

**SUMMER VILLAGE OF BURNSTICK LAKE  
COUNCIL MINUTES  
Via ZOOM Virtual  
February 22, 2021 – 2:30 pm**

**PRESENT:** Council Members: Harold Esche, Doug Lindblom and Brenda Madge.  
Staff: CAO Therese Kleeberger.

**1. CALL TO ORDER:**

Mayor Esche called the meeting to order at 2:30 pm.

**2. GENERAL:**

**2.1 Agenda:**

**Res. 01-2021** **MOVED BY** Councillor Madge that the agenda be adopted as presented. **CARRIED**  
Agenda

**2.2 Minutes:** Regular Council Meeting December 7, 2020

**Res. 02-2021** **MOVED BY** Councillor Madge that the minutes of the regular Council  
Minutes meeting held December 7, 2020 be approved as presented. **CARRIED**

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

**4. UNFINISHED BUSINESS:**

**4.1: Bylaw 79-2020 – Designated Officers:**

Bylaw 79-2020 being a bylaw of the Summer Village of Burnstick Lake, in the Province of Alberta, to establish the positions of certain designated officers and to establish a framework for delegation of administrative functions.

Council gave first and second reading to Bylaw 79-2020 at the Council meeting held December 7, 2020.

**Res. 03-2021** **MOVED BY** Councillor Madge that Bylaw 79-2020 be read a third and final  
Bylaw 79-2020 time. **CARRIED**

**5. NEW BUSINESS:**

**5.1: 2021 General Election, Advance Vote, Special Ballot**

**Res. 04-2021** **MOVED BY** Councillor Madge that nomination day for the general  
Nomination Day, municipal election be held on July 17, 2021 with nominations being  
Election Day accepted at the Summer Village Community Hall between the hours of  
10:00 am and 12:00 noon and that Election day be held on August 14,  
2021. **CARRIED**

**Res. 05-2021** **MOVED BY** Mayor Esche that Council provide for special ballots and that a  
Special Ballots request for a special ballot be made by any of the following methods: in  
writing, by telephone, in person, or by email. **CARRIED**

**Res. 06-2021** **MOVED BY** Deputy Mayor Lindblom that Therese Kleeberger be appointed  
Appointment of Election as the Returning and that Yvonne Haupt be appointed as the Substitute  
Officers

Returning Officer for the 2021 Election.

**CARRIED**

**Res. 07-2021**  
Support for 2021  
Federal Census

**5.3: Federal Census 2021 Request for Support**

**MOVED BY** Mayor Esche that Council supports the 2021 federal census and encourages all residents to complete their census questionnaire online at [www.census.gc.ca](http://www.census.gc.ca).

**CARRIED**

**5.4: Recreation Lease 930006 Renewal**

AEP has sent a notification that the disposition is nearing the end of its term (Aug. 21/22). There are two options for renewal:  
Option 1: Disposition renewal application with statutory declaration, or,  
Option 2: Amendment Application (Plan Replacement).

**Res. 08-2021**  
Recreation Lease  
Renewal

**MOVED BY** Mayor Esche that Recreation Disposition Lease 930006 be retained and to proceed with a renewal application with a statutory declaration and if the renewal requires a new sketch or survey plan that a survey be completed.

**CARRIED**

**5.5: Emergency Management Agreement, Delegation of Authority to Clearwater County**

Council has discussed the possibility of delegating their responsibilities under the Emergency Management Act and Local Authority Emergency Management Regulation (LAEMR) to Clearwater County due to limited resources and the ability to meet the requirements of the Emergency Management Act and LAEMR.

**Res. 09-2021**  
Emergency  
Management  
Delegation of Authority

**MOVED BY** Mayor Esche that Council agree to work with Clearwater County to put in place the delegation of authority to Clearwater County to assume the Summer Village's powers and duties under the Emergency Management Act and Local Authorities Emergency Management Regulation (LAEMR).

