|  |  |  |  |
| --- | --- | --- | --- |
| **1.** | **Call to Order** |  |  |
| **2.** | **Agenda** | a) | Thursday, August 22nd, 2024 Regular Council Meeting  *(that Council approve as is or as amended)* |
| **3.** | **Minutes:**  *Pages 1-4* | a) | Thursday, June 20th, 2024 Regular Council Meeting  *(approve as presented or with amendments)* |
| **4.** | **Public Hearings:** |  | N/A |
| **5.** | **Delegations/**  **Appointments:** |  | N/A |
| **6.** | **Business Arising:**  *Pages 5-6* | a) | Special Tax – Recreation – this item was deferred from last meeting for further discussion. Administration has attached the section of the Municipal Government Act pertaining to same.  *(direction as given by Council at meeting time)* |
| **7.** | **Bylaws & Policies**  *Bylaw 162-2024, Code of Conduct Bylaw*  *Pages 6A-20* | a) | Bylaw 162-2024 – Code of Conduct for Council – this item was flagged in one of our municipalities as requiring amendment. We were advised that our current bylaw includes sanctions not authorized under the Code of Conduct regulation. It also excludes a member against whom an allegation is made from attending the closed session where the report is discussed, which is contrary to Section 153 of the MGA which requires councillors to participate in Council meetings. We have amended the Bylaw which has been vetted by Municipal Affairs. We have attached the previous Bylaw 136-18, which has been totally reworked for comparison purposes. Administration is requesting three readings of the Bylaw as we prepare for the Municipal Accountability Program (MAP) review this fall.  *(that Bylaw 162-2024, being the Code of Conduct Bylaw for the Summer Village of Birch Cove, be given first reading (as is or as amended)*  *(that Bylaw 162-2024 be given second reading (as is or as amended)*  *(that Bylaw 162-2024 be considered for third reading (as is or as amended)*  *(that Bylaw 162-2024 be given third and final reading (as is or as amended)* |
|  | *Bylaw 163-2024*  *Bylaw Enforcement Officer Bylaw*  *Pages 21-29* | b) | Bylaw 163-2024, Bylaw Enforcement Officer Bylaw – this item was also a legislative gap in one of our MAP reviews as a deficiency. Although we do not have a Bylaw Enforcement Officer, it is a requirement to have a Bylaw in place. This bylaw has also been vetted by Municipal Affairs for approval.  *(that Bylaw 163-2024, being the Bylaw Enforcement Officers Bylaw for the Summer Village of Birch Cove, be given first reading (as is or as amended)*  *(that Bylaw 163-2024 be given second reading (as is or as amended)*  *(that Bylaw 163-2024 be considered for third reading (as is or as amended)*  *(that Bylaw 163-2024 be given third and final reading (as is or as amended)* |
| **8.** | **New Business:** | a) | Tennis/Basketball Court – the line painting for the basketball court was not initially included in the grant submitted, the additional cost of $3,144.00, is to be approved by Council, to be funded through grant funding for the project.  *(that the quote provided by Reline Painting for the line painting required for the tennis/basketball court be ratified as submitted in the amount of $3,144.00, cost to be funded by available grant funds)* |
|  | *Pages 30-32* | b) | Municipal Accountability Program (MAP) Cycle 2 – Scheduling for 2024/25 – the Summer Village of Birch Cove has been notified that a Municipal Accountability Program (MAP) review has been selected to participate in a MAP review during the 2024/25 program year. We have been notified that the initial meeting will take place on September 3rd at 1:00 p.m. As the time involved iwith the MAP review is quite onerous and not covered in the administration contract and we were unaware of the review at budget time, the cost for working on this review will be in addition to the regular administrative fee.  *(that the Municipal Accountability Program Cycle 2 review for the Summer Village of Birch Cove in 2024/25 be accepted for information and further that administrative costs with regard to time involved for the review will be compensated for as referenced in the contract with costs being covered through reserves)* |
|  | *Pages 33-35* | c) | Ste. Anne Summer Villages Regional Emergency Management Partnership – 2025 Proposed Budget – the attached proposed budget is to be presented at the next SVREMP meeting scheduled for October 5th, 2024 at which time they would like the budget to be finalized and approved. The 2024 and 2025 budgets are included for comparative purposes. This is an opportunity for engagement prior to final approval from the Board. The partnership has requested any questions or concerns to be submitted prior to the Oct. 5th meeting.  *(that the Proposed 2025 Budget submitted by the Ste. Anne Summer Villages Regional Emergency Management Partnership be endorsed as presented)*  *(some other direction as given by Council at meeting time)* |
