

**REGULAR MEETING OF COUNCIL  
SUMMER VILLAGE OF ITASKA BEACH  
February 7, 2018  
IN ROOM 241  
LEDUC COUNTY ADMINISTRATION OFFICE**

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**PRESENT:**

Present at the meeting were:

MAYOR

Rex Nielsen

COUNCILLOR

Arthur Deering (via teleconference)

David Alton

CHIEF ADMINISTRATIVE OFFICER

June Boyda

**CALL TO ORDER:**

The meeting was called to order by Mayor Nielsen at 7:06 p.m.

**ADDITIONS, DELETIONS AND ADOPTION OF AGENDA:**

Res. #004/18      Moved by Councillor Alton that the Regular Council Meeting agenda is hereby  
Agenda              adopted as presented.

*CARRIED*

**OATH OF OFFICE AND ORGANIZATIONAL**

***Councillor David Alton – Oath of Office***

The Oath of Office was sworn for David Alton, whose signature was witnessed by Returning Officer June Boyda.

***Appointment of Representative to Council Committee's***

Res. #005/18      Moved by Councillor Deering that Councillor Nielsen be appointed as the  
Appointment      representative on the North East Pigeon Lake (NEPL) board.

*CARRIED*

***Honorarium and Expense Claim Form***

Council agreed to accept this correspondence as information.

***Councillor Training – Course and USB Stick***

Councillor Alton was given a USB Stick which contains orientation material, and specific Summer Village information, including agreements, bylaws, finances, maps and the document “Now That You Have Been Elected”. Further Councillor Alton will borrow the EOEP Munis 101 course binder from Mayor Nielsen, and any questions or training requests that stem from that material will be handled by CAO Boyda.

**ADOPTION OF MINUTES:**

Res. #006/18      Moved by Councillor Deering that the Regular Council Meeting Minutes of  
Minutes              November 29, 2017 are hereby approved as presented. *CARRIED*

Res. #007/18      Moved by Councillor Deering that the Special Council Meeting Minutes of  
Minutes              December 21, 2017 are hereby approved as presented. *CARRIED*

Res. #008/18      Moved by Councillor Deering that the Special Council Meeting Minutes of  
Minutes              January 4, 2018 are hereby approved as presented. *CARRIED*

**DELEGATIONS:** none

**BYLAWS and POLICIES:****#2018-01 – To Levy Penalties on Unpaid Taxes**

Res. #009/18      Moved by Mayor Nielsen that Bylaw #2018-01 is hereby given first reading.  
Bylaw *CARRIED*

Res. #010/18      Moved by Councillor Alton that Bylaw #2018-01 is hereby given second  
Bylaw              reading. *CARRIED*

Res. #011/18      Moved by Councillor Deering that approval is hereby granted for the  
Bylaw              presentation of Bylaw #2018-01 for third reading at this meeting. *CARRIED UNANIMOUSLY*

Res. #012/18      Moved by Councillor Deering that Bylaw #2018-01 is hereby given third and  
Bylaw              final reading and finally passed. *CARRIED*

**#2018-02 – Code of Conduct Bylaw for Councillors**

Res. #013/18      Moved by Councillor Deering that Bylaw #2018-02 is hereby given first  
Bylaw              reading. *CARRIED*

Section 4.10 change “6 months” to “90 days”.  
Bylaw #2018-02 will be tabled until the April 18, 2018 Regular Council Meeting.

**C.A.O.'s REPORT:**

Res. #014/18      Moved by Mayor Nielsen that the C.A.O.'s report dated November 25, 2017 –  
Report              January 31, 2018 is hereby approved.

*CARRIED*

**FINANCE:****Bank Reconciliation – November, 2017**

Res. #015/18      Moved by Councillor Deering that the Bank Reconciliation for November,  
Bank              2017 is hereby approved.  
Reconciliation

*CARRIED*

**Bank Reconciliation – December, 2017**

Res. #016/18      Moved by Councillor Deering that the Bank Reconciliation for December,  
Bank              2017, is hereby approved.  
Reconciliation

*CARRIED*

**Balance Sheet and Income & Expense – December 31, 2017**

Res. #017/18      Moved by Councillor Alton that the Balance Sheet ending December 31, 2017,  
Financial          and the Income / Expense Statements for January 1 – December 31, 2017 are  
Statements        hereby approved as presented.

*CARRIED*

**General Ledger Transaction History – January 1 – December 31, 2017**

Council agreed to accept this correspondence as information.

**Taxes – Outstanding as of January 8, 2018**

Council agreed to accept this correspondence as information.

**GOALS and OBJECTIVES:**

Council reviewed and updated the Council Focus Objectives for 2018.

**NEW BUSINESS:****Council Reports**

No meetings have happened since the previous meeting.

**Alberta Community Partnership – Local Land Use Planning Component**

Res. #018/18 Finance Moved by Mayor Nielsen that the Summer Village of Itaska Beach apply for the Alberta Community Partnership Local Land Use Planning component for a maximum of \$15,000 to complete a municipal development plan.

*CARRIED*

**Strathcona County – Fire Dispatch Update**

Council agreed to accept this correspondence as information.

**CAO Amendment Agreement – Group Benefits**

Res. #019/18 Agreement Moved by Councillor Deering that the CAO Amendment Agreement is hereby approved.

*CARRIED*

**Assessment Review Board - Appointments**

Res. #020/18 Agreement Moved by Mayor Nielsen that the following persons are hereby appointed as a slate of panelists that the Capital Region Assessment Services Commission can draw from to hold Assessment Review Board hearings:

Bennett – Judy	Groszko – Tina	Ralph - Raymond
Chartrand – Darlene	Hennig – Stewart	Normandeau – Guy
Chauvet - Paul	Richard Knowles	Ross - Dianne
Graff – Russell		

And further that Richard Barham is hereby appointed as the clerk of the assessment review board;

And further that Ray Ralph is appointed as the chair for LARB’s and CARB’s.

*CARRIED*

**Leduc County – Sunnybrook Transfer Station Rate Increase**

Council agreed to accept this correspondence as information.

**ADMINISTRATIVE MATTERS:**

**C.A.O. Boyda – IT Report**

Council agreed to accept this correspondence as information.

**CORRESPONDENCE:**

- 1 Website Analytics – January, 2018
- 2 PLWMP Meeting Record – November 3, 2017
- 3 Association of Summer Villages of Alberta – Membership Information
- 4 Local Government Administration Association – Membership Information
- 5 Alberta Infrastructure – Federal Grant Funding
- 6 Regional Emergency Management Agency – Update December 11, 2017
- 7 Association of Summer Villages of Alberta – Response from Minister Phillips  
Regarding Weed Harvesting

Council agreed to accept this correspondence as information.

**DATE OF NEXT MEETING:**

April 18, 2018 – Regular Council Meeting

**EXECUTIVE SESSION (in-camera):** none

**ADJOURNMENT:**

Res. #021/18 Moved by Councillor Alton that the Regular Council meeting of February 7,  
Adjournment 2018 is hereby adjourned 8:29 p.m.

*CARRIED*

THESE MINUTES ADOPTED BY COUNCIL THIS 18<sup>th</sup> DAY OF APRIL, 2018

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER