

7
Minutes of the Regular Meeting of the Council of the Summer Village of Waiparous
Tuesday March 02, 2021 4:00pm
Via Web Streaming Service

In Attendance **Mayor M. Sundal**
 Deputy Mayor B. Fleming
 Councillor C. Wauthier
 Chief Administrative Officer, S. Bureyko

Call To Order **This meeting was called to order by Mayor Sundal at 4:06pm.**

Approval of the Agenda Council reviewed the agenda,

 Additions

- 5.5 2019 Audited Financial Statement
- 6.0 Tree removal quote
- 9.5 Letter to Provincial government re: Public Engagement on Changes to the 1976 Coal Development Policy

21-001 ***MOVED by Councillor Wauthier that the agenda be approved as with the addition of 2019 Audited Financial Statement.***

CARRIED

MINUTES

Council reviewed the minutes from:

- Regular Meeting November 17, 2020

21-002 ***MOVED by Deputy Mayor Fleming that the minutes of the Regular Meeting held November 17, 2020 be approved as amended.***

CARRIED

FINANCIALS

PAYMENT SCHEDULE

Council reviewed and acknowledged the Cheque register as of December 31, 2020 including direct withdrawals and cheques 2771 to 2779 in the amount of \$40,685.27 and the Cheque register as of January 31, 2021 including direct withdrawals and cheques 2780 to 2786 in the amount of \$10,470.45.

BANK RECONCILIATIONS

Council reviewed the bank reconciliations for the General Account for November 2020 – December 2020 and January 2021.

21-003 ***MOVED by Mayor Sundal that the monthly bank reconciliations for the General Account for November 2020 – December 2020 and January 2021 be approved.***

CARRIED

Council reviewed the bank reconciliations for the Investment Account for November 2020 – December 2020 and January 2021.

21-004 ***MOVED by Mayor Sundal that the monthly bank reconciliations for the Investment Account for November 2020 – December 2020 and January 2021 be approved.***

CARRIED

FINANCIAL STATEMENT Council reviewed the Balance Sheets for the periods ending December 31, 2020 and January 31, 2021

21-005 ***MOVED by Mayor Sundal that the Balance Sheet Reports for the periods ending December 31, 2020 and January 31, 2021 be approved.***

CARRIED

AUDITED FINANCIAL STATEMENT Council reviewed the 2019 audited financial statement.

21-006 ***MOVED by Mayor Sundal that the 2019 Audited Financial Statement be approved***

CARRIED

OLD BUSINESS

ROAD SAFETY Mayor Sundal reviewed the meeting between the Summer Village, Darren Davidson of Alberta Transportation, and MLA Miranda Rosin.

21-007 ***MOVED by Councillor Wauthier that \$20,000 be approved from available MSI funding to purchase and install 2 permanent speed signs in the Village, and that an ASI application be completed by administration for the funds.***

CARRIED

21-008 ***MOVED by Deputy Mayor Fleming that administration engage Alberta Traffic Supply and begin the process of a 90-day trial with a permanent speed sign at each village entrance, including the permitting process with Alberta Transportation.***

CARRIED

21-009 ***MOVED by Deputy Mayor Fleming that administration engage a vendor to install a temporary road sign at the east end of the Village advising motorists of that it is 30km/hr and there is no parking in the ditches or on the roads, and that the sign be installed before the May long weekend.***

CARRIED

ADMINISTRATION UPDATES

Administration provided a verbal update on the following

- Trail upgrade
- Overland flooding
- FRIAA Grant
- Back 40 FRIAA Grant and FireSmart progress
- Federal Grant for Internet Upgrades

CORRESPONDANCE

Council acknowledged the following correspondence as received:

- Facebook Page - verbal update
- Government of Alberta – Municipal Governance during the COVID-19 Pandemic FAQ's
- Marigold Library
- Justice Transformation Initiative

- Alberta Police Interim Advisory Board - Report on Municipal Policing Priorities - January 2021
- CFPA Trace Pen for members
- Budget 2021 Letter to Chief Elected Officials

**COMMITTEE REPORTS
PUBLIC WORKS**

Council discussed the following Committee updates:
Current projects and needs reviewed

FIRESMART

Nil

TRAILS AND GWTA

Nil

EMERGENCY SERVICES

- 21-010** *MOVED by Mayor Sundal that Joleen Molenaar be appointed to the Emergency Services Committee as a Wildfire expert to provide guidance and support in wildfire emergencies.*

CARRIED

NEW BUSINESS

BYLAW 243

- 21-011** *MOVED by Deputy Mayor Fleming Bylaw 243 be given first reading.*

CARRIED

- 21-012** *MOVED by Councillor Wauthier that Bylaw 243 be given second reading.*

