



MINUTES
SUMMER VILLAGE OF YELLOWSTONE
REGULAR MEETING OF COUNCIL
November 24th, 2023, @ 9:00 A.M.

IN ATTENDANCE Don Bauer, Mayor
Brian Brady, Deputy Mayor (via telephone)
Tom Clark, Councillor
Kim Hanlan, CAO
Milos Tajek, DEM

One resident in attendance

1.0 CALL TO ORDER Don Bauer called the meeting to order at 9:01 A.M.

2.0 LAND ACKNOWLEDGMENT

3.0 ACCEPTANCE OF AGENDA MOVED by Brian Brady that the agenda be approved as presented.
Res. #189 – 23

CARRIED

4.0 APPROVAL OF MINUTES MOVED by Tom Clark that the minutes of the Regular Meeting of Council held October 13th, 2023, be approved as presented.
Res. #190 – 23

CARRIED

5.0 DELEGATIONS - No Delegations

6.0 BUSINESS ARISING

A. **MUNICIPAL ACCOUNTABILITY AUDIT ITEM 3.10 PLANNING MGA MDP**
Res. #191 - 23 MOVED by Brian Brady that Council amends the Municipal Development Plan as required in the Municipal Accountability Audit and sets the dates as follows: of the first reading on January 19th, 2024, the public hearing on March 15, 2024, at 9:00 AM, the second reading on March 15th Council meeting and third reading is on April 19th, 2024 meeting. Administration is to undertake the required advertising for the public hearing and upload the MDP amended draft on the Village's website.

CARRIED



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B. MUNICIPAL ACCOUNTABILITY AUDIT ITEM 2. LAND USE BYLAW LUB
Res. # 192 – 23 MOVED by Don Bauer that Council amends the Land Use Bylaw (LUB) as required in the Municipal Accountability Audit and sets the dates as follows: of the first reading on January 19th, 2024, the public hearing on March 15, 2024, at 9:00 AM, the second reading on March 15th Council meeting and third reading is on April 19th, 2024 meeting. Administration is to undertake the required advertising for the public hearing and upload the LUB amended draft on the Village’s website.

CARRIED

C. MUNICIPAL ACCOUNTABILITY AUDIT ITEM 4. DEVELOPMENT AUTHORITY BYLAW 233 - 2023
Res. # 193 – 23 MOVED BY Don Bauer that Bylaw 234-2023, being a Development Authority Bylaw to Appoint the Village’s Development Authority by resolution of Council in Summer Village of Yellowstone, be given 1st reading

CARRIED

Res. # 194 – 23 MOVED by Tom Clark that Bylaw 233 - 2023 be given a second reading.

CARRIED

Res. # 195 – 23 MOVED by Don Bauer that Bylaw 233 - 2023 be considered for third reading.

CARRIED UNANIMOUSLY

Res. # 196 – 23 MOVED by Don Bauer that Bylaw 233 - 2023 be given a third and final reading.

CARRIED

D. 2024 OPERATING/CAPITAL BUDGET AND 3-YEAR FINANCIAL PLAN
Res. # 197 – 23 MOVED by Brian Brady that Council approves the 2024 Operating/Capital budget and 3-Year Financial Plan as amended. The amendment is to include two Fire Smart line items: one to be added to revenue for potential Firesmart grants and a Fire Smart expense account.

CARRIED

E. 5-YEAR CAPITAL PLAN
Res. # 198 – 23 MOVED by Tom Clark that Council approves the Five-Year Capital Plan as presented.

CARRIED



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F. **2023 BASIC MUNICIPAL TRANSPORTATION GRANT (BMTG)**
Res. # 199 – 23 MOVED by Don Bauer that Council recindes Res. #184-23 and confirms the BMTG 2023 allocation is to be used to fund the payback of reserves from the 2022 Road Rehabilitation Project.

CARRIED

7.0 DEVELOPMENT MATTERS - No Development Matters

8.0 NEW BUSINESS

A. **2023 MUNICIPAL SUSTAINABILITY GRANT – OPERATING (MSI-O)**
Res. #200 - 23 MOVED by Don Bauer that Council confirms applying the 2023 MSI- O grant allocation to the following functional categories:
 • Municipal Buildings and Facilities
 • Parks, Sports, and Recreation
 • Public Security and Safety
 • Roads and Bridges
 • General Administration
For a total cost of MSI – O expenditures of \$16,144.00

CARRIED

B. **2023 CANADA COMMUNITY BUILDING FUND (CCBF)**
Res. #201 - 23 MOVED by Tom Clark that Council confirms the 2023 allocation of \$13,576.00 is not used for 2023 and is used for future year expenditures.