|  |  | d) | The Summer Village of Birch Cove has not had a Deputy Director of Emergency Management for some time. Recently Christine Greene has stepped up to volunteer in this capacity. Administration is requesting Council endorsement for the position, as well as approving a financial commitment for Director of Emergency Management Renee Jackson to further her training as required, as well as for Christine Greene to take the training for the Deputy Director position.  *(that Council approve Christine Greene for the position of Deputy Director of Emergency Management effective immediately and further that the Summer Village of Birch Cove cover the costs of required training for Ms. Greene as well as additional training required for Director of Emergency Management Renee Jackson as approved by Administration)*  *(some other direction as given by Council at meeting time)* |
|  | *Pages 36-37* | e) | 2023 Municipal Indicators – every year Municipal Affairs publishes information about every municipality on their Municipal Dashboard. This dashboard tracks 13 municipal indicators with the intent of measuring long term viability and keeping local government accountable. A municipality is ‘not deemed to face potential long term viability challenges’ as long as it does not flag a critical indicator or three or more non-critical indicators. This performance measure is used as a benchmark for measuring the ministry’s efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments. The ministry compiled and verified the data collection from Alberta’s municipalities for the 2023 financial year and has advised that the Summer Village of Birch Cove did flag two indicators, Indicator #4, Tax Collection Rate and #13, Interest in Municipal Office. The indicators along with responses are attached.  *(that the Alberta Municipal Affairs 2023 Municipal Indicator Performance Measure Results along with the applicable responses be accepted as presented for the Summer Village of Birch Cove)*  *(some other direction as given by Council at meeting time)* |
|  |  | g) | Next Meeting – in keeping with the current meeting schedule, the next Council meeting is scheduled for October 17th, 2024. As this falls on the same date as the Alberta Summer Village Association conference, does Council wish to provide an alternate date for the meeting?  *(direction as given by Council at meeting time)* |
|  |  | h) |  |
|  |  | i) |  |
| **9.** | **Financial** |  | Income and Expense Statement – July 31st, 2024  *(that the July 31st, 2024 Income and Expense Statement be accepted as presented)* |
| **10.** | **Correspondence**  *Pages 38-40* | a) | Government of Alberta, Municipal Affairs – June 24th, 2024 Ministerial Order confirming the requisitions payable (and forgiveness thereof certain amounts via a program credit) for the Designated Industrial Property tax. The order includes a report listing all DIP’s issued, attached is only the page that includes the Summer Village of Birch Cove (indicating our credit back for the levied amount). |
|  | *Pages 41-42* | b) | July 23, 2024 letter from Minister McIver advising that the Canada Community Building Fund (CCBF) allocation for the Summer Village of Birch Cove for 2024 is $8,903. |
|  | *Pages 43-44* | c) | 24DP02-43, Development Permit 8 Willow Crescent for construction of an addition (Solarium) to an existing detached dwelling. |
|  | *Pages 45-47* | d) | Lac Ste. Anne Foundation – Board Meeting Minutes March 26, 2024. |
|  |  | e) | *(that the correspondence items be accepted for information)* |
| **11.** | **Council Reports** | a)  b)  c) | Mayor  Deputy Mayor  Councillor  *(that the Council Reports be accepted for information)* |
| **12.** | **Chief Administrative Officer Report** | a)  b)  c)  d)  e) | To Do List – June 20th, 2024  *(that the Chief Administrative Officer Reports be accepted as information)* |
| **13.** | **Confidential Matters** |  | N/A |
| **14.** | **Adjournment** |  |  |

Next Meetings:   Next Council Meeting – TBD

Sept. 25 – 27/24Alberta Municipalities Convention & Trade Show

Sept. 28/24 Summer Villages Lac Ste Anne County East – 9:00 a.m. Alberta Beach

Oct. 4, 2024 Regional Municipalities Meeting 9:30 a.m. Alberta Beach