

**Minutes of the Regular Meeting of the Council of the Summer Village of Waiparous**  
**Monday January 10, 2022, 7:00pm**  
**Vecova, 3304 – 33<sup>rd</sup> 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 7:00pm.

**APPROVAL OF AGENDA** Council reviewed the agenda. CAO Gaida requested that Council add emergent item 8.1 Tax Roll 105070 to the agenda.

**22-001** ***MOVED by Deputy Mayor Wauthier that Council adopt the agenda with the addition of 8.1 Tax Roll 105070.***

**CARRIED**

**MINUTES** Council reviewed the minutes for the December 14, 2021 Regular Meeting.

**22-002** ***MOVED by Councilor Leblanc that Council adopt the minutes from the Regular Meeting of Council December 14, 2021***

**CARRIED**

**FINANCIALS**

**Cheque Register** Council reviewed and acknowledged the receipt of the cheque registers for September, October and November 2021 which included direct withdrawals and cheques 2826-2846 in the amount of \$52,619.37.

**Bank Reconciliation** Council reviewed the bank reconciliations for the General Account for September-November 2021.

**22-003** ***MOVED by Mayor Sundal that Council approve the bank reconciliations for the General Account for September 2021, October 2021, and November 2021.***

**CARRIED**

**Financial Statement** Council reviewed the Balance Sheet for the General Account for the period ending November 30, 2021.

**22-004** ***MOVED by Mayor Sundal that Council approve the Balance Sheet Report for the General Account for the period ending November 30, 2021.***

**CARRIED**

**2022 Capital Budget** Council discussed projects to be included in the 2022 Capital Budget as well as the projected capital budget for 2022-2026. A capital budget for consideration will be presented to Council at the March meeting for review and approval.

## OLD BUSINESS

- Administration Update      Administration provided a verbal update on several ongoing projects. 2021 MSI (Municipal Sustainability Initiative) Capital Funding report has been submitted for approval to Municipal Affairs; 2021 Tax Penalties have been processed and affected residents have been billed; Office365 Conversion is ongoing; Alberta Transportation Speed Sign Permit will be applied for, and new estimates will be requested for signs and installation for 2022 Capital Budget.
- Policy 22-01 Signing Authority      Council discussed the updated Signing Authority Policy
- 22-005    *MOVED by Deputy Mayor Wauthier that Council adopt Policy 22-01 Signing Authority.***
- CARRIED**
- Policy 22-02 Employee, Council and Volunteer Expense Policy      Council discussed the Employee, Council and Volunteer Expense Policy.
- 22-006    *MOVED by Mayor Sundal that Council adopt Policy 22-02 Employee, Council and Volunteer Expense Policy.***
- CARRIED**
- 22-007    *MOVED by Councilor Leblanc that Council make the monthly Council Honorarium retroactive to the start of this Council's term August 2021.***
- CARRIED**

## COMMITTEE REPORTS

- Public Works      Mayor Sundal provided the following update for the Public Works Committee:
- Snow removal concerns are being addressed as brought forward.
  - Snow removal at the Community Service Facility needs to be done. Councilor Leblanc will approach a resident with snow clearing equipment to see if they are interested in looking after this instead of adding to the snow removal contract
- FireSmart      Mayor Sundal provided the following update for the FireSmart Committee:
- Firepit Inspections letters are being completed and will be sent out.
  - Next round of the FRIAA (Forest Resource Improvement Association of Alberta) Grant opens in January and the Summer Village of Waiparous will be putting in an application to continue the FireSmart work on public lands
- Trails & GWTA      Councilor Leblanc provided the following update on the GWTA:
- Want to increase awareness and memberships in the Summer Village of Waiparous. The GWTA will do a right-up to be sent out to the residents and to have on the website.

- Work bee needs to be scheduled and would like to coincide with the Summer Village of Waiparous work bee being planned for the spring

#### 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.
- A committee meeting will be setup soon
- Update to the Emergency Management Plan and Social Service Plan will begin following the meeting.

#### NEW BUSINESS

##### Tax Roll 105070

Tax Roll 105070 have submitted a request for Council to consider waiving the 2021 tax penalties and have sent payment for their 2021 tax bill. It is normally not recommended that Council waive tax penalties, but in this case, Administration is recommending waiving the 2021 tax penalties for Tax Roll 105070 as it is clearly a lack of communication from Administration that resulted in these taxes not being paid by June 30, 2021.

**22-008 *MOVED by Mayor Sundal that Council waive all 2021 tax penalties for Tax Roll 105070.***

**CARRIED**

#### ADJOURNMENT

Mayor Sundal adjourned the meeting at 9:00pm



\_\_\_\_\_  
Mayor



\_\_\_\_\_  
Chief Administrative Officer

**Minutes of the Regular Meeting of the Council of the Summer Village of Waiparous**  
**Monday March 14, 2022, 5:30pm**  
**Super 8 – 11 West Side Drive, 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 5:33pm.

**APPROVAL OF AGENDA** Council reviewed the agenda. CAO Gaida requested that Council remove items 8.3 and 8.4 from the agenda and move item 8.8 ahead of 3.0.

