

# Summer Village of Crystal Springs

Box 100, 605-2<sup>nd</sup> Avenue, Ma-Me-O Beach, AB T0C 1X0

Tel: 780-586-2494

Email: [information@svofficepl.com](mailto:information@svofficepl.com)

[www.crystalsprings.ca](http://www.crystalsprings.ca)

**Minutes  
Regular Council Meeting  
March 9, 2023  
Summer Villages Office Council Chambers**

**Present:**

Ian Rawlinson, Mayor

Sylvia Roy, Chief Administrative Officer

Ron LaJeunesse, Deputy Mayor

Margaret Gagnon, Councilor

*Council Members may participate in this meeting via electronic communications as per Municipal Government Act S. 199.*

**A. CALL TO ORDER**

Mayor Rawlinson called the meeting to order at 1:07 pm.

**B. ADOPT/ AMEND AGENDA**

Res. #2023-059

Moved by Mayor Rawlinson to adopt the agenda as amended.

**CARRIED**

**C. ADOPTION OF MINUTES**

1. Regular Council Meeting Minutes of February 9, 2023

Res. #2023-060

Moved by Deputy Mayor LaJeunesse to approve the Crystal Springs Regular Council Meeting Minutes of February 9, 2023, as presented.

**CARRIED**

**D. DELEGATES**

1. None

**E. BYLAWS & POLICIES**

1. None

**F. COUNCIL & CAO REPORTS**

1. Follow Up Sheet

Res. #2023-061

Moved by Mayor Rawlinson to accept the Follow up Sheet as information.

**CARRIED**

2. Development Permit List

Res. #2023-062

Moved by Mayor Rawlinson to accept the development permit list as information.

**CARRIED**

3. Development / Bylaw Sheet

**Res. #2023-063**

**Moved by Mayor Rawlinson to accept the Development/ Bylaw Sheet as information.**

**CARRIED**

**G. BUSINESS**

1. Public Works Update

Administration provided an update on public works shared costs and projects.

**Res. #2023-064**

**Moved by Deputy Mayor LaJeunesse to accept the Public Works update as information.**

**CARRIED**

2. Draft 2023 Crystal Springs Strategic Plan

Council reviewed and revised the draft 2023 Crystal Springs Strategic Plan. It will be posted on the Crystal Springs website for resident feedback prior to approval by Council.

**Res. #2023-065**

**Moved by Deputy Mayor LaJeunesse to approve the draft 2023 Crystal Springs Strategic Plan for feedback from residents.**

**CARRIED**

3. Joint Services Committee Update

Deputy Mayor LaJeunesse reported on a recent meeting of Joint Services representatives where enhanced RCMP services were discussed; the Joint Services representatives will be meeting with RCMP representatives tomorrow.

**Res. #2023-066**

**Moved by Mayor Rawlinson to accept Deputy Mayor LaJeunesse's Joint Services Committee update as information.**

**CARRIED**

4. Fees & Charges Bylaw Update

Council and Administration discussed updates to the existing Fees & Charges bylaw, such as standardizing administrative fees and charges.

**Res. #2023-067**

**Moved Mayor Rawlinson to approve the standardized administrative fees and charges, as presented.**

**CARRIED**

5. Pigeon Lake South Intermunicipal Development Plan

**Res. #2023-068**

**Moved by Deputy Mayor LaJeunesse:**

- **to direct Municipal Planning Services to revise the draft Pigeon Lake South Intermunicipal Development Plan with the inclusion of the proposed revised Confined Feeding Operations policy; and**

- to direct Municipal Planning Services to revise the draft Pigeon Lake South Intermunicipal Development Plan mapping showing a reduced plan boundary; and
- to direct Municipal Planning Services to revise the draft Pigeon Lake South Intermunicipal Development Plan policies to reflect the reduced plan boundary, as deemed necessary by the project team.

**CARRIED**

6. Recreation Committee

Council discussed the Recreation Committee’s request for direction for a “welcome to summer” event on June 24, which is the same date as the Crystal Springs Annual Information Meeting. Council decided to change the time of the Annual Information Meeting to 3 pm, and the meeting will be followed by a BBQ.

**Res. #2023-069**

**Moved by Mayor Rawlinson to change the time of the Crystal Springs Annual Information Meeting to 3 pm and support the recreation committee’s plans for the summer.**

**CARRIED**

7. Day Park Project

Council discussed the clean runoff landscaping project proposed for the Crystal Springs playground.

**Res. #2023-070**

**Moved by Mayor Rawlinson that the Summer Village of Crystal Springs clean runoff landscaping project proposed for the Crystal Springs playground be tendered.**

**CARRIED**

8. Association of Summer Villages of Alberta 2023 Conference

**Res. #2023-071**

**Moved by Councillor Gagnon that Mayor Rawlinson be registered for the 2023 Association of Summer Villages of Alberta conference.**

**CARRIED**

**H. FINANCIAL REPORTS**

1. 2023 Joint Services Budget

**Res. #2023-072**

**Moved by Mayor Rawlinson that the 2023 Joint Services Budget be approved as presented.**

**CARRIED**

2. 2023 Crystal Springs Operating and Capital Budget

**Res. #2023-073**

**Moved by Deputy Mayor Lajeunesse to approve the 2023 Crystal Springs operating budget as amended.**

**CARRIED**

**Res. #2023-074**

**Moved by Councillor Gagnon to approve the 2023 Crystal Springs capital budget as presented.**

**CARRIED**

**I. CORRESPONDENCE**

1. Letter from Municipal Affairs Minister Schulz – Budget 2023
2. Solution 105 Consulting Ltd. Letter to Ian Rawlinson

**Res. #2023-075**

**Moved by Mayor Rawlinson to accept the above two items as information.**

**CARRIED**

**J. CLOSED SESSION**

1. Chief Administrative Officer Performance Review (FOIP S. 19(2))

Attendees for the Closed Session were all members of Council and CAO Roy.

**Res. #2023-076**

**Moved by Mayor Rawlinson to go into Closed Session pursuant to FOIP S. 19(2) at 2:35 pm.**

**CARRIED**

**Res. #2023-077**

**Moved by Mayor Rawlinson to come out of Closed Session at 2:41 pm.**

**CARRIED**

**Res. #2023-078**

**Moved by Mayor Rawlinson that the completed Chief Administrative Officer Performance Review be shared with Joint Services Governance Chair for consolidation.**


**CARRIED**

**K. ADJOURNMENT**

**Res. #2023-079**

**Moved by Mayor Rawlinson that the meeting be adjourned at 2:45 pm.**

**CARRIED**

  
\_\_\_\_\_  
**Ian Rawlinson, Mayor**  
**Summer Village of Crystal Springs**  
\_\_\_\_\_  
**Sylvia Roy, Chief Administrative Officer**  
**Summer Village of Crystal Springs**