CARRIED

- 21-013** *MOVED by Mayor Sundal that Bylaw 243 be introduced for third reading at this meeting.*

CARRIED UNANIMOUSLY

- 21-014** *MOVED by Mayor Sundal that Bylaw 243 be given third reading and declared finally passed.*

CARRIED

2021 AGM AND ELECTION

2021 AGM is scheduled the same day and time as Nomination Day

- 21-015** *MOVED by Deputy Mayor Fleming that Nomination day for the 2021 General Election be Saturday July 24, 2021 between the hours of 10am and 12 noon local time, and that the location be the Waiparous Community Building at 2 Wildrose Place, Waiparous Alberta.*

CARRIED

- 21-016** *MOVED by Mayor Sundal that Council approves Special Ballots for the 2021 General election.*

CARRIED

Public Engagement on
Changes to the 1976 Coal
Development Policy

21-017 *MOVED by Councillor Wauthier that Council direct administration to draft a letter to the Minister of Energy, Sonya Savage regarding concerns over the Public Engagement on Changes to the 1976 Coal Development Policy.*

CARRIED

**NEXT REGULAR MEETING
OF COUNCIL**

21-018 *MOVED by Deputy Mayor Fleming that the next Regular Meeting of the Council of the Summer Village of Waiparous be held on Tuesday May 18, 2021 via web streaming for the public commencing at 4:00 pm.*

CARRIED

ADJOURNMENT

21-019 *MOVED by Mayor Sundal that being that the agenda matters have been concluded the meeting adjourned at 7:17pm*

CARRIED



MAYOR

CHIEF ADMINISTRATIVE OFFICER

Minutes of the Regular Meeting of the Council of the Summer Village of Waiparous
Tuesday May 18 , 2021 4:00pm
Via Web Streaming Service

In Attendance Mayor M. Sundal
Deputy Mayor B. Fleming
Councillor C. Wauthier
Chief Administrative Officer, S. Bureyko

Call To Order This meeting was called to order by Mayor Sundal at 4:31pm.

Approval of the Agenda Council reviewed the agenda,

Additions

- 6.1 Meadowlark Lane
- 6.2 AGM

21-020 *MOVED by Councillor Wauthier that the agenda be approved as with the addition of 2019 Audited Financial Statement.*

CARRIED

MINUTES

Council reviewed the minutes from:

- Regular Meeting March 2, 2021

21-021 *MOVED by Councillor Wauthier that the minutes of the Regular Meeting held March 2, 2021, be approved.*

CARRIED

FINANCIALS

PAYMENT SCHEDULE Council reviewed and acknowledged the Cheque register as of April 30, 2021, including direct withdrawals and cheques 2787 to 2803 in the amount of \$44,944.33.

BANK RECONCILIATIONS Council reviewed the bank reconciliations for the General Account for February 2021 – April 2021.

21-022 *MOVED by Mayor Sundal that the monthly bank reconciliations for the General Account for February 2021 - April 2021 be approved.*

CARRIED

Council reviewed the bank reconciliations for the Investment Account for February 2021 – April 2021.

21-023 *MOVED by Mayor Sundal that the monthly bank reconciliations for the Investment Account for February 2021 - April 2021 be approved.*

CARRIED

FINANCIAL STATEMENT Council reviewed the Balance Sheets for the period ending April 30, 2021

21-024 *MOVED by Mayor Sundal that the Balance Sheet Reports for the period ending April 30, 2021 be approved.*

CARRIED

2021 BUDGET

Council reviewed the 2021 Budget and discussed each line entry.

21-025 ***MOVED by Mayor Sundal that Council approve the 2021 Operating Budget and the 2021 Capital Budget as amended.***

CARRIED

**BYLAW 147 – MILL RATE
2021**

Being a Bylaw to set the 2021 Tax Rates.

21-026 ***MOVED by Councillor Wauthier that Bylaw 147 be given first reading.***

CARRIED

21-027 ***MOVED by Deputy Mayor Fleming that Bylaw 147 be given second reading.***

CARRIED

21-028 ***MOVED by Mayor Sundal that Bylaw 147 be introduced for third reading at this meeting.***

CARRIED

21-029 ***MOVED by Mayor Sundal that Bylaw 147 be given third reading and declared finally passed.***

CARRIED

**RESERVE FUNDS AND
INTEREST ALLOCATION**

21-030 ***MOVED by Mayor Sundal that the Reserve Funds for the Summer Village of Waiparous be consolidated into the following 3 funds and balances:***

