

**SUMMER VILLAGE OF BURNSTICK LAKE  
COUNCIL MINUTES  
#7 Burnstick Drive  
February 8, 2025 – 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 10:35 a.m.

**2. GENERAL:**

**2.1 Agenda:**  
**Res. 01-2025** MOVED by Councillor Madge that the agenda be adopted as presented with  
Agenda the following addition:

5.6: 2025 ARB Appointments (CRASC)

**CARRIED**

**2.2 Minutes:** Regular Council Meeting December 7, 2024

**Res. 02-2025** MOVED by Deputy Mayor Lindblom that the minutes of the regular Council  
Minutes meeting held December 7, 2024 be approved.

**CARRIED**

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

**4. UNFINISHED BUSINESS:** None

**5. NEW BUSINESS:**

**5.1: General Election: Appointments of Election Officers**

Under the Local Authorities Election Act (LAEA) Council must appoint a Returning Officer and Substitute Returning Officer(s).

**Res. 03-2025** MOVED by Councillor Madge that Therese Kleeberger be appointed as  
Appointment of Returning Officer, and, that Yvonne Haupt be appointed as the Substitute  
Election Officers Returning Officer for the 2025 Election.

**CARRIED**

**5.2: General Election: Set Dates, Advance Vote, Special Ballots**

For Summer Villages, nomination day must occur in June and/or July and is 4 weeks prior to election day. In addition, Council may, by resolution provide for holding an advance vote for an election and/or allow for the issuance of special ballots.

**Res. 04-2025** MOVED by Mayor Esche that nomination day be held June 21, 2025 and, if  
2025 Election: required Election day will be held on July 19, 2025.

Nomination Day

**CARRIED**

**Res. 05-2025** MOVED by Mayor Esche that Council provide for special ballots and that a  
2025 Election: request for a special ballot be made by any of the following methods: in  
Special Ballots writing, by telephone, in person or by email.

**CARRIED**

**5.3: Water Quality Testing Meter**

Through ALMS (Alberta Lake Management Society), Mayor Esche participates in their winter LakeKeepers program. Purpose of the program is to monitor lakes for parameters important for understanding lake ecology and health in the winter. Discussion.

**Res. 06-2025**  
Water Quality  
Testing Meter

MOVED by Mayor Esche that a grant application be submitted under the MSI capital grant program for \$2,500.00 for approval, and, that if approved, a water quality testing meter be purchased.

**CARRIED**

**5.4: Forest Fire Risk Reduction Plan (FFRRP)**

Council had a major discussion regarding the creation of Forest Fire Risk Reduction Plan for the Summer Village. Further investigation will continue to research various actions to follow through with the creation of a plan, a joint venture with Clearwater County and the province, and availability of grant funds towards this project.

**Res. 07-2025**  
Forest Fire Risk  
Reduction Plan

MOVED BY Mayor Esche that various provincial departments and other municipalities be approached to gather further information and experiences and that the FRIAA grant be investigated for potential funding.

**CARRIED**

**5.5: Service Agreement Extension – Wild Rose Assessment**

Wild Rose Assessment submitted a request asking Council to consider a 3-year extension to the current assessment services agreement.

**Res. 08-2025**  
Assessment Services  
Agreement  
Extension

MOVED by Councillor Madge that Council approve the addendum to the Wild Rose assessment services agreement for a further 3-year period.

**CARRIED**

**5.6: ARB (Assessment Review Board - CRASC): Appointment of Members**

**Res. 09-2025**  
Assessment Review  
Board Appointments

MOVED BY Mayor Esche that the following people be appointed to the ARB (Assessment Review Board – CRASC) for 2025:

ARB Chairman: Raymond Ralph  
Certified ARB Clerk: Gerryl Amarin  
Certified Panelists: Darlene Chartrand  
Sheryl Exley  
Tina Groszko  
Richard Knowles  
Marcel LeBlanc  
Raymond Ralph

**CARRIED**

**6.** **Reports:**  
**6.1: CAO Report:** written report provided.  
**Res. 10-2025** MOVED by Deputy Mayor Lindblom that Council receive the CAO report for  
CAO Report information.

**CARRIED**

**6.2: Council Reports:**  
Mayor Esche: no report.  
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 31 2024.

**Res. 11-2025** MOVED by Mayor Esche that Council accept the financial reports as presented  
Financial Reports for information.

**CARRIED**

**7.** **Correspondence, Information Items:**  
7.1. AB Forestry & Parks: effective wildfire mitigation, FRIAA grant.  
7.2. Service Alberta: information sheet – Protection of Privacy Act.  
7.3. Service Alberta: information sheet – Access to Information Act.  
7.4. CUPW: Industrial Inquiry Commission reviewing Canada Post.

**Res. 12-2025** MOVED by Mayor Esche that Council accept the correspondence and  
Correspondence, information items as presented for information.  
Information Items

**CARRIED**

**8.** **8.1 Next Meeting Date:**  
• Council Meeting – April 26, 2025 - #7 Burnstick Drive – **10:30 am.**

**9.** **Adjournment:**  
**Res. 13-2025** MOVED by Mayor Esche to adjourn the meeting at 12:07 p.m.  
Adjournment

**CARRIED**

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Mayor

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CAO