

**MINUTES OF A REGULAR COUNCIL MEETING OF THE SUMMER VILLAGE OF BONDISS HELD ON SATURDAY, MAY 07, 2022, BY TEAMS VIDEO CONFERENCE, 724 BAPTISTE DRIVE, WEST BAPTISTE, AB.**

A regular meeting of Summer Village Council was called to order at 10:00 AM on Saturday, May 7<sup>th</sup>, 2022, by the Municipal Office, 724 Baptiste Drive, West Baptiste, AB.

<b>In Attendance</b>	April Clark, Mayor, Summer Village of Bondiss, Chairman. Matthew Tomuschat, Deputy Mayor, Summer Village of Bondiss Leah Iwaniuk, Councilor, Summer Village of Bondiss. Ed Tomaszuk, Chief Administrative Officer, Recording Secretary.
<b>Gallery</b>	Debbie and Lawrence Habiak Warren Bychuk Wes Clark April Braun
<b>Call to order</b>	Mayor, April Clark, called the meeting to order at 10:00 AM.
<b>Motion (Agenda)</b> Res. 001-2022-05-07	Motion by Leah Iwaniuk for adoption of the agenda as presented and circulated to members of Council by Email prior to the meeting. Carried.
<b>Minutes, previous Council meeting</b> Res. 002-2022-05-07	Motion by April Clark to adopt the minutes of the March 24 <sup>th</sup> , 2022, regular meeting of Council as distributed by Email prior to today’s meeting. Carried.
<b>Minutes, previous Council meeting</b> Res. 003-2022-05-07	Moved by Leah Iwaniuk that Council adopts the minutes of the meeting of Council dated May 2 <sup>nd</sup> , 2022, as circulated by Email to members of Council prior to today’s meeting. Carried.
<b>Motion- Financial Report</b> Res. 004-2022-05-07	Moved by April Clark that a Financial Statement of Income and expenditures for the period between 2022-01-01 and 2022-05-07 is hereby received by Council for information. The onscreen report included a verbal explanation of selected accounts. Carried.
<b>Motion (Municipal Auditors report)</b> Res. 005-2022-05-07	Moved by Matthew Tomuschat that Council endorses a verbal report on the 2021 Annual Audit to supplement the Auditors presentation during the last meeting of Council. Carried.

**Motion (Payment of Accounts)**

**Res. 006-2022-05-07**

The payment of accounts as presented in the financial report was endorsed by Council on a motion by Matthew Tomuschat.

Carried.

**Motion (Municipal Budget, 2022)**

**Res. 007-2022-05-07**

Motion by April Clark that Council adopts the 2022 budget following a detailed review of both the budget and property tax roll subject to the following refinements:

1. The estimated total property tax levy shall be \$334,565 (including the Alberta School Foundation Fund, Minimum Tax and the Special Road Maintenance Levy).
2. A Special Road Maintenance Levy shall be \$50.00 per taxable property. Levy revenue is to be used exclusively for road maintenance and repair.
3. The Summer Village of Bondiss adopts a minimum tax of \$550.00 which applies exclusively to the Municipal component of property taxes as recorded on the property tax roll.
4. Estimated total Summer Village revenue from all sources, including the residential property tax levy, non-residential taxes, Provincial grants and other sources shall be \$638,711
5. Total Summer Village expenditures, including the Road Rehabilitation Projects and transfers, are estimated at \$638,711. Council projects a balanced budget for 2022.

Carried.

**Bylaw Authorizing rates of Taxation for 2022.**

**Res. 008-2022-05-07**

The Summer Village Bylaw, authorizing rates of taxation for 2022, was reviewed in detail by Council. Members of Council suggested several refinements to ensure that the Bylaw is consistent with the budget for the 2022 fiscal year.

Specific rates of taxation shall be:

- General Municipal Minimum Tax           \$550.00
- Special Road Levy                           \$50.00
- General Municipal                           2.1539 Mils
- Alberta School Foundation Fund       2.4866 Mils
- Greater North Foundation               0.0978 Mils
- Non-Residential Milrate                 3.7829 Mils

Total revenue from property taxes is \$334,565

Moved by Matthew Tomuschat that Bylaw No. 1-22 being the 2022 Tax Rate Bylaw, as refined, be read a first time.

Carried.

**Bylaw, Road  
Maintenance Tax.  
Res. 009-2022-05-07**

Moved by April Clark, that Bylaw No. 1-22 being the 2022 Tax Rate Bylaw be read a second time.

Carried.

Moved by April Clark, that Council authorizes three readings of Bylaw No. 1-22 in one session of Council.

Carried by unanimous consent.

Moved by Matthew Tomuschat, that Bylaw No. 1-22 being the 2022 Bylaw Authorizing rates of Taxation be read a third and final time.

Carried.

The Special Road Maintenance Tax was set at \$50.00 for each taxable property in the Summer Village.

Moved by April Clark that Bylaw No. 2-22 being the 2022 Road Maintenance Tax Bylaw be read a first time.

Carried.

Moved by April Clark: That Bylaw No. 2-22 being the 2022 Road Maintenance Tax Bylaw be read a second time.

Carried.

Moved by April Clark, that Council authorizes three readings of Bylaw No. 2-22 in one session.

Carried by unanimous consent.

Moved by Matthew Tomuschat, that Bylaw No. 2-22 being the 2022 Bylaw to provide for a Road Maintenance Tax be read a third and final time.

Carried.