- ***Capital lifecycle reserve \$160,218***
- ***Operating expense reserve \$36,547***
- ***Emergency & Crisis reserve \$44,000***

CARRIED

21-031 ***MOVED by Deputy Mayor Fleming that Investment Interest be allocated to all 3 reserve funds.***

CARRIED

OLD BUSINESS

ADMINISTRATION REPORT

Administration provided a verbal update on the following

Road Safety

- Permanent Speed Signs at entrances to Village
- Temporary No Parking or Stopping Signs

Trails Project

Overland Flooding Project

FRIAA GRANT – Summer Village of Waiparous

Provincial Referendum Vote and Senate Election

ANNUAL GENERAL
MEETING 2021

Council reviewed options for the AGM and decided to continue as normal with an in person meeting following COVID – 19 restrictions that apply.

CORRESPONDANCE

Council acknowledged the following correspondence as received:

- Government of Alberta - Alberta Disaster Recovery Program
- Land and Property Rights Tribunal – Fact Sheet
- Email from Minister Ric McIver – Supporting Alberta Businesses

COMMITTEE RERORTS
PUBLIC WORKS

Council discussed the following Committee updates:
Current projects and needs reviewed

- Public firepit will be installed for the AGM.
- Shed being moved closer to the bar area
- Fortis is upgrading powerlines and transformer on Wildrose

21-031 *MOVED by Mayor Sundal Administration purchase a \$200 gas gift card for Jason Marks for the volunteer work he has done.*

CARRIED

21-032 *MOVED by Councillor Wauthier that Administration be directed to review the Fire Safety Bylaw and recommend amendments to include use of the community Fire Pit. And develop a Policy for the Community Fire Pit.*

CARRIED

FIRESMART

Nil

TRAILS AND GWTA

Bear Awareness and Bear Spray training was discussed, and administration will look at getting a speaker for the AGM.

EMERGENCY SERVICES

Nil

NEW BUSINESS

LETTER OF SUPPORT FOR
RCMP

Council reviewed the letter as presented

21-033 *MOVED by Mayor Sundal that Administration be directed to send the letter as presented.*

CARRIED

TREE PROTECTION BYLAW
AND POLICY

The Tree Protection Bylaw and Policy were reviewed.

21-034 *MOVED by Councillor Wauthier that Administration be directed to simplify the bylaw as presented and include FireSmart Canada guidelines and protocols and to discontinue the development of a policy.*

CARRIED

MEMORIAL BENCH POLICY

The Memorial Bench Bylaw was reviewed

21-035 *MOVED by Deputy Mayor Fleming that Administration be directed to simplify the bylaw as presented.*

CARRIED

NEXT REGULAR MEETING
OF COUNCIL


21-036 *MOVED by Deputy Mayor Fleming that the Organizational Meeting of the Council of the Summer Village of Waiparous be held on August 25, 2021 at the Summer Village Community Services Building commencing at 6:00 pm.*

CARRIED

ADJOURNMENT

21-037 *MOVED by Mayor Sundal that being that the agenda matters have been concluded the meeting adjourned at 7:28pm*

CARRIED



Mayor



Chief Administrative Officer

Minutes of the Organizational Meeting of the Council of the Summer Village of Waiparous
Wednesday August 24, 2021, 6:00pm
Waiparous Community Services Facility
2 Wildrose Place

In Attendance **Councillor M. Sundal**
 Councillor C. Wauthier
 Councillor M Leblanc
 Chief Administrative Officer, S. Bureyko

Call To Order **This meeting was called to order at 6:21pm.**

Mayor

Administration asked for nominations for the one-year term for Mayor
Councillor Wauthier nominated M. Sundal.
M. Sundal accepted the nomination.
There were no further nominations.

21-038 ***MOVED by Councilor Wauthier that M. Sundal be appointed Mayor for the Summer Village of Waiparous for a one-year term.***

CARRIED

Deputy Mayor

Administration asked for nominations for the one-year term for Deputy Mayor
Mayor M. Sundal nominated Councillor Wauthier.
Councillor Wauthier accepted the nomination.
There were no further nominations.

21-039 ***MOVED by Mayor M. Sundal that Councillor Wauthier be appointed Deputy Mayor for the Summer Village of Waiparous for a one-year term.***

CARRIED

Councillor Code of Conduct

Council was provided copies of the Code of Conduct to review and return at the next regular meeting.

Meeting Dates

Council discussed meeting dates. The next meeting date will be determined by nomination at each meeting.

21-040 ***MOVED by Mayor Sundal that the next regular council meeting be held on Thursday September 23, 2021 at 5:00pm at the Summer Village of Waiparous Community Service Building.***

CARRIED

Committee Appointments

Council reviewed the Council representative positions on various committees.

