

Summer Village of Bondiss

Agenda

Zoom Video Conference Council Meeting, 7:00 PM, Tuesday, August 19, 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. Organizational Meeting – July 8, 2025
 - 3.2. Regular Meeting – July 8, 2025
4. Financial Statements (internal)
 - 4.1. Balance Sheet and Income Statement dated August 17, 2025
 - 4.2. Cheque Listing and E-transfer listing dated August 17, 2025
5. Climate Resilience Capacity Building Program
6. CPP / ACP Grant
7. Bylaws
 - 7.1. Bylaw 17-25 Culverts
 - 7.2. Bylaw 18-25 Docks
8. Reserves
9. Tree Clearing
10. Information Items
11. Other items
12. Move into closed session of Council
 - 12.1. MCS Net – FOIP Sections 21

- 12.2. Emergency Management – FOIP Section 21
- 12.3. Resident Requests – FOIP Section 25
- 12.4. Personnel Matters – FOIP Section 17
- 13. Move out of closed session
- 14. Next Meeting – October 2, 2025
- 15. Adjournment

MINUTES OF THE ORGANIZATIONAL MEETING OF COUNCIL, SUMMER VILLAGE OF BONDISS, HELD ON TUESDAY, JULY 8, 2025, VIA ZOOM VIDEOCONFERENCING.

The Organizational meeting of Summer Village Council was called to order at 7:00 PM on Tuesday, July 8, 2025 via zoom videoconferencing. Council members completed Phase I of Councillor Training prior to this meeting.

In Attendance	April Clark, Councilor, Summer Village of Bondiss. Leah Iwaniuk, Councilor, Summer Village of Bondiss. Rebecca Skoreyko, Councilor, Summer Village of Bondiss. Kim Bancroft, Chief Administrative Officer, Acting Chairperson.
Gallery	0
Call to order	The meeting was called to order at 7:04 PM. The purpose of the organizational meeting is to appoint the Mayor, Deputy Mayor and to establish respective committees of Council in addition to appointments as may be required. Appointments would remain in effect for one year.
Agenda	The meeting agenda was adopted by the following motion.
Motion Res. 001-2025-07-08	Moved by Leah Iwaniuk to adopt the agenda as distributed to members of Council prior to the meeting. Carried.
Positions on Council	Members of Council may use any method considered appropriate to determine who serves as Mayor, Deputy Mayor and Councilor. The chief elected official (Mayor) of a village, summer village or municipal district is to be appointed by council from among the councilors unless the council passes a bylaw providing that the official is to be elected by a vote of the electors of the municipality. The duties of the Mayor are set out in the Municipal Government Act.
Motion Res. 002-2025-07-08	Motion by Councilor Leah Iwaniuk that Councillor Clark be named Mayor. No other nominations took place. April Clark is Mayor and took the oath of office.
Motion Res. 003-2025-07-08	Motion by Mayor Clark that Councillor Skoreyko be named Deputy Mayor. No other nominations took place. Rebecca Skoreyko is Deputy Mayor and took the oath of office.
Council Member Oath Of Office	Leah Iwaniuk is a Councillor and took the oath of office.

**Regular Council
Meeting Schedule
Res. 004-2025-07-08**

Motion by Councillor Iwaniuk that meetings of Council be scheduled on Thursdays at 7pm every 6 weeks starting on October 2, 2025.

Carried.

**Motion appointing
Development Officer
Res. 005-2025-07-08**

Moved by Deputy Mayor Skoreyko to appoint the CAO (Administrator) as the Development Officer for the Summer Village of Bondiss.

Carried.

**Motion, Financial
Signing Authority
Res. 006-2025-07-08**

Motion by Deputy Mayor Skoreyko that the signing authorities must be one member of council plus one member of administration. Any previous resolutions dealing with signing authority are hereby rescinded.

Carried.

**Municipal Office
Res. 007-2025-07-08**

Moved by Councillor Iwaniuk that the Municipal Office for the Summer Village of Bondiss be located at 64 Newcastle Road, Sherwood Park, AB, T8A 6K8.

Carried

**Appointment of
Auditor
Res. 008-2025-07-08**

Moved by Councillor Iwaniuk that Seniuk and Company be appointed as the auditor for the 2025 Municipal audit of the Summer Village of Bondiss.

Carried.

**Appointment of
Solicitor
Res. 009-2025-07-08**

Moved by Deputy Mayor Skoreyko to retain the legal services provided by the Alberta Urban Municipalities Association (AUMA) as Solicitors for the Summer Village of Bondiss. The CAO is authorized to obtain legal advice from appropriately qualified sources as needed.

Carried.

**Committee and Board
appointments
Res. 010-2025-07-08**

Moved by Councillor Iwaniuk that Council adopts the following Committee and Board Appointments thereby rescinding any previous appointments by Council:

Municipal Assessor

Municipal Assessment Services

Municipal Planner

Jane Dauphinee, Municipal
Planning Services. (Edmonton)

Assessment Review Board

CRASC

Roads

Lawrence Habiak / Warren Bychuk

Waste Management

All of Council

Carried.

