

**SUMMER VILLAGE OF BURNSTICK LAKE  
COUNCIL MINUTES  
Village of Caroline Council Chambers  
February 11, 2017**

**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:** additions:

4.2 Lakeshore Rehabilitation Plan – Wave Action, Lake Bottom Testing

5.2 Burnstick Lake Management Plan – Review and Presentation

5.3 Snow Plowing – County roads

5.4 AEP – respect our lakes signage

**01-17-02-11** **MOVED BY** Deputy Mayor Lindblom that the agenda be approved with additions  
**CARRIED**

**2.2 Minutes:** Council meeting – December 3, 2016

**02-17-02-11** **MOVED BY** Councillor Madge that the minutes of the Council meeting held December 3, 2016 be approved as presented.

**CARRIED**

**3. DELEGATION(S):** None

**4. UNFINISHED BUSINESS:**

**4.1: Surveillance System Storage Device Release Form:**

The form was reviewed by Council with one change – to put the SV name and logo on the form. There was also some discussion about expanding the system further to the outskirts of the SV. New technology being developed that may make this possible in the future.

**03-17-02-11** **MOVED BY** Councillor Madge to approve the storage device release form with changes.

**CARRIED**

**4.2: Lakeshore Rehabilitation Project - Additional Work:**

Council reviewed the report as prepared by Al Clark from the Capital Planning Committee meeting held Dec. 3, 2016. WSP Group were asked to provide a cost to complete a wave action study and lake bottom testing. Estimated cost to do the work is \$3,500.00.

It was also noted in the report that the maximum width of the pathway will be 1.3 m. Initial discussion was no more than 1 m in width. Engineers will be advised of this.

**04-17-02-11** **MOVED BY** Councillor Madge to approve the extra cost of up to \$3,500.00 to complete a wave action study and lake bottom testing.

**CARRIED**

**5. NEW BUSINESS:**

**5.1: Election 2017:**

General Elections for municipalities are being held in 2017. For Summer Villages nomination day for a general election can be held in June or July or both June and July. Council establishes the hours, date and place to receive nominations. Election day is 4 weeks after nomination day.

Council may, by resolution, appoint a returning officer to conduct the election. If no appointment is made, the secretary is deemed to have been appointed.

Discussion regarding other methods of voting for those unable to attend the voting station.

**05-17-02-11** **MOVED BY** Deputy Mayor Lindblom that nomination day be set for June 10, 2017 between the hours of 10:00 am and 12:00 noon and that Election day be July 8, 2017 between the hours of 10:00 am and 7:00 pm.

**CARRIED**

**06-17-02-11** **MOVED BY** Deputy Mayor Lindblom that CAO Therese Kleeberger be appointed as the returning officer.

**CARRIED**

### **5.2: Burnstick Lake Management Plan 2017:**

The registration of this plan with the provincial government expires in 2017 and the SPOG Environmental Committee is prepared to address this matter to update the plan and keep it current. It is their desire to ensure that all stakeholders in the area are aware that this plan exists and that it is a tool to ensure that any and all activities that take place within the perimeters of the Plan are being met in accordance with the plan and any other legislative requirements to protect the lake and surrounding area. Current members of the Committee include Les Larson, Chair, Diane Lindblom and MaryAnn Hunt. Les Larson will advise of the meeting dates, etc. for anyone who is interested in attending.

The Committee has met a couple of times and discussion from those meetings include:

Review current plan and see what changes need to be made to it and to meet with and interface with the oil industry, taxpayers, recreation users, Friends of the Eastern Slopes, CTI initiatives (trail system), AB Fish and Game, Clearwater County, etc. to name a few. Their desire is to hold an open house the first part of May to present the past, present and future activities of the area and to get feedback from participants for inclusion for an updated Plan.

The Committee will inform Council of the date of the Open House when it is set.

### **5.3: Snow Plowing – County Road, Burnstick Lake:**

Deputy Mayor Lindblom contacted Clearwater County concerning the Burnstick Lake Main Road being practically impassable and not being plowed and concerns for access by emergency vehicles. Clearwater County responded quickly plus provided a copy of their snowplowing policy to Deputy Mayor Lindblom. Council received for information.

### **5.4: AEP – “Respect Our Lakes” signage :**

AB Environment & Parks is responsible for the Respect Our Lakes program. They want to erect signs on SV property and are looking for permission and help to do this. Council would like to order 2 of the “Responsible Lake Recreation” signs.

Council proceeded with a discussion of current signs, condition, replacement, etc. Mayor Esche will do an inventory and report back to Council.

**6.**

**Reports:**

**6.1: CAO Report:**

**Assessment:**

- Currently corresponding with Rod Vikse, assessor, Wild Rose Assessment preparing the 2017 assessments. They will be mailed out as soon as the file is received from Wild Rose Assessment.
- AB Mun. Affairs announced a pilot project on Dec. 14/16 that provides estimated changes to the 2017 tax year linear property assessment. It is estimated that the SV's assessment is estimated to change by -1.07%.

**Protective Services:** No Report

**Roads, Streets:** No report

**Financials:**

- Working on yearend audit for submission to Scase & Partners to complete the 2016 financial statements for submission to AB Municipal Affairs. Deadline is April 30, 2017.
- Preparing yearend reporting requirements for GST, municipal grants.
- AB Municipal Affairs approved the MSI operating grant applications in the amount of \$3,716.

**Property & Infrastructure:**

- 2017 Insurance Renewal received. The MUNIX reciprocal absorbed a significant portion of the 2017 premium rate increase from other areas of the AMSC insurance program. Property and automobile rates increased due to natural disasters the last few years and a high frequency of automobile claims. The liability coverage increased from \$8.75 million to \$10 million at no additional charge. All other areas of the insurance program renewed as the same rate.

**Solid Waste:** No Report

**Water Management:** No report

**Recreation, Parks, Cultural:** No report

**Planning, Development:**

- Grant Allocations to Clearwater County: met with Administration who are going to look at some projects and put together some costs. Potential options discussed is dust control on the road in from the main Burnstick Road to the Summer Village, equipment purchases for the Caroline Fire Dept for fire protection.

**6.2: Council Reports:**

**Mayor Esche:** none.

**Deputy Mayor Lindblom:** SPOG update – oil industry is starting to pick up again with most activity in the north. Company buy outs happening and pipelines needed.

**Councillor Madge:** Lake monitoring – the province has added the lake to their list again for 2017 and Bill Post has agreed to volunteer to tour them around the lake.

**6.3: Financial Reports:**

Council reviewed and received for information the financial reports to Dec. 31/16.

- 7. **Correspondence, Information Items:**
  - 7.1 ALARIE Insurance Recap and Update
  - 7.2 CPC Minutes: meeting held Dec. 3/16

8. **8.1 Future Meeting Dates, Events for 2017:**

Council:

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

- April 8, 2017 – Caroline Council Chambers
- June 24, 2017 - AGM & Council – Community Center, 7 Burnstick Drive
- July 15, 2017 – Organizational Meeting – Community Center, 7 Burnstick Drive
- October 14, 2017 – Community Center, 7 Burnstick Drive
- December 2, 2017 – Caroline Council Chambers

Events:

- Pancake Breakfast – August 5, 2017, Community Center, 7 Burnstick Drive starting at 10:00 am.

- 9. **Adjournment:**  
**06-17-02-11** **MOVED BY** Mayor Harold Esche to adjourn the meeting at 12:15 pm.

**CARRIED**

---

Mayor

---

CAO