

BURNSTICK LAKE ANNUAL GENERAL MEETING

Burnstick Lake Community Centre

Saturday, June 11, 2016

1. **Call to Order:**

Mayor Harold Esche called the meeting to order at 10:30 am.

Attending: Mayor Harold Esche
Deputy Mayor Doug Lindblom
Councillor Brenda Madge
CAO Therese Kleeberger

Mayor Esche welcomed everyone to the 2016 Annual general meeting.

2. **Adoption of Agenda:**

Moved by Councillor Madge to approve the agenda with the change to Presentations: addition of FireSmart and deletion of CTI (Cleartwater Trails Initiative) as they were not able to attend. Carried.

3. **2015 AGM Minutes:** reviewed and received for information.

4. **Presentations:**

FireSmart: Wade Colwell, Wildfire Technician and Blake, AB Agric. & Forestry

Fire Protection Planning: Paul Prevost, Deputy Fire Chief, Clearwater Regional Fire Services (CRFS)

AB Agric. & Forestry, Rocky Region, FireSmart area is from Sundre to Drayton Valley. Nordegg is scheduled for maintenance in 2016 and Sunchild in the future. They are also looking at other communities. FireSmart maintenance north of Burnstick Drive was done in the past year. South of Burnstick Drive needs work done specifically on private property. Suggested is to hand out information to home owners to conduct their own assessments. AB Agric. & Forestry is prepared to assist residents to identify their hazards. Advisory to home owners to check with their insurance companies to find out what their coverage is in the event of wildfire. AB Agric. & Forestry work in conjunction with Clearwater Regional Fire Services (CRFS) to help minimize risks in the communities they serve. There is a website, "Ready, Set, Go" that has very good information on how to set up your home to survive a wildfire.

The FireSmart website has valuable information and guides that help homeowners to do a wildfire hazard assessment of their property and other applicable guides.

Recruitment of volunteer fire fighters for the fire departments continues to be a challenge.

Fire Pit Inspections: CFRS will assist to help do a full yard fire hazard assessment which would include fire pits.

Second Access: currently not feasible and quite a bit of effort is required. This may be a topic to discuss with Clearwater County.

Fire Suppression Dry Hydrant Project: communicate with AB Agric. & Forestry and Clearwater County for potential contributions and assistance to ensure project is successful and compatible with the Fire Dept's equipment, etc.

The 2 delegations withdrew from the meeting at 11:50 am.

5. **Mayor's Report:**

On behalf of Council, Mayor Esche wants to continue to be transparent and open to the residents and thanks the many volunteers who continue to contribute to the wellbeing of the whole community and especially to Councillors Lindblom and Madge who go above and beyond their duty as Council members. The goal of Council is to continue to build stronger relationships with Clearwater County, Town of Rocky Mtn House and Village of Caroline, keep taxes down, balanced budget, progressing with capital improvements for the betterment of the SV.

2015 highlights include:

Legislative, General Administration:

- Personal Information Release forms were sent to all residents to aid in keeping the Summer Village Contact Directory up to date.
- At the request of Wild Rose Assessment property information forms were sent to all residents to update their property records.
- Discussion about upgrading the website to make it more user friendly, set up a "Members Only" page and to make it easier to maintain.

Financial Management:

- Budget 2015: final approval given to the Budget and Tax Rate Bylaw 64-15 in April 2015. Total overall Property assessment decreased by 2.59%. Municipal tax revenue increased by 13.68%. The Education tax rate decreased by 3.11%. The estimated municipal expenditures and transfers set out in the budget for 2015 total \$118,755.17;

Municipal Purposes: \$52,371

Alberta School Foundation Fund (ASFF): \$66,384.

- Unfortunately the phasing out of the provincial MSI operating grant has created an adverse situation for municipalities who became dependent on the funds as part of their operating revenues. The Summer Village is very much feeling this effect.

