VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
April 9, 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:	John Roznicki Melanie Sera
Chief Administrative Officer:	Emily House
Public Works Supervisor:	Randy Denby
Administrative Assistant:	Janet Zaplotinsky
Absent:	Councillor Bonnie Hall

Three members of the public was present.

1. *CALL TO ORDER*

Mayor Shewchuk called the April 9, 2019 Regular Council meeting to order at 7:31 p.m.

2. *ADOPTION OF AGENDA*

2.1 Regular Council Meeting Agenda – April 9, 2019

Motion 2019-046 MOVED BY Councillor Sera that Village Council adopt the April 9, 2019 Regular Council Meeting Agenda with the following addition:

13.3 – Land – Development Authority – FOIP Section 23

CARRIED UNANIMOUSLY

3. *ADOPTION OF COUNCIL MINUTES*

3.1 Regular Council Meeting Minutes – March 12, 2019

Motion 2019-047 MOVED BY Councillor Roznicki that Village Council adopt the March 12, 2019 Regular Council Meeting Minutes as presented.

CARRIED UNANIMOUSLY

4 *PRESENTATIONS*

4.1 Laura Marcato, Seniuk and Company, Re: 2018 Audited Financial Statements

Motion 2019-048 MOVED BY Deputy Mayor MacCormack that Village Council approve the 2018 Audited Financial Statements as presented.

CARRIED UNANIMOUSLY

5 *DELEGATIONS*

5.1 P. McAleese, Resident, Re: Excess Water

Motion 2019-049 MOVED BY Deputy Mayor McCormack to deny the proposed construction of a drainage ditch on municipal reserve and suggest that the resident continue pumping water to the front of his property so that it may discharge into and continue through the storm water management system for Willowpeak.

CARRIED UNANIMOUSLY

6 *CORRESPONDENCE*

6.1 Information Correspondence

- April 2019, Financial Reports
- March 7, 2019, Parkland County, Re: February 2019 Enforcement Services Activity Report
- March 20, 2019, Yellowhead Regional Library, Re: Get on Board

6.2 Other Correspondence

- (none)

Motion 2019-050 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

There was a meeting held on March 5, 2019. There will be an increase in 2020 membership fee or approximately $0.14 per capita. There have been no increase since 2011. The next meeting is scheduled for June 17, 2019.

7.3 Environmental Advisory Committee – Deputy Mayor Adam MacCormack

Next meeting scheduled for April 25, 2019 at 7:00pm.

7.4 Art Advisory Committee – Councillor Melanie Sera

Received an email from the chairperson of the AAC advising Council that he will be stepping down as Chair at the end of June.

7.5 Website Advisory Committee – Mayor Jason Shewchuk

No report.

7.6 Event Planning Commitee – Councillor Melanie Sera

A meeting will be scheduled in the next few weeks to start planning for the Fall Festival and any summer events.

7.7 Administration – Emily House

This past month Administration has been busy providing test and additional documentation to the Village's Auditor. We also reviewed a number of bylaws and policies, which the drafts will be discussed further on in the Council Meeting. We have fielded a number of questions regarding assessments and have put them into contact with Grant Clark, the Village's Assessor. The assessment appeal deadline is May 3, 2019. Fortis has completed the LED conversion of the streetlights within the Village. We have only had positive feedback on the upgrade. The tax arrears list was submitted before the March 31, 2019 deadline. There were two properties that were submitted, and a tax arrears notice has been issued on each of the titles. The employment ad has been released for the Summer Public Works Labourer positions. The first round of interviews will start next week. We have begun the process of researching security options with our first meeting being held today.

The Village Office will be utilized on April 16 as a polling station for the Provincial Election. The office will need to be closed on that day.

The upcoming month will see Administration working on finalizing the budget and assessments, producing documentation to be sent with the 2019 Taxation Notices and drafting the tax and tax penalty bylaws.

7.8 Public Works – Randy Denby

Public Works is currently ahead of schedule in most areas. In the past, Public Works has spent a month clearing frozen and plugged culverts. This year we had all culverts running within two days. It seems like the gopher issue this year is not as bad and we have not found any black knot within the Village. Our maintenance efforts over the past few years plus the weather this winter, has freed up more time for other projects such as the rink and the trails which were left unfinished last year.

The basketball nets have been installed and the installation of the tennis nets will start within the next week. Street sweeping will begin when we receive some rain as rain helps to settle the dust. Also, we have started changing the lights in the shop from fluorescents to LEDs.

Motion 2019-051 MOVED BY Councillor Roznicki that the reports, as verbally presented, be accepted as information.

CARRIED UNANIMOUSLY

8. *NEW BUSINESS ITEMS*

8.1 Asset Assessment Report

Motion 2019-052 MOVED BY Deputy Mayor McCormack that Council accept the Roads and Buildings Asset Assessment Report produced by MPE Engineering Ltd., as information.