- 21-041** ***MOVED by Councillor Leblanc that the following council member committee appointments be set for a one-year term:***

<i>Public Works</i>	<i>Mayor Sundal</i>
<i>GWTA/LOC</i>	<i>Councillor Leblanc</i>
<i>FireSmart</i>	<i>Mayor Sundal</i>
<i>Emergency Management</i>	<i>Councillor Wauthier</i>

CARRIED

Auditor

- 21-042** ***MOVED by Mayor Sundal that Scase and Partners be appointed the Municipal Auditor for a one year term.***

Council Board Appointments

Council reviewed the Council appointments to the Subdivision Approving Authority.

- 21-043** ***MOVED by Councillor Wauthier that Mayor Sundal and Deputy Mayor Wauthier and Councillor Leblanc be appointed to the Subdivision Approving Authority for a one-year term:***

CARRIED

Adjournment

- 21-044** ***Moved by Mayor Sundal that being that the agenda matters have been concluded the meeting adjourned at 7:06 pm.***

CARRIED



Mayor

Chief Administrative Officer

Minutes of the Regular Meeting of the Council of the Summer Village of Waiparous
Thursday September 23, 2021 5:00pm
Summer Village of Waiparous Community Building

In Attendance Mayor M. Sundal
 Deputy C. Wauthier
 Councilor M. Leblanc
 Chief Administrative Officer, S. Bureyko

Call To Order The meeting was called to order by Mayor Sundal at 5:35pm.

Approval of the Agenda Council reviewed the agenda

 Additions

- 5.7 Signing Authority

21-045 ***MOVED by Deputy Mayor Wauthier that the agenda be approved as amended.***

CARRIED

MINUTES Council deferred the review of the minutes from:

- Regular Meeting May 18, 2021
- Organizational Meeting August 24, 2021

FINANCIALS

PAYMENT SCHEDULE Council reviewed and acknowledged the Cheque register as of August 31, 2021, including direct withdrawals and cheques 2804 to 2825 in the amount of \$161,376.31.

BANK RECONCILIATIONS Council reviewed the bank reconciliations for the General Account for May 2021 – August 2021.

21-046 ***MOVED by Mayor Sundal that the monthly bank reconciliations for the General Account for May 2021 - August 2021 be approved.***

CARRIED

Council reviewed the bank reconciliations for the Investment Account for May 2021 – August 2021.

21-047 ***MOVED by Mayor Sundal that the monthly bank reconciliations for the Investment Account for May 2021 - August 2021 be approved.***

CARRIED

FINANCIAL STATEMENT Council reviewed the Balance Sheets for the period ending August 31, 2021

21-048 ***MOVED by Mayor Sundal that the Balance Sheet Reports for the period ending August 31, 2021 be approved.***

CARRIED

2022 BUDGET Council discussed and began initial work on the 2022 Budget.

2021 MSI OPERATING	Council discussed the allocation of the 2021 MSI Operating Allocation
21-049	<i>MOVED by Mayor Sundal that the 2021 MSI Operating Allocation of \$5,127 be allocated to Waste Management with the equivalent amount brought forward to reserves.</i>
	CARRIED
SOLID WASTE MANAGEMENT CONTRACT	Council discussed current Waste Management Contract which is set to auto renew in January 2022 and discussed alternative providers and pricing.
21-050	<i>MOVED by Councilor Leblanc that a letter be sent to provide notice of termination of the current Waste Management Contract with Waste Connections of Canada Inc and that Administration bring back options for alternative providers to the next Council meeting for consideration.</i>
	CARRIED
SIGNING AUTHORITY	Council discussed current signing authority requirements which require the Chief Administrative Officer to be one of the two signatures.
21-051	<i>MOVED by Deputy Mayor Wauthier that Policy 19-02 - Signing Authority be updated to provide for any two of the four who have signing authority to be authorized to sign.</i>
	CARRIED
OLD BUSINESS	
TREE BYLAW	Council deferred discussion on the Tree Bylaw.
MEMORIAL BENCH POLICY	Council deferred discussion on the Memorial Bench Policy.
CORRESPONDANCE	Council acknowledged the following correspondence as received: <ul style="list-style-type: none"> • Message from AEMA regarding 2021 AEP and how to offer input • Summer Village of Waiparous Senate Election & Referendum Funding Letter • Summer Village of Waiparous 2021 GTF Funding Letter
COMMITTEE RERORTS	Council discussed the following Committee updates:
PUBLIC WORKS	<p>Signage Update – signage appears to be working to deter parking and river access.</p> <p>On-Site Mailboxes – work needs to continue with Canada Post</p> <p>Wagon – Future maintenance and options for use were discussed</p> <p>Flag Pole – discussed the option to move the flag pole to the Community Building. Administration to look at location options and provide a cost estimate for 2022 Budget consideration.</p>

Alberta Transportation – finalizing corridor assessment on Highway 40 through the Summer Village of Waiparous and will forward when completed.

