

**SUMMER VILLAGE OF BURNSTICK LAKE  
COUNCIL MINUTES  
Village of Caroline Council Chambers  
February 9, 2013**

**PRESENT:** Council Members: Deputy Mayor Doug Lindblom and Councillor Irene Dunsmuir.  
Staff: CAO Therese Kleeberger  
Absent: Mayor Harold Esche  
Public In Attendance: George Dunsmuir, Bill and Betty Post, Gerry and Patricia Knight.

**1. CALL TO ORDER:**

Deputy Mayor Doug Lindblom called the meeting to order at 10:32 am.

**2. GENERAL:**

**2.1 Agenda:**

Additions:

5.5 Fir Close: Snow Plowing, STARS Emergency Landing site.

**001-02-09-13** **MOVED BY** Councillor Dunsmuir that the agenda with additions be approved.

**CARRIED**

**2.2 Minutes:** Council meeting December 8, 2012.

**002-02-09-13** **MOVED BY** Councillor Dunsmuir that the minutes of the regular Council meeting held December 8, 2012 be approved.

**CARRIED**

**3. Delegation(s):** None

**4. UNFINISHED BUSINESS:**

**4.1 Dust Abatement Project Update – Burnstick Drive:**

Negotiations with Sands Dust Control Ltd., Innisfail, AB, for completion of deficiencies have concluded. A 10% holdback will be retained until satisfactory completion of the deficiencies which will be done after the long weekend in May weather permitting. The SB-90 product will not be taken into the closes and cul-de-sacs. There will be feathering into these areas for a nice transition. The turnaround is part of Burnstick Drive and therefore additional product shall be applied in that area and not taken from another area of the roadway to retain the integrity of the product and the length of time it will last. The turning radius of the Burnstick Drive turnaround will be large enough to allow for emergency vehicles and a good transition for the driveway/garage for the most westerly property adjoining the turnaround.

**4.2 CREMA (Clearwater Emergency Management Agency):**

The Agency is having a meeting on February 15, 2013. As per the previous Council meeting, Council expressed an interest in joining the Regional Agency. CAO Kleeberger will take this information to the meeting and report back.

**5. NEW BUSINESS:**

**5.1 Alberta Municipal Affairs - QMP Review:**

Council reviewed the summary report and confirmation of the monitoring results from the Safety Codes Council (SCC). SCC is responsible for ensuring accredited municipalities operate in accordance with their approved quality management plan. The review found no major deficiencies within the scope of the QMP.

**5.2 Access to ASSET Data Base (milenet Agreement):**

Seniors Services & Continuing Care division of Alberta Health has asked Municipal Affairs to provide them with certain property tax assessment data to administer the Seniors' education property tax rebate and property tax deferral programs. Municipal Affairs is asking municipalities for their consent to access this data directly from ASSET under the milenet Master Agreement that municipalities have with Municipal Affairs.

**003-02-09-13** **MOVED BY** Councillor Dunsmuir that Council grant permission allowing Alberta Health (Seniors Services) to access required assessment information for their programs through the Summer Village's milenet agreement.

**CARRIED**

**5.3 Tree Removal from Municipal Reserves:**

There are a number of trees in the peripheral area of the municipal reserves that are dead. Council direct CAO Kleeberger to prepare an RFP to invite quotes to fall the trees, buck and pile the wood within the vicinity of the municipal reserves. The quote is to include separate costs for removal of the trimmed tree limbs and brush from the municipal reserves. Councillor Dunsmuir has offered to identify the trees for removal.

**5.4 Resident Orientation, Information Package - Draft Review:**

Council reviewed the draft and feel it is a good start. Changes, additions, and deletions were suggested and will be referred for further revisions.

**5.5 Fir Close – Snow Removal, STARS Landing Site:**

Snow removal: concern about the number of vehicles parked in the close causing difficulty for proper snow plowing. An email will be sent to residents asking that they not park on the streets after a snow fall so the grader can more efficiently clear the snow from the road area.

STARS Emergency Landing Site: Council is uncertain if Fir Close has been designated by STARS as an official emergency landing site. STARS will be contacted to clarify this and to discuss signage, site ID.

Emergency Strobe Beacons: discussion continued regarding strobe beacons that were purchased quite some time ago for emergency purposes. Council cannot recall who they were distributed to and would like an email sent to residents asking that if they have one to please return it for storage at the community hall.

**6. Reports:****6.1 CAO Report:**

- 2012 Audit: completing year end and preparing documents to forward to Scase & Partners.
- Grants – paperwork completed and updated with Alberta Transportation for the

BMTG, FGTF and AMIP grants. Funds will be released to the Summer Village shortly. Currently getting the MSI Capital and operating grants completed.

- 2013 Assessment: creating templates for assessment notices. Wildrose Assessment will be forwarding the 2013 assessments by February 28, 2013.

## **6.2 Council Reports:**

Deputy Mayor Lindblom: SPOG – ERCB is making policy changes reducing the requirements of oil companies to provide detailed information if there is a major emergency. This is raising concern with a number of municipalities.

Councillor Dunsmuir: no reports.

Councillor Dunsmuir withdrew from the meeting at 12:17 pm.

### **Other items discussed:**

TELUS Phone System: there are issues with the telephone service not working. Deputy Mayor Lindblom has been in contact with TELUS and they advise that the unit serving the village is obsolete. A work order has been issued to replace the system. No date when this will be done.

Land Use Bylaw: minimum setbacks on properties for water wells, private sewage systems, outhouses, real property reports ((RFP's). The bylaw will be reviewed to see if it has provisions for these matters.

Councillor Dunsmuir entered the meeting at 12:25 pm.

Water Well Improvements: the hydrant has been extended and heat tape installed and all is working well. Big thanks to Deputy Mayor Lindblom for doing this project.

Internet: Deputy Mayor Lindblom continues to have discussions with Xplornet and provided some costs to hook up for high speed Internet service.

Election 2013: information and dates for nominations and election day will be compiled and emailed to the residents. The Organizational meeting date may have to be changed depending on the date of Election day.

Snow Plowing: contact Harvey Barrier asking for a letter of engagement for snow plowing services for the 2012/13 winter season.

Natural Gas Service for Village Residents: there has been no word or correspondence from Rocky Gas Co-op following their door to door campaign last summer to find out the interest of residents to have natural gas at their residences. Bill Post will contact Rocky Gas Co-op to find out the status of their campaign, number of residents interested, costs, etc. and will have a report back to Council for the next meeting.

## **6.3 Financial Report:**

Council reviewed the balance sheet as at December 31, 2012 and the income statement from January 1, 2012 to December 31, 2012.

Council received the reports for information.

**7. Correspondence:**

- 7.1 Assessment Bulletin: Matters relating to Assessment Complaints Regulation
- 7.2 Municipal Affairs: amendments to the Local Authorities Election Act.
- 7.3 FireSmart: 2013 wildfire season officially starts March 1, 2013.
- 7.4 AMSC Insurance Services: renewal negotiations completed. Renewal documents with details will be forthcoming.
- 7.5 AB Govt news release: more Albertans to get access to high-speed internet.

Council received the correspondence items for information.

**8. Next Meeting Date:** April 13, 2013 at 10:30 am at Village of Caroline Council Chambers, 5004 – 50 Ave., Caroline.

**9. Adjournment:**

**004-02-09-13 Moved by** Deputy Mayor Lindblom to adjourn the meeting at 12:50 pm.

**CARRIED**

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Mayor

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CAO