Protective Services:

- Security, Break & Enters, Surveillance Policy: from 2014 to date there have been approximately 20 break and enters. In February 2015 a "Security Committee" was established to look at options and in June Council accepted the quote from CONTAVA to install surveillance cameras. Cost for this project was \$22,070 and was paid for through grants. As of February 2016 the system is actively functioning.
- Emergency Management: Council entered into partnership with CREMA (Clearwater Regional Emergency Management Agency) in 2013. The bylaw, agreement and appointments were completed and signed by all participating municipalities in February 2016.
- City of Red Deer Dispatch will now receive current and up to date GIS mapping information from Alberta Health Services for use when receiving 911 calls from the SV for fire, ambulance and police.
- New batteries and pads were put into the AED.

Roads & Streets:

- Street, Drainage and Signage Project: Jomad Industries graded the side streets and due to the weather in the fall they will complete the gravelling portion of the project in the

Spring of 2016. The signage project was completed by the Fall of 2016.

- Boat Launch Fence: the project was awarded to Mike Stephens Contracting. The project was postponed to the Spring of 2016 due to it being awarded late in the fall season.

Solid Waste Management:

- Waste Management does garbage pickup every 2 weeks from May 1 – Oct. 31. Pick up is once every 4 weeks starting November 1 – April 30 as per the Village's contract with them.

Water Management:

- No report.

Planning & Development:

- 50th Anniversary: discussion held about holding a celebration in 2018 marking 50 years since the formation of the SV. Council looking for feedback and participation for planning.
- BLMP (Burnstick Lake Management Plan): reminder brought forward that the plan expires in 2017.

Parks, Recreation, Cultural:

- Clearwater County done a weed inspection in July and 2 noxious weeds were identified: ox eye daisy (center of roundabout near boat launch area) and tall buttercup (ditches leading into and going through the SV).
- Fire Guard Maintenance: FireSmart completed maintenance work in the winter.
- Aquatic Zebra Mussels Invasive Species: Alberta Water Council continues to work hard to avoid these species becoming established in the province's lakes.
- Clearwater Trails Initiative: in November 2015 Caroline Chamber of Commerce informed the SV that they are developing a staging area at the Burnstick Lake Campground for parking for ATV users wanting to access the trails being developed by CTI (Clearwater Trails Initiative). Council has engaged in further dialogue with various stakeholders concerning the trail system to ensure that the concerns of the SV are also heard.

Capital Planning:

- Lakefront Erosion Stabilization, Pathway
- Roads and Streets Maintenance, Improvements
- Boat Launch Fence Replacement

6. **Financial Report:**

Scase & Partners conducted the audit of the 2015 financial statements and in their opinion the statements present fairly the financial position of the SV of Burnstick Lake.

The Summer Village ended the year with a deficit of \$3,118 (revenue over expenses). The shortfall was a result of the roads and streets maintenance project. The project costs will be included in the original capital project and will be covered by grant funds.

There were no outstanding taxes at the end of 2015. Total tax levy was \$118,765: \$52,381 for municipal purposes, \$66,384 for the education requisition.

Cash and Temporary Investments:

The Summer Village continues to maintain a healthy financial position with a cash balance of \$239,873. Breakdown of the cash is as follows:

Unrestricted cash: \$26,354

Restricted cash: \$221,259

- Reserves - \$39,296
- o ALARIE - \$2,764
- o Contingency - \$12,532
- o Tangible Capital Assets - \$4,000
- o Tax Rate Stabilization - \$20,000
- Deposits (dev. Permits, keys) - \$4,515
- Deferred Revenue (provincial grants) - \$177,448

In addition to the cash balance, the Summer Village has funds due from other governments - \$238,642.

Acquisition of Capital Assets:

- There was no acquisition of capital assets.

The Summer Village continues to remain debt free. The total debt limit available for the Summer Village is \$84,742.

7, 8. **Other Discussion, Questions and Answer:**

Compliments and appreciation given to Council for all they do.

Lake Monitoring/Study: good feedback on the importance of this initiative. Five visits will be made to gather information for the study.

Capital Projects Update: an engineer was hired to assist with the Lakefront Erosion Rehabilitation project and Dry Hydrant project as they are beyond the scope for resident volunteerism and the importance to meet all environmental regulations, etc.

Surveillance System: is working well and it appears that it is deterring crime in the SV.

Mayor Esche thanked everyone for attending and for all the volunteer hours they put in to make the summer village a great place to live.

6. **Adjournment:**

Mayor Esche adjourned the annual general meeting at 12:20 pm.

Mayor

CAO