

**SUMMER VILLAGE OF BURNSTICK LAKE  
COUNCIL MINUTES  
#7 Burnstick Drive  
April 22, 2023 – 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 Esche called the meeting to order at 10:30 a.m.

**2.** **GENERAL:**  
**2.1 Agenda:**

**Res. 14-2023** MOVED by Deputy Mayor Lindblom that the agenda be adopted as presented  
Agenda with the following additions:

4.6 Boat Launch Committee Update.

5.6 Regional Emergency Management – defer to next Council meeting.

5.7 Feeding of Wildlife.

5.8 Garbage Bins Usage, Repairs.

**CARRIED**

**Res. 15-2023** **2.2 Minutes:** Regular Council Meeting February 11, 2023  
Minutes MOVED by Deputy Mayor Lindblom that the minutes of the regular Council meeting held February 11, 2023 be approved as presented.

**CARRIED**

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

**4.** **UNFINISHED BUSINESS:**

**4.1: Bylaw 90-2023 – Tree Removal Permit**

Bylaw 90-2023 being a bylaw for the purpose of establishing policies for the removal of trees in public spaces that are owned or controlled by the Summer Village. Reviewed by Council with minor changes discussed.

**Res. 16-2023** MOVED by Mayor Esche that Bylaw 90-2023 be amended as follows:

Bylaw 90-2023 - Tree Removal Permit a) That Sect. 3.1 be amended by adding “a live standing” after “to remove”.

Amendment

**CARRIED**

**Res. 17-2023** MOVED by Mayor Esche that Bylaw 90-2023 as amended be read a second  
Bylaw 90-2023 - Tree Removal Permit time.

**CARRIED**

**Res. 18-2023** MOVED by Councillor Madge that Bylaw 90-2023 as amended be read a third  
Bylaw 90-2023 - Tree Removal Permit and final time.

**CARRIED**

**4.2: Bylaw 91-2023 – Development Authority**

Bylaw 91-2023 being a bylaw to establish the Development Authority.

**Res. 19-2023** MOVED by Deputy Mayor Lindblom that Bylaw 91-2023 be read a second  
Bylaw 91-2023 – Development Authority time.

**CARRIED**

**Res. 20-2023**  
Bylaw 91-2023 –  
Development  
Authority

MOVED by Councillor Madge that Bylaw 91-2023 be read a third and final time.

**CARRIED**

**4.3: Bylaw 92-2023 – Municipal Planning Commission (MPC)**

Bylaw 92-2023 being a bylaw to establish a Municipal Planning Commission.

**Res. 21-2023**  
Bylaw 92-2023 –  
MPC

MOVED by Councillor Madge that Bylaw 92-2023 be read a second time.

**CARRIED**

**Res. 22-2023**  
Bylaw 92-2023 –  
MPC

MOVED by Deputy Mayor Lindblom that Bylaw 92-2023 be read a third and final time.

**CARRIED**

**4.4: LUB Review Update, Public Open House**

Council has completed their review of the draft Land Use Bylaw and it was forwarded on to Parkland Community Planning Services for their comment and feedback. PCPS has completed their review and show some edits and comments.

**Res. 23-2023**  
LUB Public Open  
House

MOVED by Deputy Mayor Lindblom that a Public Open House be held at the Community Center/Garage, #7 Burnstick Drive on May 27, 2023 starting at 10:30 am for presentation of the draft Land Use Bylaw to the residents.

**CARRIED**

**Res. 24-2023**  
First reading of LUB

MOVED by Councillor Madge that the final draft of the Land Use Bylaw be presented for first reading at the June 17, 2023 meeting of Council.

**CARRIED**

**4.5: Playground Project Plan Report**

Council reviewed the Playground Project Plan report as prepared by the Playground Committee.

Major topics arising from the discussion:

- cost of the project and how it will be funded;
- maintenance of the playground after the project is completed – mowing of grass, removal of weeds and grass from the ground cover around the structures;
- visual appearance from the roadway and nearby residents;
- placement of a lockable bear proof garbage bin on the site.

**Res. 25-2023**  
Playground Project –  
Site Preparations

MOVED by Councillor Madge that the Playground Committee be given approval to proceed with site preparations to a maximum cost of \$50,000.00.

**CARRIED**

**4.6: Boat Launch / Public Use Area Committee Update**

Discussion surrounding signage, draft bylaw of rules and regulations for the area, fence repairs, scheduling of a Committee meeting.

**Res. 26-2023**  
Boat Launch  
Committee Update

MOVED by Mayor Esche that Council receive for information the update report from the Boat Launch / Public Use Area Committee.

**CARRIED**

**5.1: 2022 Financial Statements**

Council reviewed the financial statements and financial information return for 2022 as prepared by Darryl Scase, Scase & Partner LLP.

**Res. 27-2023**  
2022 Financial  
Statements

MOVED by Mayor Esche that Council accept and approved the 2022 audited financial statement and financial information return as presented.

**CARRIED**

**5.2: Operating Budget 2023 - 2026**

The budget has been updated to reflect changes in the assessment, the school requisition and other revenue and expenditure estimates that have changed since December 2023.

**Res. 28-2023**  
Operating Budget  
2023-2026

MOVED by Deputy Mayor Lindblom that Council approve the Operating Budget 2023-2026 as presented.

**CARRIED**

**5.3: Tax Rate Bylaw 93-2023**

Bylaw 93-2023 being a bylaw to authorize the rates of taxation to be levied against assessable property within the Summer Village of Burnstick Lake for the 2023 taxation year.

**Res. 29-2023**  
Tax Rate  
Bylaw 93-2023

MOVED by Mayor Esche that Bylaw 93-2023 be read a first time.