CARRIED

C. **ONOWAY REGIONAL FIRES SERVICES “NON-CHARGEABLES” EMAIL DATED OCTOBER 25, 2023**
Res. #202 - 23 MOVED by Brian Brady that Council accepts this as information.

CARRIED

D. **ONOWAY REGIONAL FIRE SERVICES COST INCREASE**
Res. #203 - 23 MOVED by Brian Brady that Council accepts this as information

CARRIED

E. **FIRE SERVICES AGREEMENT AMENDING AGREEMENT**



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Res. #204 - 23 MOVED by Don Bauer that Council accepts to enter into the amending agreement as put forth through Onoway Regional Fire Services (ORFS) and that the CAO be authorized to execute the agreement.

CARRIED

F. **SUMMER VILLAGE OF LAC STE. ANNE COUNTY EAST (SVLSACE) - CONNECT MOBILITY**
Res. #205 - 23

MOVED by Brian Brady that Council moves to not participate in Connect Mobility as put forth through the SVLSACE.

CARRIED

G. **ALBERTA MUNICIPAL DATA SHARING PARTNERSHIP (AMDSP)**
Res. #206 - 23 MOVED by Don Bauer that Council acknowledges the importance of correct data sets for municipal addresses and the importance of its accessibility for emergency services. Council confirms Yellowstone's partnership with the AMDSP and accepts the requirement that the Village confirms annually with the AMDSP that the Municipal addressing is correct and up to date. Furthermore, on behalf of the AMDSP, the Village sends a letter to Lac Ste. Anne County requests they become an active partner with the AMDSP for ease of information sharing of County properties near Yellowstone or properties that are accessed through Yellowstone.

CARRIED

H. **RESPECT IN THE WORKPLACE POLICY NO. C – HUM – 1**
Res. #207 - 23 MOVED by Don Bauer that Council adopts the proposed Respect in the Workplace Policy No. C-HUM-1 as presented.

CARRIED

I. **2024 BORROWING BYLAW 234 - 2023**
Res. #208 - 23 MOVED by Don Bauer that Bylaw 234-2023 being a Bylaw to authorize short-term borrowing to December 31, 2024, in the amount of \$150,000.00 to access additional funding for interim financing in the event of a local emergency for the Summer Village of Yellowstone, be given 1st reading

CARRIED

Res. #209 - 23 MOVED by Tom Clark that Bylaw 234 - 2023 be given a second reading.

CARRIED



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Res. #210 - 23 MOVED by Brian Brady that Bylaw 234 - 2023 be considered for third reading.

CARRIED UNANIMOUSLY

Res. #211 - 23 MOVED by Tom Clark that Bylaw 234 - 2023 be given a third and final reading.

CARRIED

J.
Res. #212 - 23 **INTERMUNICIPAL SUBDIVISION DEVELOPMENT APPEAL BOARD (ISDAB) CONFIRMATION**

MOVED by Brian Brady that the Intermunicipal Subdivision & Development Appeal Board be confirmed as per agreement with Lac Ste. Anne County (Bylaws 204-2019 and 210-2021) confirming Cindy Suter as clerk.

CARRIED

K.
Res. #213 - 23 **EXTENDED PRODUCER RESPONSIBILITY (EPR) PHASE ONE**

MOVED by Brian Brady that Council acknowledges the December 31, 2023 deadline for application of phase one of the EPR. This item is to be brought back to the January 19th, 2024 Council meeting or sooner if a special meeting is called.

CARRIED

L.
Res. #214 - 23 **DIRECTOR OF EMERGENCY MANAGEMENT (DEM) POSITION AND REMUNERATION REVIEW**

MOVED by Brian Brady that Council appoint Milos Tajek as the 2024 DEM (Director of Emergency Management) for the Summer Village of Yellowstone and that remuneration be set out as follows:

- Honorarium Monthly \$200
- Incurred Expenses Monthly \$75
- Electronic Expenses Monthly - \$125
- Meeting Fees Up To 4 Hours \$75
- Meeting Fees Over 4 Hours: \$125
- Mileage \$0.50/km
- AND THAT consideration of the continuation of the position and the remuneration paid to be reviewed annually before the following year

CARRIED

M.
Res. #215 - 23 **DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT (DDEM) POSITION AND REMUNERATION REVIEW**

MOVED by Don Bauer that Council appoint Deputy Mayor Brady as the Deputy DEM (Director of Emergency Management) for the Summer Village of Yellowstone and that remuneration be set out as follows:



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- Honorarium Monthly \$100
- Incurred Expenses Monthly \$75
- Electronic Expenses Monthly (N/A for Councillors)
- Meeting Fees Up To 4 Hours \$75
- Meeting Fees Over 4 Hours \$125
- Mileage \$0.50/km

AND THAT consideration of the continuation of the position and the remuneration paid is to be reviewed annually before the following year

CARRIED

9.0 COUNCILLOR REPORTS

A.

