

**SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MINUTES
Council Chambers, Village of Caroline
February 23, 2019 – 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 10:35 am.

2. GENERAL:
2.1 Agenda:

01-19-02-23 MOVED BY Deputy Mayor Lindblom that the agenda be adopted as presented. **CARRIED**

2.2 Minutes: Regular Council Meeting – December 1, 2018
02-19-02-23 MOVED BY Councillor Madge that the minutes of the regular Council meeting held December 1, 2018 be approved as presented. **CARRIED**

3. DELEGATION(S): Craig Suchy, WSP Group, entered the meeting at 10:35 am.

Lakeshore Erosion Project Tenders
Lakeshore Tender Mr. Suchy provided details of the tender results to Council and advised Council that the 3 lowest tenders have met the required contractual obligations at the bid stage.

03-19-02-23 MOVED BY Mayor Esche that the contract to complete the lakeshore erosion project be awarded to Urban Dirtworks Inc. **CARRIED**

Mr. Suchy will follow up with Urban Dirtworks for project construction dates and advise.
Mr. Suchy withdrew from the meeting at 11:00 am.

4. UNFINISHED BUSINESS:

4.1: Intermunicipal Development Plan (IDP) Exemption
IDP Exemption Granted On July 19, 2018 Ministerial Order No. MSL: 047/18 was passed outlining several areas whereby municipalities can be exempt from development of an Intermunicipal Development Plan (IDP). The Summer Village boundary borders Crown land which has been identified as an exemption. Clearwater County Council and SV of Burnstick Lake passed resolutions In October requesting AB Municipal Affairs to consider an exemption to each of the municipalities to develop an Intermunicipal Development Plan. This exemption was granted as per the letter from AB Municipal Affairs dated Jan. 2, 2019.
Council received the letter for information.

4.2: Lakeshore Erosion Project Grant Amendment:
Lakeshore Erosion Grant Council reviewed the original budget estimate and the current costs that will be associated to the project now that the tender process has been completed. The grant application will be amended to reflect the change in the costs.

04-19-02-23 **MOVED BY** Councillor Madge that the original lakeshore erosion grant application be increased by \$20,000.00.

CARRIED

5. NEW BUSINESS:

Bylaw 73-2019 CAO Appointment **5.1: Bylaw No. 73-2019 – CAO Appointment:**
Bylaw 73-2019 being a bylaw of the Summer Village of Burnstick Lake to establish the position of Chief Administrative Officer.

05-19-02-23 **MOVED BY** Mayor Esche that Bylaw 73-2019 be read a first time.

CARRIED

06-19-02-23 **MOVED BY** Councillor Madge that Bylaw 73-2019 be read a second time.

CARRIED

07-19-02-23 **MOVED BY** Mayor Esche that Bylaw 73-2019 be introduced for third and final reading.

CARRIED UNANIMOUSLY

08-19-02-23 **MOVED BY** Deputy Mayor Lindblom that Bylaw 73-2019 be read a third and final time.

CARRIED

09-19-02-23 **MOVED BY** Mayor Esche that Therese Kleeberger be appointed as the Chief CAO Appoint Administrative Officer for the Summer Village of Burnstick Lake.

CARRIED

CAO Evalu. Policy, Form **5.2: CAO Evaluation Policy 05-2019 and Form:**
Policy 05-2019 being a policy to outline the process for the annual performance of the CAO. Discussion. Council discussed the format of the evaluation form and request that changes be made to the form and brought back to Council for further review.

10-19-02-23 **MOVED BY** Mayor Esche that the CAO Policy 05-2019 be approved.

CAO Policy
05-2019

CARRIED

Fire Protection Project **5.3: Fire Protection Project:**
As per past discussions with Fire Chief Steven Debienne, Clearwater County, for fire protection within the Summer Village Mr. Debienne provided a list of equipment and a cost estimate of \$54,750. Additional equipment in the future could include a few hundred feet of smaller hose and maybe a couple small trailers for the pumps. The Summer Village was approved for grant funding of \$83,250 for the previous “Dry Hydrant Project”.
In Council discussion it is the desire to do the whole project.

11-19-02-23 **MOVED BY** Councillor Madge that the Capital Planning Committee be requested to prepare a plan for the project to include equipment, building, and other needs for the fire protection project.

CARRIED

Hall Key Deposits **5.4: Hall Key Deposits:**
Council discussed whether or not to move the deposit funds into the contingencies reserve or refund the deposits back to the individuals who paid a deposit.

12-19-02-23 **MOVED BY** Deputy Mayor Lindblom that individuals who paid a deposit for a key to the community hall be refunded their deposit.

CARRIED

6. **Reports:**
6.1: CAO Report: received for information.
6.2: Council Reports: received for information.
Mayor Esche: no report.
Deputy Mayor Lindblom: reported on SPOG
Councillor Madge: ALMS lakewatch program will be doing a weeds analysis and aquatic plant sampling.
6.3: Financial Reports: received for information.
7. **Correspondence, Information Items:**
7.1 Emergency Management Legislative Review
7.2 AB Culture & Tourism: Subdivision Historical Resources Act Compliance
7.3 FortisAlberta: Approved 2019 Distribution Rates
8. **8.1 Future Meeting Dates, Events for 2019:**
Council: (all Council meetings start at 10:30 am):
 - April 6, 2019 – Caroline Council Chambers
 - June 15, 2019 – AGM, MDP Visioning - #7 Burnstick Drive (subject to change)
 - June 29, 2019 – Regular meeting, ORG meeting - #7 Burnstick Drive
 - October 19, 2019 - #7 Burnstick Drive
 - December 7, 2019 – Caroline Council ChambersEvents:
 - Pancake Breakfast – August 3, 2019 - 10:00 am - #7 Burnstick Drive
9. **Adjournment:**
13-19-02-23 **MOVED BY** Mayor Esche to adjourn the meeting at 12:30 pm.

CARRIED

Mayor

CAO