

MINUTES
SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MEETING
Edgemont Community Association (33 Edgevalley Circle N.W.), Calgary
April 8, 2010 - 7:30 P.M.

Diane Auld	Mayor	Harold Esche	Councillor
Irene Dunsmuir	Councillor	Harold Northcott	Admin, CAO

Bill & Betty Post	Russ & Jill Down
Suzanne Visser	Jamie Podlubny
Brenda & Robert Madge	Morris Butler
Audrey Palmer	George Dunsmuir

	ITEM	ACTION
1. Call to Order	Mayor Auld called the regular council meeting to order at 7:15 PM	
2. General 2.1 Adoption of Agenda	The agenda was adopted with the following additions: 5.4 Summer Village of Burnstick Lake Signing Authority 5.5 Rocky Mtn. Regional Waste Authority Contract 5.6 Prairie Shelter Belt Program Moved by Harold Esche to adopt the Agenda as amended. "Carried"	
2.2 Delegations	None proposed	
2.3	Minutes to the December 8, 2009 Council Meeting (Attachment #2.3) Moved by Irene Dunsmuir that the minutes of December 8 th , 2009 be approved as circulated. "Carried"	
2.4 Review of Correspondence	<ul style="list-style-type: none"> • Canada's Occupational Health & Safety Magazine • Operation Clean Sweep – Pitch in Canada • Alberta Municipal Health & Safety Association – News letter • Heritage Awards – Outstanding Accomplishments • Day of Mourning – Remembering workers injured or killed on the job • Community Literacy Awards • Heavy Truck and Equipment Trader • Infrastructures • Management Skills Programs • 2010 AMSC Municipal Funds Regional Road Show 	
2.5 Administrator's Report	<ul style="list-style-type: none"> • March 7th transition day with Rick Butler. Filing cabinet and 4 boxes moved to Rocky Mountain House • March 9th met with Rick and Tara to discuss bylaws 	

	<ul style="list-style-type: none"> • Sent assessments notices – March 17th • Developed and distributed news letter • Met with Jerry Rasmussen to discuss the Road and drainage project • Met with Rod Viske Wildrose Assessment • Met with Craig Cannaday – Rocky Gas Coop • Met with Karla Jackson Accounting and Bookkeeping • Met with Rocky Regional Waste Authority • Discussions with Wendy from Waste Management • Discussions with Jesse Chappelle – Auditors • Discussions with Janet Buskas – Alberta Municipal Affairs • Discussions with Chris Johnson- Town of Rocky Public Works • Developed contact list for e-mails • Vacation from March 17th – 29 	
3. Bylaws	<p>3.1 Date for Public Meeting - Bylaw 58-09 (Land Use Bylaw Amendment)</p> <p>The CAO discussed the next steps for the Land Use Bylaw 58 – 09. A Public Hearing will be advertised for Sunday May 23rd at 10:00 AM</p> <p>Once the meeting is closed the Council may give 2nd and 3rd reading in the Regular Council Meeting.</p> <p>CAO to advertise the Public Hearing for Sunday May 23, 2010.</p>	CAO
4. Unfinished Business 4.1 Report- Agreements with Shoreline Decks and Stairways	<p>Tara McFadden (Bylaws) has now accounted for all the shoreline decks and stairways agreements.</p> <p>Tara will now finalize the paperwork and have the CAO sign. Once this is completed Tara will send copies to the residents and provide a copy for the CAO.</p>	Tara
4.2 Capital Planning Update	<p>a) Update Drainage and Road Improvements</p> <p>The CAO provided the planning update for 2010 to Mayor Auld for distribution and Councillor Esche distributed drawings prepared by Jerry Rasmussen (engineer).</p> <p>It was noted that one existing culvert is missing on Poplar Close R-2 Lot 3.</p> <p>The CAO will bring this to the engineers attention. The Council would also request that Jerry provide the scale of the drawing.</p> <p>These documents will now go back to the Capital Planning Committee for the engineers recommendations and the Committees endorsement.</p>	Capital Planning Committee

