

MUNICIPALITY OF SUMMER VILLAGE OF PELICAN NARROWS
REGULAR COUNCIL MEETING MINUTES AND ORGANIZATIONAL MEETING
August 20 2025 – Recreation Community Hall

The regular meeting of the council of the Municipality of Summer Village of Pelican Narrows was held on August 20 2025, commencing at 7:00 pm at Recreation Community Hall.

IN ATTENDANCE Mayor Ashley Hornseth
 Deputy Mayor Matthew Larsen
 Councilor Kevin Ryan
 Administrator Shirley Yuschyshyn

Resolution Moved by Council to reschedule the regular council meeting book for August 14
#0452-25 2025 to be moved to August 20 2025 by quorum of council

CARRIED

CALL TO ORDER The meeting was called to order at 6:57 p.m.

APPOINTED CANDIDATES TO COUNCIL OF THE SUMMER VILLAGE OF PELICAN NARROWS
ASHLEY HORNSETH
MATTHEW LARSEN
KEVIN RYAN

Vote to appoint mayor and deputy mayor
#0453-25 Matthew Larsen nominated Ashley Hornseth as Mayor.
 Carried by quorum

#0454-25 Ashley Hornseth nominated Matthew Larsen as Deputy Mayor.
 Carried by quorum

FINANCIAL
#0455-25 MOVED by Deputy Mayor Matthew Larsen to accept the Financial July 2025

CARRIED

APPROVAL OF MINUTES
#0456-25 MOVED by Mayor Ashley Hornseth accept Regular Council Meeting Minutes July 3
2025

CARRIED

APPROVAL OF MINUTES
#0457-25 MOVED by Deputy Mayor Matthew Larsen accept Annual General Meeting minutes
of July 26 2025

CARRIED

Close Regular Council Meeting
#0458-25 Moved by Mayor Ashley Hornseth to close the regular council meeting at 7:00 pm
and open Organization meeting at 7:01 pm

CARRIED

Organization Meeting
#0459-25 Moved by Mayor Ashley Hornseth to open the organization meeting at 7:01 pm
 CARRIED

Appointment to Committees
#0460-25 MOVED BY Mayor Ashley Hornseth the appointment to committees as listed
below.

Appointment to committees

- road committee /Mayor Ashley Hornseth
- Fire committee- /Deputy Mayor Matthew Larsen
- Waste Management committee – /Councilor Kevin Ryan
- Recreation / Environment Committee-/Deputy Mayor Matthew Larsen
- Non For Profits Committee - /CAO Shirley Yuschyshyn
- EM Committee - Deputy Mayor Matthew Larsen
- Finance / Accounting Committee – Council
- Setting Council meeting – schedule – Meeting are schedule, every second month the Second Thursday of that month.
 - i. Conduct other business as required
 - ii. Conduct municipal operations
 - iii. Annual General Meeting
 - iv. Conduct other business as arise

Clerk appointment SDAB and JARB for the Summer Village – CAO Shirley Yuschyshyn

appoint auditor – Baker Tilly for the 2025 year

assessor- Municipal Assessment Service Group Inc for 2025 year

Councilor appointment Deputy Mayor Mathew Larsen as councilor intermunicipal Subdivision and Development Appeal Board and Joint Assessment Review Board. As per agreement with the MD of Bonnyville as Subdivide and Development Appeal Board (SDAB) board for the Summer Village of Pelican Narrows.

Members – At -Large appointment still vacant – Intermunicipal Subdivision and Development Appeal Board and Joint Assessment Review Board.

CARRIED

Closed organization meeting

#461-25

MOVED BY Mayor Ashley Hornseth the closed Organization Meeting at 7:06 pm

CARRIED

Open Regular Council Meeting

#0462-25

MOVED BY Mayor Ashley Hornseth open regular council meeting at 7:07pm

CARRIED

**CAO Performance Evaluation
#2025**

Moved by Mayor Ashley Hornseth moved that they have completed the CAO Performance Evaluation on June 2025.