**CARRIED**

**Res. 10-2021**  
MOST Grant  
Distribution

**5.6: MOST Grant Distribution**

**MOVED BY** Councillor Madge that the Municipal Operating Support Transfer (MOST) grant funds be allocated towards the purchase of the laptop and expenses for COVID signage and the balance of funds remaining be transferred to Clearwater County for assistance to community organizations within the County.

**CARRIED**

**Res. 11-2021**  
CAO Evaluation Form

**5.7: CAO Evaluation Form and Policy 05-2019 Review**

**MOVED BY** Mayor Esche that the CAO Performance Evaluation form as amended be approved.

**CARRIED**

**Res. 12-2021**  
CAO Evaluation  
Policy 05-19

**MOVED BY** Mayor Esche that the CAO Performance Evaluation Policy 05-19 as amended be approved.

**CARRIED**

- Res. 13-2021**  
Cabin Owners Handbook Update
- 5.8: Cabin Owners Handbook Review**  
**MOVED BY** Councillor Madge that the Cabin Owners Handbook completed in 2018 be updated to 2021.
- CARRIED**
- Res. 14-2021**  
Children’s Playground Project
- 5.9: Children’s Playground Project (Recreation Lease 930006)**  
**MOVED BY** Mayor Esche that the CAO proceed with making a grant application under the MSI Capital grant program for a Children’s Playground project on Recreation Lease 930006 lands.
- CARRIED**
- Res. 15-2021**  
RPR – Lot R-3, Block 5, Plan 217RS
- 5.10: RPR – Lot Municipal Reserve R-3, Block 5, Plan 217RS (Community Hall/Garage Site)**  
**MOVED BY** Mayor Esche that the CAO proceed with arrangements to have a Real Property Report (RPR) completed for Lot Municipal Reserve R-3, Block 5, Plan 217RS being the lot that has the Community Hall/Garage and other items located on it.
- CARRIED**
- 6.**
- Reports:**
- 6.1: CAO Report:**
- 6.2: Council Reports:**  
Deputy Mayor Lindblom: SPOG has moved their office to Olds.  
Councillor Madge: will organize a Water Monitoring program with ALMS (AB Lake Management Society) for the summer.
- 6.3: Financial Reports:** no report.
- Res. 16-2021**  
Reports
- MOVED BY** Mayor Esche that Council accept the reports as presented for information.
- CARRIED**
- 7.**
- Correspondence, Information Items:**
- 7.1 AB Municipal Affairs: MGA General Streamlining Amendments 2020, Decision Making Timelines Amendments 2020, Bill 48 – Red Tape Reduction Implementation Act, 2020 (No. 2), Bill 45 – Local Authorities Election Amendment Act, 2020 (No. 2).
- 7.2 High River: letter – reinstatement of the 1976 Coal Development Policy.
- 7.3 SafeRoads Alberta: Provincial Administrative Penalties Act came into force Dec. 1, 2020 - Justice Transformation initiative.  
FortisAlberta – Community Naturalization and Tree Planting grant programs.
- 7.4 EOEP (Elected Officials Education Program): Council orientation training after the 2021 municipal elections.
- Res. 17-2021**  
Correspondence, Information Items
- MOVED BY** Mayor Harold Esche that Council accept the correspondence and information items as presented for information.
- CARRIED**
- 8.**
- 8.1 Future Meeting Dates, Events for 2021:**  
**Council:**
- April 26, 2021 – 2:30 pm – via Zoom video / telephone conference.
  - June 14, 2021 – 2:30 pm – via Zoom video / telephone conference.

- October 18, 2021 – 2:30 pm – via Zoom video / telephone conference.
  - December 6, 2021 – 2:30 pm – via Zoom video / telephone conference.
- Organizational Meeting:**
- August 23, 2021 – 2:30 pm – via Zoom video / telephone conference.

**9.**  
**Res. 18-2021**  
Adjournment

**Adjournment:**  
**MOVED BY** Mayor Esche to adjourn the meeting at 4:20 p.m.

**CARRIED**

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Mayor

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CAO