

MINUTES
SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MEETING
Cochrane Ranchehouse
October 9, 2008 7:00 P.M.

PRESENT:

Council:

Diane Auld
Harold Esche
Irene Dunsmuir

Administration:

Rick Butler, Administrator

Delegations:

Bruce McKenzie, Alberta Emergency Preparedness

Residents:

George Dunsmuir
Patty Knight, Jerry Knight
Don & Barb Stuart
Russ Down, Jill Down
Schmiemann (as signed) (2)
Adolf and Brenda Becker
Martin and Ildi Falvi
Betty Sardi
Paul Daniels
Brian and Cindy Bielesch
Hazel Higgins
Doug Lindblom, Diane Lindblom
Linda and Morris Butler

CALL TO ORDER

Mayor Diane Auld called the regular council meeting to order at 7:05 p.m.

ADOPTION OF AGENDA

Motion Moved by Councillor Esche that the Agenda be adopted as presented with a change in the order bringing Emergency Preparedness (Item #4.8) to follow delegations. The following additions were also made:

Diane Lindblom re forest companies and Morris Butler re tree removal and renewal.

Carried

Delegations

Bruce Mackenzie, Emergency Management District Officer, Central District of Alberta Emergency Management Agency made a presentation regarding Council's role in emergency preparedness as outlined in agenda document #4.8.

Emergency Preparation (Attachment #4.8)

The draft bylaw was summarized by Rick Butler and he reported that Admin had informally discussed the idea of Clearwater County assisting the Village as its emergency preparedness agent. Admin is very pleased with the County's cooperative approach and willingness to play a key support role. Council was made aware that they would still "own the emergency" and be the responsible party for declaring an emergency.

Village Council agreed to discuss with the County the delegation of areas of responsibility including the "agency" role and "Director" role along with the necessary local capacity it needs to have to play a complimentary first response role with the County. Admin was directed to bring to a subsequent Council meeting some form of document or draft agreement for discussion.

MINUTES

Motion Moved by Mayor Auld that the Minutes to the April 17, 2008 meeting (Attachment 2.3) be adopted

Carried

Motion Moved by Mayor Auld that the Minutes to the June 28, 2008 meeting (Attachment 2.4) be adopted

Carried

COUNCIL CORRESPONDENCE

Rick Butler noted no correspondence other than that associated to agenda items.

ADMINISTRATOR'S REPORT

Rick noted the following from his report per attachment #2.6

- Harvey Barrer has done a more than satisfactory job of snow clearing and at a reasonable price. It was recommended in the report that the Village exercises its option to extend the current contract to Harvey Barrer by a year and that the snow plowing contract be tendered in 2009-10
- SVBL continues its exemplary record of 100% payment of taxes on time.
- The Village was recently been audited with respect to its administration of the assessment and taxation process. We await the final report but all appears to be in good shape.
- The Village has issues 3 Development Permits so far in 2008. That compares to 4 in 2007 5 in 2006 5 in 2005.
- Bill Post has taken the job of liaising with the Natural Gas Co-op regarding possible gas to the Village
- A third bin or transfer station was placed on site starting in May through October 23, 2009. The Bin will be padlocked and chained until May as it is far cheaper than removing and re-installing the bin.
- In follow-up to the last Council meeting, it has been confirmed that the proposed Waste Incinerator Project for the Burnstick Lake area has been indefinitely suspended by the proponent

Motion Moved by Councillor Dunsmuir that the Village exercises its option to extend the current contract to Harvey Barrer by a year and that the snow plowing contract is tendered in 2009-10

Carried

Financial Statements (Attachment #2.7)

The three-quarterly financial Statements as distributed were summarized by Rick Butler.

Motion Moved by Councillor Esche that the financial statements as at Sept 30 be approved and cheques # 280 to #322 in the amount of \$64,251.29 be approved.

Carried

Cell Phone Tower

Councillor Esche reported continued effort regarding this matter including trying to leverage newly mandated emergency preparedness requirements to the discussion.

Review of Committees, Boards and Jobs (Attachment #4.2)

The following refinements were made to Document #4.2: Hazel Higgins agreed to assume the propane Tank checking role; Councillor Esche agreed to take on the "Councillor in charge of regional land use" role. In addition jobs #13 (Propane call for proposals) and #14 (Waste Recycling Facility review committee) were to be considered as "closed".

Reserve Encroachments Policy – Report from Administration (Attachment #4.3)

Rick Butler noted that an earlier draft of the encroachment policy, which implements the Village Plebiscite, had been distributed to all residents for discussion. Comments back from residents were identified in the document and led to a number of minor clarifications and a change to the time that encroachments would need to be removed to a later date of September 30, 2009.