CARRIED

**Sign of Cheques
#0463-25**

Moved by Mayor Ashley Hornseth to remove Gilles Lapointe for signing authorization at the bank and add Councilor Kevin Ryan as signing authorization a councilor of the Summer Village of Pelican Narrows bank account.

CARRIED

NEW BUSINESS

**DEVELOPMENT PERMIT
#0464-25**

Moved by Deputy Mayor Matthew Larsen to reject James Brinegar development permit as all documents have not been supplied as per request. This is the second attempt to gain documents as per Development Permit Application from James Brinegar. The permit will not be issued until James Brinegar submits the required documents for the development permit to be processed. Once all documents have been submitted council will reassess the development permit.

CARRIED

**Violation tickets
#0465-25**

Moved by Mayor Ashley Hornseth, that Violation tickets will be issued for June, July and August to Lot 12 Blk 1 Plan 2625RS for an Order to Remedy Contravention issued on March 25 2025, for not complying with the order.

CARRIED

#0466-25

Moved by Mayor Ashley Hornseth that Development permit not be issued to Lot 3, Block 6, Plan 9823265. Mayor Ashley Hornseth will contact the contractor to do a walk around and come to an agreement on where the detached garage 50x50 and approach to be build. Garage to be built on lot which will not affect the view of individual who disagreed. Complaint individual and owner are to come to agreement and once agreement has been made complaint is to submit letter of release. When letter is received, Council will give variance to build 23ft height garage on lot along with council decision on location and access of driveway.

CARRIED

**Variance Granted
#0467-25**

Email motion Moved by Mayor Ashley Hornseth on that Lot 3, Block 6, Plan 9823265 be issued a development permit with approved with conditions. Complaint letter received that complaint individual and owner have come to agreement.

Mayor Ashley Hornseth and contractor did walk around. Mayor Ashley Hornseth suggested to grant a variance to build 23ft height garage on lot with agree locations of garage and driveway.

CARRIED BY EMAIL

**ASVA Conf. Oct 16 and 17
#0468-25**

Moved by Mayor Ashley Hornseth that Kevin Ryan, Ashley Hornseth and CAO attend the ASVA on Oct 16 and 17. CAO to get tickets for ASVA and book rooms for attendance.

CARRIED

AVSA Silent auction on October AVSA conf.

#0469-25

Move by Mayor Ashley Hornseth that the Summer Village of Pelican Narrows will supply a Silent auction gift to the ASVA. Mayor Ashley Hornseth will pick up the silent auction gift

CARRIED

MA Engagement Held in Red Deer

#0470-25

Move by Mayor Ashley Hornseth at that Summer Village of Pelican Narrows councilor will be not able to attend the MA Engagement meeting with Minister Dan William on Nov 12-14, 2025.

CARRIED

ROAD

#0471-25

Move by Mayor Ashley Hornseth that the road of the Summer Village has a contractor come and fill cracks in the road as prevented maintenance.

CARRIED

#0472-25

Moved by Deputy Mayor Matthew Larsen that council reassess the Land Use Bylaw in regard short term rental and go throw Land Use Bylaw to insure we are meeting community future plans.

Next Meeting Set October 9, 2025 at 7:00 Pm

Invoice and cheques

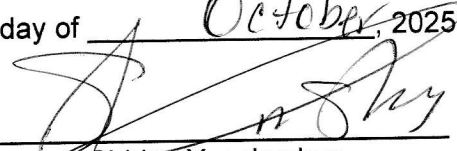
ADJOURNMENT

MOVED by Mayor Ashley Hornseth that the meeting to adjourn at 8:45 pm on August 20, 2025

CARRIED

These minutes approved this 23 day of October, 2025


Ashley Hornseth, Mayor


Shirley Yuschyshyn
Chief Administrative Officer