VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
NOVEMBER 14, 2023
REGULAR COUNCIL MEETING
990 BAUER AVENUE, SPRING LAKE, ALBERTA
AT 7:30 P.M.

PRESENT

Mayor:	Jason Shewchuk
Deputy Mayor:	Melanie Sera
Councillors:	Kasey Quinn Adam MacCormack Chris Zaplotinsky
Chief Administrative Officer:	Emily House
Administrative Manager:	Janet Zaplotinsky
Public Works Supervisor:	Randy Denby

There were five members of the public present.

1. CALL TO ORDER

Mayor Shewchuk called the November 14, 2023, Regular Council Meeting to order at 7:30 p.m.

2. ADOPTION OF AGENDA

2.1 Regular Council Meeting Agenda – November 14, 2023

Motion 2023-198 **MOVED BY** Councillor Quinn that Village Council adopt the November 14, 2023 Regular Council Meeting Agenda as presented.

CARRIED

3. ADOPTION OF COUNCIL MINUTES

3.1 Organizational Meeting – October 10, 2023

Motion 2023-199 **MOVED BY** Councillor Zaplotinsky that Council adopt the October 10, 2023, Organizational Meeting minutes as presented.

CARRIED

3.2 Regular Council Meeting – October 10 , 2023

Motion 2023-200 **MOVED BY** Deputy Mayor Sera that Council adopt the October 10, 2023, Special Council Meeting minutes with the following amendments:

10.5 – Delete Sera

CARRIED

3.3 Special Council Meeting – October 24 , 2023

Motion 2023-201 **MOVED BY** Councillor MacCormack that Council adopt the October 24, 2023, Special Council Meeting minutes as presented.

CARRIED

4. *PRESENTATIONS*

None

5. *DELEGATIONS*

None

6. *CORRESPONDENCE*

6.1 Information Correspondence

- Financial Reports including:
  - Bank Reconciliation September 2023
  - Bank Statement – Servus Credit Union – September 2023
  - Payment of Accounts – October 2023
  - Revenue and Expense Summary – as of October 31, 2023
- September 15, 2023, Parkland County, Re: September 2023 Enforcement Services Activity Report
- October 16, 2023 Traffic Speed Sign Statistics
- October 2023, Alberta Municipal Affairs, Re: Municipal Indicators
- September 19, 2023 - Alberta Municipal Affairs, Re: Public Survey Now Open – LAEA and MGA

6.2 Other Correspondence

None

Motion 2023-202 **MOVED BY** Deputy Mayor Sera to accept and file the above correspondence for information purposes.

CARRIED

7. *REPORTS*

7.1 Assessment – Councillor Quinn

Councillor Quinn verbally reported that the Annual General Meeting for CRASC is scheduled for October 26, 2023.

7.2 Yellowhead Regional Library – Mayor Shewchuk

Mayor Shewchuk verbally reported that the YRL held a meeting October 16, 2023 where the 2024 was reviewed.

7.3 Environmental Advisory Committee – Councillor MacCormack

Councillor MacCormack verbally reported that the EAC is finalizing their Winter Newsletter and that the next EAC Meeting is scheduled for January 10, 2024.

7.4 Website Advisory Committee – Councillor Zaplotinsky

Report attached.

7.5 Event Planning Committee – Deputy Mayor Sera

Deputy Mayor Sera verbally reported they are just confirming with the Community League that they will be taking over the Skating Parties with a possible change to dates.

7.6 Community League – Councillor MacCormack

Report attached.

7.7 Administration/Public Works – Emily House/Randy Denby

Report attached.

Motion 2023-203 **MOVED BY** Councillor Quinn that the reports, both written and verbally presented, be accepted as information.

CARRIED

8. *NEW BUSINESS ITEMS*

8.1 Christmas Closure

Council was approached regarding closing the Village Office and Public Works Department between Christmas and New Years. During the closure, Public Works would be on call in case of emergencies or for snow removal if a snow event happens. Administration will be checking phone messages and emails on a regular basis and will attend to any emergency situations on a case-by-case basis and return emails/phone calls. Suggested closure is at 12:30pm on December 22nd, to re-open on January 2nd at 8:30am.

Motion 2023-204 **MOVED BY** Councillor Zaplotinsky that Council approves the closure of the Village Office and Public Works Department from 4:30pm on December 22, 2023 to 8:30am on January 2, 2024.

