

**AGENDA
SUMMER VILLAGE OF GHOST LAKE
MEETING OF COUNCIL**

August 3rd, 2022, 5:30. p.m.
Virtual, Via Zoom

ITEM DESCRIPTION

1.0 CALL TO ORDER

Called to order by Mayor Walsh at 5:34 pm

2.0 APPROVAL OF AGENDA

22-103

Moved by Mayor Walsh that the council approve the agenda as presented with the addition of the two following items:

9.1 Regatta

9.2 Pickle Ball court

CARRIED

3.0 DELEGATIONS

NIL

4.0 MINUTES

No unapproved minutes

5.0 OLD BUSINESS

5.1 Stantec MSA

22-106

Moved by Councillor Foudy that Mayor John Walsh and CAO Mustafa Hashimi are authorized so sign the MSA

CARRIED

5.2 Community Hall Update

Administration conducted an open house on July 23rd and circulated a survey to discuss the renovation of the Ghost Lake Village Community Hall. Administration aims to put forward a document summarizing the feedback once all the input from the villagers has been received.

Administration looked further into the GICB program funding for the community hall and concluded that it is more feasible to pursue other grants which have higher success rates. Council has directed Administration to not pursue the GICB program funding due to fiscal responsibility and low success rates, and asked Administration to pursue other grants.

5.3 Climate Resiliency Grant Update

Administration had a kickoff meeting with Morrison Hershfield. The consultants will be looking at the potential effects of climate change on village wells and potentially exploring how the aquifers may be effected by adjacent wells outside the village including Carraig Ridge. There will be a site visit to assess fire danger on the 24th of August.

5.4 Weather Station

The weather station request has been put on hold. Council is awaiting the assessment of the installation area which will be conducted by the NELS committee in September.

5.5 Garbage/Bear Bins

Administration has reached out to several vendors to look at various options for bearproofing the garbage bins in the village. Council has directed Administration to aim to have a solution in place before the end of 2022.

5.6 Proposal for Community Center and Parks (GICB Program)

See 5.2

5.7 Annexation

No new updates. Council has directed Administration to contact Greg Birch (our consultant) to get an update

5.8 EV charging station grant

The installation of an Electric Vehicle (EV) charging station requires the station to be pinned on maps for public use. Council has direct administration to not pursue the EV grant based on the fact that the village doesn't want the EV station to be visible on public maps. From a financial standpoint although

installation would be covered by grants, council does not feel that the burden of operational costs and maintenance are warranted at this time.

22-105

Moved by Mayor Walsh to abandon the EV charging station grant application

CARRIED

5.9 Golf Course

The golf course has been completed. Administration will be dealing with payment for the individuals involved in the project.

22-106

Moved by Mayor Walsh that Council approves payment for the golf course contractor once administration receives appropriate documentation

CARRIED

22-107

Moved by Councillor Fougere that Council approve expenses of up to \$700 to purchase flags for the golf course

CARRIED

5.10 MAP Inspection Update

The MAP inspection requirements were sent over to Municipal Affairs for review. Administration will await their response and advise Council if any further steps are required.

5.11 Carraig Ridge Well

AEP stated that an Upper Bow River study was published to let the public know about the progress with the studies. There hasn't been any further communication regarding the Carraig Ridge Well specifically.

5.12 Bow Valley Working Group

Conducted a meeting a few months ago. No new updates as of yet.

5.13 Ghost Dam Battery Report

No updates

5.14 Hwy 1a Realignment

There are currently no given timelines for the highway realignment. Council indicated that there would need to be discussions with Alberta Transport regarding certain demands such as iterations of the new boundaries, a safer emergency exit for the village, turnaround area on the road, replacing any trees removed during the realignment, replacement of the fence with page wire, creation of walking path west of 500 block, annexation / land swap with MD of BigHorn for any property south of Hwy 1a, creation of berm south of Hwy 1a to mitigate noise and preserve privacy, etc.

5.15 Short Term Rentals

Administration is working to create a short-term rental policy for the village and will be prioritizing it. Official position will be no short-term rentals permitted.

5.16 Village Signage

Administration is going to reach out to the City of Calgary to acquire signage for the village entrance per community Survey.

5.17 West/Emergency Exit to Hwy 1a

Council directed administration to reach out to Alberta Transport to request highway warning signage for the emergency exit.

5.18 Post Office Boxes

Ghost Lake will be receiving postal service based on conversations the administration has had with Post Canada. The process has initialized and it may take up to a year or more for the service to be functional.

5.19 Disc Golf Courses

Council discussed the need to have a conversation with the NELS committee and other parties to discuss how the village can monitor potential impacts from the new disc golf course location.

6.0 FINANCIAL

6.1 Tax Assessment Audit Update

There are currently no new updates for the tax assessment audit. This item is a priority for administration in the coming weeks.

6.2 Financial Audit 2021 Update

This matter remains of highest priority for administration and the financial officer. The finance officer reported to council that he was taking steps to complete this at the end of the week.

