

**SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MINUTES
Burnstick Lake Community Center, #7 Burnstick Drive
June 20, 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 12:55 p.m.

2. GENERAL:

2.1 Agenda:

016-06-20-15 **MOVED BY** Deputy Mayor Linbdlom that the agenda be approved with additions:

4.3 Fire Pit Inspections

5.5 Policy: Project Quotes, dollar amount threshold.

CARRIED

2.2 Minutes: Council Meeting April 26, 2015

017-06-20-15 **MOVED BY** Councillor Madge that the minutes of the regular meeting held April 26, 2015 be approved as presented.

CARRIED

3. DELEGATION(S): None

4. UNFINISHED BUSINESS:

4.1 Security Development, Surveillance Policy, Bulletin Board Initiative:

Security Project: Deputy Mayor Doug Lindblom has received information from another company, CONTAVA, for CCTV security surveillance. They operate nationally and are experts in design, development and deployment of CCTV security cameras, intrusion detection and access control. They are currently working on scheduling a site visit to review the intended positioning of a CCTV camera and server/laptop. They will then provide pricing options. Once these are received Council will review and via email will make a decision to proceed or not.

Surveillance Policy: Council reviewed the policy with a suggested amendment to Sect. 5.3 "... records shall be kept only for six weeks."

Bulletin Board Update: Deputy Mayor Lindblom presented a design concept and is waiting for a quote to construct the board. It will be located to the left of the community water well. Other signage around the Village was discussed and Deputy Mayor Lindblom and Councillor Madge will work on this.

018-06-20-15 **MOVED BY** Mayor Esche to approve the Surveillance Policy as amended.

CARRIED

4.2 Investment Options – Deferred Grant Revenue:

Council reviewed the information provided by ATB Financial on various options available. Deputy Mayor Lindblom would like to check out other opportunities and will pass the information on to CAO Therese Kleeberger.

4.3 Fire Pit Inspections:

CAO Therese Kleeberger has not been successful in finding someone who would be willing to do the fire pit inspections. Councillor Madge has volunteered to act as the

Village person to assist with the inspections. Council discussed paying an honorarium for this job.

019-06-20-15 **MOVED by** Councillor Madge that payment of \$250.00 be paid to the person who completes the fire pit inspections.

CARRIED.

5.

NEW BUSINESS:

5.1 FireSmart Community Grant Program:

The purpose of the grant program is to assist in reducing the risk of wildfire issues. Re-generation of the municipal reserves would qualify and Council felt that the reserves are not a pressing issue. Council received the package for information.

5.2 Dangerous Trees - Removal:

Mayor Esche has had it pointed out to him about a couple of dangerous trees on community reserves.

1. Immediately behind 9 Fir Close. A large pine with obvious rot near the base. The tree appears to be situated so that if it fell it would hit acabin. Mayor Esche has marked it with orange tape.

2. A tree has partially fallen and is hung up on another tree on a pathway. This tree is located between Fir and Balsam on the path used by people to access the lake. It is about 50 yards from the lake. Mayor Esche has also marked it with orange tape.

020-06-20-15 **MOVED BY** Mayor Esche that Matterhorn Forest Enterprises be contracted to remove the dangerous trees located on the municipal reserves as identified above.

CARRIED

5.3 Change Council Meeting Dates:

Councillor Madge would like Council to consider changing the day the meetings are held from Saturday to Sunday.

Council has deferred this matter to the Council meeting in December when the 2016 meeting dates are determined.

5.4 Burnstick Drive Pot Hole Repairs:

Potholes have been developing in Burnstick Drive with the worst area being at the east end by the entrance and boat launch. There are a few more starting further west along the roadway. Mike Stephens Contracting has been contacted about doing the repairs and is currently getting a cost to do the job. Council also request a quote from Sands Dust Control.

5.5 Draft Policy – Project Quotes, Dollar Amount Threshold:

Council discussed the desire to prepare a draft policy that will set out guidelines for making purchases and acquisition of quotes for proposed projects.

6.

Reports:

6.1 CAO Report:

General Administration:

- Pancake Breakfast: invited organizations that have accepted the invitation include Caroline Fire Dept., Caroline Ambulance, and FireSmart. Al Clark and Russ Down will be doing a Fire Caddy Demonstration. County Councillor Earl Graham is unable to attend. No word yet from Village of Caroline Council or SPOG.

Assessments:

- Final date to file an assessment appeal to the Assessment Review Board is June 26, 2015.
- The current Assessment Review Board that the SV is a member of is struggling with recruiting members. They are looking at joining the Central Alberta Regional ARB and are still working on details to join.

Protective Services:

- No report

Financials:

- Completing the reporting requirements for the various provincial grants and making application for future projects.

Property & Infrastructure

- TELUS claim for property damage to their TELUS line: Village insurers have not received any documentation from TELUS to substantiate that the Village damaged their line and will be closing the claim within 45 days from May 8, 2015 if TELUS does not provide the documentation.

6.2 Council Reports:

Mayor Esche: no reports.

Deputy Mayor Lindblom: May and June updates to SPOG.

Councillor Madge: no reports.

6.3 Financial Reports: none.

7. **Correspondence, Information Items:** None

8. **8.1 Future Meeting Dates, Events for 2015:**

Council:

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

- October 17, 2015 – Summer Village Community Center (tentatively book Caroline Council Chambers)
- December 5, 2015 – Caroline Council Chambers

9. **Adjournment:**

021-06-20-15 **MOVED BY** Mayor Esche to adjourn the meeting at 2:45 pm.

CARRIED

Mayor

CAO