



**Resort Village of Kannata Valley
Minutes of the Regular Meeting of the Council
July 26, 2022
Council Chamber Administration Office**

Present:

Acting Mayor Bob Gordon
Councillor Tom Fink

Councillor Dustin Plett

Administration: Shannon Ulsifer, Acting Chief Administrative Officer

Absent:

1. CALL TO ORDER:

Acting Mayor Bob Gordon called the meeting to order at 6:35 p.m.

2. APPROVAL OF AGENDA

2022/110

Moved by Councillor Tom Fink
Seconded by Councillor Dustin Plett

THAT the July 26 agenda be adopted as presented.

CARRIED

3. ADOPTION OF MINUTES

2022/111

Moved by Councillor Tom Fink
Seconded by Councillor Dustin Plett

THAT the minutes of the Regular Meeting of Council of June 21, 2022, be adopted as corrected.

CARRIED

4. DELEGATIONS

_____ Acting Mayor

_____ Acting CAO



5. ACCOUNTS FOR APPROVAL

2022-112

Moved by Councillor Dustin Plett
Seconded by Councillor Tom Fink

THAT council approve the listing of accounts for approval for June 2022. To include A/P, SETS, & EFT; a summary attached here into and to form part of these minutes.

CARRIED

6. ADMINISTRATION REPORT

2022-113

Moved by Councillor Dustin Plett
Seconded by Acting Mayor Bob Gordon

THAT Council accept the verbal Administration Report and further, directs Administration to email the Administration Report to ratepayers.

CARRIED

6.1 Water Treatment Plant Daily Report

2022-114

Moved by Councillor Tom Fink
Seconded by Councillor Dustin Plett

THAT Council accept the Water Treatment Plant Daily Report for June, 2022, as presented, and further directs Administration to write the acceptable applicable levels on the chart for future reporting.

CARRIED

7. FINANCIALS

7.1 Statement of Financial Activities

2022-115

Moved by Councillor Dustin Plett
Seconded by Acting Mayor Bob Gordon

THAT the Statement of Financial Activities for the month of June 2022, be accepted as presented by the Acting CAO.

CARRIED

_____ Acting Mayor

_____ Acting CAO



8. REPORTS OF COMMITTEES

2022-116

Moved by Acting Mayor Bob Gordon
Seconded by Councillor Tom Fink

THAT Council acknowledge the following meeting reports:

- a) Water – No Report
- b) Lagoon – Councillor Tom Fink – Verbal Report Provided
 - a. Motion at last Lagoon meeting for the RV of Kannata Valley Acting CAO to be the Lagoon Administrator.
 - b. Investigating chemical requirements to breakdown the sludge being left behind and building up.
- c) Streets and Roads – Acting Mayor Bob Gordon – Verbal Report Provided
 - a. Work is complete
 - b. Explore purchasing “Work Area” signs next year
 - c. Fall grass cutting
 - d. Tree trimming – will still take place – dates to be provided to Administration when known
 - e. Purchase of whipper snipper in 2023 recommendation
- d) Recreation – Councillor Dustin Plett – Verbal Report Provided
 - a. Pier replaced and back in the water with a total of 8 (eight) pins
 - b. Broken chain - repaired
- e) RTS/Emergency Planning – No Report

CARRIED

9. BANK RECONCILIATION

2022-117

Moved by Councillor Dustin Plett
Seconded by Councillor Tom Fink

THAT the Bank Reconciliation for the month of June 2022, be accepted as presented by the Acting CAO.

CARRIED

10. UNFINISHED BUSINESS

Utility Accounts Requiring a Possible Credit

2022-118

Moved by Councillor Dustin Plett
Seconded by Councillor Tom Fink

THAT Council direct Administration to review utility accounts regarding overages and estimates from 2021 billing periods.

