

Summer Village of Bondiss

Agenda

Zoom Video Conference Council Meeting, 7:00 PM, Tuesday, July 8, 2025

Hosted by 64 Newcastle Road, Sherwood Park, AB

1. Call to order
2. Review, additions & adoption of the Agenda.
3. Review and adoption of Minutes:
 - 3.1. Regular Meeting – May 27, 2025
 - 3.2. Special Meeting – June 5, 2025
 - 3.3. Special Meeting – June 17, 2025
4. Financial Statements (internal)
 - 4.1. Balance Sheet and Income Statement dated July 7, 2025
 - 4.2. Cheque Listing and E-transfer listing dated July 7, 2025
5. Council Message to Residents – To forward to everyone for those that missed the AGM
6. Canada Day Recap
7. Signs for the 2 Parks
8. Swimming Buoys
9. Tetherball and Park information
10. Mr. V's Tree Quote
11. Trick or Treat in the Heat
12. Fencing – Green Labonte Fence and Chain Link Fence on Bondiss Drive
13. Bylaws
 - 13.1. Bylaw 17-25 Culverts

- 13.2. Bylaw 18-25 Docks
- 13.3. Bylaw 19-25 Alternative Methods for Advertising
- 14. Policies
 - 14.1. Policy 06-2025 Resident Conduct and Communication Policy
- 15. Information Items
- 16. Other items
- 17. Move into closed session of Council
 - 17.1. MCS Net – FOIP Sections 21
 - 17.2. Resident Request – FOIP Section 25
 - 17.3. Personnel Matters – FOIP Section 17
- 18. Move out of closed session
- 19. Next Meeting – TBD
- 20. Adjournment



MINUTES OF A REGULAR COUNCIL MEETING OF THE SUMMER VILLAGE OF BONDISS HELD ON TUESDAY, MAY 27, 2025, BY ZOOM VIDEO CONFERENCE, HOSTED AT 64 NEWCASTLE ROAD, SHERWOOD PARK, AB.

In Attendance	April Clark, Mayor Leah Iwaniuk, Deputy Mayor Lawrence Habiak, Councillor Kim Bancroft, Interim Chief Administrative Officer
Gallery	1
Delegation	N/A
Call to Order	The meeting was called to order at 7:03 pm by Mayor Clark.

AGENDA

001-2025-05-27	Moved by Mayor Clark that the agenda be adopted as presented.	CARRIED
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DELEGATION

No Delegations were present at this meeting.

MINUTES

002-2025-05-27	Moved by Mayor Clark that the Minutes of the April 22, 2025 Regular Council Meeting and the Minutes of the April 29, 2025 Special Council Meeting be approved as presented.	CARRIED
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FINANCIALS

003-2025-05-27	Moved by Mayor Clark that the Financial Statements and Payment Listings dated May 23, 2025 be accepted as information.	CARRIED
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NEW BUSINESS

004-2025-05-27	Moved by Mayor Clark that Council approve the renewal of the Assessment Services Agreement between the Summer Village of Bondiss and Municipal Assessment Services Group Inc. under the terms and conditions outlined in the proposal dated April 22, 2025.	CARRIED
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BYLAWS AND POLICIES

- 005-2025-05-27** Moved by Mayor Clark that Bylaw 11-25, being a bylaw to regulate and control the operation of off-highway vehicles within the boundaries of the Summer Village of Bondiss, be given second reading at this time.
CARRIED
- 006-2025-05-27** Moved by Mayor Clark that Bylaw 11-25 be given third reading and finally be passed at this time.
CARRIED
- 007-2025-05-27** Moved by Mayor Clark that Policy 05-2025 being a Social Media Policy be approved as amended at this time.
CARRIED
- 008-2025-05-27** Moved by Mayor Clark that the email presented by CAO Bancroft detailing the grant given to the Summer Village of Bondiss from Fortis to plant trees in the amount of \$1,000 be accepted as information.
CARRIED
- 009-2025-05-27** Moved by Mayor Clark that administration get a quote on adding 3 maple trees to Lakeview Park and 6 Lilac trees in the reserve area on Birch Crescent.
CARRIED
- 010-2025-05-27** Moved by Mayor Clark that Administration draft a bylaw to regulate the use of docks on public lands.
CARRIED
- 011-2025-05-27** Moved by Mayor Clark that Administration draft a bylaw to explain culvert responsibility within the Summer Village of Bondiss.
CARRIED
- 012-2025-05-27** Moved by Mayor Clark that administration get quotes for a tetherball and for soccer posts for Birch Crescent.
CARRIED
- 013-2025-05-27** Moved by Mayor Clark that administration get quotes for a Natural Playground so that we can use the quote to apply for grant funding if any become available.
CARRIED UNANIMOUSLY
- 014-2025-05-27** Moved by Mayor Clark that administration have an engineer look at the drainage issues discussed.
CARRIED

