

MINUTES
SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MEETING
Location: Village of Caroline Administration Office
50 Street and 50th Avenue
Park on North Side of Building & Enter North Door
Saturday, December 10, 2011 - 10:30 AM

| Name | | |
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| Mayor Harold Esche | Deputy Mayor Doug Lindblom | Councillor Irene Dunsmuir |
| CAO Harold Northcott | George Dunsmuir | Gerald Knight |
| | ITEM | ACTION |
| 1. Call to Order | Mayor Esche called the meeting to order at 10:25 AM. | |
| 2. General | | |
| 2.1 Adoption of Agenda 2011-12-01 | <p>Additions/Deletions to the agenda: 4.6 Delete 4.6 TRAVIS-Infrastructure Protection 4.11 Add Council Meeting Dates 4.12 Telus</p> <p>MOTION: Moved by Councillor Dunsmuir that the agenda be approved as amended.</p> <p style="text-align: right;">“Carried”</p> | |
| 2.2 Delegations | None recorded | |
| 2.3 Approval of Minutes October 15, 2011-12-02 | <p>Correction to minutes New Business 4.1 Red Deer Watershed - Change Ed Deer to Red Deer 4.7 Public Lands Administration Regulations – add north side of Burnstick Drive</p> <p>MOTION: Moved by Mayor Esche that the minutes of October 15, 2011 be approved as amended.</p> <p style="text-align: right;">“Carried”</p> | |
| 3. Unfinished Business | | |
| 3.1 Capital Planning Update | <p>The CAO has not paid the last invoice to Geo-Con for the ditching program due to the disagreement on the culvert extensions. GEO-Con has agreed to write-off the cost (\$750.00) on the culvert extensions, if the Engineer and Summer Village will share the cost of the trucking expense (\$660.00). All parties have agreed to the proposal. The CAO will now process the final payment. Council asked the CAO to track his hours that have been dedicated to capital projects carried out by the Summer Village.</p> | CAO CAO |
| 3.1a Dust Abatement | Gerald Rasmuson will meet with the dust abatement company from Didsbury this month and provide the information to the Summer Village of Burnstick Lake. | |

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| 3.1b CCI Wireless Report | Deputy Mayor Lindblom informed Council that Dave Grixti is no longer with CCI Wireless. Rocky REA installed 400 wireless meters that could be used by CCI. | Deputy Mayor Lindblom |
| 3.3 Playground Lease | CAO Northcott and Don Livingstone, SRD have not been able to meet due to schedule conflicts. The CAO will send letter. All leases provided by the Province will now require a survey. | CAO |
| 3.4 Emergency Public Warning System | All of Council have now signed off on the authorized user agreement. Mayor Esche will now have the ability to declare a state of emergency for the Summer Village of Burnstick Lake. | |
| 3.5 Fire Smart Grant Program – Dry Well Application | Clearwater County invited the SV of Burnstick Lake to meet and discuss Burnstick Road as well as the dry well. Deputy Mayor Lindblom discussed with Clearwater County, the problems with the Burnstick Lake road due to large numbers of trucks hauling contaminated materials. | |
| 4. New Business | | CAO |
| 4.1 Red Deer River Watershed | The Red Deer Watershed Alliance is requesting municipalities to increase the per capita amount from .40 cents to .50 cents. Council queried the benefit of the Red Deer Watershed Alliance. | |
| 4.2 Transportation – TRAVIS Multi Jurisdiction Permitting Initiatives | The province is now working with municipalities to provide an oversize vehicle permitting system. There are presently 12 private companies across the province providing permits for trucks. There are also a few cities, towns and counties providing permits. The Province of Alberta has created the TRAVIS Initiative in an effort to bring all municipalities together. The CAO will contact Transportation to discuss. Council requested the CAO to determine the owner of the cattle guard at the entrance of the summer village. Council mentioned that heavy truck usage is a maintenance issue for Burnstick Lake Road and Bearberry road. | CAO |
| 4.3 Agriculture and Rural Development - Alberta Weed Control Act | The CAO to invite the Clearwater County to a Council meeting for agriculture services discussions. | |
| 4.4 IJD Inspections | Residents who are building structures are required to contact IJD for electrical, structural, gas, plumbing and sewage permits. The Summer Village only provides building permits. | |
| 4.5 Changing Faces – Identity Theft | The Summer Village received information on identity theft. This information will be at left at the Village Hall. | |
| 4.6 TRAVIS – Infrastructure Protection | Covered under 4.2 | |
| 4.7 Decks & Stairs Bylaw | Now that the Village has had a full summer of applications, Council would like to review the bylaw to ensure all residents are satisfied with the application of the bylaw. For review: | |