	<p>b) Update First Response Fire protection - alarm, second exit, signage. The fire alarm will be discussed with Shell Canada.</p> <p>The CAO will schedule a meeting with Keith Stretch from Public Lands to discuss a second exit on the south west end.</p> <p>Once this meeting is complete, a second meeting may be required with Clearwater County to discuss standards of roads construction.</p> <p>Dean McKenzie is presently working on signage for emergency response. The Council requested that the CAO discuss with the Rocky Regional Fire Department the appropriate size and location of where the signs should be placed.</p> <p>Additional questions included:</p> <ul style="list-style-type: none"> • Does the Caroline Fire Department use GPS? • Is the landing pad for STARS useable? 	
4.3 Update Emergency Preparation	<p>The CAO discussed the emergency preparation at the Village and the requirements of Shell Canada. Eric stated that the person responsible for emergency preparedness has been transferred to another location. Eric will start the process and ensure that the correct people are in attendance once a meeting with the Village can be scheduled.</p> <p>At this point Shell has an alarm system at the Village.</p>	CAO
4.4 Alberta Permit Pro – SVBL Agreement	<p>Tara (Bylaws) will complete the research on companies who provide permits.</p>	Tara
4.5 Rocky Gas Co-op	<p>The CAO met with Manager Craig Cannaday to discuss the possibilities of Rocky Gas Coop providing gas to the Summer Village of Burnstick Lake. The Village would be required to have at a minimum, 50 % of the residents involved in this program. A high density 3 “ line would be required at 150 psi. Annually, the Province funds 3.5 million dollars to providing gas to rural Alberta. The approximate cost for this project would be \$300,000. The cost would be higher if the project is sub-contracted. Council would like to know if fiberoptics could be included in the project. Craig completed the meeting stating that the province should finalize the project list within the next 6 weeks.</p>	CAO
<p>5 New Business</p> <p>5.1 Waste Management of Canada Corporation Contract</p>	<p>Waste Management of Canada have provided a Customer Service Agreement to the Summer Village of Burnstick Lake. The rate per bin is \$75.00 and has not changed from 2009.</p> <p>From May 1st – September 30th the Village has</p>	CAO to provide report re garbage pickup and cost.

	<p>pickups bi-monthly. (three bins) From October 1st to April 1st bins are picked up on a as need basis. (twobins) One weeks notice is required for pickup. Council asked the CAO to provide a report on other companies that provide garbage pickup and prices for the next meeting.</p>	
5.2 Official Census (April 1 – June 30)	<p>May 1st – June 30th is an opportunity for the Village to carry out a census. At the present time the official population is 43.</p>	The CAO will check the criteria and ask what the numbers are used for and how the numbers are established.
5.3 2010 Alberta School Foundation Fund Invoice	<p>The CAO informed the Council that the School Foundation Invoice for 2010 is \$39,796.21. The payments are made quarterly in equal amounts of \$9,994.65.</p>	The CAO will compare records from past years.
5.4 Summer Village of Burnstick Lake - Signing Authority	<p>Rick Butler resigned the CAO position February 28th , 2010. Harold Northcott was hired as the new Chief Administrative Officer to commence work on March 1st , 2010.</p> <p>Moved by Harold Esche that Harold Northcott be approved as the new Chief Administrative Officer for the Summer Village of Burnstick Lake commencing March 1st 2010 and that Mayor Diane Auld and Harold Northcott have signing authority for the Village commencing March 1st , 2010. “Carried”</p>	Mayor & CAO
5.5 Rocky Mountain Regional Solid Waste Authority	<p>The Rocky Mountain Regional Waste Authority has provided a contract for residents to use the transfer stations at Caroline and Crammond. The charge would be \$35 per residence per year. Council requested that this item be placed on the agenda for the May meeting.</p>	Council
5.6 Prairie Shelter Belt Program	<p>250 White Spruce have been ordered for the Village. These were substituted for the Colorado Spruce that were out of stock.</p>	The CAO will pick up the trees at Clearwater County and drop off to Irene who will distribute among the residence.
6. Date of Next Meeting	<p>Next Council Meeting will be held on Sunday, May 23, 2010.</p> <ul style="list-style-type: none"> • Required before May 1 approval of Audited 	

	Financial Statements <ul style="list-style-type: none">• Required before May 15 approval of Budget and taxes	
7. Adjournment	Moved by Mayor Diane Auld that the meeting be adjourned.	

Mayor
Diane Auld

CAO and Recorder
Harold Northcott