

**SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MINUTES
#7 Burnstick Drive – Community Center
October 14, 2017 – 10:30 am**

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 10:30 am.

2. **GENERAL:**
2.1 Agenda: additions:
4.4: Burnstick Lake Management Plan Public Advisory Committee.
4.5: Dry Hydrant, Fire Protection – Clearwater Discussion.
5.5: Community Center Keys.

23-17-10-14 **MOVED BY** Councillor Madge that the agenda be approved with additions. **CARRIED**

2.2 Minutes:
AGM: June 24, 2017
Organization Meeting: June 24, 2017
Council meeting: June 24, 2017

24-17-10-14 **MOVED BY** Councillor Madge that the minutes of the annual general meeting held June 24, 2017 be approved as presented. **CARRIED**

25-17-10-14 **MOVED BY** Deputy Mayor Lindblom that the minutes of the Organizational meeting held June 24, 2017 be approved as presented. **CARRIED**

26-17-10-14 **MOVED BY** Councillor Madge that the minutes of the Council meeting held June 24, 2017 be approved as presented. **CARRIED**

3. **DELEGATION(S):** Justin Firth at 10:45 am
Justin Firth presented to Council his concerns regarding the Land Use Bylaw as it relates to home occupations, animal control and other topics.

- Dogs: digging in flower beds on his property, lack of responsibility of the dog owners to clean up their dog poop, running at large, barking.
- Unsightly Yards, derelict vehicles, other debris.
- Home based business: major component of his business is not being run out of his home – maybe only 2 months out of the year.
- Dumping on Municipal Reserve: he has piled unwanted landscaping materials on municipal reserve and has agreed to have it removed right away. He was advised of the need to have a property survey completed to identify boundaries of his private property and municipal reserve.

Mr. Firth's presentation concluded at 11:20 am.

4. **UNFINISHED BUSINESS:**

4.1: Lakeshore Erosion Project Update:

WSP is working on getting approvals submitted. Their original proposal did not include preparing applications and submitting for approvals. There is approximately \$4,000 left over from the original proposal so the additional costs for approvals will be \$4,500 to \$8,500. They will send a scope change for completing the approvals, detail design, tendering and construction services. They also have to complete a Habitat Assessment and this is being setup to be done on site. They are looking to have all approvals submitted by the end of November. Once they have heard back from all the approval agencies, they can finalize the fees going forward for design, tender, and construction.

27-17-10-14 **MOVED BY** Deputy Mayor Lindblom to approve the proposal from WSP Group to prepare the applications and submissions for approvals.

CARRIED

4.2: Signage at Entrance, Other Signage;

Councillor Madge reported that the current entrance sign originally made by resident Cindy Post is non salvageable. Discussion occurred with no actions arising.

4.3: Fire Pit Inspections:

Council reviewed the draft fire pit self-inspections form. Revisions were discussed with a final draft to be presented at the December 2, 2017 Council meeting.

4.4: Burnstick Lake Management Plan PAC:

Diane Lindblom, SV liaison for the BLMP, provided past correspondence between the SV and the province concerning registration of the plan. As per that correspondence it appears that the plan is to expire October 31, 2017 with the province. CAO Therese Kleeberger will make contact with the province to request an extension to the expiry date and advise that efforts are in progress to update the plan for re-registration.

4.5: Dry Hydrant, Fire Protection – Clearwater County Discussion:

Council request that arrangements be made to meet with Clearwater County Administration to discuss what steps can be taken to enhance fire protection options for the SV and that meet with their standards and designs.

5. NEW BUSINESS:

5.1: Transfer of Emergency Siren from Shell:

Council met with Shell Canada representatives to discuss a proposal from Shell to take over the emergency siren/tower due to the likely closure of the plant in the near future and to use it for the Summer Village's own emergency alert system. Consensus of Council is to remain with the status quo until the possible plant closure and to pursue more modern emergency alert communications for the Summer Village. No further actions will be taken at this time.

5.2: 2016 Federal Census Population Count:

The Office of Statistics and Information, Edmonton made an inquiry to Statistics Canada asking for a review of the 2016 census counts for the Summer Village. Statistics Canada confirmed that the original population count of "0" was incorrect. As a result the count has been revised to a count of 15. Council received the revision for information.

5.3: Assessment Services Contract Renewal Proposal:

The current assessment services contract the Summer Village has with Wild Rose Assessment Services will expire at the end of the 2017 year. They have submitted a proposal for the continued delivery of assessment services for Council's consideration.

28-17-10-14 **MOVED BY** Mayor Harold Esche that Council approve and accept the Assessment Services contract from Wild Rose Assessment for the provision of assessment services to the Summer Village.

CARRIED

5.4: Wildland Fire West of Burnstick Lake:

On September 7, 2017 at approximately 7:00 pm Deputy Mayor Doug Lindblom and CAO Therese Kleeberger received phone calls from the regional Director of Emergency Management, Clearwater Regional Emergency Agency and Ag Forestry of a wild fire approximately 8 km west of the summer village. Ag Forestry actioned the fire calling in ground and air resources and heavy equipment. No evacuation was advised due to given distance from fire and overnight forecast. Local residents were advised of situation via phone calls and all other residents were sent an email. Communications continued with updates from CREMA and Ag Forestry which were passed on to the residents. Residents were asked to prepare for evacuation if the direction of the fire changed towards the Summer Village. By September 10 the wildfire was classified as being held and did not progress from that date and since has been extinguished. Council discussed the calling of a meeting to do some preparation work concerning hazard assessments, evacuation, etc. Council received the report for information.

5.5: MSI Capital Funding Allocation Amending Agreement:

Under the MSI Memorandum of Agreement, it allows municipalities to carry forward a capital funding allocation for five years. The Summer Village has not entirely expended its 2010 MSI capital allocation so AB Municipal Affairs has prepared an amending Memorandum of Agreement allowing for an extension to spend the remaining funds.

29-17-10-14 **MOVED BY** Mayor Harold Esche that Council approve and execute the amending Memorandum of Agreement.

CARRIED

5.6: Community Centre Keys:

A number of years ago when community centre keys were provided to residents a \$20.00 fee was charged.

30-17-10-14 **MOVED BY** Deputy Mayor Doug Lindblom that residents who originally paid a \$20.00 fee for a community centre key be refunded.

CARRIED

6. Reports:

6.1: CAO Report:

General Administration:

- New Municipal Government Act: continue to follow and keep up to date on changes and regulations that will be coming into effect.

Financials:

- AB Municipal Affairs report that the MSI Operating spending plan as submitted has been approved.

Water Management:

- All sample results continue to be good.

6.2: Council Reports:

Mayor Esche: none.

Deputy Mayor Lindblom: none.

Councillor Madge: none.

6.3: Financial Reports:

Council reviewed and received for information the financial reports to Sept. 30/17.

7. Correspondence, Information Items:

7.1 Centralization of Designated Industrial Property Assessment.

8. 8.1 Future Meeting Dates, Events for 2017:

Council:

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

- December 2, 2017 – Caroline Council Chambers
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9. Adjournment:

31-17-10-14 MOVED BY Mayor Harold Esche to adjourn the meeting at 1:05 pm.

CARRIED

Mayor

CAO