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| <p style="text-align: center;">2011-12-03</p> | <ul style="list-style-type: none"> • Distance between decks • Does the deck line up with the owners property • How are decks identified • Who should be notified about the permit <p>Council decided that no applications will be approved until the revisions are completed.</p> <p>Moved by Harold Esche that applications shall not be approved until the decks and stairs bylaw has been revisited, unless extenuating circumstances requires immediate action.</p> <p style="text-align: right;">“Carried”</p> | |
| <p>4.8 New Year’s Eve Fireworks</p> | <p>Unfortunately Pete Jess is not available to oversee fireworks for New Year’s Eve. The CAO was not able to locate an available certified fireworks technician.</p> <p>The Summer Village will, therefore, not sponsor fireworks for this year.</p> <p>Residents may shoot fireworks, as in the past, but are responsible to clean up debris.</p> | |
| <p>4.9 2012 Operational Budget</p> <p style="text-align: center;">2011-12-04</p> | <p>The 2012 operational budget was distributed for the Council’s perusal.</p> <p>Revenues: Property taxes, Educational tax and Provincial transfers cannot be confirmed until March 2012.</p> <p>Expenses: Update:</p> <ul style="list-style-type: none"> • Add \$500 for Fire • Delete the Ambulance portion of the budget, as this service is covered by the Province • Add \$100 to Water testing for mileage • Add four days of training for the Regional Assessment Board • Brushing of ditches is accounted for in the recreation budget • Consider assessment of trees on municipal reserve <p>Moved by Deputy Mayor Lindblom that the 2012 Operational budget for the Summer Village of Burnstick Lake be approved with the amendments.</p> <p style="text-align: right;">“Carried”</p> | |
| <p>4.11 Outdoor Bathroom</p> <p style="text-align: center;">2011-12-04</p> | <p>Council has requested that the Capital Planning Committee oversee the outdoor bathroom project.</p> <p>CAO to research with Parks Canada and the Town of Rocky. The committee will be responsible for a location; facility must be a pump out and the tank should be concrete.</p> <p>Moved by Deputy Mayor Lindblom the Capital Planning Committee researches an outdoor bathroom facility and bring a price back to the next Council meeting.</p> <p style="text-align: right;">“Carried”</p> | |
| <p>4.12 Phone List</p> | <p>Council requested the CAO to coordinate the compilation of a resident directory. Directory to include permanent address and tele/cell phone, lake residence and tele/cell phone and email</p> | |

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| | addresses. The directory will be distributed to all residents. | |
| 4.12 | Additional Correspondence was provided for Council's perusal. | |
| 5 Administrators Report | <p>Burnstick Drive Culverts Many delays due to rain; projected started in mid-August.</p> <p>Ditching Project Burnstick Drive culverts, brushing and ditch completed.</p> <p>Financial reporting is not complete, due to discrepancy regarding culverts.</p> <p>Cougar Sighting Dealt with Alberta Fish & Wildlife; cougar was eventually found dead.</p> <p>Bog Flood A bog plugged the weir this summer (additional 20 inches). Meetings were held with Alberta Environment and Dickson Dam officials. Weir problem was resolved.</p> <p>Taxes Due to the postal strike, taxes were extended two weeks for residents to make payment. All taxes have been received, with the exception of one.</p> <p>Annual General Meeting Organized AGM which included special guest Steve Herman, from Fish & Wildlife. Steve's topic was the fish habitat for Burnstick Lake.</p> <p>Annual Pancake Breakfast Assisted Councillor Dunsmuir in the organizing of the annual pancake breakfast. Shell Canada was on site to test the emergency siren with residents.</p> <p>Organizational Meeting Held Organizational Meeting on August 29th.</p> <p>Resident Meetings Held numerous interactions with residents dealing with development issues.</p> <p>Financial In process of changing financial institutions.</p> <ul style="list-style-type: none"> • All reporting is complete until August 30th, 2011. • Assisting residents in coordinating sales of property. • 2010 Audit was completed. <p>Ongoing Continue to deal with large volume of email correspondence/mail and telephone.</p> | |
| Financial Report | <p>The CAO presented the Monthly Bank Reconciliation for the business account and the GIC account for the months of April, May, June, July, August and September, 2011.</p> <p>The CAO presented the Revenue and Expenditures for the Year ending September 30, 2011.</p> <p>The CAO presented the 2011 Expenses up to and including September 26, 2011.</p> | |
| Next Meeting | The next meeting is scheduled for January 14, 2012. | |
| 6. Adjournment | Moved by Deputy Mayor Lindblom. | |

Mayor Harold Esche

CAO and Recorder Harold Northcott