CARRIED

8.2 Special Council Meeting Schedule

Administration is currently working on the preliminary budget for 2024 and requests that Council schedule a Special Council Meeting to discuss the preliminary budget before it comes before Council at the December Council Meeting for approval.

Motion 2023-205 **MOVED BY** Councillor MacCormack to schedule a Special Council Meeting on November 29, 2023 at 7:00pm.

CARRIED

9. BYLAWS AND POLICIES

None

10. UNFINISHED BUSINESS

10.1 Safety Codes Services

Administration reported that Super Safety Codes has prepared a 3-year contract for review by Council and Administration. Superior Safety Codes is also requesting an increase in their service fees, which are included in this package. Administration advised Council that they have not had sufficient time to review the rates and compare them to current rates as this request was received last minute. Administration suggested that Council table this item to the December Council Meeting so that Administration can prepare the necessary documentation for Council to review and discuss.

Motion 2023-206 **MOVED BY** Deputy Mayor Sera to accept the verbal update as presented and to table Agenda Item No. 10.1 Safety Codes Services to the December 2023 Regular Council Meeting.

CARRIED

10.2 Community Sustainability Plan Update

A Special Council Meeting has been scheduled for November 22, 2023 to discuss initiatives to achieve each priority.

Motion 2023-207 **MOVED BY** Councillor MacCormack to table Agenda Item No. 10.2 Community Sustainability Plan Update to the December 2023 Regular Council Meeting.

CARRIED

10.3 Lake Aeration

Administration reported that they are in receipt of the requested electrical bills to determine costs for electricity for the aerators. Council wants to discuss this further at the Special Council Meeting scheduled for November 29, 2023.

Motion 2023-208 **MOVED BY** Councillor Quinn to table Agenda Item No. 10.3 Lake Aeration to the December 2023 Regular Council Meeting.

CARRIED

10.4 Smith Crescent Meadow Lane Access

Administration reported that our Legal Counsel has contacted several Alberta Government Departments but has not had a response from any of them before the Council Meeting.

Motion 2023-209 **MOVED BY** Councillor Zaplotinsky table Agenda Item No. 10.4 Smith Crescent Meadow Lane Access to the December 2023 Regular Council Meeting.

CARRIED

10.5 Firesmart Committee

Administration reported that there is no update to this agenda item.

Motion 2023-210 **MOVED BY** Deputy Mayor Sera to table Agenda Item No. 10.5 – Firesmart Committee to the December 2023 Regular Council Meeting.

CARRIED

10.6 Enhanced Video Communications Strategy

Administration reported that there is no update to this agenda item.

Motion 2023-211 **MOVED BY** Councillor MacCormack to table Agenda Item No. 10.6 – Enhanced Video Communication Strategy to the December 2023 Regular Council Meeting.

CARRIED

11. ADDITIONS

None

12. PUBLIC QUESTION AND ANSWER

There were questions and comments regarding the status of grass maintenance on Smith Crescent for 2024 and CRASC.

13. CLOSED SESSION

Randy Denby left the meeting at 8:36pm and did not return.

Motion 2023-212 **MOVED BY** Councillor Quinn to 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 – Proposed Recommendation and Advice as per FOIP Section 22, Agenda Item No. 13.3 Personnel – Employment Contract as per Section 17, and Agenda Item No. 13.4 – Personnel – CAO Review as per FOIP Section 17 at 8:37pm.

CARRIED

Present: Mayor Shewchuk, Deputy Mayor Sera, Councillor MacCormack, Councillor Zaplotinsky, Chief Administrative Officer Emily House, and Administrative Manager Janet Zaplotinsky.

13.1 Lands – Enforcement – Plan 2586CL, Block 2, Lot 5
FOIP Section 24

13.2 Land – Proposed Recommendation and Advice
FOIP Section 22

13.3 Personnel – Employment Contract
FOIP Section 17

13.4 Personnel – CAO Review
FOIP Section 17

Motion 2023-213 **MOVED BY** Councillor Zaplotinsky to open the meeting to the public at 9:12pm.

CARRIED

Motion 2023-214 **MOVED BY** Councillor Quinn to increase the inspection costs by $1,000 for Plan 2586CL, Block 2, Lot 5.

CARRIED

14. ADJOURNMENT

Motion 2023-215 **MOVED BY** Deputy Mayor Sera that the November 14, 2023, Regular Council Meeting be adjourned at 9:12pm.

CARRIED

Mayor

Administrator