6.3 Tax Ledger and Adjustments (rebates)

Administration indicated that only one property had outstanding taxes. Council directed administration to re-enforce with that property owner that taxes are due 30 days after having been given notice and that assessment adjustment does not extend that deadline.

Administration was directed to issue a rebate cheque to one property that had overpaid due to property assessment revision

6.4 Bank Reconciliations

See the attached documents at the end of the meeting minutes.

6.5 Cheque Register

See the attached documents at the end of the meeting minutes.

6.6 Financial Officer Resignation and New Hiring

Finance Officer Sam Lokman has informed the administration and council about his resignation. Administration is searching for a new candidate for the position.

It is council's expectation that the current finance officer will complete the 2021 financial audit and transfer all documents and records over to the new financial officer.

7.0 CORRESPONDENCE

Administration is looking for grants applicable for the upgrades to the community hall and playground.

The AUMA conference (online and in-person in Calgary) is being held in September.

Alberta Day 2022 coming up on September 1st which has grants available that the village can take advantage of. Administration will aim to see if the village can utilize the funding.

Administration received email correspondence from the Confederation of Alberta Police, stating there will be open houses and engagement sessions held in the future.

Received email regarding the New Horizon Grant which the administration is also going to investigate.

8.0 COMMITTEES

8.1 Dock Committee

8.2 Public Works

Village resident Fred taped out area for a pickleball court and the committee is looking into ways to add lines and paint the court. Found contractor to paint the lines for the court.

Set up 1 of the 2 disc golf baskets at the disc golf location.

8.3 Disaster Management

Jameson Fire Dept is conducting a water rescue training with flat water, and requested to use the community hall for a few days along with some areas along the waterfront in the village. Will be hosted on the 27th of August.

9.0 NEW BUSINESS

9.1 Regatta

Community Association – Received \$1,672 in donations. The association has reached out to fireworks vendor and is working with them to acquire fireworks for \$3,000. Communicated with singer and paid their fees, the singer will provide entertainment for the event. Also purchased supplies for food for the event.

22-108

Moved by Mayor Walsh to acknowledge traditional land during the Regatta event.

CARRIED

9.2 Pickleball

See 8.2

10.0 ADJOURNMENT

Next meeting: set for September 26 at 5:30 pm Community Building

Meeting adjourned at 8:09 p.m.

22-109

Moved by Mayor Walsh being that the agenda items have been concluded, the meeting adjourn at 8:09 p.m.

CARRIED

**Summer Village of Ghost Lake
Reconciliation Detail
Bank - TD Canada Trust, Period Ending 05/31/2022**

Date	Transaction Type	#	Name	Amount	Balance
					469,243.70
01/05/2022	Cheque Expense	2001	Mustafa Hashimi - Salary	-2,735.00	-2,735.00
02/05/2022	Cheque Expense	2002	Expenses	-322.36	-322.36
06/05/2022	Cheque Expense	2006	TD Visa	-69.66	-69.66
06/05/2022	Cheque Expense	2005	TD VISA	-71.39	-71.39
06/05/2022	Cheque Expense	2004	TD Visa	-415.84	-415.84
13/05/2022	Cheque Expense	2003	Old Man River	-1,025.00	-1,025.00
16/05/2022	Cheque Expense		Debit Cochrane Gas Co-Op	-114.07	-114.07
17/05/2022	Cheque Expense		Debit Epcor energy	-119.97	-119.97
24/05/2022	Cheque Expense	2015	Sam Lokman - April Salary	-416.00	-416.00
24/05/2022	Cheque Expense	1958	John Walsh - Cell Phone	-18.75	-18.75
24/05/2022	Cheque Expense	1957	John Walsh - QuickBooks	-182.70	-182.70
24/05/2022	Cheque Expense	2012	Sam Lokman	-1,500.00	-1,500.00
			Total Cheques and Payments	-6,990.74	-6,990.74
			Deposits and Credits - 2 Items		
20/05/2022	Deposit			2,500.00	2,500.00
24/05/2022	Deposit			365.66	365.66

Total Deposits and Credits

2,865.66

2,865.66

Ending Balance

467,853.62

Date	Transaction Type	#	Name
01/05/2022	Cheque Expense	11	Old Man River
06/05/2022	Cheque Expense	8	TD VISA
06/05/2022	Cheque Expense	9	TD VISA
06/05/2022	Cheque Expense	10	TD VISA
16/05/2022	Cheque Expense	1	Cochrane Gas Co-Op
17/05/2022	Cheque Expense	4	EPCOR
24/05/2022	Cheque Expense	12	Sam Lokman
24/05/2022	Cheque Expense	13	John Walsh
24/05/2022	Cheque Expense	14	John Walsh
30/05/2022	Cheque Expense	15	Ghost Lake Village Community Assc.
03/06/2022	Cheque Expense	16	Mustafa Hashimi
03/06/2022	Cheque Expense	17	Mustafa Hashimi
03/06/2022	Cheque Expense	18	Sam Lokman

