

BURNSTICK LAKE ANNUAL GENERAL MEETING

Burnstick Lake Hall

10:40 AM Saturday, August 3, 2013

1. **Call to Order:**

Mayor Harold Esche called the meeting to order at 10:40 am.

Attending: Mayor Harold Esche
Deputy Mayor Doug Lindblom
Councillor Brenda Madge
CAO Therese Kleeberger

Mayor Esche welcomed everyone to the 2013 Annual general meeting.

2. **Presentation:**

By Alice Murray - **SPOG** (Sundre Petroleum Operators Group)

Alice gave background on the purpose of SPOG and their vision. SPOG was created following an emergency event in 1992 in the Sundre/Caroline community and the desire from the community for one consistent emergency number. SPOG membership includes people from industry, community and government and is directed by a Board which oversees 3 working groups – mutual aid, community affairs, and environment.

Mutual Aid: is for public safety through integrated emergency response and public education. The resident visit program gathers contact information in the event they need to be contacted of an emergency.

Community Affairs: monthly meetings are held for information sharing. P.E.P. (Proactive Engagement Process) ensures that the public and communities are informed about industry projects and have ample opportunity for input. Neighbours' Day is held annually in Sundre and is part trade fair, part seminar, part fun and to share information.

Environment: is sharing learnings between companies and developing best/beneficial management practices on everything from trucking of fluid to flaring and protection to both oil and gas and agricultural industries.

Alice Murray withdrew from the meeting at 11:10 am.

3. **Mayor's Report:**

Legislative, General Administration:

- Election 2013: Harold Esche, Doug Lindblom and Brenda Madge were all acclaimed. A warm Welcome to Brenda as the newest member of Council.
- New Resident Orientation & Information Package: Cindy Bielesch prepared a draft information package which was reviewed by Council. It will continue to be worked on.
- Weed Inspection Services: inspectors from Clearwater County were appointed to provide weed inspection services to meet the requirements of the Weed Control Act.

Financial Management:

- Budget 2013: final approval given to the Budget and Tax Rate Bylaw 61-13 in April 2013. Property assessment increased by 20.35%. Municipal tax revenue increased by 2.86%. The Education tax rate increased by 14.91%. All taxes have been paid for 2013.

Protective Services:

- Emergency Management: Council entered into partnership with CREMA (Clearwater

Regional Emergency Management Agency) and endorsed the CREMA framework, approved the Comprehensive Emergency Management Plan and accepted the CREMA logo.

- STARS Landing Site: thanks to Deputy Mayor Doug Lindblom for registering and securing a permanent STARS landing site #5600 on Fir Close for the Village and surrounding area. Signs have been made up and will be posted in the near future identifying the location and contact information.
- Emergency Strobe Beacons: Deputy Mayor Lindblom located the beacons and had them returned for storage at the community center. The batteries were dead and were replaced.

Roads & Streets:

- Burnstick Drive Dust Control Project: Sands Dust Control Ltd., Innisfail, AB, was contracted to apply road dust suppressant on Burnstick Dr. and the work was completed on September 26, 2012. There were a number of deficiencies and Sands Dust Control came out May 13, 2013 to do the remedial work outstanding from last fall. The project has been completed satisfactorily and the holdback was released.
- Grass, Vegetation Management – Burnstick Drive: Clearwater County agreed to mow the right of way along Burnstick Drive as they have the equipment to perform these maintenance functions. They offered their mowing services for a complete right of way cut once a year in the late summer on a cost recovery basis - maximum \$250.00.

Solid Waste Management:

- Caroline Waste Transfer site was closed last fall due to a fire that caused major damage to the facility. Clearwater Regional Solid Waste Authority hope to reopen the facility late summer of 2013. In the meantime garbage can be hauled to the Crammond site or any other site in the County.
- Waste Management Garbage Collection Contract: the Village was successful in negotiating a cheaper rate for collection fees. Pick up is every two weeks from May 1 to October 1 and then reduced to once every four weeks. New rate is \$242.64 per month from \$300.22 and reduced accordingly for monthly pick up.

Water Management:

- Community Water Well Improvements: unsatisfactory water test results were being received back from the provincial lab resulting in the water well needing to have required maintenance and repair. The pump was pulled, well flushed and chlorinated. A hydrant was installed at the same time. Minor maintenance was required in late spring of 2013 due to settlement around the well pipe.
- Old Well Abandonment by boat launch: was never abandoned as it was left in the event it was needed for fire protection. Fire services advised that it is faster to draw water from the lake. It was determined there was no presumable further use for the well, and due to Alberta Environment regulations the well was abandoned to protect the water aquifer.
- Many thanks to Councillor Lindblom and Diane Lindblom for their contribution and efforts to manage and complete the necessary upgrades.

