

**SUMMER VILLAGE OF BURNSTICK LAKE
COUNCIL MINUTES
Caroline Village Council Chambers
February 20, 2016**

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 10:45 a.m.

2. GENERAL:
2.1 Agenda:

036-02-20-16 **MOVED BY** Councillor Madge that the agenda be approved.

CARRIED

2.2 Minutes: Council meeting – December 5, 2015
037-02-20-16 **MOVED BY** Deputy Mayor Doug Lindblom that the minutes of the Council meeting held December 5, 2015 be approved as presented.

CARRIED

3. DELEGATION(S): None

4. UNFINISHED BUSINESS:

4.1 Security Surveillance System Project:

Update from Deputy Mayor Doug Lindblom: the system is actively functioning other than the stationary cameras do not pick up night illumination. As per the project quote the cameras were to have night mode and Deputy Mayor Lindblom has been in conversation with Contava regarding this. They will replace the cameras with ones that have the night mode.

The software has been set up and Deputy Mayor Lindblom has had training on its functions.

4.2 CREMA: Bylaw 65-15 - Municipal Emergency Management Bylaw & Joint Agreement:

The purpose of the bylaw is to provide for the direction and control of the Summer Village's emergency plans and procedures under the *Emergency Management Act*. Council gave 1st and 2nd readings to the bylaw at the Dec. 5/15 Council meeting.

038-02-20-16 **MOVED BY** Deputy Mayor Doug Lindblom that Bylaw 65-15 be read a third and final time.

CARRIED

5. NEW BUSINESS:

5.1 Traffic Bylaw Draft:

Council reviewed the draft bylaw and agreed that no consideration will be given to the draft.

Council reviewed the current Traffic Bylaw 11-94 and discussed an amending bylaw to include traffic matters that exist in the Land Use Bylaw plus adding a penalties and authority section for enforcement. A draft amending bylaw is to be prepared for consideration at the Council meeting on April 16, 2016.

5.2 Engineering, Consulting Services:

As discussed by Council at their meeting held October 17, 2015, three companies were invited to submit proposals for the provision of engineering assistance and consulting services for a variety of projects and programs for the summer village that may come up from time to time. A couple of major projects being planned and are high priority with Council is lakeshore restoration and fire suppression. A major amount of time will be required to carry out the scope of these projects if they come to fruition.

Council reviewed the proposals received. They would like to do an interview process before making a decision on selection of a company. Arrangements will be made with the companies to schedule interviews.

6.

Reports:

6.1 CAO Report:

General Administration:

No report.

Assessment:

- Currently corresponding with Rod Vikse, assessor, Wild Rose Assessment preparing the 2016 assessments. They will be mailed out as soon as the file is received from Wild Rose Assessment.

Protective Services:

- CREMA: waiting final approval and reading to the Municipal Emergency Management Bylaw and agreement.
- Fire Protection Plan Development Plan: attended a very informative workshop Jan. 16, 2016 on the creation of a Fire Protection Plan for the SV. Obtained a planning process workbook and accreditation process guidelines to assess the fire protection planning performance.

Roads, Streets:

- Snowplowing: 3 plows were done during the month of January, 2016.
- Information received from Sands Dust Control on a new product line that instantly absorbs hydrocarbon based fluids – JPO Absorbants.

Financials:

- Working on yearend audit for submission to Scase & Partners to complete the 2015 financial statements for submission to AB Municipal Affairs. Deadline is April 30, 2016.
- Preparing yearend reporting requirements for GST, municipal grants.

Property & Infrastructure:

- 2016 Insurance Renewal received. Rate increase of 20% to automobile. Property maximum total limit for any one occurrence has increased from \$210 million to \$213.75 million. Flood and earthquake is limited to \$212 million. Premium overall has decreased \$148.00 from 2015 as a result of a reduction for Commercial General Liability.

Solid Waste:

- No Report

Water Management:

- No report.

Recreation, Parks, Cultural:

- No report

Planning, Development:

- No report.

6.2 Council Reports:

Mayor Esche: none.

Deputy Mayor Lindblom: SV update to SPOG Feb. 2016. SPOG reports more layoffs, no new oil activity in area, Shell continues to abandon wells, SPOG looking at changing their business model.

Councillor Madge: Capital Planning – report received from Glenn Gray and his work to date for the Lakeshore Rehabilitation project.

Fire Protection Plan: attended a workshop that provided information for the implementation of a plan for the Summer Village. Part of the process is to assess local fire and other hazards within the Village. Grant funding also discussed to cover cost of having a consultant prepare a plan for the Village.

Invasive Species: Councillor Madge will attempt to get the Summer Village on the list for lake monitoring. Volunteers will be required.

Capital Planning Committee: Gerry Knight has resigned his position as an alternate. Councillor Madge will look for someone to fill his position.

6.3 Financial Reports:

No report.

7. Correspondence, Information Items:

- 7.1** Assn of SV of AB update of activities and matters they have been working on over the past year for their members.
- 7.2** AB Municipal Affairs memo to find out how many municipalities are conducting a 2016 municipal census as there is a federal census in 2016.
- 7.3** Aquatic Invasive Species update from AB Environment & Parks.

8. 8.1 Future Meeting Dates, Events for 2016:

Council:

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

- April 16/16 – Caroline Village Council Chambers
- June 18/16 – SV Community Center (AGM, Organizational & Council Meetings)
- October 15/16 – SV Community Center
- December 3/16 – Caroline Village Council Chambers

Community Events:

- Pancake Breakfast – July 30, 2016 - SV Community Center – 10:00 am.

9. Adjournment:

039-02-20-16 **MOVED BY** Mayor Esche to adjourn the meeting at 1:10 pm.

CARRIED

Mayor

CAO