CLOSED SESSION

- 015-2025-05-27** Moved by Mayor Clark that Council and Administration move into Closed Session at 7:37 pm. FOIP Section 21, Intergovernmental Relations – Athabasca County Fire Agreement.
CARRIED

016-2025-05-27 Moved by Mayor Clark that Council and Administration move out of Closed Session at 8:00 pm.

CARRIED

017-2025-05-27 Moved by Mayor Clark that Administration reach out to Mewatha Beach Administration for discussion regarding the Athabasca County Fire Agreement.

CARRIED

ADJOURNMENT

Next Regular Council Meeting will be held on July 8, 2025 at 7:00 pm via Zoom.

The Chairman thanked everyone for participating in discussion throughout the meeting.

The Meeting Adjourned at 8:19 pm.

SUMMER VILLAGE OF BONDISS



April Clark, Mayor



Kim Bancroft, CAO



MINUTES OF A SPECIAL COUNCIL MEETING OF THE SUMMER VILLAGE OF BONDISS HELD ON TUESDAY, JUNE 5, 2025, BY ZOOM VIDEO CONFERENCE, HOSTED AT 64 NEWCASTLE ROAD, SHERWOOD PARK, AB.

In Attendance April Clark, Mayor
Leah Iwaniuk, Deputy Mayor
Lawrence Habiak, Councillor
Kim Bancroft, Interim Chief Administrative Officer

Gallery 0

Delegation none

Call to Order The meeting was called to order at 11:30 am by Mayor Clark.

AGENDA

001-2025-06-05 Moved by Mayor Clark that the agenda be adopted as presented. CARRIED

NEW BUSINESS

002-2025-06-05 Moved by Mayor Clark that council approve the quote from North West Paving for Items A and B for a total of \$184,348 plus GST. This is to Add Cold Mix to Bondiss Drive East End of Roadway to County Tie In, Shape existing cold mix to remove wash boarding and supply new cold mix as needed on Old Timers Drive South, and shape existing cold mix to remove wash boarding and supply new cold mix as needed on Old Timers Drive North. This work is to be completed entirely with grant money. CARRIED

ADJOURNMENT

Next Regular Council Meeting will be held on July 8, 2025 at 7:00 pm via Zoom.

The Meeting Adjourned at 12:30 pm.

SUMMER VILLAGE OF BONDISS

April Clark, Mayor

Kim Bancroft, CAO



MINUTES OF A SPECIAL COUNCIL MEETING OF THE SUMMER VILLAGE OF BONDISS HELD ON TUESDAY, JUNE 17, 2025, BY ZOOM VIDEO CONFERENCE, HOSTED AT 64 NEWCASTLE ROAD, SHERWOOD PARK, AB.

In Attendance April Clark, Mayor
Leah Iwaniuk, Deputy Mayor
Lawrence Habiak, Councillor
Kim Bancroft, Interim Chief Administrative Officer

Gallery 0
Delegation none
Call to Order The meeting was called to order at 1:00 pm by Mayor Clark.

AGENDA

001-2025-06-17 Moved by Mayor Clark that the agenda be adopted as presented. CARRIED

NEW BUSINESS

002-2025-06-17 Moved by Mayor Clark that administration send the letter as presented to Mewatha Beach regarding our opposition to their Land Use Bylaw Amendment which would allow 4 trailers per lot on a permanent basis. CARRIED

003-2025-06-17 Moved by Mayor Clark that administration send the letter as presented to EINS Development Consulting regarding our opposition to the 46 Lot Residential Development proposed for North of Skeleton Lake at NW-13-65-19-W4M Harnaha. CARRIED

ADJOURNMENT

Next Regular Council Meeting will be held on July 8, 2025 at 7:00 pm via Zoom.