FIRESMART Firepit Inspections – Currently underway

Community FRIAA Grant – The AGM counted as the in-person session for the grant requirements as a presentation was completed for those in attendance.

FRIAA Grant – Assessment & Education – education sessions have been unable to be held due to COVID-19 restrictions.

21-052 ***MOVED by Mayor Sundal that an amendment to the grant be submitted to allow all funds to be spent on assessment and that the requirement for education be removed from the grant.***

CARRIED

TRAILS AND GWTA West Connector Trail – started between the guardrail and Wildrose Place

Trail going down to the Big Rock has been re-mulched

GWTA has approved the Resource Management Plan and are awaiting documents for signature

GWTA Insurance was discussed and the opportunity for all parties to share in the insurance costs for the GWTA. More information will be brought forward to Council on this.

Discussion took place on potential conflict of interest situations for Councilor Leblanc in his role as GWTA Board Chair and Summer Village of Waiparous Councilor and his need to be aware of and declare when a conflict arises.

EMERGENCY SERVICES A mock disaster exercise needs to be scheduled soon

Two Villagers have come forward and would like to be on the committee. Follow-up is required.

NEW BUSINESS

PICNIC RECONCILIATION Council reviewed the Annual Picnic Reconciliation

EAST LOC RENEWAL The East LOC is coming up for renewal

21-053 ***MOVED by Councilor Leblanc that Administration be directed to renew the East LOC with the inclusion of additional accesses on the north and south end of the west fence that align with Village trails as long as a new survey is not required to include these additional accesses.***

CARRIED

ASSESSMENT RFI

21-054 ***MOVED by Deputy Mayor Wauthier that the Request for Information by the Municipal Assessor be sent to all property owners for completion.***

CARRIED

NEXT REGULAR MEETING
OF COUNCIL

21-055 *MOVED by Mayor Sundal that the next regular meeting of the Council of the Summer Village of Waiparous be held on November 16, 2021 at the Vecova Centre for All Abilities, Calgary AB commencing at 5:00 pm.*

CARRIED

ADJOURNMENT

21-056 *MOVED by Mayor Sundal that being that the agenda matters have been concluded the meeting adjourned at 9:25pm*

CARRIED



Mayor

Chief Administrative Officer

**SUMMER VILLAGE OF WAIPAROUS
WAIVER OF NOTICE OF SPECIAL MEETING**

Pursuant to Bylaw 130, we the undersigned, hereby waive notice of the special meeting of the Council of the Summer Village of Waiparous to be held at:

5:30 pm Tuesday, November 16, 2021

At Cochrane, AB

for the purpose of discussing

1. The attached agenda


SIGNED:



Mayor



Councillor



Councillor

Special Council Meeting Agenda Tuesday November 16, 2021 5:30 pm

62 Glenpatrick Crescent, Cochrane, AB

1. CALL TO ORDER

2. APPROVAL OF AGENDA

2.1 - Appoint new CAO

3. DELEGATES NIL

4. MINUTES

4.1. Sept 23, 2021 Meeting Minutes

4.2 May 18, 2021 Meeting Minutes

4.3 August 24, 2021 Organizational Meeting minutes

5. FINANCIALS

5.1. Signing authorities

5.2 Cheques moving forward

5.3 September & October Bookkeeping

5.4 2020 Financial Statements

6. OLD BUSINESS

6.1. Administration Update on Ongoing Projects

6.2 Road Safety

- Permanent Speed Signs at entrances to Village

6.3 Overland Flooding Project

6.4 East LOC renewal

6.5 Garbage contract

6.6 Tree Protection Bylaw and Policy

6.7 Memorial Bench Policy

6.8 Meadowlark Lane Improvements

7. CORRESPONDANCE

7.1 Assessment Audit

7.2 Alberta Government 2020 Reporting

8. COMMITTEE REPORTS

8.1. Public Works

8.2. FireSmart

8.3. Trails and GWTA

8.4. Emergency Services

9. NEW BUSINESS

9.1 Next Meeting Date

10. IN CAMERA

Personnel - In Camera, Exception under Section 24, Freedom of Information and Protection of Privacy
Act - Advice from Officials

11. ADJOURNMENT

**Minutes of the Special Meeting of the Council of the Summer Village of Waiparous
Tuesday November 16, 2021 5:30pm
62 Glenpatrick Crescent, Cochrane, AB**

IN ATTENDANCE Mayor M. Sundal
Deputy C. Wauthier
Councilor M. Leblanc
Chief Administrative Officer, S. Gaida

CALL TO ORDER The meeting was called to order by Mayor Sundal at 5:43pm.

