Council: Mayor Chad Newton

Deputy Mayor Alan Fisher

Councillor John Wasmuth

Administration: CAO, Wendy Wildman

Administrative Assistant, Diane Wannamaker

Public at Large: 0 in person / 3 via zoom

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| **1.** | **CALL TO ORDER** | Mayor Newton called the meeting to order at 5:01 p.m. |
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| **2.** | **AGENDA**  22-208 | **MOVED** by Deputy Mayor Fisher that the November 23rd, 2022 Agenda be approved with the following additions:  e) Draft Bylaw Enforcement Policy  f) Draft Complaint Policy  g) Administrative Policy  h) Municipal Planning Commission Appointment  i) Survey of Reserve Property  j) Letter to Alberta Regional Waste Management Commission  k) Responses of Development Officer to Questions posed during  Special Meeting of October 27, 2022  l) Chief Administrative Officer Termination  **CARRIED** |
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| **3.** | **MINUTES**  22-209  22-210 | **MOVED** by Deputy Mayor Fisher that the October 18th, 2022 Council Meeting Minutes be approved as presented.  **CARRIED**  **MOVED** by Councillor Wasmuth that the October 27th, 2022 Special Council Meeting Minutes be approved with the following amendments:   * Call to Order, change Councillor Wasmuth to Mayor Newton * Motion 22-204, add 22DP19-04, 58 Spruce Drive and 22DP21-04, 62 Spruce Drive * Motion 22-205, amend to read: MOVED by Mayor Newton that Administration proceed with retaining a professional biologist, subject to amendments to the proposal as discussed, to provide an environmental site assessment (ESA) on Plan 763TR, Block 1, Lot 13, to include recommendations on restoration/remediation.   **CARRIED** |
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| **4.** | **APPOINTMENTS**  22-211  Clarissa Huffman  Andrew Harkness | Clarissa Huffman and Andrew Harkness, Morrison Hershfield; Climate Resilience Capacity Building Program – 5:15 p.m.  **MOVED** by Mayor Newton that the presentation by Clarissa Huffman from Morrison Hershfield on the Climate Resilience Capacity Building Program be accepted for information.  **CARRIED**  Clarissa Huffman and Andrew Harkness left the meeting at 5:50 p.m. |
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| **5.** | **PUBLIC HEARINGS** | N/A |
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| **6.** | **BYLAWS**  22-212  Bylaw 08-2022, Subdivision & Development Appeal Board | **MOVED** by Councillor Wasmuth that Bylaw 08-2022 be amended as follows:  Clause 2.1 c) insert the words “more than one” between “no” and “Councillor” (to read “no more than one Councillor who is a current member of Council for the Summer Village Island Lake shall be eligible for appointment, or may serve as a member on, the Board”)  and further that the amended Draft Bylaw be submitted to the Municipal Affairs 2022 Municipal Accountability Program advisor to ensure that with, Section 3.4 of the proposed Bylaw is consistent with Section 687(3) of the current Municipal Government Act.  **CARRIED** |
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| **7.** | **BUSINESS**  22-213  22-214  22-215  22-216  22-217  22-218  22-219  22-220  22-221  22-222  22-223  22-224  22-225  22-226  22-227 | **MOVED** by Mayor Newton that Council accept the 2022 Municipal Accountability Program Report as presented.  **CARRIED**  **MOVED**  by Mayor that Administration follow up with the 2021 election Returning Officer regarding the Candidates Campaign Disclosure Statement completion and submission and further that if these forms are unavailable from the Returning Officer, that Administration locate and forward the forms to Council for their completion and submission.    **CARRIED**  **MOVED** by Deputy Mayor Fisher that an Interim 2023 Operating Budget be approved at ½ of the 2022 Operating Budget and that this 2023 Interim Operating Budget cease to have any effect once the 2023 Operating and Capital Budget is approved.  **CARRIED**  **MOVED** by Mayor Newton that those Council members wishing to attend the Fortis Alberta information session on wireless broadband on November 23rd, 2022 be authorized to participate.  **CARRIED**  **MOVED**  by Mayor Newton that the Draft 2023 Budget as presented to Council be posted to the website.  **CARRIED**  **MOVED** by Mayor Newton that changes to the Draft 2023 Operating and Capital Budget be made as directed by Council, and that the revised Draft Budget be brought back to the next meeting, as a working document  **CARRIED**  **MOVED** by Mayor Newton that the update on the Draft Enforcement Bylaw be accepted for information.  **CARRIED**  **MOVED** by Councillor Wasmuth that Councillor Wasmuth work with Administration on amendments to the Draft Complaint Policy to address only general complaints, not enforcement complaints.  **CARRIED**  **MOVED** by Mayor Newton that Administration draft an outline of development file/inquiries that were discussed at the Special Meeting on October 27th, 2022, email the outline to Council to confirm that the requested information is accurate, and that Administration forward this request by December 1st to the Development Officer with a response date of December 9th, 2022, once confirmed by Council.  **CARRIED**  **MOVED** by Deputy Mayor Fisher that Administration prepare a plan of action for the period of December 9th, 2022 to January 3rd, 2023 when Development Officer Rick Stuckenberg is away to ensure the level of service is maintained; with the plan of action to be shared with Council by December 1st, 2022.  **CARRIED**  **MOVED** by Councillor Wasmuth that Administration investigate if the Summer Village of Island Lake has a Municipal Planning Commission in place or has had one in the recent past and report back to Council.  **CARRIED**  **MOVED** by Mayor Newton that the update by Administration on the legal survey of property boundaries of Plan 763TR, Block 1, Lot 33P and Reserve Property 14R adjacent to 231 Lakeshore Drive be accepted for information.  **CARRIED**  **MOVED** by Mayor Newton that Administration forward a letter to Mr. Robert M. Smith CAO/Manager of the Athabasca Regional Waste Management Services Commission by December 9th, 2022 outlining the concerns of the Summer Village regarding the inequality of the method of funding to the Commission and further that Mr. Smith be contacted to ascertain if he would be available to attend either the December or January Council meetings.  **CARRIED**  **MOVED** by Mayor Newton that Council accept the termination notice of Wildwillow Enterprises Inc., received September 27th, 2022 with fulfillment of the Contract for the provision of Chief Administrative Officer and administration support services for one year from that date.  **CARRIED**  **MOVED** by Mayor Newton that Council establish a committee of Council members to initiate the recruitment for a new Chief Administrative Officer with an invitation to the current CAO to participate when requested.  **CARRIED** |
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| **8.** | **FINANCIAL REPORT**  22-228 | **MOVED** by Mayor Newton that the financial report for October 31st, 2022 be accepted as presented.  **CARRIED** |
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| **9.** | **COUNCIL REPORTS**  22-229 | **MOVED** by Mayor Newton that the Council reports be accepted as presented.  **CARRIED** |
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| **10.** | **ADMINISTRATION REPORTS**  22-230 | **MOVED** by Mayor Newton that the Administration Reports be accepted as presented.  **CARRIED** |
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| **11.** | **INFORMATION & CORRESPONDENCE**  22-231 | **MOVED** by Mayor Newton that the following correspondence be accepted for information:   * Letter of Introduction, October 28th, 2022 – Rebecca Schulz, Minister of Municipal Affairs * Town of Fox Creek, October 19th, 2022 Letter to Honorable Tyler Shandro, Minister of Justice and Solicitor General regarding Victim Services Redesign * FortisAlberta – September 29th, 2022 letter regarding proposed 2023 distribution rates.   **CARRIED** |
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| **12.** | **CLOSED MEETING** | N/A |
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| **13.** | **NEXT MEETING** | Next meeting is scheduled for December 20th, 2022 at 5:00 p.m. and will be via zoom. |
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| **14.** | **ADJOURNMENT** | The meeting adjourned at 8:21 p.m. |

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Mayor, Chad Newton

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Chief Administrative Officer, Wendy Wildman