**22-009** ***MOVED by Deputy Mayor Wauthier that Council adopt the agenda with the removal of items 8.3 and 8.4 and item 8.8 moved ahead of item 3.0.***

**CARRIED**

**BUSH BUGGY STORAGE REQUEST** Andrew Box, Ghost River Fire Department, was in attendance. He spoke about the idea of storing their bush buggy in the Summer Village of Waiparous Community Services Building and explained this was not a formal request but an idea they were exploring.

Council thanked Mr. Box for attending and advised that this was not a use that would be entertained at this time for the Community Services Building.

**MINUTES** Council reviewed the minutes for the January 10, 2022 Regular Meeting.

**22-010** ***MOVED by Councilor LeBlanc that Council adopt the minutes from the Regular Meeting of Council January 10, 2022***

**CARRIED**

**FINANCIALS**

**Cheque Register** Council reviewed and acknowledged the receipt of the cheque registers for December 2021, January 2022 and February 2022 which included direct withdrawals and cheques 2846-2869 in the amount of \$70,319.56.

**2021 Year End** Council reviewed the budget to actual report for 2021 year end. The audited financial statements will be brought forward to Council in May for review & adoption. A discussion occurred around the increase in prices of goods and services and questions arose around the Purchasing Policy and the limits within it.

**22-011** ***MOVED by Deputy Mayor Wauthier that Council direct Administration to bring back an updated Purchasing Policy to the May meeting that reflects purchasing limits and thresholds set in other municipalities for goods and services.***

**CARRIED**

2022 Capital Budget Council reviewed the 2022-2026 Capital Budget which includes \$567,000 in expenditures for capital projects funded from MSI & CCBF grants. The 2022 Capital Budget includes \$17,000 for Variable Speed Signs funded from CCBF and \$400,000 for the Meadowlark Extension & Paving funded from MSI. Funding for the completion of an updated LUB was discussed.

**22-012 *MOVED by Mayor Sundal that Council adopt the 2022-2026 Capital Budget.***

**CARRIED**

**22-013 *MOVED by Councilor LeBlanc That Administration include \$20,000 for the update of the Land Use Bylaw in the final 2022 Operating Budget.***

**CARRIED**

## **OLD BUSINESS**

Administration Update Administration provided a verbal update on several ongoing projects. Office365 Conversion is complete; Alberta Transportation Speed Sign Permit has been approved and with the 2022-2026 Capital Budget approval signs will be ordered; Fire Pit Certifications will be mailed out in March; Assessment Roll has come in and Assessment Notices will be mailed out the first week of April; Provincial Budget was released with no surprises.

## **COMMITTEE RERORTS**

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

- Potential upgrades/changes to the Community Services Building to make it more usable for the residents was discussed.
- Currently assessing trees to down in public spaces

FireSmart Mayor Sundal provided the following update for the FireSmart Committee:

- FRIAA (Forest Resource Improvement Association of Alberta) Expression of Interests were submitted for three projects.
- New signs are coming for FireSmart community recognition
- Home assessments will be completed in the spring
- FireSmart Day will be in the spring

Trails & GWTA Councilor LeBlanc provided the following update on the GWTA:

- AGM scheduled for April 23, 2022
- Trail feedback is still open
- Work bee needs to be scheduled and would like to coincide with the Summer Village of Waiparous work bee being planned for the spring

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

- Participated in a mock exercise with Ghost Lake on Feb 10, 2022
- Need to update plan and get new members for the committee.

## NEW BUSINESS

- 2022 FRIAA Grants      As part of the application process for the FRIAA grants a formal motion of Council in support of the applications is required.
- 22-014    *MOVED by Councilor LeBlanc that Council support applications being submitted for the 2022 FRIAA Grants for Education, Legislation, and a Tabletop Exercise.***
- CARRIED**
- Hoddinott Forest Management      Josh Hoddinott of Hoddinott Forest Management has been working with the FireSmart Committee on the FRIAA Grant EOI's and on future FireSmart plans. Administration is requesting formalization of his role with the Summer Village of Waiparous.
- 22-015    *MOVED by Deputy Mayor Wauthier that Council directs Administration to enter into a Service Agreement with Hoddinott Forest Management and appoints Josh Hoddinott as the Industry Liaison on the FireSmart Committee.***
- CARRIED**
- Bylaw 150-22 Development Authority Bylaw      In 2020, Alberta Municipal Affairs conducted a review of the Summer Village of Waiparous to ensure all areas of the MGA are being met. This Bylaw brings the Summer Village of Waiparous into compliance with the MGA.
- 22-016    *MOVED by Mayor Sundal that Council give First Reading to Bylaw 150-22.***
- CARRIED**
- 22-017    *MOVED by Councilor LeBlanc that Council give Second Reading to Bylaw 150-22.***
- CARRIED**
- 22-018    *MOVED by Councilor LeBlanc that Council give unanimous consent to giving third and final reading to Bylaw 150-22.***
- CARRIED**
- 22-019    *MOVED by Deputy Mayor Wauthier that Council give Third Reading to Bylaw 150-22.***
- CARRIED**
- Bylaw 151-22 Subdivision Development Appeal Board Bylaw      In 2020, Alberta Municipal Affairs conducted a review of the Summer Village of Waiparous to ensure all areas of the MGA are being met. This Bylaw brings the Summer Village of Waiparous into compliance with the MGA.
- 22-020    *MOVED by Deputy Mayor Wauthier that Council give First Reading to Bylaw 151-22.***
- CARRIED**

**22-021** *MOVED by Councilor LeBlanc that Council give Second Reading to Bylaw 151-22.*

**CARRIED**

**22-022** *MOVED by Mayor Sundal that Council give unanimous consent to giving third and final reading to Bylaw 151-22.*

**CARRIED**

**22-023** *MOVED by Mayor Sundal that Council give Third Reading to Bylaw 151-22.*

**CARRIED**

**Public Participation Policy** In 2020, Alberta Municipal Affairs conducted a review of the Summer Village of Waiparous to ensure all areas of the MGA are being met. This Policy brings the Summer Village of Waiparous into compliance with the MGA.

