

**SUMMER VILLAGE OF BURNSTICK LAKE  
COUNCIL MINUTES  
Council Chambers, Caroline Administration Office  
February 3, 2018 – 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 10:40 am.

**2. GENERAL:**

**2.1 Agenda:**

**01-18-02-03** **MOVED BY** Councillor Madge that the agenda be adopted as presented.

**CARRIED**

**2.2 Minutes:** Council meeting: December 2, 2017

**02-18-02-03** **MOVED BY** Councillor Brenda Madge that the minutes of Council meeting held December 2 2017 be approved as presented.

**CARRIED**

**3. DELEGATION(S): Steve Debiegne – Clearwater County Reg. Fire Chief**

Steve Debiegne, Clearwater Regional Fire Services (CRFS), entered the meeting at 10:40 am.

Steve attended to discuss enhanced Fire Protection options for the SV:

Key points arising from the discussion included:

- Update of the Clearwater Organizational restructuring.
- Statistics regarding the wildfires in 2017 including those that occurred last fall near the SV. 2018 along with future year predictions indicating a significant increase.
- The “communications” arrangement during the wildfires last fall near the SV was lacking and he is working on refining and making changes for greater improvement.
- During the wildfire events in the fall of 2017, CRFS initiated a structural fire protection plan to cover the SV should the fires progress to the point of affecting the SV.
- CRFS fire members were deployed to assist with the BC wildfires and gained valuable experience and the plan is now to implement a new program for the region from this knowledge.
- Structural Protection Test: if Council is in agreement, Steve would like to test a portable pump system within the SV for wildfire protection which Council agreed to.
- Council invited the CRFS to attend the AGM on June 23 to work with residents assisting them with completing a homeowner wildfire assessment plus asked Steve to bring their mobile command center out to give residents an opportunity to see how it functions.
- Permanent Fire Protection Project: the discussion then led into ideas for an overall permanent fire protection project beyond wildfires for the SV. Ideas came forward and Council plan to proceed further.

- FireSmart: Steve noted during his drive around that quite a few properties should make some changes and clean up hazards to minimize their risk from wildfire. Clearwater Fire Services are prepared to assist and guide residents in this process.
- FRIAA grant: Clearwater County is making application for funds to promote prevention and educational materials for wildfire protection. They will be asking for a letter of support to include with the application. They are also applying for a \$500.00 grant to do a FireSmart Community workshop which they would like to hold in the SV.

Steve Debiegne withdrew from the meeting at 11:50 pm.

**4. UNFINISHED BUSINESS:**

**4.1: Lakeshore Erosion Project Update:**

WSP Group is following up on the various permits and applications submitted for approvals at both the provincial and federal levels.

WSP are holding off on starting the detailed design phase until approvals are all in place as some approvals such as the DLO may take up to 6 months from submittal date.

**4.2: Burnstick Lake Management Plan:**

Update from Diane Lindblom: the plan will be integrated into the North Saskatchewan Regional Water (NSRW) plan being developed through the province which will include Burnstick Lake and area. Council request that an invitation be sent to AB Environment & Parks to attend the Council meeting on April 7/18 to make a presentation concerning the NSRW plan, the process and participation in the development of the plan.

**5. NEW BUSINESS:**

**5.1: ACP – LLUP Provincial Grant:**

AB Municipal Affairs has added a onetime limited term Local Land Use Planning (LLUP) component to the AB Community Partnership (ACP) grant program. This grant will assist small municipalities with funding to develop a Municipal Development Plan (MDP). Under the new MGA all municipalities are required to have a plan in place by 2020. Maximum grant amount for the SV is \$15,000.00. Estimated cost to prepare an MDP is about \$15,000.00 to \$20,000.00.

**03-18-02-03** **MOVED BY** Councillor Brenda Madge that application be made under the ACP-LLUP component of the grant program.

**CARRIED**

**6. Reports:**

**6.1: CAO Report:**

Assessment:

- 2018 assessments will be mailed out as soon as the file is received from Wild Rose Assessment.

Roads, Streets:

- Rick Montgomery was out and sloped back the ice that was building up at the cattle guard.

Financials:

- Working on yearend audit for submission to Scase & Partners to complete the 2017 financial statements for submission to AB Municipal Affairs. Deadline is April 30, 2018.
- Preparing yearend reporting requirements for GST, municipal grants.

Property & Infrastructure:

- ALARIE (insurance reciprocal that was created in the 1990's to assist with comprehensive general liability insurance) has been dissolved and the assets distributed. The SV received \$6,119.79.

Water Management:

- All water samples have been good.

**6.2: Council Reports:**

Mayor Esche: no report.

Deputy Mayor Lindblom: SPOG is moving into a new office. They are working with AB Env. & Parks to have a joint emergency response exercise. Two active oil companies drilling in the area.

Councillor Madge: Lake Watch Monitoring program and latest stats from AB Environment and Parks will be coming out shortly.

**6.3: Financial Reports:**

Council received for information the financial reports ending December 31, 2017.

**7. Correspondence, Information Items:**

7.1 AB Environment & Parks: letter to ASVA regarding the management and control of aquatic vegetation.

**8. 8.1 Future Meeting Dates, Events for 2018:**

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

- April 7, 2018 – Caroline Council Chambers
- June 23, 2018 - AGM, Organizational, & Council – Community Center, 7 Burnstick Drive
- October 13, 2018 – Community Center, 7 Burnstick Drive
- December 1, 2018 – Caroline Council Chamber

Events:

- Pancake Breakfast – August 4, 2017, Community Center, 7 Burnstick Drive starting at 10:00 am.

**9. Adjournment:**

**04-18-02-03** MOVED BY Councillor Madge to adjourn the meeting at 1:30 pm.

**CARRIED**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO