

**SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MINUTES
Council Chambers, Village of Caroline Admin Office
December 6, 2014**

PRESENT: Council Members: Mayor Harold Esche, Deputy Mayor Doug Lindblom and Councillor Brenda Madge.
Staff: CAO Therese Kleeberger.

1. CALL TO ORDER:

Mayor Harold Esche called the meeting to order at 10:40 a.m.

2. GENERAL:

2.1 Agenda:

038-12-6-14 **MOVED BY** Mayor Esche that the agenda be approved. No additions.

CARRIED

2.2 Minutes: Council Meeting October 18, 2014

039-12-6-14 **MOVED BY** Councillor Madge that the minutes of the regular meeting held October 18, 2014 be approved as presented.

CARRIED

3. DELEGATION(S): None

4. UNFINISHED BUSINESS:

4.1 Apache Canada: TFA Application NW & NE 07-035-06 W5M

On October 23, email notice was received concerning a Temporary Field Operation (TFA) application filed by Apache for installation of a temporary above ground water pipeline to transfer water from Burnstick Lake for purpose of hydraulic fracturing operations at the well site.

All involved parties agreed to the application as the other alternative was to truck the water to the wellsite. Project is already completed.

Council received for information.

4.2 Break & Enters, Cabin Security:

Submission received from a resident expressing their concerns and suggesting some ideas to lessen the Village's exposure to criminal activities such as removing directional signs, looking at a security gate, going to a gated community.

General discussion about the increase in crime over the last year and that it is not getting any better. Continue to inform residents of ways to make their cabins more secure, to be vigilant, etc.

4.3 Snow Plowing:

Mike Stephens Contracting has agreed to provide snow plowing services to the Summer Village. Council reviewed the proposed agreement with minor changes and agreed to send it to the contractor for his review and approval.

4.4 FireSmart – Fire Guard Maintenance:

FireSmart has started the maintenance to the fireguard adjacent to the Summer Village. Project is expected to take 4 -5 weeks and involves clean up, removal of tree limbs from the forest floor and any undergrowth materials, hand pile and burn debris on site.

5. NEW BUSINESS:

5.1 Budget 2015 (Municipal Portion Only):

Council reviewed the proposed budget.

Only change is to reduce the snow plowing expense from \$4,800 to \$4,000.

Other items arising from the budget discussion:

Community Centre – look at a capital project to make the building more energy efficient.

Emergency Planning - look into further what other Summer Villages are doing.

MSI Operating Grant – with 2015 being the last year for this grant, how is this affecting other Summer Villages and what they are doing with their budgets to cover this.

040-12-6-14 **MOVED BY** Mayor Esche to approve the 2015 Budget Budget (Municipal Portion Only).

CARRIED

6.

Reports:

6.1 CAO Report:

Financials:

- 2014 Audit: submitted information to an accounting firm in Rocky Mtn House to get a quote to conduct the Village's audit.
- MSI Capital and Operating Grants: working with Alberta Municipal Affairs to complete SFE's and applications so they are up to date.

Government, Community Services:

- FRIAA (Forest Resource Improvement Assn of AB) FireSmart Program: AB Summer Villages Assn is re-submitting a proposal on behalf of the remaining summer villages to have the FireSmart Wildfire Management Strategies done. There are no funds or other actions required from the Summer Villages for this submission. The end result is to have a FireSmart plan for the summer village.
- ESRD is inviting stakeholders to participate in consultations to receive input for the revision of the General Fisheries (Alberta) Regulation 1997 and the Fisheries (Ministerial) Regulation 1997. The current regulations expire Oct. 31, 2015.
- Annual vegetation control – Burnstick Drive: Clearwater County apologize for missing the summer village when they were in the area this summer. They completed the work the end of October and because of this mistake they will not be invoicing the SV for mowing.

Emergency, Fire Services:

- The signage project is now complete. All private properties now have an identification sign. In addition to assisting the EMS (ambulance, fire, police) with directions, Clearwater County has set up a County location number. This number can be used when placing a 911 call. It is 351042 RR 7-1 and is located at the entrance into the summer village. Clearwater Regional Fire Services, Caroline Ambulance, and Sundre RCMP have been provided with this information along with a civic address map of the summer village.

Removal of Dilapidated Platform/Deck:

At the October 18, 2014 Council meeting Council requested that a registered letter be sent to the presumed owner of a dilapidated platform that ties to their property. Registered mail has not been returned nor has a response been received from the property owner.

041-12-6-14 Moved by Councillor Madge that Council proceed with the removal of the platform/deck.

CARRIED.

TELUS Line Damage Claim:

An invoice was received from TELUS repairs for the damage done to their line. The information has been sent to the Village's insurance who have re-opened the claim file.

Other Items discussed:

Capital Planning: set up some general procedures for both Council and the Capital Planning Committee.

Lake Shore, Lakefront: more work needed to complete an information package, options, erosion control to name a few. Al Clark is prepared to start putting together a report and Council are in favour of this. Council willing to go to a capital planning meeting for this.

6.2 Council Reports:

Mayor Esche: no reports.

Deputy Mayor Lindblom: update that the AER (AB Energy Regulator) has addressed in their policies that the summer village is to be contacted in the event of any industrial or property development around the lake even though the summer village is outside the maximum boundary for contact.

SPOG: has reorganized and restructured.

Councillor Madge: the Streets Improvement project came in under budget. Al Clark, team lead, doesn't think the boat launch work was done and will follow up with Jomad on this.

Brenda will continue to research and pursue further the Lake Watch Program and water testing of the lake.

6.3 Financial Report:

Council reviewed the financial reports to the end of November 7, 2014. Reports received for information.

7. Correspondence, Information Items:

7.1 Ebola Response Planning – Alberta Health Services preparations.

7.2 AIS (Aquatic Invasive Species): November update from ESRD.

8. 8.1 Future Meeting Dates, Events for 2015:

Council:

(all Council meetings start at 10:30 am):

- February 21, 2015 – Caroline Council Chambers
- April 25, 2015 – Caroline Council Chambers
- June 20, 2015 – Annual meeting, organizational meeting, regular meeting – Summer village Community Center
- October 17, 2015 – Summer Village Community Center (tentatively book Caroline Council Chambers)
- December 5, 2015 – Caroline Council Chambers

Events:

- August 1, 2015 – Annual Pancake Breakfast – 10:30 am.

9.

Adjournment:

042-12-6-14

Moved by Councillor Madge to adjourn the meeting at 1:10 pm.

CARRIED

Mayor

CAO