**CARRIED**

**Res. 30-2023**  
Tax Rate  
Bylaw 93-2023

MOVED by Councillor Madge that Bylaw 93-2023 be read a second time.

**CARRIED**

**Res. 31-2023**  
Tax Rate  
Bylaw 93-2023

MOVED by Deputy Mayor Lindblom that Bylaw 93-2023 be introduced for third and final reading.

**CARRIED UNANIMOUSLY**

**Res. 32-2023**  
Tax Rate  
Bylaw 93-2023

MOVED by Mayor Esche that Bylaw 93-2023 be read a third and final time.

**CARRIED**

**5.4: Spring Clean Up Campaign**

Last year during May/June Council held a spring cleanup campaign by providing a refuse/rubble bin for residents to dispose of refuse that is not regular household garbage. The Spring Clean Up Campaign proved to be a huge success with three refuse bins being filled with trash and debris from resident properties and homes.

**Res. 33-2023**  
Spring Clean Up  
Campaign

MOVED by Councillor Madge that Council contract with Empringham Disposal to provide a roll off / refuse bin starting May 17, 2023 for a 4-week period for residents to dispose of their refuse/rubble from their properties.

**CARRIED**

**5.5: Tree Removal Request - #6 Poplar Close**

A request has been received from a resident to remove a pine and spruce tree on the municipal reserve adjacent to her property at #6 Poplar Close due to interference with their TV satellite signal. Deputy Mayor Lindblom done a site visit and recommends removal of the spruce tree as it is old and is posing a

danger to private property should it fall.

**Res. 34-2023**  
Tree Removal  
Request

MOVED by Deputy Mayor Lindblom that Matterhorn Enterprises be contacted to remove the spruce tree from the municipal reserve adjacent to #6 Poplar Close.

**CARRIED**

**Res. 35-2023**  
Reg. Emergency  
Management Plans

**5.6: Regional Emergency Management – ERP and ESS Plans**

MOVED by Mayor Esche that Agenda Item 5.6: Regional Emergency Management – ERP and ESS Plans be deferred to a future meeting of Council.

**CARRIED**

**5.7: Feeding of Wildlife**

A request has been received from a resident asking Council to consider implementing a bylaw regarding the feeding of wildlife in the Summer Village. The resident provided photographs of a recent cougar kill and of a resident scattering feed on their property that is attracting animals including dangerous wildlife. Discussion.

**Res. 36-2023**  
Feeding of Wildlife

MOVED by Councillor Madge that

- A formal letter be sent to the resident feeding the wildlife requesting that it stop,
- Research potential bylaws that prohibit feeding of wildlife,
- Meet with the resident feeding the wildlife to explain the dangers to the animals and human/pet interactions, and,
- To research what groups and organizations can assist with education and awareness.

**CARRIED**

**5.8: Garbage Bins Usage, Repairs to Bins**

A recent incident took place at the garbage bins where a bunch of trash was disposed of in the garbage bins and debris left by the bins that would not fit through the lids. In the process the lid support mechanisms were also damaged which has been a recurring problem.

**Res. 37-2023**  
Garbage Bin Lid  
Support Mechanism

MOVED by Deputy Mayor Lindblom that Universal Handling Systems be contacted to inquire if they have a heavier duty lid support mechanism.

**CARRIED**

**Res. 38-2023**  
Recycle Bins

MOVED by Deputy Mayor Lindblom that Universal Handling Systems be contacted to inquire if they have bear proof recycling bins and the cost for them.

**CARRIED**

**6.**

**Reports:**

**6.1: CAO Report:** written report provided.

**6.2: Council Reports:**

Mayor Esche: participated in the Lake Water Management Winter program through ALMS (AB Lake Management Society). He will be volunteering for the summer program. ALMS also has a loon counting program.

Deputy Mayor Lindblom: no report.

Councillor Madge: no report.

**6.3: Financial Reports:**

Bank Reconciliation Report, Revenue & Expense Report, Actual/Budget Comparison Report to April 2023.

**Res. 39-2023**  
Reports

MOVED by Mayor Esche that Council accept the reports as presented for information.

**CARRIED**

**7.**

**Correspondence, Information Items:**

- 7.1 Playground Committee Minutes: February 14 and March 28, 2023
- 7.2. AB Municipal Affairs: ICF review period extension from 5 years to 7 years
- 7.3. AB Municipal Affairs: the Municipal Population List published in 2019 is to be the population list for municipalities
- 7.4. AB Municipal Affairs: municipal census regulation and municipal census manual
- 7.5. AB Municipal Affairs: 2023 Tax Year Designated Industrial (DI) Property requisition
- 7.6. AB Municipal Affairs: updating its building construction codes
- 7.7. AB Municipal Affairs: deadline extension for JUPA agreements to June 10, 2025
- 7.8. ASVA: 2023 Winter newsletter
- 7.9. AB Public Safety & Emergency Services: collection of policing cost share under the Police Funding Model
- 7.10. Invasive Species Update
- 7.11. AB Municipal Affairs: Budget 2023 impacts to municipalities
- 7.12. AB Municipal Affairs: 2023 MSI and CCBF allocations
- 7.13. Clearwater County/Village of Caroline: process to initiate jointly exploring amalgamation

**Res. 40-2023**  
Correspondence,  
Information Items

MOVED by Mayor Esche that Council accept the correspondence and information items as presented for information.

**CARRIED**

**8.**

**8.1 Next Meeting Date:**

- Organizational Meeting – June 17, 2023 – #7 Burnstick Drive - 10:30 am
- Council Meeting – June 17, 2023 – following the Organizational meeting.

**9.**

**Res. 41-2023**  
Adjournment

**Adjournment:**

MOVED by Mayor Esche to adjourn the meeting at 1:40 p.m.

**CARRIED**

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Mayor

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CAO