



**Resort Village of Elk Ridge  
Regular Meeting Minutes Council  
November 12, 2024**

**Regular meeting of Council held on Tuesday November 12, 2024 at 4:30 p.m. at Elk Ridge Resort lodge.**

Present: Mayor Margaret Smith-Windsor  
Councillors Russell Schwehr  
Jacqueline Archer  
Payton Hall

CAO Michele Bonneau  
Utility Staff Russell Nelson, Terri Kowbel-Nesbitt

**1. CALL TO ORDER**

Mayor Margaret Smith-Windsor called this regular meeting of the Council to order at 4:28 p.m..

**2. APPROVAL OF AGENDA**

2024-242 ARCHER: That the agenda be adopted as amended:  
8.2 Waste Management Depot Monitoring  
11.2 Utility Report.  
HALL: Seconded the motion

CARRIED

**3. ADOPTION OF MINUTES**

2024-243 3.1 Regular Meeting Minutes – October 15, 2024  
HALL: That the minutes of the October 15, 2024 Regular Council Meeting be adopted.  
ARCHER: Seconded the motion

CARRIED

2024-245 3.2 Special Meeting – October 22, 2024  
HALL: That the minutes of the October 22, 2024 Special Council Meeting be adopted.  
SCHWEHR: Seconded the motion

CARRIED

**4. DECLARATION OF CONFLICT OF INTEREST**

**5. DELEGATIONS**

2024-246 5.1 Brent Friedt – SAMA 2025 Reassessment (Information)  
5.2 Clint Austin – Last report – transition  
5.2.1 Engineering Services (ICIP Project) – Kinetic GPO/Association Engineering  
5.2.2 Public Information Policy  
SCHWEHR: That the Public Information for Sewer & Water Policy be adopted as presented.

	HALL: Seconded the motion	CARRIED
	5.2.3 Waterworks and Sewage Works Rate Policy	
2024-247	ARCHER: That the Waterworks and Sewage Works Rate Policy be adopted as presented. SCHWEHR: Seconded the motion	CARRIED
<b>6.</b>	<b>PUBLIC HEARINGS</b>	
<b>7.</b>	<b>PUBLIC ACKNOWLEDGEMENTS</b>	
<b>8.</b>	<b>BUSINESS ARISING FROM MINUTES</b>	
8.1	By-election (Information only – Location confirmed) Advance Poll: November 30, 2024 – 10:00 am – 4:00 pm (The Wyld) Election Day: December 7, 2024 – 9:00 am – 8:00 pm (The Wyld)	
8.2	Waste Management Depot Monitoring/Maintenance	
2024-248	HALL: That the Contract dated March 22, 2022 between the Waste Management Site Manager and the Resort Village of Elk Ridge be increased to \$200.00/month for November – April in response to the increased demands of the service (Snow removal around community mail boxes). SCHWEHR: Seconded the motion	CARRIED
<b>9.</b>	<b>NEW BUSINESS</b>	
9.1	<b>Donation Policy</b>	
2024-249	ARCHER: That the Donation Policy be adopted as presented. SCHWEHR: Seconded the motion	CARRIED
9.2	<b>AIS (Aquatic Invasive Species)</b> Re: Zebra mussels CAO will request a presentation/communication from Parks Canada regarding this matter.	
<b>10.</b>	<b>MOTIONS</b>	
<b>11.</b>	<b>ADMINISTRATION REPORT</b>	
2024-250	11.1 ARCHER: That the Administrator’s Report be accepted as presented. HALL: Seconded the motion	CARRIED
11.2	Utility Report – verbally presented – format to be developed.	
<b>12.</b>	<b>FINANCE REPORT</b>	
2024-251	12.1 ARCHER: That the Statement of Financial Activities, Bank Reconciliation and List of Accounts be accepted and filed. HALL: Seconded the motion	CARRIED
<b>13.</b>	<b>READING OF BYLAWS</b>	

- 14. NOTICE OF MOTION**
- 15. INQUIRIES**
- 16. IN-CAMERA**
- 2024-252 ARCHER: That Council move to an in-camera session at 7:27 pm.  
SCHWEHR: Seconded the motion
- CARRIED
- Present: Mayor Smith-Windsor; Councillors Archer, Hall and Schwehr; CAO
- 2024-253 ARCHER: That Council reconvenes to Regular Council Meeting at 7:36 p.m.  
HALL: Seconded the motion
- CARRIED
- Present: Mayor Smith-Windsor; Councillors Archer, Hall and Schwehr; CAO
- 17. INFORMATION ITEMS/CORRESPONDENCE**
- 20. ADJOURNMENT**
- 2024-254 HALL: That this meeting now be adjourned at 7:40 p.m.  
ARCHER: Seconded the motion
- CARRIED

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Mayor Margaret Smith-Windsor

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CAO Michele Bonneau