

**SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MINUTES
Community Center - #7 Burnstick Drive
October 20, 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 10:30 am.

2. GENERAL:

2.1 Agenda:

22-18-10-20 **MOVED BY** Deputy Mayor Lindblom that the agenda be adopted with additions:

4.4: Recreational Lease (AEP)

CARRIED

2.2 Minutes: AGM – June 23, 2018
Organizational Meeting – June 30, 2018
Regular Council Meeting – June 30, 2018

23-18-10-20 **MOVED BY** Deputy Mayor Lindblom that the minutes of the AGM meeting held June 23, 2018 be approved as presented.

CARRIED

24-18-10-20 **MOVED BY** Mayor Esche that the minutes of the Organizational meeting held June 30, 2018 be approved as presented.

CARRIED

25-18-10-20 **MOVED BY** Councillor Madge that the minutes of the Council meeting held June 30, 2018 be approved as presented.

CARRIED

3. DELEGATION(S): None

4. UNFINISHED BUSINESS:

4.1: Lakeshore Erosion Project Update:

All approvals have been received except for the approval from the Dept. License of Occupation.

4.2: Road Access Project – Clearwater County:

Clearwater County has agreed to undertake the Summer Village of Burnstick Lake access road improvements and internal subdivision road improvements as requested. Total Project cost is estimated to be \$270,000 to \$290,000, including a wetland assessment as per the Wetland Policy implemented by the Province.

4.3: MDP Process, MDP Committee:

Under MGA Sect. 632(1) Municipal development plans, every Council of a municipality must by bylaw adopt a municipal development plan prior to April 1, 2020. The Municipal Development Plan (MDP) is a municipality's guiding document for growth and development. At the Council meeting held June 30, 2018 Council established a Steering Committee to start the planning process. A draft terms of reference was prepared to start this. Parkland Community Planning Services (PCPS) will be contacted to assist.

4.4: Recreation Lease No 930006– AB Environment & Parks:

In April 2018 AB Environment & Parks issued a replacement disposition lease extending the term for a 4 year period from Aug. 22/18 to Aug. 21/22. The original

lease was for the development of a children's playground on crown land north of the SV boundary across from 5 Burnstick Drive. Council discussed this lease at length along with another one that they believe exists. This matter will be researched further plus next steps to potentially renewing the lease after Aug. 21/22. Council tabled this matter to the next Council meeting.

5. NEW BUSINESS:

5.1: Regional Subdivision & Development Appeal Board (SDAB):

As per MGA Sect. 627(1), A council must by bylaw

- (a) establish a subdivision and development appeal board, or
- (b) authorize the municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board, or both.

Parkland Community Planning Services (PCPS) put forward a proposal and a number of municipalities expressed interest in the formation of a regional board. In consultation with the municipalities PCPS has prepared a draft regional agreement and bylaw along with draft budgets and scenarios to estimate a fee structure and costs. Annual costs will be approximately \$800.00 dependent on how many municipalities participate. Council discussed this matter at length.

26-18-10-20 **MOVED BY** Mayor Esche that Council agree to participate in the Regional Subdivision & Development Appeal Board proposed by Parkland Community Planning Services (PCPS) and is prepared to:

- (1) enter into an agreement with other participating municipalities and PCPS to establish the Regional Board and its operations; and,
- (2) adopt a Regional Intermunicipal Subdivision and Development Appeal Board Bylaw subject to at least ten (10) participating municipalities passing this same or similar resolution; and,
- (3) to use the services outlined in both Service Package A and Service Package B.

CARRIED

5.2: Assessment Review Board (ARB):

As per MGA Sect. 454, a council must by bylaw establish

- (a) a local assessment review board to hear complaints referred to in section 460.1(1), and

- (b) a composite assessment review board to hear complaints referred to in section 460.1(2).

And further, as per MGA Sect. 454.3, Qualifications of members, a member of an assessment review board may not participate in a hearing of the board unless the member is qualified as provided for in the regulations.

Capital Region Assessment Services Commission (CRASC) is prepared to provide Assessment Review Board Services. Term of agreement is for 3 years with annual fees of \$800.00 plus \$0.30 per parcel (approximately \$820.00 for the Summer Village). If an appeal is received all hearing fees and expenses are the full responsibility of the Summer Village. Council discussed this matter at length.

27-18-10-20 **MOVED BY** Mayor Esche that Council agree to enter into agreement with Capital Region Assessment Services Commission for the provision of Assessment Review Board services.

CARRIED

5.3: IDP Exemption – Clearwater County:

On July 19, 2018, Ministerial Order No. MSL: 047/18 was passed outlining several areas whereby municipalities can be exempt or receive extensions relevant to IDP's and ICF's. The section referring to IDP exemption reads as follows:

Two or more councils of municipalities that have common boundaries where the entire area along one or both sides of the common boundary is composed entirely of federal or provincial crown land are exempt from the requirements of Section 631 of the MGA on the condition that all parties to the framework agree to apply the exemption by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.

Clearwater County Council directed their Administration to touch base with Summer Village of Burnstick Lake to determine if Summer Village Council is amenable to apply the IDP exemption.

28-18-10-20 **MOVED BY** Mayor Esche that Council agree to apply the exemption from MGA 631, as per Ministerial Order MSL:047/18 # 1, as both Clearwater County and Summer Village of Burnstick Lake have a common boundary composed entirely of provincial crown land.

CARRIED

6.

Reports:

6.1: CAO Report: received for information.

6.2: Council Reports: received for information

Mayor Esche: no report.

Deputy Mayor Lindblom: reported on SPOG - oil patch activity very slow, SV resident records updated.

Councillor Madge: reported on the Lake monitoring program.

6.3: Financial Reports:

Council received for information the financial reports ending September 30, 2018.

7.

Correspondence, Information Items:

7.1 Fortis Alberta 2019 Proposed Rates

7.2 Clearwater County Broadband Initiative – Provincial Broadband Strategy

8.

8.1 Future Meeting Dates, Events for 2018:

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

- December 1, 2018 – Caroline Council Chambers

9.

Adjournment:

29-18-10 20

MOVED BY Mayor Esche to adjourn the meeting at 12:15 pm.

CARRIED

Mayor

CAO