**22-024** *MOVED by Councilor LeBlanc that Council approve the Public Participation Policy.*

**CARRIED**

**ADJOURNMENT** Mayor Sundal adjourned the meeting at 9:15pm

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Chief Administrative Officer

**Minutes of the Regular Meeting of the Council of the Summer Village of Waiparous**  
**Monday May 9, 2022, 5:30pm**  
**Community Services Building, 2 Wildrose Place, Summer Village of Waiparous, 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 5:35pm.

**APPROVAL OF AGENDA**              Council reviewed the agenda.

**22-025    *MOVED by Mayor Sundal that Council adopt the agenda as presented.***

**CARRIED**

**DELEGATES**

Marigold Library Board              Janine Jevne, Summer Village of Waiparous representative on the Marigold Library Systems Board, attended Council to present all the benefits belonging to the Marigold Library System brings to the Summer Village of Waiparous residents. Ms. Jevne will provide CAO Gaida with information that can be shared with residents in the newsletters to encourage them to take advantage of all the opportunities they have access to as part of the Marigold Library System. Ms. Jevne also spoke to the new agreement with Marigold and the new fees being presented to Council.

**22-026    *MOVED by Councilor LeBlanc that Council accept the presentation as information.***

**CARRIED**

**MINUTES**                                  Council reviewed the minutes from the March 14,2022 Regular Meeting.

**22-027    *MOVED by Deputy Mayor Wauthier that Council adopt the minutes from the Regular Meeting of Council March 14, 2022***

**CARRIED**

**FINANCIALS**

Cheque Register                      Council reviewed and acknowledged the receipt of the cheque registers for March 2022 and April 2022 which included direct withdrawals and cheques 2870-2878 in the amount of \$49,495.73.

2021 Financial Statements              Council reviewed and discussed the 2021 Audited Financial Statements.

**22-028    *MOVED by Deputy Mayor Wauthier that Council approves the 2021 Summer Village of Waiparous Financial Statements as submitted.***

**CARRIED**



- 2022 Operating Budget Council reviewed the 2022-2025 Operating Budget which includes an overall tax supported increase of \$12,000. Also included is the Land Use Bylaw Update funded from Provincial MSI Operating Grant and Reserves and FireSmart initiatives funded from FRIAA grants.
- 22-029 *MOVED by Deputy Mayor Wauthier that Council approve the 2022-2025 Operating Budget as submitted.***
- CARRIED**
- Bylaw 154-22 2022 Mill Rate Bylaw Council discussed the 2022 Mill Rate Bylaw. A 1.03% increase is required to the municipal mill rate in order to collect the required funds to support the approved 2022 Operating Budget.
- 22-030 *MOVED by Mayor Sundal that Council give First Reading to Bylaw 154-22.***
- CARRIED**
- 22-031 *MOVED by Deputy Mayor Wauthier that Council give Second Reading to Bylaw 154-22.***
- CARRIED**
- 22-032 *MOVED by Councilor LeBlanc that Council give unanimous consent to giving third and final reading to Bylaw 154-22.***
- CARRIED**
- 22-033 *MOVED by Councilor LeBlanc that Council give Third Reading to Bylaw 154-22.***
- CARRIED**
- April 2022 Financial Report Council discussed the April 2022 Financial Report.
- 22-034 *MOVED by Deputy Mayor Wauthier that Council accepts the April 2022 Financial Report as information.***
- CARRIED**

## **OLD BUSINESS**

- Administration Update Administration provided a verbal update on several ongoing projects. Variable Speed signs have been installed and data will be able to be downloaded from the signs, some residents have reported that they feel that the signs are working to slow down traffic entering the Village. Meadowlark Lane Extension – design, engineering and project management has been awarded. Anticipate construction tender to be released in July with construction to begin mid to late August. Tax & Assessment Review - Once tax bills go out, administration will finalize all requirements coming out of the review on tax and assessment by the GOA to close the file off. Full FRIAA Grant applications for the rewrite of the Fire Bylaw and the Tabletop Exercise have been submitted. Community Tree Chipping has been booked for July 25, 2022.