**Winter Roads
Maintenance
Res. 011-2025-07-08**

Motion by Mayor Clark to appoint Lawrence Habiak as the winter road maintenance coordinator and the CAO as an alternate. Any previous appointments are hereby rescinded.

Carried.

**Winter Roads
Maintenance
Contractor
Res. 012-2025-07-08**

Moved by Deputy Mayor Skoreyko to maintain the status quo involving Contractors for winter roads maintenance. Council may review contracts as may be required from time to time.

Carried.

**Subdivision and
Development Appeal
Board
Res. 013-2025-07-08**

Moved by Mayor Clark appointing Milestone Municipal Services as the Summer Village of Bondiss Subdivision and Development Appeal Board (SDAB).

Carried.

**ARWMSC
Appointment.
Res. 014-2025-07-08**

Motion by Deputy Mayor Skoreyko that April Clark be nominated as an alternate member to the Board of Directors for the Athabasca Regional Waste Management Services Commission for the Summer Villages adjacent to Skeleton Lake.

Carried.

**FireSmart
Res. 015-2025-07-08**

Moved by Deputy Mayor Skoreyko appointing April Clark and/or Kim Bancroft, CAO as the Summer Village representative to the Athabasca Regional Community Protection Program. This includes the authority to sign Emergency Management and/or Mutual Aid Agreements on behalf of the Summer Village. Any previous appointments are hereby rescinded.

Carried.

**Grants
Res. 016-2025-07-08**

Motion by Mayor Clark authorizing the CAO to apply for any Provincial and/or Federal Grants as needed on the basis of the best interests of the Summer Village.

Carried.

**Council Training
Res. 017-2025-07-08**

Motion by Mayor Clark that the required Phase II Training for Council Members be extended for 90 days. Council members are all booked for training on Saturday, September 13, 2025.

Carried.

Next Meeting

Next meeting to be held on Thursday, October 2, 2025 at 7pm via zoom.

Closing Remarks

The Chairperson thanked everyone for their support and participation in discussion throughout the meeting.

Adjournment

The meeting adjourned at 7:18 PM.

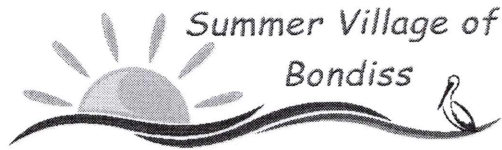
SUMMER VILLAGE OF BONDISS



Aprill Clark, Mayor



Kim Bancroft, CAO



MINUTES OF A REGULAR COUNCIL MEETING OF THE SUMMER VILLAGE OF BONDISS HELD ON TUESDAY, JULY 8, 2025, BY ZOOM VIDEO CONFERENCE, HOSTED AT 64 NEWCASTLE ROAD, SHERWOOD PARK, AB.

In Attendance	April Clark, Mayor Rebecca Skoreyko, Deputy Mayor Leah Iwaniuk, Councillor Kim Bancroft, Interim Chief Administrative Officer
Gallery	0
Delegation	N/A
Call to Order	The meeting was called to order at 7:18 pm by Mayor Clark. (the Organizational Meeting was held first at 7:00 pm)

AGENDA

001-2025-07-08	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

002-2025-07-08	Moved by Mayor Clark that the Minutes of the May 27, 2025 Regular Council Meeting, the Minutes of the June 5, 2025 Special Council Meeting and the Minutes of the June 17, 2025 Special Council Meeting be approved as presented.	CARRIED
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FINANCIALS

003-2025-07-08	Moved by Mayor Clark that the Financial Statements and Payment Listings dated July 7, 2025 be accepted as information.	CARRIED
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NEW BUSINESS

004-2025-07-08	Moved by Mayor Clark that administration send out an email to all residents recapping what was discussed at the AGM for those that were not able to attend.	CARRIED
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- 005-2025-07-08** Moved by Mayor Clark that administration order 2 wooden signs to name the parks Heritage Park and Lakeview Park.
CARRIED
- 006-2025-07-08** Moved by Mayor Clark that administration order new buoys for the swim area including 2 marker buoys.
CARRIED
- 007-2025-07-08** Moved by Mayor Clark that administration order the tetherball set as presented.
CARRIED
- 008-2025-07-08** Moved by Mayor Clark that council approve the quote from Mr. V's to add a few trees to Lakeview Park and a few lilac bushes to the green space at Birch Crescent.
CARRIED
- 009-2025-07-08** Moved by Mayor Clark that council approve the plan for "Trick or Treat in the Heat" to be held on the August long weekend.
CARRIED

BYLAWS AND POLICIES

- 010-2025-07-08** Moved by Mayor Clark that Bylaw 19-25, being a bylaw to Establish Alternative Methods for Advertising Statutory Notices within the Boundaries of the Summer Village of Bondiss, be given first reading at this time.
CARRIED
- 011-2025-07-08** Moved by Mayor Clark that Bylaw 19-25 be given second reading at this time.
CARRIED
- 012-2025-07-08** Moved by Mayor Clark that Bylaw 19-25 be given consent to proceed to third reading at this time.
CARRIED UNANIMOUSLY
- 013-2025-07-08** Moved by Mayor Clark that Bylaw 19-25 be given third reading and finally be passed at this time.
CARRIED
- 014-2025-07-08** Moved by Mayor Clark that Policy 06-2025, being a Policy regarding Resident Conduct and Communication, be passed at this time.
CARRIED