_____ Acting Mayor

_____ Acting CAO



CARRIED

11. NEW BUSINESS

11.1 Municipal Administrative Mentorship Contract/Certification

2022-119

Moved by Councillor Dustin Plett

Seconded by Councillor Tom Fink

THAT Council approve the applicable contract and applications with UMAAS and Jennifer Josephson for training, conditional qualifications and the required mentorship service contract.

CARRIED

11.4.1 1ST Reading - Bylaw 99/2022 - Amend Bylaw 98/2022 Extension of Time Bylaw

2022/120

Moved by Acting Mayor Bob Gordon

Seconded by Councillor Tom Fink

THAT Council introduce and read BYLAW NO. 99/2022 A bylaw of the Resort Village of Kannata Valley to amend Bylaw No. 98/2022 BEING A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE FINANCIAL STATEMENTS.

CARRIED

11.4.2 2nd Reading - Bylaw 99/2022 - Amend Bylaw 98/2022 Extension of Time Bylaw

2022/121

Moved by Councillor Tom Fink

Seconded by Councillor Dustin Plett

THAT Council read BYLAW NO.99/2022 A bylaw of the Resort Village of Kannata Valley to amend Bylaw No. 98/2022 BEING A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE FINANCIAL STATEMENTS a second time.

CARRIED

11.4.3 Motion to Authorize 3rd Reading - Bylaw 99/2022 - Amend Bylaw 98/2022 Extension of Time Bylaw

2022/122

Moved by Councillor Dustin Plett

_____ Acting Mayor

_____ Acting CAO



Seconded by Councillor Tom Fink

THAT Council authorize BYLAW NO. 99/2022 A bylaw of the Resort Village of Kannata Valley to amend Bylaw No. 98/2022 BEING A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE FINANCIAL STATEMENTS to go to a 3rd reading at this meeting.

CARRIED UNANIMOUSLY

11.4.4 3RD Reading - Bylaw 99/2022 - Amend Bylaw 98/2022 Extension of Time Bylaw

2022/123

**Moved by Councillor Tom Fink
Seconded by Councillor Dustin Plett**

THAT Council read BYLAW 99/2022 A bylaw of the Resort Village of Kannata Valley to amend Bylaw NO. 98/2022 BEING A BYLAW TO EXTEND THE TIME REQUIRED FOR THE COMPLETION OF THE FINANCIAL STATEMENTS a third and final time.

CARRIED

11.5 FIREWORKS APPLCIATION

2022-124

Moved by Councillor Dustin Plett
Seconded by Councillor Tom Fink

THAT Council approve the fireworks application as presented with the stipulation the permit is null and void should there be a fire ban in effect.

CARRIED

11.6 BY-ELECTION FALL 2022

11.6.1 Returning Officer

2022-125

Moved by Acting Mayor Bob Gordon
Seconded by Councillor Tom Fink

THAT the Resort Village of Kannata Valley appoint Administrator Shannon Ulsifer as the Returning Officer for the upcoming municipal by-election and for the remainder of the 2022 year.

CARRIED

11.6.2 Declarations

2022-126

_____ Acting Mayor

_____ Acting CAO



Moved by Councillor Tom Fink
Seconded by Acting Mayor Bob Gordon

THAT the Resort Village of Kannata Valley declare the Mayor seat vacant after the resignation of Don Sangster and declare one Council seat vacant after the resignation of Kyle Klevgaard, and further, that a by-election be set to fill these vacancies, with the by-election date set on Saturday, September 24 from 9:00 a.m. to 8:00 p.m. and the advance poll date set on Saturday, September 17 from 9:00 a.m. to 12:00 p.m., both in the Resort Village of Kannata Valley Council Chambers at 101 Cowen Road.

CARRIED

11.6.3 Remuneration and Mileage

2022-127

Moved by Councillor Dustin Plett
Seconded by Councillor Tom Fink

THAT the Resort Village of Kannata Valley set the remuneration at \$450 for the Deputy Returning Officer and \$450 for the Poll Clerk at the upcoming by-election regular and advance poll inclusive and that mileage be paid at a rate of 0.61/kilometre.