There was some discussion on the matter of "grandfathering" of encroachments and reference was made to the 1993 SVBL Bylaw that referenced non-conforming building or use. Admin pointed out that there was no reference in any file to any agreement related to grandfathering of encroachments onto the reserve. If there has been any such agreement, it should appear in individual property files or in some other formal bylaw or resolution as it is only through bylaws, formal Council resolutions and formal agreements that a municipality can act or operate. The following definition of "Non conforming use" was then read by Admin from the current SVBL Bylaw which had not changed from 1993:

NON-CONFORMING BUILDING OR USE – a building that was ***lawfully*** constructed, or is ***lawfully*** under construction, or an use being made of, or intended to be made of land or a building, ***that do not or will not comply with the land use bylaw or land use bylaw amendment on the date that the bylaw or amendment comes into effect.***

After further discussion about the process going forward the following motion was made:

Motion Moved by Councillor Dunsmuir/Seconded by Mayor Auld that the SVBL Encroachment Policy implementing the 2008 Village Plebiscite be approved and that implementation proceed as outlined in that policy.

Carried Unanimously

Direction was also given to administration to bring back plans and status of the grant for a special bylaw officer to assist with the implementation of the policy.

General Capital Planning Committee Report (Attachment #4.5a & 4.5b)

Admin presented on behalf of the Capital Planning Committee its report per attachments #4a and b.

Drainage and Road Improvements – Capital (Attachment #4.6 a & b)

Council discussed the report and recommendations regarding the storm water and runoff master plan, agreeing with the committee's recommendation that the study be completed as recommended.

Motion

Moved by Councillor Dunsmuir that a comprehensive storm water and runoff management plan shall be prepared. The plan shall address cross lot drainage, right of way requirements, a design for a system of walkways, and standard lot approach road requirements. The report should be presented to Council for adoption and the recommendations implemented by the fall of 2009.

Estimated Cost: \$ 20,000.00

Completion: March 31, 2009

Carried

Regarding the second recommendation regarding work on Burnstick Drive, it was agreed that this would be considered more fully after the above study was completed in March. This would be considered along with the other possible capital projects on the horizon (Please see the fire protection discussion below). In the meantime, It was also agreed to look at short term repairs to the existing pot holes on Burnstick Drive given that we may have the road fully upgraded as early as 2010.

First Response Fire Protection (Attachment #4.7)

Regarding first response fire protection, the report per agenda package attachment #4.7 was outlined. Admin updated Council with respect to Clearwater County's perspective. The County is very enthusiastic about the water pump/dry well component of the study, but was not interested in being any part of the fire truck component. It was agreed that the Village's Capital Planning Committee discuss next steps and recommendations to Council after the County provides its more detailed ideas with respect to dry wells.

Admin noted that Clearwater County also presented the Village with their preference for common addressing signage for the Village. These would be your standard county signs which are white on blue, retro-reflective approximately 67

cm wide and 20 cm high and would cost, at a minimum, \$75.00 each installed. The addresses used would be consistent with the Village's current addressing system (e.g. 7 Poplar Close, 11 Burnstick Drive, etc). Council agreed with the idea in principle and suggested that this also go to the capital planning committee for consideration in the Villages capital plan.

Proactive Village action re Increased Oil and Gas Drilling and Forestry Activity (Attachment #4.9)

Admin noted that as discussed at the last Council meeting, the Summer Village of Burnstick Lake is not a very well known entity with respect to forestry companies, oil and gas companies and others who are working in and developing the area. In order to address this concern and to ensure the Village is contacted and engaged when appropriate, admin had made various efforts to get the Village more connected with various agencies. As a result the Summer Village of Burnstick Lake contact information and coordinates have been distributed widely to various companies, ERCB groups including the Burnstick area and Calgary, SPOG, Alberta Sustainable Resource Development, etc

Going forward, it was noted that there are a number of important things that can be done by both residents and the Village:

- Our representative on SPOG Public Affairs Committee regularly review the New Development log that is handed out at the SPOG Community Affairs meetings and report to Council as appropriate.
- SPOG's "new development log" is available to all residents on their website site http://www.spog.ab.ca/new_projects.html . This is a great method for residents to stay informed.
- The ERCB also has a public website tool, Integrated Application Registry or IAR www.ercb.ca to look up proposed development. I will be going on this site periodically and would encourage interested residents to do the same.

Motion:

Moved by Councillor Esche that the identified follow-up activity be undertaken including placing the noted information in future newsletters. That Council designate one of its members to be a key council contact and lead on such area land use these matters and that this person would also liaise with George Dunsmuir on SPOG and Patricia Knight on the Burnstick Lake Area Advisory Committee and that the November 17th workshop be attended by Councillors and residents who are interested – with payment by Village for expenses in Red Deer. **Carried**

Forestry Industry

Resident Diane Lindblom recommended that a representative from Sundre Forest Products be requested to attend the next Council meeting

Tree Removal and Renewal

Resident Morris Butler recommended that a more concerted effort be made regarding the replacement of old growth trees with perhaps something more substantial than the current spring tree sapling plant on the reserve.

Date of Next Council Meeting

It was agreed that the next Council meeting would be in January with dates to be determined and advertised in the Villager Newsletter.

The meeting adjourned at 9:20 p.m.

Certified correct and adopted:

Mayor

Administrator