APPROVAL OF AGENDA Council reviewed the agenda,

21-057 *MOVED by Deputy Mayor Wauthier that Council adopt the agenda as presented.*

CARRIED

21-058 *MOVED by Deputy Mayor Wauthier that Council appoint Suzanne Gaida Chief Administrative Officer for the Summer Village of Waiparous, appointment taking effect November 1, 2021*

CARRIED

MINUTES Council reviewed the minutes for the May 18, 2021 Regular Meeting & the August 24, 2021 Organizational Meeting

21-059 *MOVED by Deputy Mayor Wauthier that Council adopt the minutes from the Regular Meeting of Council May 21, 2021.*

CARRIED

21-060 *MOVED by Mayor Sundal that Council adopt the minutes from the August 24, 2021 Organizational Meeting of Council amending the date of the meeting to August 24, 2021 and motion 21-042 to reflect a one-year term.*

CARRIED

Council deferred review of the minutes from the September 23, 2021 Regular Meeting of Council until the next meeting.

FINANCIALS

Signing Authority **21-061** *MOVED by Mayor Sundal that Suzanne Gaida be added as a signing authority for the Summer Village of Waiparous and that Sherri Bureyko be removed as a signing authority.*

CARRIED

Cheques Mayor Sundal shared that all payments are now up to date and that CAO Gaida will be taking over financials once QuickBooks can be accessed on the Summer Village of Waiparous Laptop.

Bookkeeping Mayor Sundal provided an update that while all bills have been paid, no entries or reconciliation had been completed for September or October yet this will be the role of CAO Gaida once access is complete to ensure proper auditing practices.

2020 Financial Statements Council reviewed the 2020 Financial Statements prepared by Scase and Partners.

21-062 ***MOVED by Mayor Sundal that Council approve the 2020 Financial Statements for the Summer Village of Waiparous as submitted.***

CARRIED

OLD BUSINESS

Administration Update Deferred to Next Meeting

Road Safety Mayor Sundal provided an update that work is ongoing with Alberta Transportation on permanent speed signs and road safety.

Overland Flooding Project Mayor Sundal provided an update that the construction is complete and has been signed off by the engineer. An easement still needs to be completed on properties 3 and 5 Wildrose Place. The holdback has been paid.

East LOC Renewal Mayor Sundal confirmed a renewal has not been completed yet and CAO Gaida will need to file the renewal application by December 23, 2021.

Garbage Contract Mayor Sundal confirmed a letter was not sent to the current garbage provider so the contract automatically renews for a 3-year term which can be extended to a five-year term. Mayor Sundal was able to get a reduction in the monthly fee with the renewal. Councilor Leblanc confirmed he had spoken to the Municipal District of Big Horn and that they do not have capacity at the Transfer Site for the Summer Village of Waiparous garbage. Council had initial discussion on the possibility of having a garbage bin in the Village and where it could possibly be located that was not visible from the highway, enclosed and easy for a garbage truck to access.

21-063 ***MOVED by Deputy Mayor Wauthier that the Summer Village of Waiparous enter into a 3-year contract with Waste Connections Canada and further that Administration be directed to explore alternative options for garbage collection and bring back to Council for future consideration.***

CARRIED

Tree Protection Bylaw and Policy Council deferred discussion on the Tree Protection Bylaw and Policy to next meeting.

Memorial Bench Policy Council deferred discussion on the Memorial Bench Policy to next meeting.

Meadowlark Lane Improvements Mayor Sundal confirmed that the engineers have project details in hand and will be completing a current cost estimate for the improvements for future budget consideration.

CORRESPONDENCE

Assessment Audit

The Province of Alberta did an audit on the assessment process. It is now complete and no major concerns were noted.

Alberta Government 2020 Reporting

The Summer Village has not submitted the 2020 Financial and Statistical Reporting to Alberta Municipal Affairs. CAO Gaida will be completing and filing before the end of November.

COMMITTEE RERORTS

PUBLIC WORKS

Mayor Sundal provided the following update for the Public Works Committee:

- HVAC System in the Community Building has been repaired and bill for work has been paid.
- Snow Removal Contract has been signed

FIRESMART

Mayor Sundal provided the following update for the Firesmart Committee:

- The FRIA Grant has been successfully amended to only include home assessments. Stew Walkinshaw is conducting the assessments and they will be completed in Spring 2022.
- Firepit Inspections are almost complete and a summary will be sent to Administration and letters will need to go out to residents confirming the pass or fail of their firepit.