10/06/2022	Cheque Expense	19	Benchmark Consultants
13/06/2022	Cheque Expense	20	TD VISA
13/06/2022	Cheque Expense	21	TD VISA
13/06/2022	Cheque Expense	22	TD VISA
16/06/2022	Cheque Expense	2	Cochrane Gas Co-Op
16/06/2022	Cheque Expense	5	EPCOR
23/06/2022	Cheque Expense	23	Hassan Saeed
23/06/2022	Cheque Expense	24	Hassan Saeed
23/06/2022	Cheque Expense	25	Hassan Saeed
27/06/2022	Cheque Expense	26	Sam Lokman
30/06/2022	Cheque Expense	7	Alberta School Foundation Fund
11/07/2022	Cheque Expense	27	Mustafa Hashimi
11/07/2022	Cheque Expense	28	Mustafa Hashimi
11/07/2022	Cheque Expense	29	Sam Lokman
11/07/2022	Cheque Expense	30	Blu Planet Recycling

11/07/2022	Cheque Expense	31	Hassan Saeed
11/07/2022	Cheque Expense	32	Sam Lokman
11/07/2022	Cheque Expense	33	Hassan Saeed
18/07/2022	Cheque Expense	3	Cochrane Gas Co-Op
18/07/2022	Cheque Expense	6	EPCOR
26/07/2022	Cheque Expense	34	Blu Planet Recycling
27/07/2022	Cheque Expense	35	Sam Lokman
28/07/2022	Cheque Expense	36	Benchmark Consultants

Total

**Summer Village of Ghost Lake
Journal - Cheque Register
May - July, 2022**

Memo/Description	Account	Debit
	Cash on hand	
2003 - Oldman River	Chequing	1,025.00
	Cash on hand	
Cheque 2005 - TD Visa	Chequing	69.66
	Cash on hand	
Cheque 2005 - TD Visa	Chequing	71.39
	Cash on hand	
Cheque 2004 - TD Visa	Chequing	415.84
	Cash on hand	
May Gas	Chequing	114.07
	Cash on hand	
May Energy	Chequing	119.97
	Cash on hand	
2015 - Sam Lokman Salary	Chequing	416.00
	Cash on hand	
1958 - Cell Phone Expense	Chequing	18.75
	Cash on hand	
1957 - QuickBooks Expense	Chequing	182.70
	Cash on hand	
2012 - Ghost Lake Village Community Association Fees	Chequing	1,500.00
	Cash on hand	
2017 - Mustafa Expenses (May)	Chequing	280.84
	Cash on hand	
2017 - Mustafa Salary (May)	Chequing	3,369.60
	Cash on hand	

2018 - Sam Lokman Salary	Chequing	416.00
	Cash on hand	
2019 - Benchmark Consulting Fee	Chequing	1,239.47
	Cash on hand	
2019 - TD Visa	Chequing	67.15
	Cash on hand	
1995 - TD Visa	Chequing	153.48
	Cash on hand	
2007 - TD Visa	Chequing	98.90
	Cash on hand	
June Gas	Chequing	75.28
	Cash on hand	
May Energy	Chequing	107.13
	Cash on hand	
2013 - Hassan Salary	Chequing	707.38
	Cash on hand	
2013 - Hassan Expenses	Chequing	489.36
	Cash on hand	
2014 - Hassan Expenses	Chequing	164.43
	Cash on hand	
1960 - Sam Lokman Salary + Expenses	Chequing	659.00
	Cash on hand	
ASFF Tax	Chequing	31,546.05
	Cash on hand	
2025 - Mustafa Expenses	Chequing	247.42
	Cash on hand	
2024 - Mustafa June Salary	Chequing	2,902.00
	Cash on hand	
2023 - Sam expenses	Chequing	214.19
	Cash on hand	

2020 - Blu Planet Recycling (June)	Chequing	1,233.75
	Cash on hand	
2027 - Hassan Salary (June)	Chequing	1,430.00
	Cash on hand	
2022 - Sam Expenses (May)	Chequing	101.08
	Cash on hand	
2026 - Hassan Salary (May)	Chequing	700.00
	Cash on hand	
July Gas	Chequing	56.66
	Cash on hand	
July Energy	Chequing	102.17
	Cash on hand	
2029 - Blu Planet Recycling (July)	Chequing	1,233.75
	Cash on hand	
2032 - Sam Salary (July)	Chequing	579.00
	Cash on hand	
2030 - Benchmark Consulting Fee	Chequing	1,270.47
	Cash on hand	
		\$ 53,377.94

Credit

1,025.00

69.66

71.39

415.84

114.07

119.97

416.00

18.75

182.70

1,500.00

280.84

3,369.60

416.00

1,239.47

67.15

153.48

98.90

75.28

107.13

707.38

489.36

164.43

659.00

31,546.05

247.42

2,902.00

214.19

1,233.75

1,430.00

101.08

700.00

56.66

102.17

1,233.75

579.00

1,270.47

\$ 53,377.94