## COMMITTEE RERORTS

FireSmart & Public Works	<p>Mayor Sundal provided the following update for the FireSmart and Public Works Committee:</p> <ul style="list-style-type: none"><li>• May 7 Wildfire Community Preparedness Day was well attended with loads of debris being hauled out. New residents attended to help out and meet the community. Focus was mainly on the west side with the east side planned for the fall.</li><li>• No Parking signs are required in a few places. We will be ordering and installing soon.</li><li>• Highway 40 signs missing after bridge – Hidden Driveway and No Parking. Alberta Transportation has been contacted.</li></ul>
Emergency Services	<p>Deputy Mayor Wauthier provided the following update on the Emergency Services Committee:</p> <ul style="list-style-type: none"><li>• Email from SEMA to look for support from communities for the inclusion of Banff and Redwood Meadows to the agreement. SVW supported the addition of these communities. We can expect an updated agreement to be sent soon.</li><li>• Need to update plan and get new members for the committee.</li></ul>
Trails & GWTA	<p>Councilor LeBlanc provided the following update on the GWTA:</p> <ul style="list-style-type: none"><li>• AGM was well attended</li><li>• GWTA would like to keep the picnic table that was provided by the SVW last summer permanently.</li><li>• The membership agreed on the new trail development and will now seek approval from the land owners.</li><li>• Have submitted grants for assistance with the costs of insurance and a mailbox.</li><li>• June 11, 10am – Work bee scheduled with a BBQ to follow.</li><li>• June 11-19 and September 17-25 access to the Back 40 by vehicles is permitted for firewood.</li></ul>

## NEW BUSINESS

Policy 22-04 Purchasing Policy	<p>Council discussed Policy 22-04 Purchasing Policy.</p> <p><b>22-035 <i>MOVED by Councilor LeBlanc that Council approve Policy 22-04 Purchasing Policy.</i></b></p>
--------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------

**CARRIED**

Bylaw 148-22 Assessment  
Review Board Bylaw

In 2020, Alberta Municipal Affairs conducted a review of the Summer Village of Waiparous to ensure all areas of the MGA are being met. This Bylaw brings the Summer Village of Waiparous into compliance with the MGA.

**22-036** ***MOVED by Deputy Mayor Wauthier that Council give First Reading to Bylaw 148-22.***

**CARRIED**

**22-037** ***MOVED by Councilor LeBlanc that Council give Second Reading to Bylaw 148-22.***

**CARRIED**

**22-038** ***MOVED by Mayor Sundal that Council give unanimous consent to giving third and final reading to Bylaw 148-22.***

**CARRIED**

**22-039** ***MOVED by Mayor Sundal that Council give Third Reading to Bylaw 148-22.***

**CARRIED**

Bylaw 149-22 Chief  
Administrative Officer  
Bylaw

In 2020, Alberta Municipal Affairs conducted a review of the Summer Village of Waiparous to ensure all areas of the MGA are being met. This Bylaw brings the Summer Village of Waiparous into compliance with the MGA.

**22-040** ***MOVED by Mayor Sundal that Council give First Reading to Bylaw 149-22.***

**CARRIED**

**22-041** ***MOVED by Councilor LeBlanc that Council give Second Reading to Bylaw 149-22.***

**CARRIED**

**22-042** ***MOVED by Deputy Mayor Wauthier that Council give unanimous consent to giving third and final reading to Bylaw 149-22.***

**CARRIED**

**22-043** ***MOVED by Deputy Mayor Wauthier that Council give Third Reading to Bylaw 149-22.***

**CARRIED**

Bylaw 152-22 Procedural Bylaw      In 2020, Alberta Municipal Affairs conducted a review of the Summer Village of Waiparous to ensure all areas of the MGA are being met. This Bylaw brings the Summer Village of Waiparous into compliance with the MGA.

**22-044    *MOVED by Deputy Mayor Wauthier that Council give First Reading to Bylaw 152-22.***

***CARRIED***

**22-045    *MOVED by Councilor LeBlanc that Council give Second Reading to Bylaw 152-22.***

***CARRIED***

**22-046    *MOVED by Mayor Sundal that Council give unanimous consent to giving third and final reading to Bylaw 152-22.***

***CARRIED***

**22-047    *MOVED by Mayor Sundal that Council give Third Reading to Bylaw 152-22.***

***CARRIED***

Bylaw 153-22 Assessor Bylaw      In 2020, Alberta Municipal Affairs conducted a review of the Summer Village of Waiparous to ensure all areas of the MGA are being met. This Bylaw brings the Summer Village of Waiparous into compliance with the MGA.

**22-048    *MOVED by Councilor LeBlanc that Council give First Reading to Bylaw 153-22.***

***CARRIED***

**22-049    *MOVED by Deputy Mayor Wauthier that Council give Second Reading to Bylaw 153-22.***

***CARRIED***

**22-050    *MOVED by Mayor Sundal that Council give unanimous consent to giving third and final reading to Bylaw 153-22.***

***CARRIED***

**22-051    *MOVED by Mayor Sundal that Council give Third Reading to Bylaw 153-22.***

***CARRIED***

Municipal Accountability Program Update      Council discussed the requirements outlined in the Municipal Accountability Program review and the completion of all requirements.

**22-052    *MOVED by Deputy Mayor Wauthier that Council accept the Municipal Accountability Program Update as information.***

***CARRIED***

Land Use Bylaw Update      Council discussed the Land Use Bylaw Update and Deputy Mayor Wauthier volunteered to be on the small working group for the project.

Tax Roll 205070

Council discussed the circumstances surrounding the late payments and penalties for Tax Roll 205070 for 2021.