CARRIED

11.9 OFFICE REQUIREMENTS

11.9.1 DESKTOP COMPUTER QUOTE FROM MUNISOFT

2022-128

Moved by Councillor Dustin Plett
Seconded by Councillor Tom Fink

THAT Council approve the purchase of a desktop computer and monitor for administrative use.

CARRIED

11.9.2 LOCKABLE/FIREPROOF SAFE

2022-129

THAT Council direct Administration to obtain cost and pricing for an office safe.

CARRIED

11.10 AQUATIC HABITAT PROTECTION PERMIT – ROCK RELOCATION

2022-130

Moved by Councillor Tom Fink
Seconded by Acting Mayor Bob Gordon

_____ Acting Mayor

_____ Acting CAO



THAT Council direct Administration to coordinate for completion in the fall of 2022.

CARRIED

11.20 APPOINT ADDITIONAL PBI BUILDING OFFICIAL

2022-131

Moved by Acting Mayor Bob Gordon

Seconded by Councillor Tom Fink

THAT Council additionally appoint Virginia Shepley – BOL517 of the Professional Building Inspectors, Inc. kas a licensed Building Official for the Resort Village of Kannata Valley.

CARRIED

11.30 CANCEL MOTION NO. 2022/48 COUNCIL REMUNERATION

2022-132

Moved by Councillor Tom Fink

Seconded by Councillor Dustin Plett

THAT the Resort Village of Kannata Valley rescind motion 2022-48 regarding Council Remuneration.

CARRIED

11.40 DRINKING WATER QUALITY AND COMPLIANCE REPORTS FOR 2021

2022-133

Moved by Councillor Dustin Plett

Seconded by Councillor Tom Fink

THAT Council accept the Drinking Water Quality and Compliance Reports for 2021 as presented by the Acting Chief Administrative Officer.

CARRIED

11.70 RATEPAYERS MEETING

2022-134

Moved by Acting Mayor Bob Gordon

Seconded by Councillor Tom Fink

THAT Council direct Administration to send out a voting platform for residents to vote on having a 2022 Ratepayer Meeting.

CARRIED

_____ Acting Mayor

_____ Acting CAO



11.7.1 MOTION TO EXTEND THE MEETING

2022-135

Moved by Councillor Tom Fink
Seconded by Councillor Dustin Plett

THAT Council extend the maximum length of this Council meeting to 10:00 p.m.

CARRIED

11.8 SILTON VOLUNTEER FIRE DEPARTMENT

2022-136

Moved by Councillor Tom Fink
Seconded by Councillor Dustin Plett

THAT Council direct Administration to have a Security Agreement drawn up between the Resort Village of Kannata Valley and the Silton Volunteer Fire Department in order to authorize and provide Silton's Volunteer Fire Department with access key codes to the Water Treatment Plant and RTS gate key.

CARRIED

12 COMMUNICATIONS

12.1 CORRESPONDENCE

2022-137

THAT Council acknowledge the correspondence as circulated and direct to be filed.

- a) RCMP Report for July 2022
- b) SEDA Conference 2022
- c) Landworks Civil Engineering Introduction of Services Letter

CARRIED

12.2 PARCS CONVENTION 2022

2022-138

THAT Council approve Councillor Tom Fink attend the PARCS Convention on behalf of the Resort Village of Kannata Valley.

CARRIED

12. IN-CAMERA

13. ADJOURNMENT

_____ Acting Mayor

_____ Acting CAO

Resort Village of Kannata Valley



2022-140

Moved by Councillor Tom Fink
Seconded by Councillor Dustin Plett

THAT the meeting be adjourned at 9:22 p.m.

CARRIED

Acting MAYOR

Acting Chief Administrative Officer

_____ Acting Mayor

_____ Acting CAO