CARRIED UNANIMOUSLY

8.2 Integrated Sustainability Plan Update

Motion 2019-053 MOVED BY Councillor Sera that Council accept the Integrated Community Sustainability Plan Update, as information.

CARRIED UNANIMOUSLY

8.3 Data Backup

Motion 2019-054 MOVED BY Councillor Roznicki that Council accept the verbal report regarding the Village of Spring Lake's data backup process as information.

CARRIED UNANIMOUSLY

9. *BYLAWS AND POLICIES*

9.1 Bylaw No. 372 – Animal Control Bylaw

Motion 2019-055 MOVED BY Councillor Sera to give first reading of Bylaw No. 372 known as the Animal Control Bylaw.

CARRIED UNANIMOUSLY

9.2 Policy No. 2011-02-3.4A – Employee Public/Statutory Holiday

Motion 2019-056 MOVED BY Councillor Roznicki to approve Policy No. 2011-02-3.4A – Employee Public/Statutory Holiday Policy.

CARRIED UNANIMOUSLY

9.3 Policy No. 2011-02-5.4A – Business Expenses

Motion 2019-057 MOVED BY Councillor Roznicki to make amendments as discussed to Policy No. 2011-02-5.4A – Business Expenses Policy and carry forward to the May Council Meeting.

CARRIED UNANIMOUSLY

9.4 Policy No. 2011-02-7.2A – Bereavement and Compassionate Care Leave

Motion 2019-058 MOVED BY Councillor Sera to approve Policy No. 2011-02-7.2A – Bereavement and Compassionate Care Leave Policy as amended.

CARRIED UNANIMOUSLY

9.5 Policy No. 2011-02-7.3A – Maternity and Parental Leave

Motion 2019-059 MOVED BY Deputy Mayor McCormack to approve Policy No. 2011-02-7.3A – Maternity and parental Leave Policy as amended.

CARRIED UNANIMOUSLY

9.5 Policy No. 2019-02 – Boulevard and Municipal Land Vegetation Control Policy

Motion 2019-060 MOVED BY Councillor Sera to approve Policy No. 2019-02 Boulevard and Municipal Land Vegetation Control Policy as amended.

CARRIED UNANIMOUSLY

10. *UNFINISHED BUSINESS*

10.1 Outdoor Arena Update

Motion 2019-061 MOVED BY Councillor Roznicki that the Outdoor Arena Update, as presented, be accepted as information and to carry this agenda item forward to the May Council Meeting.

CARRIED UNANIMOUSLY

10.2 Internet Update

Motion 2019-062 MOVED BY Deputy Mayor MacCormack that the internet update, as presented verbally, be accepted as information and to carry this agenda item forward to the May Council Meeting.

CARRIED UNANIMOUSLY

10.3 Land Use Amendment Application - Rezoning

Motion 2019-063 MOVED BY Councillor Sera that the Land Use Amendment Application for rezoning update, as presented verbally, be accepted as information and to carry this agenda item forward to the May Council Meeting.

CARRIED UNANIMOUSLY

11 ADDITIONS

(none)

12 PUBLIC QUESTION AND ANSWER

There were comments and questions regarding enforcement services, street sweeping and the Gas Tax Fund.

13 *CLOSED SESSION*

Motion 2019-064 MOVED BY Deputy Mayor MacCormack that Council close the meeting to the public for Agenda Item No. 13.1 Legal – Land Lease as per FOIP Section 24 and 27, Agenda Item 13.2 Employment – HR Evaluation as per FOIP Section 17 and Agenda Item 13.3 Land – Development Authority as per FOIP Section 23 at 10:03pm.

CARRIED UNANIMOUSLY

Attendance of Closed Session: Mayor Shewchuk, Deputy Mayor MacCormack, Councillor Roznicki, Councillor Sera and Emily House.

Councillor Roznicki excused himself from the Regular Council Meeting and vacated the Council Chambers for Agenda Item No. 13.1 at 10:03pm.

13.1 Legal – Land Lease
FOIP Section 24 and 27

Councillor Roznicki returned to the Regular Council Meeting at 10:06pm.

13.2 Employment – HR Evalution
FOIP Section 17

13.3 Land – Development Authority
FOIP Section 23

Motion 2019-065 MOVED BY Councillor Roznicki that Council open the meeting to the public at 10:38 pm.

CARRIED UNANIMOUSLY

No motions arose from the Closed Session.

14. *ADJOUNMENT*

Motion 2019-066 MOVED BY Deputy Mayor MacCormack that the April 9, 2019 Regular Council Meeting be adjourned at 10:38 pm.

CARRIED UNANIMOUSLY

Mayor

Administrator