**22-053** ***MOVED by Mayor Sundal that Council waive all 2021 Tax Penalties for Tax Roll 205070.***

**CARRIED**

Marigold Library Systems  
Revised Agreement and  
Fee Schedule

Council discussed the revised Marigold Library Systems Agreement and the Fee Schedule for 2023 and 2024.

**22-054** ***MOVED by Deputy Mayor Wauthier that Council direct Administration to sign and submit the Marigold Library Systems Revised Agreement and Schedule C 2023 and 2024 Fee Schedule.***

**CARRIED**

**ADJOURNMENT** Mayor Sundal adjourned the meeting at 8:35pm

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Chief Administrative Officer

**Minutes of the Organizational Meeting of the Council of the Summer Village of Waiparous**  
**Saturday July 16, 2022, 9:30am**  
**Waiparous Community Services Building**  
**2 Wildrose Place**

---

**In Attendance**                      **Mayor M. Sundal**  
                                         **Deputy Mayor C. Wauthier**  
                                         **Councilor M. LeBlanc**  
                                         **Chief Administrative Officer S. Gaida**

**Call To Order**                      The meeting was called to order by Mayor Sundal at 9:33am.

**Approval of Agenda**              CAO Gaida requested Council add Item 3.6 Memorial Bench to the agenda.

**22-055**                      ***MOVED by Deputy Mayor Wauthier that Council approve the agenda with the addition of 3.6 Memorial Bench***  
**CARRIED**

**Appointment of Mayor**  
CAO Gaida asked for nominations for Mayor for the remainder of Council's term.  
Councilor LeBlanc nominated M. Sundal.  
M. Sundal accepted the nomination.  
There were no further nominations.

**22-056**                      ***MOVED by Councilor LeBlanc that M. Sundal be appointed Mayor for the Summer Village of Waiparous until August 2025.***  
**CARRIED**

**Appointment of Deputy Mayor**  
CAO Gaida asked for nominations for Deputy Mayor for the remainder of Council's term.  
Mayor M. Sundal nominated C. Wauthier.  
C. Wauthier accepted the nomination.  
There were no further nominations.

**22-057**                      ***MOVED by Mayor Sundal that C. Wauthier be appointed Deputy Mayor for the Summer Village of Waiparous until August 2025.***  
**CARRIED**

## Regular Council Meeting Dates 2022/2023

Council discussed meeting dates for 2022/2023.

**22-058** ***MOVED by Deputy Mayor Wauthier that the following will be the meeting dates for regular meetings of Council for 2022/2023:***

- ***September 12, 2022, 5:30pm – Summer Village of Waiparous***
- ***November 14, 2022, 5:30pm – Location TBD***
- ***January 9, 2023, 5:30pm – Location TBD***
- ***March 13, 2023, 5:30pm – Location TBD***
- ***May 8, 2023, 5:30pm – Summer Village of Waiparous***

**CARRIED**

## Council Committee Appointments

Council reviewed the Council representative positions on various committees.

**22-059** ***MOVED by Councilor LeBlanc that the following council member committee appointments be set for a one-year term:***

<i><b>FireSmart/Public Works</b></i>	<i><b>Mayor Sundal</b></i>
<i><b>GWTA/LOC</b></i>	<i><b>Councilor LeBlanc</b></i>
<i><b>Emergency Management</b></i>	<i><b>Deputy Mayor Wauthier</b></i>

**CARRIED**

## Citizen Committee Appointments

Council discussed citizen interest and applications for the Emergency Management Committee

**22-060** ***MOVED by Deputy Mayor Wauthier that Tatiana Flores and Gene Newcombe be appointed to the Emergency Management Committee for a term of three years.***

**CARRIED**

## Memorial Bench

Council discussed the request to install a memorial bench in the Village. Council will review the design, materials list and location prior to making a decision. A Memorial Bench Policy will be presented to Council at a future meeting.

## Adjournment

Mayor Sundal adjourned the meeting at 9:45am

  
Mayor  
Chief Administrative Officer

**Minutes of the Special Meeting of the Council of the Summer Village of Waiparous**  
**Monday August 8, 2022, 7:00pm**  
**Waiparous Community Services Building**  
**2 Wildrose Place**

---

**IN ATTENDANCE**

**Mayor M. Sundal**  
**Deputy Mayor C. Wauthier**  
**Councilor M. LeBlanc**

**Chief Administrative Officer S. Gaida**

**CALL TO ORDER**

The meeting was called to order by Mayor Sundal at 7:00pm.

**APPROVAL OF AGENDA**

**22-061**      ***MOVED by Deputy Mayor Wauthier that Council approve the agenda.***

**CARRIED**

**DELEGATION**

Michael Parker – Memorial Bench Request

Residents Michael Parker & Sara McLellan appeared before Council to discuss the Memorial Bench request and answer questions of Council. Mr. Parker brought pieces of the bench and provided a demonstration on how it is played and the level of noise it would create. Mr. Parker discussed the locations proposed for the bench providing pros and cons of each for Council. Based on the pros/cons of the different locations that Mr. Parker presented, he requested that the bench be installed as presented on the southwest corner of the Village overlooking the Ghost River at the intersection of the Ghost River Trail and the Trail up to the Forestry Trunk Road. Mr. Parker requested this location because there are no benches near this location, it is close to the Lertzman home, it is a very serene location, and it was far enough away from the nearest residence that the sound could not be heard if someone was playing the bench based on tests he conducted.