The Meeting Adjourned at 1:30 pm.

SUMMER VILLAGE OF BONDISS

April Clark, Mayor

Kim Bancroft, CAO

Summer Village of Bondiss

Balance Sheet As at 07/07/2025

ASSET

Current Assets

ATB Operating Account	70,449.74	
ATB Mush Savings Account	863,055.63	
Total Cash		933,505.37
Current Taxes Receivable		227,529.46
GST Receivable		15,550.09
Gov't Grant Rec - CCBF		29,609.00
Gov't Grant Rec - LGFF Capital		73,147.00
Total Current Assets		1,279,340.92

Capital Assets

Playground Equipment	118,915.85	
Accum. Amort - Playground Equ...	-33,473.46	
Net - Playground Equipment		85,442.39
Office Furniture & Equip	1,756.00	
Accum. Amort. - Office Furniture...	-1,756.00	
Net - Office Furniture & Equip		0.00
Engineering Structures	1,231,265.93	
Accum. Amort. - Engineering Str...	-663,275.62	
Net - Engineering Structures		567,990.31
Wastewater	58,765.31	
Accum. Amort - Wastewater	-53,845.80	
Net - Wastewater		4,919.51
Total Capital Assets		658,352.21

TOTAL ASSET 1,937,693.13

LIABILITY

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Accounts Payable	42,209.33
Prepaid Taxes	14,245.95
Refundable Grant MSI - CAP	-102,932.42
Refundable Grant LGFF - Cap	73,147.00
Refundable Grant CCBF	5,722.90
Fortis Tree Grant	1,000.00
	<u>33,392.76</u>

TOTAL LIABILITY 33,392.76

EQUITY

Equity

Development Agreements	5,000.00
Equity in Fixed Assets	812,050.60
Eqity purchase of TCA	28,375.83
Equity Amortization of TCA	-96,012.45
Transfer to Restricted Reserve	172,895.00
Current Earnings	208,747.01
Accumulated Operating Surplus	773,244.38
Total Owners Equity	1,904,300.37

TOTAL EQUITY 1,904,300.37

LIABILITIES AND EQUITY 1,937,693.13

Summer Village of Bondiss

Comparative Gross Margin Income Statement

	Actual 01/01/2025 to 07/07/2025	Budget 01/01/2025 to 12/31/2025	Difference
OPERATING REVENUE			
REVENUE			
Real Property Taxes	386,187.32	374,060.00	12,127.32
Tax Penalties	2,439.37	5,000.00	-2,560.63
Federal Conditional Grants	-1,649.11	0.00	-1,649.11
MSI Capital - Operating	0.00	16,772.00	-16,772.00
Interest on Investments	16,118.88	16,000.00	118.88
Village Fees and Charges	925.00	1,500.00	-575.00
TOTAL REVENUE	404,021.46	413,332.00	-9,310.54
TOTAL OPERATING REVENUE	404,021.46	413,332.00	-9,310.54
GROSS MARGIN	404,021.46	413,332.00	-9,310.54
OPERATING EXPENSE			
EXPENSES			
Council Honorariums	3,600.00	7,200.00	-3,600.00
Councillor Expenses	0.00	1,030.00	-1,030.00
Audit Professional Services	6,050.00	6,180.00	-130.00
Assessment Professional Services	4,825.00	6,300.00	-1,475.00
Banking Charges	10.15	1,030.00	-1,019.85
Website	65.88	515.00	-449.12
Election Expense	885.00	500.00	385.00
Annual Meeting	0.00	515.00	-515.00
General Office Supplies	190.48	1,030.00	-839.52
Advertising, Printing, Subscription	572.02	515.00	57.02
Insurance and Bonding	7,019.00	7,019.00	0.00
Legal Professional Services	0.00	2,060.00	-2,060.00
Memberships	2,061.00	2,678.00	-617.00
Municipal Administrative Services	17,559.00	36,177.00	-18,618.00
Administration Education	0.00	500.00	-500.00
WCB	0.00	900.00	-900.00
Postal and Courier	261.03	1,339.00	-1,077.97
Telephone	0.00	618.00	-618.00
Repairs / Maintenance / Trees	19,500.00	12,360.00	7,140.00
Outhouses / Garbages	0.00	4,500.00	-4,500.00
Grass Cutting	0.00	15,450.00	-15,450.00
Snow Removal	14,460.85	21,685.00	-7,224.15
Admin Travel and Subsistence	0.00	1,030.00	-1,030.00
Conference and Seminars	0.00	1,030.00	-1,030.00
Other Administrative Expense	150.79	515.00	-364.21
Repairs and Supplies	634.41	0.00	634.41
Northern Lights Library System	1,203.40	1,203.00	0.40
FCSS	0.00	1,100.00	-1,100.00
Donations	0.00	515.00	-515.00
Assessment Review Board	970.00	0.00	970.00
Fire Services	0.00	15,165.00	-15,165.00
Athabasca Regional Waste	16,599.31	28,840.00	-12,240.69
Greater North Foundation	0.00	9,749.00	-9,749.00
Celebrate Canada Grant	345.00	0.00	345.00
PTASFF	86,885.13	197,875.00	-110,989....
PFM Expense	11,427.00	11,209.00	218.00
Bylaw Enforcement	0.00	5,000.00	-5,000.00
Move to Operating Reserve	0.00	5,000.00	-5,000.00
Move to Capital Reserve Fund	0.00	5,000.00	-5,000.00
TOTAL EXPENSES	195,274.45	413,332.00	-218,057....
TOTAL OPERATING EXPENSE	195,274.45	413,332.00	-218,057....

