

**SUMMER VILLAGE OF BURNSTICK LAKE  
COUNCIL MINUTES  
#7 Burnstick Drive  
December 9, 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 10:40 a.m.

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

**Res. 71-2023** MOVED by Deputy Mayor Lindblom that the agenda be adopted as presented.  
Agenda **CARRIED**

**2.2 Minutes:** Regular Council Meeting October 21, 2023  
**Res. 72-2023** MOVED by Councillor Madge that the minutes of the regular Council meeting  
Minutes held October 21, 2023, be approved. **CARRIED**

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

**4. UNFINISHED BUSINESS:**

**4.1: Bylaw 95-2023: Municipal & Reserve Lands Regulation – Alder Ave.**  
A Bylaw of the Summer Village of Burnstick Lake, in the Province of Alberta, providing for the regulation of the municipal land and environmental reserve located adjacent to Alder Ave. and described as Lot R-1 (Reserve), Plan 217RS and Block 1, Plan 217RS.

**Res. 73-2023** MOVED by Mayor Esche that Bylaw 95-2023 be read a second time.  
Bylaw 95/2023 **CARRIED**

**Res. 74-2023** MOVED by Councillor Madge that Bylaw 95-2023 be read a third and final  
Bylaw 95/2023 time. **CARRIED**

**4.2: Playground Project Update**  
Now that the winter season is here completion of the project has been delayed until spring. Park N Play has advised that they will complete installation of the equipment by May 31, 2024.

**Res. 75-2023** MOVED by Mayor Esche that the Playground Project update be received for  
Playground Project information. **CARRIED**

**4.3: Community Shelter (HIRA)**  
With the risks and severity of natural events in the Summer Village Council want to put in place some steps to reduce the probability of the risk or enhance the ability to respond. One possibility is the construction of a community shelter. Discussion about design criteria, structural standards, multi-use structure.  
Also discussed were communications to residents in preparation for severe

incidents that could happen in the Summer Village.

**Res. 76-2023**  
Community Shelter

MOVED by Mayor Esche that CAO Therese Kleeberger be directed to gather further information for building standards, feasibility, and costs for structures and that the information be presented at a future meeting of Council.

**CARRIED**

**Res. 77-2023**  
Communication to Residents

MOVED by Mayor Esche that CAO Therese Kleeberger be directed to prepare an information package for residents on how to be prepared should a severe incident occur in the Summer Village.

**CARRIED**

**4.4: Traffic Calming Devices**

Council reviewed the report on various types of traffic calming devices.

**Res. 78-2023**  
Traffic Calming Devices – Vehicle Speeds

MOVED by Mayor Esche that Doug Clark, surveillance administrator, be contacted to clarify whether or not the system can measure the speed of vehicles.

**CARRIED**

**Res. 79-2023**  
Measuring Vehicle Speeds

MOVED by Mayor Esche that CAO Therese Kleeberger research devices to measure vehicle speeds and the costs to buy or rent them.

**CARRIED**

**5.**

**NEW BUSINESS:**

**5.1: Operating Budget and Plan 2024-2027**

The draft 2024 – 2027 Operating Budget & Plan along with supporting documentation was presented to Council.

**Res. 80-2023**  
2024-2027 Operating Budget

MOVED by Councillor Madge that the 2024-2027 Operating Budget as presented be approved.

**CARRIED**

**5.2: Capital Budget and Plan 2024-2029**

The draft 2024 – 2029 Capital Budget & Plan along with supporting documentation was presented to Council. Council reviewed the budget and plan and made changes to some of the proposed projects. Improved fire suppression to include purchase of water sprinklers for use in the forest area north of the Summer Village boundary.

**Res. 81-2023**  
2024-2029 Capital Budget

MOVED by Mayor Esche that the 2024-2029 Capital Budget, as amended, be approved.

**CARRIED**

**5.3: RDRWA – Red Deer River Watershed Alliance – Funding Support**

The Red Deer River Watershed Alliance is asking for a municipal funding contribution of \$0.50 per capita to support and assist with its operations, programs and projects.

**Res. 82-2023**  
RDRWA Financial Support

MOVED BY Deputy Mayor Lindblom that Summer Village provide a contribution of \$25.00 to the Red Deer River Watershed Alliance in support of its operations, programs and projects.

**CARRIED**

**5.4: 2024 Council Meeting Dates**

Each year during the last meeting of the year Council determines the regular Council meeting dates for the upcoming year. Generally, Council schedules 5 meetings per year.

