8:03 p.m.  <b>CARRIED</b>
<b>13.</b>	19-27	<b>MOVED</b> by Councillor Breton that the February 28, 2019 Regular Council meeting be cancelled.  <b>CARRIED</b>
	<b>ADJOURNMENT</b>	The meeting adjourned at 8:05 p.m.

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Mayor, Larry St. Amand

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Chief Administrative Officer, Wendy Wildman