CLOSED SESSION

- 015-2025-07-08** Moved by Mayor Clark that Council and Administration move into Closed Session at 9:02 pm. FOIP Section 21, Intergovernmental Relations – Athabasca County Fire Agreement, MCS Net, and per FOIP Section 17 – Personnel Matters.
CARRIED

016-2025-07-08

Moved by Mayor Clark that Council and Administration move out of Closed Session at 9:25 pm.

CARRIED

ADJOURNMENT

Next Regular Council Meeting will be held on October 2, 2025 at 7:00 pm via Zoom.

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

The Meeting Adjourned at 9:29 pm.

SUMMER VILLAGE OF BONDISS



April Clark, Mayor



Kim Bancroft, CAO

Summer Village of Bondiss

Balance Sheet As at 08/17/2025

ASSET

Current Assets

ATB Operating Account	150,053.25	
ATB Mush Savings Account	1,015,340.69	
Total Cash		1,165,393.94
Current Taxes Receivable		64,587.52
GST Receivable		15,847.41
Gov't Grant Rec - CCBF		5,499.00
Gov't Grant Rec - LGFF Capital		73,147.00
ACP Grant Receivable		18,750.00
Total Current Assets		1,343,224.87

Capital Assets

Playground Equipment	119,740.85	
Accum. Amort - Playground Equ...	-33,473.46	
Net - Playground Equipment		86,267.39
Office Furniture & Equip	3,652.60	
Accum. Amort. - Office Furniture...	-1,756.00	
Net - Office Furniture & Equip		1,896.60
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		661,073.81

TOTAL ASSET **2,004,298.68**

LIABILITY

Ac

Accounts Payable	42,209.33
Prepaid Taxes	17,558.82
Refundable Grant MSI - CAP	-102,932.42
Deferred Revenue - ACP	75,000.00
Refundable Grant LGFF - Cap	73,147.00
Refundable Grant CCBF	5,722.90
Fortis Tree Grant	1,000.00
	<u>111,705.63</u>

TOTAL LIABILITY **111,705.63**

EQUITY

Equity

Development Agreements	5,000.00
Equity in Fixed Assets	812,050.60
Equity purchase of TCA	28,375.83
Equity Amortization of TCA	-96,012.45
Transfer to Restricted Reserve	172,895.00
Current Earnings	197,039.69
Accumulated Operating Surplus	773,244.38
Total Owners Equity	1,892,593.05

TOTAL EQUITY **1,892,593.05**

LIABILITIES AND EQUITY **2,004,298.68**

Summer Village of Bondiss

Comparative Gross Margin Income Statement

	Actual 01/01/2025 to 08/17/2025	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	3,368.88	5,000.00	-1,631.12
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	19,044.23	16,000.00	3,044.23
Village Fees and Charges	1,550.00	1,500.00	50.00
TOTAL REVENUE	408,501.32	413,332.00	-4,830.68
TOTAL OPERATING REVENUE	408,501.32	413,332.00	-4,830.68
GROSS MARGIN	408,501.32	413,332.00	-4,830.68
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	27.15	1,030.00	-1,002.85
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	20,662.00	36,177.00	-15,515.00
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	19,846.64	12,360.00	7,486.64
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 Subsistance	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
Land Use Planning and Develop...	600.00	0.00	600.00
Assessment Review Board	970.00	0.00	970.00
Fire Services	0.00	15,165.00	-15,165.00
Athabasca Regional Waste	18,970.64	28,840.00	-9,869.36
Greater North Foundation	9,749.21	9,749.00	0.21
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	211,461.63	413,332.00	-201,870....
TOTAL OPERATING EXPENSE	211,461.63	413,332.00	-201,870....

Summer Village of Bondiss
Comparative Gross Margin Income Statement

	Actual 01/01/2025 to 08/17/2025	Budget 01/01/2025 to 12/31/2025	Difference
INCOME FROM OPERATIONS	197,039.69	0.00	197,039.69
NET INCOME	197,039.69	0.00	197,039.69

Summer Village of Bondiss
Direct Deposit Log 07/08/2025 to 08/17/2025

Direct Deposit No.	Transa... Type	Payee	Transaction Date	User	Amount
VP165	Payment	Kim Bancroft	07/31/2025	sysadmin	3,258.15
VP166	Payment	Kim Bancroft	07/31/2025	sysadmin	1,991.43
VP167	Payment	April Clark	07/31/2025	sysadmin	363.98
VP170	Payment	Municipal Planning Services	08/06/2025	sysadmin	630.00
VP171	Payment	Greater North Foundation	08/06/2025	sysadmin	9,749.21
VP169	Payment	Wallah Signs	08/07/2025	sysadmin	825.00
					16,817.77

Number of direct deposit transactions: 6