**Res. 83-2023**  
2024 Council  
Meeting Dates

MOVED by Mayor Esche that the 2024 Council meeting dates be set as follows:

- Saturday, February 10, 2024 – 10:30 am
- Saturday, April 20, 2024 – 10:30 am
- Saturday, June 22, 2024 – AGM, ORG, and Council meeting. 10:30 am
- Saturday, October 19, 2024 – 10:30 am
- Saturday, December 7, 2024 – 10:30 am

All meetings to be held at the Community Hall/Garage, #7 Burnstick Drive, and further that, if the Council meeting cannot be held on the scheduled date it will be held the following Monday virtually starting at 2:00 p.m.

**CARRIED**

#### **5.4.1: Pancake Breakfast**

Until Covid, Council sponsored a pancake breakfast each year in August and feel it was a good tradition.

**Res. 84-2023**  
Pancake Breakfast

MOVED by Mayor Esche that Council sponsor a pancake breakfast and that it be tentatively scheduled for August 10, 2024.

**CARRIED**

#### **5.5: CAO Evaluation**

As per the MGA Sect. 205.1: Council must provide the Chief Administrative Officer with an annual written performance evaluation of the results the Chief Administrative Officer has achieved with respect to fulfilling the Chief Administrative Officer's responsibilities under Sect. 207 of the MGA. Council completed the annual CAO evaluation process and reviewed the results with CAO Therese Kleeberger on November 22, 2022.

**Res. 85-2023**  
CAO Evaluation

MOVED BY Councillor Madge that Council approve and receive for information the report of the CAO evaluation.

**CARRIED**

#### **5.6: Formation of a Fire Services Committee**

A lot of interest is being expressed from residents willing to volunteer their time and expertise to learn and maintain current fire apparatus owned by the Summer Village. At the Council meeting held October 21, 2023 it was suggested that Council consider the formation of a "Fire Services Committee".

**Res. 86-2023**  
Fire Services  
Committee

MOVED by Mayor Esche that Council revitalize the Fire Caddy Operations ad hoc committee to be renamed the Fire Services Committee and to contact James Costello who is the current member to define what he considers to be the scope of the Committee, and further, that an email be sent to the residents to submit their names if they are interested in sitting on the Committee.

**CARRIED**

#### **5.7: Water Well Issues**

The water well was out of commission for a short while the middle of November due to the hydrant being frozen. Wild Rose Water Wells, Olds, came and thawed it out. Other issues have since been discovered and Wild Rose Water Wells is looking into it further.

**Res. 87-2023**  
Water Well, Hydrant  
Maintenance

MOVED BY Councillor Madge that Wild Rose Water Wells proceed with the required maintenance and repairs necessary for the water well and hydrant to function properly.

**CARRIED**

**6.**

**Reports:**

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

**6.2: Council Reports:**

Mayor Esche: the loon count information was submitted. Mayor Esche is enrolled with ALMS for the winter water sampling program. Mayor Esche will look into the possibility of purchasing water sampling equipment and cost.

Deputy Mayor Lindblom: no report.

Councillor Madge: no report.

**6.3: Financial Reports:**

Bank Reconciliation Report, Revenue & Expense Report, Actual/Budget Comparison Report to December 2, 2023.

**Res. 88-2023**  
Reports

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

**CARRIED**

**7.**

**Correspondence, Information Items:**

AB Municipal Affairs: MGA Councillor Accountability & Local Trust Review – response from ABmunis to AB Municipal Affairs on proposed changes to the MGA.

7.2. AB Municipal Affairs: Local Authorities Election Act (LAEA) – proposed changes. ABmunis response to AB Municipal Affairs.

7.3. AB Municipal Affairs: 2022 Municipal Indicator Results performance measure.

7.4. Utility Safety Partners: proposing comprehensive provincial damage prevention legislation for buried and above-ground utilities in Alberta.

7.5. TRAVIS (Transportation Routing & Vehicle Information System): modernization project.

**Res. 89-2023**  
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 Dates:**

- February 10, 2024 - #7 Burnstick Drive – 10:30 am. Alternate date: February 12, 2024 – 2:00 pm via Zoom.

**9.**

**Res. 90-2023**

**Adjournment:**

MOVED by Mayor Esche to adjourn the meeting at 12:55 p.m.

Adjournment

**CARRIED**

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Mayor

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CAO