TRAILS AND GWTA

Mayor Sundal provided an update on the West Connector Trail:

- Work is completed for the year.
- Has been updated to Big Rock.
- Steps have been fixed.
- Mulch will be done in 2022

Councilor Leblanc provided the following update on the GWTA:

- The Back 40 Agreements are in the process of being signed
- GWTA has been working on potential trails to be added to the areas where firesmarting has occurred. They will be sending out a request for feedback on these potential trails to all members and would like it to be posted on the Summer Village of Waiparous webpage. Feedback will be open until March 1, 2022.
- GWTA is looking for assistance in paying insurance costs. Councilor Leblanc will bring back more information to the next Council Meeting on how much the insurance is and what it is for.

EMERGENCY SERVICES

Deputy Mayor Wauthier provided the following update on the Emergency Services Committee:

- Follow-up is still required by Administration for the two potential volunteers for the committee.

NEW BUSINESS

Next Meeting Date

21-064 *MOVED by Councilor Leblanc that the next regular meeting of the Council of the Summer Village of Waiparous be held on December 14, 2021 at the Vecova Centre for All Abilities, Calgary AB commencing at 5:30 pm.*

CARRIED

In Camera

Personnel - In Camera, Exception under Section 24, Freedom of Information and Protection of Privacy Act - Advice from Officials

21-065 *MOVED by Mayor Sundal that Council go In Camera at 9:07pm.*

CARRIED

21-066 *MOVED by Deputy Mayor Wauthier that Council conclude In Camera and return to the Regular Meeting at 10:27pm.*

CARRIED

ADJOURNMENT

Mayor Sundal adjourned the meeting at 10.28pm



Mayor

Chief Administrative Officer

Minutes of the Regular Meeting of the Council of the Summer Village of Waiparous
Tuesday December 14, 2021 5:30pm
Vecova, 3304 – 33rd Street NW, Calgary, AB

IN ATTENDANCE Mayor M. Sundal
Deputy C. Wauthier
Councilor M. Leblanc
Chief Administrative Officer, S. Gaida

CALL TO ORDER The meeting was called to order by Mayor Sundal at 5:32pm.

APPROVAL OF AGENDA Council reviewed the agenda.

21-067 ***MOVED by Mayor Sundal that Council adopt the agenda as presented.***

CARRIED

DELEGATION Kim Polvi & Ron Humphreys were in attendance. They requested Council provide them with an update on the extension of Meadowlark Lane to their cabin at 1 Meadowlark Lane. Mayor Sundal provided an update that an initial costing has just recently been provided by WSP engineering. More work needs to be done on the costing and Council will be looking at options for construction to include in a future Capital Budget. Administration will keep them up to date on the project moving forward.

MINUTES Council reviewed the minutes for the September 23, 2021 Regular Meeting & the November 16, 2021 Special Meeting

21-068 ***MOVED by Deputy Mayor Wauthier that Council adopt the minutes from the Regular Meeting of Council September 23, 2021.***

CARRIED

21-069 ***MOVED by Deputy Mayor Wauthier that Council adopt the minutes from the November 16, 2021 Special Meeting of Council.***

CARRIED

FINANCIALS

Financial Update Administration provided a verbal update to Council on access to QuickBooks and reports from September 1 – December 31, 2021 will be provided on the reconciliation of bank statements, cheques, grants and capital projects to Council at the next regular meeting.

SVW Corporate Credit Card Currently all expenses requiring credit card payment are processed on personal credit cards and then an expense report is filed for reimbursement. A corporate credit card will streamline this process.

21-070 ***MOVED by Deputy Mayor Wauthier that Council authorizes the acquisition of a corporate credit card account for the Summer Village of Waiparous with an overall limit of \$5,000 and furthermore authorizes the Chief Administrative Officer and the Mayor to each have a Summer Village of Waiparous credit card with a \$1,000 limit.***

CARRIED

2022 Interim Budget Council reviewed and discussed the 2022 Interim Budget prepared at the September 23, 2021 Regular Meeting.

21-071 ***MOVED by Mayor Sundal that Council approve the 2022 Interim Budget as presented.***

CARRIED

OLD BUSINESS

Administration Update Administration provided a verbal update on a number of ongoing projects. East LOC Renewal has been submitted; 2020 Government of Alberta reporting has been completed; reviewed all resident contacts and concerns since last meeting; tracking sheets have been developed and will be shared with Council on motions, requests and resident concerns; discussed MSI funding and agenda formatting.

