



**Resort Village of Elk Ridge  
Regular Council Meeting Minutes  
May 16, 2024**

**A regular meeting of Council held on Thursday May 16, 2024 at 10:00 a.m. in the Wine Room at Elk Ridge Resort Lodge.**

Present: Mayor Garry McKay  
Councillors Trudy Engel  
Margaret Smith-Windsor  
Ross Hewett

CAO Michele Bonneau

Regrets: None

**1. CALL TO ORDER**

Mayor McKay called the meeting to order at 10:08 a.m.

**2. APPROVAL OF AGENDA**

2024-82 ENGEL: That the following items be added to the agenda:

- 9.1 Canada Post Installation
- 9.2 Land lease - playground
- 13.1 Bylaw 2024-01 Fire Service Levy
- 13.2 Bylaw 2024-04 Base Tax
- 13.3 Bylaw 2024-05 Mill Rate
- 13.4 Bylaw 2024-06 Sanitation Levy

SMITH-WINDSOR: Seconded the motion

CARRIED

2024-83 SMITH-WINDSOR: That the agenda be adopted as amended.

HEWETT: Seconded the motion

CARRIED

**3. ADOPTION OF MINUTES**

**3.1 Regular Council Meeting – April 18, 2024**

2024-84 SMITH WINDSOR: That the minutes of the April 18, 2024 Regular Council Meeting be adopted as amended.

ENGEL: Seconded the motion

CARRIED

**3.2 Special Meeting – May 7, 2024**

2024-85 ENGEL: That the minutes of the May 7, 2024 Special Council Meeting be adopted as amended.

HEWETT: Seconded the motion

CARRIED

**4. DECLARATION OF CONFLICT OF INTEREST**

- 5. DELEGATIONS**
- 5.1 Utility Update – Clint Austin**
- 2024-86 HEWETT: That Council request that Routes2SK Inc clean up the area of their equipment and materials in and around the lagoon.  
ENGEL: Seconded the motion. CARRIED
- 2024-87 SMITH-WINDSOR: That Council request that Routes2SK Inc remediate/remove the fire damaged building on Elk Ridge Place as per Bylaw 08-2022 Nuisance Abatement and Property Standards.  
HEWETT: Seconded the motion CARRIED
- Policy GG-FI-002 – Asset Management Policy**
- 2024-88 HEWETT: That Council adopt the Asset Management Policy as presented.  
SMITH-WINDSOR: Seconded the Motion CARRIED
- Policy GG-FI-003 – Credit Card Policy**
- 2024-89 ENGEL: That Council adopt the Credit Card Policy as presented.  
SMITH-WINDSOR: Seconded the Motion CARRIED
- Policy UT-001 – Water Quality Assurance & Control Policy**
- 2024-90 HEWETT: That Council table the Water Quality Assurance & Control Policy to the June 20, 2024 Regular Meeting.  
ENGEL: Seconded the Motion CARRIED
- Policy GG-FI-004 – OHS & Harassment Policy**
- 2024-91 SMITH-WINDSOR: That Council adopt the OHS & Harassment Policy as presented.  
HEWETT: Seconded the Motion CARRIED
- 6. PUBLIC HEARINGS**
- 7. PUBLIC ACKNOWLEDGEMENTS**
- 8. BUSINESS ARISING FROM MINUTES**
- 8.1 Budget 2024**
- 2024-92 ENGEL: That Council table 2024 Budget to the May 21, 2024 Special Meeting  
SMITH-WINDSOR: Seconded the motion CARRIED
- 9. NEW BUSINESS**
- 9.1 Canada Post**
- 2024-93 McKAY: That Council request a unique postal code be designated for the Resort Village of Elk Ridge.  
HEWETT: Seconded the motion. CARRIED
- 10. MOTIONS**
- 11. ADMINISTRATION REPORT**
- 11.1 Administration Reports**
- 2024-94 SMITH-WINDSOR: That the administrators report be accepted as presented.

ENGEL: Seconded the motion.

CARRIED

**12. FINANCE REPORT**

**12.1 Monthly Bank Reconciliation & Financial Statement**

2024-95

HEWETT: That the Statement of Financial Activities, Balance Sheet and List of Accounts Paid be accepted and filed.

ENGEL: Seconded the motion.

CARRIED

**13. READING OF BYLAWS**

**13.1-4 Bylaw No. 2024-01 Tax Penalties**

2024-96

HEWETT: That Bylaw No. 2024-01 Fire Service Levy, Bylaw 2024-04 Base Tax, Bylaw 2024-05 Mill Rate and Bylaw 2024-06 Sanitation Levy be tabled to the May 21, 2024 Special Meeting.

SMITH-WINDSOR: Seconded the motion.

CARRIED

**14. NOTICE OF MOTION**

McKAY: That Bylaw 01-2022 be amended as follows:

1. Due date – replace “imposed” with “owing”.
2. Penalty on Arrears – add d) Penalties will not be applied to tax accounts with the Tax Preauthorized Payment Plan.

**15. INQUIRIES**

**16. IN-CAMERA**

**16.1 Land Leases**

**16.2 Letter from Government Relations – RE Compliance**

2024-97

SMITH-WINDSOR: That Council go in-camera to discuss land leases and the letter from Government Relations at 11:55 am.

ENGEL: Seconded the motion

CARRIED

Present: Mayor McKAY, Councillors HEWETT, ENGEL, SMITH-WINDSOR, & CAO

2024-98

SMITH-WINDSOR: That Council reconvenes to the Regular Council Meeting at 12:05 pm.

ENGEL: Seconded the motion

CARRIED

Present: Mayor McKAY, Councillors HEWETT, ENGEL, SMITH-WINDSOR, & CAO

2024-99

SMITH WINDSOR: That the Mayor and CAO be authorized to sign land lease agreements between the Resort Village of Elk Ridge and Routes2SK Inc. on the following principles:

- a) The locations are the current central waste management site and the area located next to the Golf Clubhouse/Wyld restaurant.
- b) The rental will be a nominal fee.
- c) The use of the land shall be limited to a specific use.
- d) The Resort Village shall be responsible for all maintenance.
- e) The term of the lease will be up to 25 years or sooner if the land is no longer required for current use.

ENGEL: Seconded the motion

CARRIED

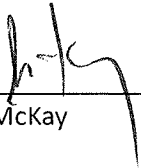
**17. INFORMATION ITEMS/CORRESPONDENCE**


**18. ADJOURNMENT**

2024-100

HEWETT: That this meeting now be adjourned at 12:52p.m.  
ENGEL: Seconded the motion

CARRIED

  
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Mayor Garry McKay

  
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CAO Michele Bonneau