**NEW BUSINESS**

Memorial Bench Request

Council discussed the request for the Memorial Bench including design, construction materials, maintenance, requirement for a disposal deposit and location of the bench.

**22-062**      ***MOVED by Mayor Sundal that Council approve the installation of a Memorial Bench in the Summer Village of Waiparous in honor of David Lertzman.***

**CARRIED**



- 22-063**      ***MOVED by Councilor LeBlanc that Council approve the design and construction materials for the Memorial Bench as presented.***  
**CARRIED**
- 22-064**      ***MOVED by Councilor LeBlanc that Council approve the memorial plaque size and wording as presented.***  
**CARRIED**
- 22-065**      ***MOVED by Deputy Mayor Wauthier that the Summer Village of Waiparous enter into a 10-year letter of intent for ongoing maintenance with Mr. Parker and that no deposit be required for future disposal.***  
**CARRIED**
- 22-066**      ***MOVED by Mayor Sundal that the Memorial Bench be installed at the Toboggan Hill in the Summer Village of Waiparous.***  
**CARRIED**

**Adjournment**      Mayor Sundal adjourned the meeting at 9:02pm

  
Mayor

  
Chief Administrative Officer

**Minutes of the Regular Meeting of the Council of the Summer Village of Waiparous  
Monday September 12, 2022, 5:30pm  
Community Services Building, Waiparous, 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 5:30pm.

**APPROVAL OF AGENDA** Council reviewed the agenda.

**22-067** ***MOVED by Mayor Sundal that Council adopt the agenda as presented.***

**CARRIED**

**DELEGATIONS**

Exposed Wildlife  
Conservancy – Wildlife  
Coexistence Project

Angie Birch, Research Assistant for the Exposed Wildlife Conservancy, presented information on the Cougar Coexistence Project they would like to do in the Summer Village of Waiparous and surrounding area. A request was made for Council to provide support for the project within the Village.

**22-068** ***MOVED by Mayor Sundal that Council accept the presentation as information and that the Summer Village of Waiparous support and participate in the project.***

**CARRIED**

David Lertzman Memorial  
Bench

Michael Parker attended and advised Council that the request for the installation of a memorial bench in the Summer Village of Waiparous for David Lertzman was being withdrawn. The bench is being installed in the Back 40.

**22-069** ***MOVED by Councilor LeBlanc that Council accept the presentation as information.***

**CARRIED**

**MINUTES** Council reviewed the minutes for the May 9, 2022 Regular Meeting, the July 16, 2022 Organizational Meeting and the August 8, 2022 Special Meeting.

**22-070** ***MOVED by Mayor Sundal that Council adopt the minutes from the May 9, 2022 Regular Meeting of Council.***

**CARRIED**

**22-071** ***MOVED by Councilor LeBlanc that Council adopt the minutes from the July 16, 2022 Organizational Meeting of Council.***

**CARRIED**

**22-072** ***MOVED by Deputy Mayor Wauthier that Council adopt the minutes from the August 8, 2022 Special Meeting of Council.***

**CARRIED**

## FINANCIALS

Cheque Register Council reviewed and acknowledged the receipt of the cheque registers for May 2022, June 2022, July 2022 and August 2022 which included direct withdrawals and cheques 2879-2906 in the amount of \$90,675.47.

August 2022 Financial Report Council reviewed the August 2022 Financial Report.

**22-073** *MOVED by Deputy Mayor Wauthier that Council accept the August 2022 Financial Report as information.*

**CARRIED**

Local Assessment Review Board Budget Adjustment Council discussed the upcoming Local Assessment Review Board Hearing and the costs associated with it.

**22-074** *MOVED by Deputy Mayor Wauthier that Council increase the 2022 Operating Budget by \$800 to cover the costs of the Local Assessment Review Board Hearing and that it be funded by Operating Reserve.*

**CARRIED**

2023 Operating & Capital Budget Council discussed the upcoming budget development including additions, cost increases and capital projects. Administration will prepare a draft budget for Council review at the November 2022 Meeting.

## OLD BUSINESS

Administration Update Administration provided a verbal update on several ongoing projects. Resident concerns and contacts, the variable speed sign data reporting, the Land Use Bylaw Update, opportunity for contract Bylaw Services, Community Standards Bylaw and the Memorial Recognition Policy.

Meadowlark Lane Extension Contract Council discussed the Meadowlark Lane Project and the proposals received for the construction.

**22-075** *MOVED by Deputy Mayor Wauthier that Council award the Meadowlark Lane Extension construction contract to LBCO Contracting Ltd.*

**CARRIED**

Canada Post Survey Results Council discussed the result of the survey on Canada Post Services completed in August.

**22-076** *MOVED by Councilor LeBlanc that Council direct Administration to confirm the request to Canada Post to add the Summer Village of Waiparous to its mail service route.*

**CARRIED**

## COMMITTEE RERORTS

### Public Works/FireSmart

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

- October 1 – East Side Work Bee
- Some painting has been completed in the Village
- The excess dirt from the Meadowlark Lane Project will be placed around the Community Services Building to create more flat areas and in the Utility Right of Way to fill in the large dips allowing better access.