Mayor Don Bauer

Updated Council on the following:

- Onoway Regional Fire Service
- Onoway November 11th Remembrance Day Ceremony
- LSAC November 14th (Municipal Services Package) MSP
- North 43 Lagoon meeting
- Message Board updates

Deputy Mayor Brian Brady

Updated Council on the following:

- AB Munis Conference
- YRL Meeting

Councillor Tom Clark

Updated Council on the following:

- Onoway Regional Fire Service (ORFS) meeting
- LILSA meeting

Res. #216 - 23 MOVED by Tom Clark that the Councillor Reports be accepted as information.

CARRIED

10.0 CAO REPORTS

A.

STATUS UPDATE

The CAO updated Council on the following items:

- New Village Policies
- GST Rebate
- Tax Arrears

Res. #217 - 23 MOVED by Brian Brady that the CAO'S Status Update be accepted as information.

CARRIED

B.

CPO REPORTS

Res. #218 - 23 MOVED by Don Bauer that the CPO Reports (May 2023 to September 2023) be accepted as information.



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C. ACTION ITEM LIST CARRIED
Res. #219 – 23 MOVED by Brian Brady that the Action Item List be accepted as information

D. 3RD QUARTER INCOME/EXPENSE REPORT CARRIED
Res. #220 - 23 MOVED by Tom Clark that the 3 QTR Income/Expense Report be accepted as information.

E. DISBURSEMENTS LIST SEPTEMBER 1ST TO NOVEMBER 15TH 2023 CARRIED
Res. #221 - 23 MOVED by Brian Brady that the September 1, 2023 to November 15th, 2023, disbursements list be accepted as information.

F. BANK RECONCILIATIONS- SEPTEMBER 2023 AND OCTOBER 2023 CARRIED
Res. #222 - 23 MOVED by Tom Clark that the September 2023 and October 2023 Bank Reconciliations be accepted as information.

11.0. CORRESPONDENCE ITEMS - No Correspondence Items

12.0 OPEN FLOOR DISCUSSION - No Open Floor Discussion

One resident left at 10:42
Council Recessed 10:43 – 10:53

13.0 CLOSED MEETING

Res #223– 23 MOVED by Don Bauer that Council closes the meeting to the public for items: Item 13 A under *FOIP* sec. 17 – CAO Evaluation and Item 13. B under *FOIP* sec. 16 and 24 Third Party Interests and Advice from Officials at 10:53 A.M. DEM Milos Tajek to be dismissed for item 13.A, but is called back into the closed meeting for item 13.B.

CARRIED

Res #224 – 23 MOVED by Don Bauer that Council moves out of Closed Meeting at 11:57 A.M.

CARRIED

A. CAO ANNUAL PERFORMANCE APPRAISAL
Res. #225 – 23 MOVED by Tom Clark that Council confirms the completion of the annual CAO performance appraisal signed by the Mayor and the CAO as required under Section 205.1 of the MGA, which states that a Council must provide an annual written performance evaluation of the CAO concerning fulfilling the



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responsibilities under Section 207. Under this section, the CAO: – Is the administrative head of the municipality, ensuring policies and programs are implemented, Advises and informs the Council of the municipality's operations and affairs, and carries out responsibilities assigned by the Council.

CARRIED

Res. #226– 23 **B. EMAIL CORRESPONDENCE FROM ONOWAY REGIONAL FIRE SERVICE AND ONOWAY REGIONAL FIRE SERVICE EXECUTIVE, DATED NOVEMBER 8TH, 2023, INCLUDING 6 ATTACHMENTS**


MOVED by Brian Brady that Mayor Bauer, on behalf of Council, direct a letter through Onoway Regional Fire Service to the Executive and the Fire Service Contractor stating that Brian Brady was acting as Brian Brady, the concerned citizen and that Yellowstone Council, Administration, and the Director of Emergency Management Milos Tajek continues to support Onoway Regional Fire Services. Furthermore, Council puts forth ten questions chosen by Council and administration that are to be included in the letter directed to the executive and Fire Rescue International through Onoway Regional Fire Services, requesting a written response to each of the ten questions put forth.

CARRIED

14.0 NEXT MEETING - The next scheduled Council meeting will take place at 9:00 A.M. on January 19th, 2024, at the Municipal Building located at 500 Morin Drive, Yellowstone.

15.0 ADJOURNMENT Being that the agenda matters had been concluded, the meeting was adjourned at 12:23 P.M. by Don Bauer.

These minutes approved on the 19th day of January 2024.



Don Bauer, Mayor



Kim Hanlan, CAO