

**SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MINUTES
Council Chambers, Village of Caroline Admin Office
February 21, 2015**

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 10:35 a.m.

2. GENERAL:

2.1 Agenda:

5.6 Website Upgrade

001-02-21-15 **MOVED BY** Deputy Mayor Linbdlom that the agenda be approved with additions. **CARRIED**

2.2 Minutes: Council Meeting December 6, 2014

002-02-21-15 **MOVED BY** Councillor Madge that the minutes of the regular meeting held December 6, 2014 be approved as presented. **CARRIED**

3. DELEGATION(S): David Van Hal – Break and Enters

4. UNFINISHED BUSINESS:

4.1 Break & Enters, Cabin Security:

Cabins in the Summer Village continue to be broken into with about 12 or more over the last year. Council further discussed some plans and actions with input from Mr. Van Hal. Ideas included:

- Installation of a security gate,
- Installation of some type of cameras,
- Installation of “Rural Crime Watch” signs,
- Creation of a “Security Committee”.

Council would like to establish a “Security Committee” for the purpose of researching and investigating the options presented. An email will be sent to the residents asking for volunteers to sit on it.

In the interim Mr. Van Hal has agreed to take the lead and Councillor Madge will act as the Council representative.

Grant funding will be checked out to see if a security project is eligible.

Security for the Community Centre was discussed also.

5. NEW BUSINESS:

5.1 Audit Service Proposals:

Two firms were asked to submit proposals to perform the audit.

Wade Noble & Partners: approximately \$6,000 plus GST for the 2014 audit. Future years will be subject to an inflationary increase.

Scase & Partners Professional Accountants: \$5,350 plus GST.

003-02-21-15 **MOVED BY** Mayor Esche to appoint Scase and Partners Professional Accountants as the auditor for the Summer Village. **CARRIED**

5.2 Waste Management - garbage bins and pick up service:

A concern was brought forward by a resident regarding the condition of the garbage bins and lack of good service from Waste Management. The resident also mentioned about having bear proof bins instead of the regular type being used. Waste Management has been contacted regarding these issues and suggest that the Summer Village stay with the type of bins currently being supplied using plastic lids as the metal lids are very heavy. They have a locking mechanism that can be attached to the bins securing them from access by bears and other wildlife. The old bins will be replaced. The new bins will include the locking mechanism. Council accepted for information.

Additional comments brought forward by the same resident:

Feeding of Wildlife & Birds, Geese: the resident would like Council to create bylaws that restrict this.

Council did not want to create a bylaw as the Summer Village does not have the ability to enforce it. The province will be contacted about some "Bear Country" signs and other information on continued education and awareness about feeding wildlife, etc.

5.3 Internet Service Proposal:

Neil Ratcliffe, Light Link Technologies Inc., approached the Village about installation of internet service to the Village by his company. He is currently working on a proposal for Clearwater County and preparing a grant application through the Connecting Canadians Broadband program. Clearwater County are only at the exploration point and are looking at a couple of different concepts before they make a decision and application for grant funds. Council received the report for information.

5.4 MSI Operating Grant – 2015 Allocations:

The MSI Operating grant for the summer village for 2015 is \$1,790.00. Under the terms of the funding agreement, the municipality will be required to provide Municipal Affairs with:

- a project application for each project, and
- file an annual Statement of Funding and Expenditures for the previous year.

Potential Project for 2015:

- Snow Plowing: \$1,790.00

004-02-21-15 **MOVED BY** Mayor Esche to approve the snow plowing project for application under the MSI operating grant and submit it for consideration and approval by Alberta Municipal Affairs.

CARRIED

5.5 Pancake Breakfast, Annual General Meeting (AGM) Invites, Presentations:

AGM: arrangements to be made for CREMA – emergency management plan, Noxious Weeds Identification, and Security presentations.

Pancake Breakfast Invites: SPOG, FireSmart, Caroline Ambulance & Fire Dept., Clearwater County Division Councillor, Caroline Council.

5.6 Website Improvements:

Mayor Esche would like to upgrade the website to make it easier to maintain and more user friendly. Additionally, he would like to have a "Members Only" page for the residents and a page for Council.

Council were in favour of these improvements.

50th Anniversary of the Village (2018):

The Summer Village will be "50" in 2018. Council would like to start planning a celebration.

Emergency Management Training Workshop (CREMA):

Clearwater County is hosting an Emergency Management Training course for elected officials on April 14/15. All Council members are able to attend.

6.**Reports:****6.1 CAO Report:****Assessments:**

- Wild Rose Assessment Services is close to having the 2014 assessments completed for the 2015 taxation year. The final report has to be sent to the Summer Village by Feb. 28/15

Financials:

- 2014 Audit: will start as soon as Council accepts a proposal.
- MSI Capital and Operating Grants: the 2014 Statement of Funding and Expenditures forms are now available through Municipal Affairs. They are due May 1, 2015. The forms are also available to submit proposals for the 2015 grant allocations for both operating and capital.
- Federal Gas Tax Fund (FGTF): starting to complete the final reporting requirements for the Street Improvements and Signage projects.

Property & Infrastructure

- TELUS Line Damage Claim: ClaimsPro Adjusters are working with TELUS and have asked them to prove that the Summer Village is responsible. TELUS has yet to get back to them.

6.2 Council Reports:

Mayor Esche: no reports.

Deputy Mayor Lindblom: no reports.

Councillor Madge: no reports.

Reminder brought forward: Burnstick Lake Management Plan expires in 2017.

6.3 Financial Reports:

Council reviewed the financial reports to the end of December 31, 2014 and accepted them for information.

7.**Correspondence, Information Items:**

7.1 Assn of Summer Villages of AB: - report of membership benefits.

7.2 Fortis Alberta: Proposed Rates for 2015.

7.3 AB Government news release: Water Conservation Action Plan

7.4 Federation of Canadian Municipalities: report of membership benefits.

7.5 Seminars, Workshops:

- Assessment Review Board Member & Clerk Training.
- FireSmart Community Series Workshop: to tackle the complex issue of protecting homes from wildfire.
- Emergency Management Training for Elected Officials.

8. 8.1 Future Meeting Dates, Events for 2015:

Council:

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

- 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 Chamberes

Events:

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

9. Adjournment:

005-02-21-15 Moved by Councillor Madge to adjourn the meeting at 1:05 pm.

CARRIED

Mayor

CAO