### Trails & GWTA

Councilor LeBlanc provided the following update on the GWTA:

- Fall Work Bee scheduled for Saturday, September 18, 2022
- Firewood access in the Back 40 from September 17- 25, 2022
- David Lertzman Memorial Bench being installed in the Back 40
- Would like Council approval for the development of new trails in the Back 40

**22-077** ***MOVED by Deputy Mayor Wauthier that Council send a letter of support to the GWTA for the development of the new trails in the Back 40.***

**CARRIED**

*Note - Councilor LeBlanc declared a conflict and abstained from voting.*

### Emergency Services

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

- First meeting of the new committee was held with a second meeting scheduled next week.
- Table-top exercise focusing on a wildfire event will be held on November 20, 2022
- Emergency Training is being set-up for Committee members and Council members who have not completed the required training.
- Will be investigating the Voyent Alert system for use in the Village for emergency notifications to residents. This system is used by the MD of Big Horn.
- Committee would like to investigate the installation of a siren/horn on the Community Services Building for Village emergency notifications

## NEW BUSINESS

### Snow Removal and Lawn Care Contract

Council discussed the proposals received for Village snow removal and lawn care.

**22-078** ***MOVED by Mayor Sundal that Council go In Camera at 8:45pm to discuss details of the proposals received.***

**CARRIED**

**22-079** *MOVED by Deputy Mayor Wauthier that Council conclude In Camera and return to the Regular Meeting at 8:50pm*

**CARRIED**

**22-080** *MOVED by Deputy Mayor Wauthier that the Summer Village of Waiparous engage Lawn Caddies for snow removal and lawn care for the 2022/2023 and 2023/2024 seasons.*

**CARRIED**

Spruce Budworm

Administration presented Council with details of the Spruce Budworm situation in the Summer Village of Waiparous.

**22-081** *MOVED by Councilor LeBlanc that Council direct Administration to continue to consult with Alberta Forestry as they monitor the Spruce Budworms in the Summer Village of Waiparous and bring forward any future recommended actions to Council for approval.*

**CARRIED**

2022 FRIAA Grant  
Applications

The next round of FRIAA Grants is open and the Village has opportunity to apply for funding. As part of the application process for the FRIAA grants a formal motion of Council in support of the applications are required.

**22-082** *MOVED by Deputy Mayor Wauthier that Council support applications being submitted for the 2022 FRIAA Grants for a FireSmart Open House and Workshop and the completion of up to 10 FireSmart Home Assessments.*

**CARRIED**

**ADJOURNMENT** Mayor Sundal adjourned the meeting at 8:55pm

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Chief Administrative Officer

**Minutes of the Regular Meeting of the Council of the Summer Village of Waiparous  
Monday November 14, 2022, 5:30pm  
Super 8, 11 Westside Drive Cochrane, AB**

---

<b>IN ATTENDANCE</b>	Mayor M. Sundal Deputy C. Wauthier Councilor M. LeBlanc Chief Administrative Officer, S. Gaida
<b>CALL TO ORDER</b>	The meeting was called to order by Mayor Sundal at 5:32pm.
<b>APPROVAL OF AGENDA</b>	Council reviewed the agenda. Deputy Mayor Wauthier requested the addition of item 8.2 Council Meeting Dates be added to the agenda.  <b>22-083 <i>MOVED by Mayor Sundal that Council adopt the agenda with the addition of 8.2 Council Meeting Dates.</i></b>  <b>CARRIED</b>
<b>DELEGATIONS</b>	
Kim Polvi & Ron Humphreys	Kim Polvi and Ron Humphreys appeared before Council to thank them for the completion of the Meadowlark Lane Extension.  <b>22-084 <i>MOVED by Deputy Mayor Wauthier that Council accept the presentation by Kim Polvi and Ron Humphreys as information.</i></b>  <b>CARRIED</b>
<b>MINUTES</b>	Council reviewed the minutes for the September 12, 2022 Regular Meeting.  <b>22-085 <i>MOVED by Deputy Mayor Wauthier that Council adopt the minutes from the September 12, 2022 Regular Meeting of Council.</i></b>  <b>CARRIED</b>
<b>FINANCIALS</b>	
Cheque Register	Council reviewed and acknowledged the receipt of the cheque registers for September 2022 and October 2022 which included direct withdrawals and cheques 2907-2925 in the amount of \$65,375.16.
November 2022 Financial Report	Council reviewed the November 2022 Financial Report.  <b>22-086 <i>MOVED by Councilor LeBlanc that Council accept the November 2022 Financial Report as information.</i></b>  <b>CARRIED</b>
2023 Operating and Capital Budget	Council discussed the 2023 Operating Budget, the 2024-2025 Financial Plan and the 2023 – 2027 Capital Budget.  <b>22-087 <i>MOVED by Mayor Sundal that Council approve the 2023-2025 Operating and 2023-2027 Capital Budgets.</i></b>

**OLD BUSINESS**

Administration Update      Administration provided a verbal update on several ongoing projects. Resident concerns and contacts, the Land Use Bylaw Update, Meadowlark Lane Extension Project, current and upcoming FRIAA Grants and snow plowing in the Village.