**Motion (Lakeview Park  
Playground Update)  
Res. 010-2022-05-07**

Motion by April Clark that Council receives a verbal report on the status of the Lakeview Park Playground for information. It is anticipated the project will be complete by the May long weekend.

Carried

**Motion (Proposed Fees  
and Services Bylaw)  
Res. 011-2022-05-07**

Motion by April Clark to table the proposed Summer Village Fees and Services Bylaw to the next meeting of Council.

Carried

**Motion (CAO Bylaw 03-  
22)  
Res. 012-2022-05-07**

Motion by April Clark that with consideration to the proposed CAO Bylaw 03-22, Council of the Summer Village of Bondiss hereby appoints Ed Tomaszuk as CAO of the Summer Village. The appointment shall be subject to the existing CAO contract and shall become effective upon third reading of Bylaw 03-22, the CAO Bylaw.

Carried unanimously.

**Motion (CAO Bylaw 03-22)**

**Res. 013-2022-05-07**

Motion by April Clark to give first reading to Bylaw 03-22, the CAO Bylaw.

Carried.

Moved by Leah Iwaniuk that Council give second reading to the CAO Bylaw 03-22

Carried.

Council proposes to give third reading of the CAO Bylaw during the next meeting of Council.

**Motion (Winter Road Maintenance)**

**Res. 014-2022-05-07**

Moved by April Clark that Council receives a verbal report on activities associated with winter road maintenance and snow removal.

Carried.

**Spring/Summer Newsletters**

**Res. 015-2022-05-07**

Moved by April Clark to prepare and mail newsletters to all property owners in the Summer Village in consistent with a schedule determined by Council. In addition to other items, Newsletter articles shall include:

1. Mayors Message.
2. Date of the Annual Information Meeting.
3. 2022 Budget and Property rates of Taxation information.

Carried.

**Motion (Information Items)**

**Res. 016-2022-05-07**

Motion by April Clark that Council receives a verbal report on the following specific items of interest for information:

- Verbal report by Leah Iwaniuk on the Bondiss Website and Facebook page. End users shall be encouraged to contact members of Council and the Administration by Email rather than posting on the Facebook page.
- Matthew Tomuschat reported that garbage cans have been installed near Heritage Park, Lakeview Park and near the Parking lot located in proximity to the Westerly Entrance to the Summer Village.
- Verbal Report by April Clark on the Celebrate Canada Grant and planned activities for the July 1<sup>st</sup> Celebration.
- The Lakeview Park Playground project should be completed by the May long weekend if all proceeds according to plan.

Carried.

**Motion (Climate Resilience Capacity)**

**Res. 017-2022-05-07**

Moved by Matthew Tomuschat provide Council authorization for Leah Iwaniuk to submit a letter of intent for the Climate Resilience Capacity Building Program consistent with discussion in Council.

Carried.

**Other Business**

A variety of issues including the condition of roads, summer road maintenance, and cleanup of ditches along Streets were considered and discussed by Council. There were also several other relevant issues discussed throughout the meeting. A summary of conclusions is included in the following “Action Items” list.

**Action Items List**

The following summarizes a list of activities that will be carried out on behalf of the Summer Village to deal with several issues discussed throughout the meeting:

1. Proceed with the recovery of Property Tax Arrears as directed by Council.
2. Review the budget and property tax roll to ensure that the Revenue and Expenditure items accurately reflect figures discussed and approved by Council. (CAO and Council)
3. Update the property tax roll, prepare and mail Property Tax Notices before June 1, 2022.
4. Finalize the Summer Village Budget, Rates of Taxation Bylaw and Roads Maintenance Tax Bylaw and advise Municipal Affairs and Municipal Assessment Services Group as needed. Ensure that appropriate documents are signed and sealed.
5. Adjust Preauthorized Payment Plan monthly property tax payments to reflect changes in 2022 property taxes. Enter information into the CIBC database and process monthly payments accordingly.
6. Prepare and publish a Summer Village Spring/Summer Newsletter as directed by Council.
7. Conduct activities associated with disbursements and receipts to maintain financial records of the Summer Village as needed. Ensure that expenditures are legitimate, and accounts are paid in a timely manner. File reports with Alberta Municipal Affairs as required by legislation. (CAO)
8. Collect and account for property taxes, assess tax penalties and advise property owners as needed. Updates of associated financial reports including Bank deposits, as required, will be conducted on behalf of the Summer Village.
9. Prepare for the Annual Information Meeting to be held on June 25<sup>th</sup>, 2022, at 10:00 AM in the Seniors Center in Boyle. (CAO to coordinate with Mayor and Members of Council)
10. Obtain estimates on Bondiss Drive and Service Road maintenance/reconstruction. Arrange for reconstruction consistent with discussion in Council. Make recommendations on the application of Road repairs in selected areas within the Summer Village. (April Clark in consultation with Members of Council)

11. Prepare documentation and apply for the Municipal Grants as directed by Council.
12. Prepare minutes of meetings and forward to members of Council. Carry out follow-up activities as may be required.

**Expense Claims**

Expense claim forms may be distributed to members of Council upon request to be completed accordingly.

**Next Meeting**

The date of the next meeting of Council will be on Saturday June 25<sup>th</sup>, 2022, following the Annual Information Meeting.

**Closing Remarks**

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

**Adjournment**

The meeting adjourned at 12:00 PM.

**SUMMER VILLAGE OF BONDISS**

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**April Clark, Mayor**

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**Ed Tomaszuk, CAO**