Planning & Development:

- Natural Gas Service: work continues with Rocky Gas Co-op to determine if it is economically feasible for them to bring natural gas to the Village. Residents have until August 6, 2013 to indicate their interest. After that date Rocky Gas Co-op will make a decision on the action they will be taking.
- Hi Speed Internet Access: Councillor Lindblom was successful in his discussions with

Xplornet to bring the service to the Summer Village.

- Decks & Stairs Bylaw 60-12: purpose of the bylaw was to update the Land Use Bylaw 8-93 with respect to decks and stairs. It was passed in Council on October 13, 2012.

Parks, Recreation, Cultural:

- Tree Removal from Municipal Reserves (MR's): initially Council wanted to contract a tree removal company to clean up and rid municipal reserves of dead, dying and dangerous trees. After a presentation from FireSmart about their programs and their onsite inspection of the MR's Council did not wish to proceed with hiring a private contractor. ESRD felt the MR's were clean and in good condition. Removal will be handled on a tree by tree basis and through the tree removal permit process.
- Fire Guard Maintenance: the old fire guard is becoming overgrown and ESRD would like to come in and do some pruning and clean up. Project proposal includes pruning of undergrowth to a height of 6 ft. and clearing a 2 m space around the outer perimeter. The Village requests that a very light footprint of their cleanup is left, that debris is chipped and not burned, and that the habitat be maintained for the wildlife. FireSmart will be providing the Summer Village with a work plan for this maintenance.
- Outhouse Project: a new outhouse was built just to the west of the community center. A huge "Thank You" goes out to Irene Dunsmuir and Gerry Knight and all the volunteers who helped to build it. Landscaping will be completed in the near future and includes planting of grass, shrubs, and trees.

4. **Financial Report:**

Scase & Partners conducted the audit of the 2012 financial statements and in their opinion the statements present fairly the financial position of the SV of Burnstick Lake.

The Summer Village ended the year with a surplus of \$16,037. The majority of the surplus is the result of receiving the 2011 MSI Operating grant (\$7,372) in 2012, and moving deferred revenue of \$2715 into general operating. The deferred revenue was for STARS and Fire Inspection projects from a number of years ago. The balance of the surplus comes from the cautious spending by Council in the operating budget.

There were no outstanding taxes at the end of 2012. Total tax levy was \$92,762: \$42,926 for municipal purposes, \$49,836 for the education requisition.

Cash and Temporary Investments:

The Summer Village continues to maintain a healthy financial position with a cash balance of \$101,807. Breakdown of the cash is as follows:

Unrestricted cash: \$26,764

Restricted cash: \$75,043

- Reserves - \$39,296
 - ALARIE - \$2,764
 - Contingency - \$12,532
 - Tangible Capital Assets - \$4,000
 - Tax Rate Stabilization - \$20,000
- Deposits (dev. Permits, keys) - \$4,006
- Deferred Revenue (provincial grants) - \$31,741

In addition to the cash balance, the Summer Village has funds due from other governments - \$262,602

- Provincial Grants: \$251,211
- GST Rebate: \$11,391

Acquisition of Capital Assets:

- Burnstick Drive Dust Control Project: \$27,000 paid in 2012, balance of \$3,000 payable in 2013 (holdback). The project was funded by AMIP (\$9,190) and BMTG (\$20,810).
- Outhouse Building: \$4,375. The project was funded from a capital transfer.
- Water Well: \$3,166. The project was funded from a capital transfer.

The Summer Village continues to remain debt free. The total debt limit available for the Summer Village is \$90,740.

5. **Other Discussion:**

Residents brought forward the following items for consideration and discussion:

- Capital Projects: roads and drainage (cul-de-sacs and closes), fire suppression, property and street signage, lakefront improvements/public access.
- Speed limits and lack of respect to them
- Fire pit inspections
- Disaster recovery plan

Mayor Esche thanked everyone for attending and for all the volunteer hours they put in to make the summer village a great place to live.

6. **Adjournment:**

- Mayor Esche adjourned the annual general meeting at 12:10 pm.

Mayor

CAO