Summer Village of Bondiss
Comparative Gross Margin Income Statement

	Actual 01/01/2025 to 07/07/2025	Budget 01/01/2025 to 12/31/2025	Difference
INCOME FROM OPERATIONS	208,747.01	0.00	208,747.01
NET INCOME	208,747.01	0.00	208,747.01

Summer Village of Bondiss
Cheque Log for 1020 ATB Operating Account from 05/24/2025 to 07/07/2025

Cheque No.	Cheque Type	Payee	Amount	Cheque Date	User
3	Payment	Government of Alberta - Pol...	218.00	05/30/2025	sysadmin
4	Payment	Co-Op	135.83	06/28/2025	sysadmin
5	Payment	CC Band	1,200.00	07/02/2025	sysadmin
6	Payment	North West Paving	193,565.40	07/01/2025	sysadmin

Summer Village of Bondiss

Direct Deposit Log 05/24/2025 to 07/07/2025

Direct Deposit No.	Transa... Type	Payee	Transaction Date	User	Amount
VP148	Payment	Kim Bancroft	05/31/2025	sysadmin	3,258.15
VP149	Payment	April Clark	06/06/2025	sysadmin	24.58
VP150	Payment	Leah Iwaniuk	06/06/2025	sysadmin	1,200.00
VP151	Payment	April Clark	06/06/2025	sysadmin	1,200.00
VP152	Payment	Greencut Group	06/06/2025	sysadmin	20,000.00
VP153	Payment	Greencut Group	06/06/2025	sysadmin	18,008.95
VP154	Payment	Lawrence Habiak	06/09/2025	sysadmin	1,200.00
VP155	Payment	Alberta Municipalities	06/19/2025	sysadmin	1,119.30
VP156	Payment	New North Contacting	06/19/2025	sysadmin	17,419.50
VP157	Payment	Brokerlink	06/26/2025	sysadmin	345.00
VP158	Payment	Kim Bancroft	06/30/2025	sysadmin	3,258.15
VP159	Payment	Blue Spruce	06/30/2025	sysadmin	15,120.00
VP160	Payment	Facepainting by Kat	07/02/2025	sysadmin	325.00
VP161	Payment	Municipal Assessment Serv...	07/02/2025	sysadmin	1,601.25
VP162	Payment	Kim Bancroft	07/02/2025	sysadmin	1,683.47
VP163	Payment	Kim Bancroft	07/02/2025	sysadmin	72.50
VP164	Payment	April Clark	07/02/2025	sysadmin	737.49
					<hr/> 86,573.34

Number of direct deposit transactions: 17