**COMMITTEE RERORTS**

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

- October 1 East Side Work Bee was well attended and lots of work was completed on the east side and in the East LOC.
- First draft of the updated Fire Bylaw is currently being reviewed by the committee.
- Committee currently applying for the \$500 FireSmart Day Grant and a new grant opportunity through Wawanesa for \$15,000 possibly for tree trimming along roadways and an electric pump for the cistern.
- The Community Services Facility parking lot has not been getting plowed, need to connect with the contractor as it is on the list.
- The excess dirt from the Meadowlark Lane Project was placed around the Community Services Facility to create more flat areas and in the Utility Right of Way to fill in the large dips allowing better access. Partial seeding has been completed with more to be done in the spring.
- An additional road sand box has been added to Meadowlark Lane. All road sand boxes need to be filled.
- Spruce Lane was graveled and will be lightly plowed, so as not to scrape the gravel off, throughout the winter to allow access to 29 Spruce Lane.
- Joleen Molenaar was nominated and will receive the Queen's Platinum Jubilee Medal for all her work in the Village. She will receive the medal at a ceremony on December 4 in Calgary which Mayor Sundal will attend.

Trails & GWTA      Councilor LeBlanc provided the following update on the GWTA:

- David Lertzman Memorial Bench was installed in the Back 40
- Still working on gathering feedback for the proposed new trails. There have been no significant concerns and very positive feedback has been received to date.
- They are looking into if cross country ski tracks will be laid in the Back 40. Need access to a track layer and volunteers to lay and maintain the tracks. Very positive feedback from having them so would like to have them again this winter.

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

- Table-top exercise focusing on a wildfire event will be held on November 20, 2022
- Emergency Management Plan will be updated following the tabletop.

## NEW BUSINESS

**Memorial Bench Policy** Council discussed the draft memorial Bench Policy and Application presented in the agenda package. Council provided feedback to Administration. Administration will return with a plan and budget for the Village to install benches throughout the community in 2023 as part of the Community Amenities Capital Project. A Memorial Policy outlining how people will be able to purchase Memorial Plaques to install on the community benches will be developed and brought back to Council.

**Council Meeting Dates** Deputy Mayor Wauthier asked Council to consider changing the January 9 and March 13 meeting dates as she will be away. Council discussed the options.

**22-088** *MOVED by Deputy Mayor Wauthier that the Regular Meeting of Council in January be held January 16, 2023 and the Regular Meeting of Council in March be held March 6, 2023.*

**CARRIED**

**ADJOURNMENT** Mayor Sundal adjourned the meeting at 7:39pm

  
 \_\_\_\_\_  
 Mayor

  
 \_\_\_\_\_  
 Chief Administrative Officer



Minutes of the Special Meeting of Council of the Summer Village of Waiparous  
Thursday, November 24, 2022 6:00 pm  
Cochrane, AB

**IN ATTENDANCE**

Mayor M. Sundal  
Deputy Mayor C. Wauthier  
Chief Administrative Officer S. Gaida

**ABSENT**

Councilor M. LeBlanc recused himself declaring a potential conflict.

**CALL TO ORDER**

The meeting was called to order by Mayor Sundal at 6:15pm

**APPROVAL OF AGENDA**

Council reviewed the agenda.

**22-089** *Moved by Deputy Mayor Wauthier that Council adopt the Agenda*

**CARRIED**

**2022 ARB Judicial Review**

**22-090** *Moved by Mayor Sundal to go In Camera Exception Under Section 27 of the Freedom of Information and Protection of Privacy Act at 6:16pm.*

**CARRIED**

**22-091** *Moved by Deputy Mayor Wauthier to come out of camera at 6:40pm.*

**CARRIED**

**22-092** *Moved by Mayor Sundal that the Summer Village of Waiparous engage Reynolds Mirth Richards and Farmer for the 2022 ARB Judicial Review.*

**CARRIED**

**ADJOURNMENT**

Mayor Sundal adjourned the meeting at 6:42pm

  
\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
Chief Administrative Officer

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

We, the undersigned hereby waive notice of the special meeting of Council to be held at


6:00 pm            Thursday November 24, 2022

In Cochrane, AB

for the purpose of discussing

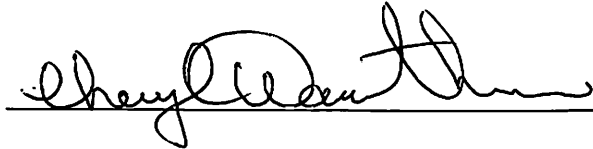
1. In Camera – Legal – Judicial Review – Exception Under Section 27 of the  
Freedom of Information and Protection of Privacy (FOIP) Act

SIGNED:



---

Mayor Sundal



---

Deputy Mayor Wauthier

**Summer Village of Waiparous  
Council Special Meeting Agenda Thursday, November 24, 2022 6:00 pm  
Cochrane, AB**

<b>ITEM</b>	<b>DESCRIPTION</b>
<b>1.</b>	<b>CALL TO ORDER</b>
<b>2.</b>	<b>APPROVAL OF AGENDA</b>
<b>3.</b>	<b>In Camera – Legal - Judicial Review – Exception Under Section 27 of the Freedom of Information and Protection of Privacy Act</b>
<b>4.</b>	<b>ADJOURNMENT</b>