Canada Post Delivery In order to start the process of Canada Post reviewing the potential for mail delivery directly to the SVW, a formal request needs to be submitted.

21-072 ***MOVED by Deputy Mayor Wauthier that Council direct Administration to submit a formal request to Canada Post to add the Summer Village of Waiparous to its mail service route.***

CARRIED

Tree Protection Bylaw & Policy Council discussed that the intent of the bylaw and policy is to prevent the cutting down of trees on public lands by residents both to protect healthy trees as well as prevent injury to residents. Administration will create a Public Lands Policy that involves all activities on public lands including tree removal and present to Council for review and approval.

Memorial Bench Policy Council discussed the intent of the policy is to provide a mechanism for residents to recognize loved ones who have passed away by installing a memorial bench. Administration will create a Public Lands Policy that involves all activities on public lands including a memorial bench program and present to Council for review and approval.

CORRESPONDENCE

Alberta Provincial Policing Engagement Sessions The Province of Alberta is inviting municipalities to participate in engagement sessions on the Alberta Provincial Police Service Transition Study.

COMMITTEE RERORTS

Public Works Mayor Sundal provided the following update for the Public Works Committee:

- Garbage contract renewed for 3 years
- 3 filing cabinets installed at Community Service Facility and keys have been cut for them. Will be used by Administration and Committees.

FireSmart

Mayor Sundal provided the following update for the FireSmart Committee:

- Firepit Inspections are complete. Letters will be sent out to residents confirming the pass or fail of their firepit in early 2022.
- Residential FireSmart assessments are on hold until spring 2022.
- A grant will be applied for in January 2022 for FireSmarting SVW public lands

Trails & GWTA

Councilor Leblanc provided the following update on the GWTA:

- The Back 40 Agreements are complete
- GWTA insurance – a bill for 1/3 of the costs of liability insurance for the GWTA will be forwarded to the SVW in March 2022 as has been the practice for a number of years.

Emergency Services

Deputy Mayor Wauthier provided the following update on the Emergency Services Committee:

- Follow-up is still required by Administration for the two potential volunteers for the committee.

NEW BUSINESS

IT Services

The current email and backup IT systems are not effective and need to be updated for the SVW.

21-073 ***MOVED by Mayor Sundal that Council approve the engagement of Birds Eye Technology to transition the Summer Village of Waiparous to Microsoft365.***

CARRIED

GrantMatch

Administration has been in contact with GrantMatch, a government funding strategy company who assists municipalities in identifying capital projects to match to potential funding opportunities.

21-074 ***MOVED by Deputy Mayor Wauthier that Council direct Administration to engage the services of GrantMatch to support grant applications for future capital projects.***

CARRIED

Council Orientation

Council discussed the need to hold an orientation session following an election. Council Orientation will be completed on January 10, 2021 prior to the Council meeting.

CAO Performance
Evaluation

The CAO must have a performance evaluation completed annually. The SVW will complete this evaluation prior to June 30 each year. This will align with the AGM as well as every four years with the election.

Council Renumeration
Policy

Council discussed the implementation of some form of honorarium for Council members to help recognize the indirect costs of being on Council as well as mileage expenses for meetings. Council reviewed the practices of other summer villages in Alberta.

21-075 *MOVED by Councilor Leblanc that Administration bring back a policy that includes provisions for mileage for Council as well as an honorarium of \$50 per month to help cover indirect costs incurred by Council.*

CARRIED

Christmas Dinner
2022 Council Meetings

Council discussed getting together for a Christmas Dinner.

Council discussed the meetings for the upcoming year and have set the following dates and locations for 2022 Council Meetings:

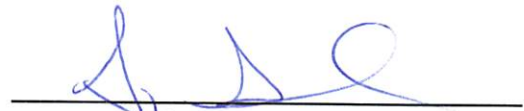
- Regular Meeting - January 10, 2022 7:00pm at Vecova
- Regular Meeting - March 14, 2022 5:30pm at Vecova
- Regular Meeting - May 9, 2022 5:30pm at the Waiparous Community Services Facility
- Organizational Meeting - July 16, 2022 9:30am at the Waiparous Community Services Facility
- AGM - July 16, 2022 10:00am at the Waiparous Community Services Facility
- Regular Meeting - September 12, 2022 5:30pm at the Waiparous Community Services Facility
- Regular Meeting – November 14, 2022 5:30pm at Vecova

ADJOURNMENT

Mayor Sundal adjourned the meeting at 10:10pm



Mayor



Chief Administrative Officer