

**SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MINUTES
#7 Burnstick Drive
October 19, 2024 – 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. 50-2024 MOVED by Deputy Mayor Lindblom that the agenda be adopted as presented
Agenda with the following addition and change:

5.6: Storage Shed for Fire Equipment

Move item 5.4 (Structure Protection Exercise) for discussion after approval of the minutes.

CARRIED

2.2 Minutes: Regular Council Meeting June 29, 2024, Organizational Meeting June 29, 2024.

Res. 51-2024 MOVED by Councillor Madge that the minutes of the Organizational meeting
Minutes – ORG Mtg held June 29, 2024 be approved.

CARRIED

Res. 52-2024 MOVED by Councillor Madge that the minutes of the regular Council meeting
Minutes – Regular held June 29, 2024 be approved.

Mtg

CARRIED

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

5.4: Clearwater County WUI Structure Protection Exercise

Clearwater Fire & Rescue WUI (Wildfire Urban Interface) team would like to request permission to perform a full-scale exercise at Burnstick Lake using the Burnstick Lake Structure Protection (SPU) trailer. Their intent is to utilize the preplan that they have developed to prove the plan and equipment are adequate to achieve the desired level of protection for the community. They are tentatively planning on performing this exercise the week of November 4th, weather permitting.

Res. 53-2024 MOVED by Councillor Madge that permission be granted to Clearwater Fire &
Structure Protection Rescue to perform a full-scale structure protection exercise in the Summer
Exercise Village from November 4 -8, 2024.

CARRIED

Discussion:

Safety concern brought forward regarding pressure from pumps through the fire hoses, hose protection from traffic, debriefing after the exercise.

4. **UNFINISHED BUSINESS:**

4.1: Playground Project Update

The playground has been well used by the community over the summer. Excess wood chips removed, signs installed, some remedial work required to improve drainage, landscaping ditch area by front gate. One of the benches has had some damage done to it. Fence rails replaced due to tree falling on it.

Res. 54-2024
Playground Project
Update

MOVED by Deputy Mayor Lindblom that Council receive the playground project update for information.

CARRIED

4.2: Pancake Breakfast Update

The pancake breakfast held August 10, 2024 was a success. Thanks to the volunteers who helped out, Clearwater Fire who attended and showed the residents the contents of the Fire Suppression Trailer.

Res. 55-2024
Pancake Breakfast
Update

MOVED by Deputy Mayor Lindblom that the Pancake Breakfast Update be received for information.

CARRIED

4.3: Signage Under SV Sign on Burnstick Lake Road

Clearwater County approved the request for the Summer Village to add a sign below the Summer Village sign on the main Burnstick Lake Road. They also agreed to installing signage by the campground sign advising of public access to the lake.

Res. 56-2024
"No Services"
Signage

MOVED by Mayor Esche that two signs reading "No Services" be ordered and installed on the SV Burnstick Lake signs located along Burnstick Lake Road, and that a sign also be ordered to install on the SV sign located at the "Y" coming into the Summer Village.

CARRIED

Discussion: Other Signage

More discussion regarding signage at the boat launch, posting "No Shooting" signage at TaQa oil lease north of the SV.

Res. 57-2024
No Shooting Signs
TaQa Oil Lease
5.

MOVED by Mayor Esche that a request be made to TaQa Oil to post "No Shooting" signs at one of their oil leases located north of the SV boundary.

CARRIED

NEW BUSINESS:

5.1: CRASC Assessment Review Board Agreement Renewal

Council currently contracts with Capital Regional Assessment Services Commission (CRASC) to provide this service. The current contract expires on December 31, 2024 and CRASC is prepared to continue to provide Assessment Review Board services for the years 2025-2027

Res. 58-2024
CRASC Assessment
Review Board
Agreement

MOVED by Mayor Esche that the SV enter into agreement with Capital Regional Assessment Services Commission (CRASC) for provision of assessment review board services for the years 2025-2027.

CARRIED

5.2: CCBF (Canada Community-Building Fund) Memorandum of Agreement

Res. 59-2024
CCBF Memorandum
of Agreement

MOVED by Mayor Esche that Council approve entering into a memorandum of agreement with the Province of Alberta for provision of grant funding under the CCBF (Canada Community-Building Fund) program and that the Mayor and CAO be authorized to sign and seal the agreement.

CARRIED

5.3: CCTV Video Surveillance System Upgrades

At the end of July the surveillance system malfunctioned and Fibertel Communications done a service call to troubleshoot and determine the issue. Cost estimate: \$\$5,252.33 plus GST \$262.62 for a total price of \$5,514,95. A grant application has been submitted to the province under the MSI Capital grant program and is currently under review.

Res. 60-2024
CCTV Surveillance
System Upgrade

MOVED by Mayor Esche that Council approve the necessary repairs and upgrade to the CCTV surveillance system and that funds to cover the cost of \$5,300.00 be withdrawn from the Machinery, Equipment and Vehicles reserve account should the project not be approved by the Province under the MSI Capital grant program.

CARRIED

5.5: MSI Capital Grant – Unexpended Funds (2019-2023)

Res. 61-2024
MSI Capital Grant:
Unexpended Funds

MOVED by Mayor Esche that Council approve the recommendation as submitted for projects to expend the 2019 MSI grant allocation, and that Council start discussions for expenditures of the future grant allocations.

CARRIED

5.6: Storage Shed for Fire Equipment

Res. 62-2024
Equipment Storage
Shed

MOVED by Mayor Esche that Council move forward with the purchase of a storage shed by December 31, 2024 to store the fire equipment being purchased and that the shed be located on the SV's site.

CARRIED

5.7: Garage Driveway Widening, Base for Storage Shed

Res. 63-2024
Garage Site
Improvements

MOVED by Mayor Esche that site preparations be completed at #7 Burnstick Drive as follows:

- a) Driveway be extended further to the west for parking of the Fire Rescue Trailer, and,
- b) That a pad be built to the north of the community water well for placement of the equipment storage shed.

CARRIED

6.

Reports:

6.1: CAO Report: written report provided.

6.2: Council Reports:

Mayor Esche: no report

Deputy Mayor Lindblom: no report.

Councillor Madge: not report

6.3: Financial Reports:

Bank Reconciliation Report, Revenue & Expense Report, Actual/Budget Comparison Report to October 2024.

Res. 64-2024
Reports

MOVED by Councillor Madge that Council accept the reports as presented for information.

CARRIED

7.

Correspondence, Information Items:

7.1. AB Municipal Affairs: 2023-24 Annual report

Res. 65-2024
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:

- Council Meeting – December 7, 2024 - #7 Burnstick Drive – 10:30 am.

9.

Res. 66-2024
Adjournment

Adjournment:

MOVED by Mayor Esche to adjourn the meeting at 1:15 p.m.

CARRIED

Mayor

CAO