

**SUMMER VILLAGE OF CRYSTAL SPRINGS
REGULAR COUNCIL MEETING**

**Saturday, January 5th, 2008 @ 1:30 p.m.
256 Grandview – Summer Village Office**

MINUTES

PRESENT:

Roger MacEachern, Mayor
Hugh Sanders, Deputy Mayor
David Hall, Councilor

Bev Schneider, Administrator
Gordon Lesoway, Maintenance - Regrets

A. CALL TO ORDER

Mayor MacEachern called the meeting to order at 1:00 p.m.

Public Hearing – Land Use Bylaw Amendment

Resol: 08-01

Moved by Clr. Hall to open the Public Hearing for presentations regarding the Land Use Bylaw Amendment.

CARRIED

1. Written submissions attached and form part of these minutes.
 - a. Dale Traptow
 - b. Stanley Turnbull
2. Attendance Sheet attached and form part of these minutes.
3. Hearing Notes attached and form part of these minutes.

Resol: 08-02

Moved by D.M. Sanders to close the Public Hearing for the Land Use Bylaw Amendment at 2:00 p.m.

CARRIED

B. DELEGATIONS / PRESENTATIONS

C. ADOPTION / ADDITIONS TO AGENDA

G.31.b. Tree removal process

Resol: 08-03

Moved by D.M. Sanders that the January 5th Agenda be accepted as amended.

CARRIED

D. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of December 1st, 2007

Resol: 08-04

Moved by D.M. Sanders that the Regular Council Meeting Minutes of December 1st, 2007 be adopted.

CARRIED

E. INFORMATION ITEMS (not copied)

1. YRL – Budget Approval Process & Timelines
2. Ma-Me-O Beach – Newsletter – December 2007
3. Alberta Municipal Affairs – Lets Resolve Workshops – 2008
4. 2008 Alberta Invasive Plants Calendar – Weeds & Water
5. Society to Prevent Dutch Elm Disease – Request for Membership
6. WCB – WorkSight – Winter 2007
7. 2008 Minister’s Seniors Service Awards – Nominations
8. Pitch-In Alberta Week
9. Municipal Safety News – December 2007
10. Christmas Cards – various organizations

Resol: 08-05

**Moved by D.M. Sanders that the Information Items be accepted for information.
CARRIED**

F. FINANCIAL REPORTS

1. Accounts Payable Listing – December, 2007
2. Cash Statement and Bank Reconciliation, November 30, 2007
3. Financial Report December 31, 2007
 - Adm. Schneider reported that a small surplus is projected for 2007.

Resol: 08-06

**Moved by Clr. Hall that the Financial Reports be accepted as presented.
CARRIED**

G. BUSINESS

Follow Up Sheet

- Reviewed for completeness.

31 PUBLIC WORKS

- a. Maintenance Report
 - No issues to report or discuss
- b. Tree Removal Process
 - Discussion:
 - Process of identifying trees for removal
 - Values and vision for future tree removal to ensure clear-cutting of municipal property is not a result
 - Vision of forestation in the S.V.
 - To be discussed further as part of 2008 budget process.

11. COUNCIL AND OTHER LEGISLATIVE

- a. CAO evaluation

Resol: 08-07

**Moved by Mayor MacEachern that the Council meeting go in-camera.
CARRIED**

Resol: 08-08

**Moved by Mayor MacEachern that the Council meeting come out of closed session;
CARRIED**

Resol: 08-09

Moved by D.M Sanders that a 10% performance bonus is paid to Adm. Schneider for 2007 to reflect the extra hours and exemplary work required for current issues being addressed by Council within the Summer Village.

CARRIED

Resol:08-10

**Moved by Clr. Hall that the 2007 CAO evaluation prepared by Council be accepted.
CARRIED**

b. Merging Summer Villages Update

- i. Email to other southside Summer Villages
- ii. Poplar Bay Resolutions

- Tabled to next meeting to allow time for other Summer Villages to have Council meetings and return resolutions.

12. ADMINISTRATION

a. Lake Stewardship Reference Guide

Discussion:

- Office copies available
- No requests for copies or information from residents
- Will make information to residents if requested.

21. POLICE SERVICES

a. Monthly Service Report – November, December

- Break-ins noted down Cawsey Drive.
- High risk in secluded areas

b. Municipal Sponsorship Grant approval – Pigeon Lake Protective Services Vehicle Replacement

- For Council information

23. FIRE & DISASTER SERVICES

a. Draft Bylaw No: 191 – Municipal Disaster Services Agency

Discussion:

- Adm. Schneider to contact County of Wetaskiwin regarding Mutual Aid Agreement
- Meet with other Administrators regarding the development of a simple Municipal Disaster Plan
- Contact Grant Churchill regarding assistance in developing Disaster Plan.

25. AMBULANCE SERVICE

- No discussion

32. STREETS, ROADS, WALKWAYS

a. Trails Update

- No discussion

b. Crystal Springs Drive Upgrade –Update

Discussion:

- 3 road contractors have been contacted and will provide quotes
- Contractors will meet with Maintenance and/or Council to discuss scope of work
- Estimates of costs and sources of funding to be provided for 2008 Budget

42 SEWER SERVICES

a. Pigeon Lake Septage Strategy Steering Committee update – Roger MacEachern

- Sewer Project brochure available and will be mailed to all residents in January
- No further action until lead community is chosen

b. Sewer Project Brochure – Invoice for share of costs.

Resol: 08-11

Moved by Mayor MacEachern that the S.V. pay its proportionate share of the cost overruns to produce the Sewer Project Brochure.

CARRIED

c. Alberta Onsite Wastewater Management Assc. Convention & Trade Show '08 – Jan, 17,18,19th – Capri – Red Deer.

Mayor MacEachern to attend trade show and obtain information regarding on-site sewage disposal.

d. Sewer Inspection Report Update

Resol: 08-12

Moved by Mayor MacEachern that all properties that received immediate action requests from the Alberta Permit Pro Inspector be required to have an approved Development Permit prior to June 30th, 2008. The deadline for completion as per the Development Permit shall be December 31st, 2008.

43. SOLID WASTE SERVICES

a. West Dried Meat Lake Regional Solid Waste Authority Contract

1. Email from garbage contractor
 - For Council information

62. LAND DEVELOPMENT

- a. Development Permits - 2007
 - For Council information
- b. New Owners Listing – 2007
 - Noted that 2 residents consolidated their properties and the taxable lot count is now 200 lots.
- c. Bylaw No. 176-2 - Land Use Bylaw Amendment
 - Discussion:
 - Input from Public Hearing did not disagree with the intent of the Bylaw Amendment
 - Issues included the timeline with residents having difficulty in securing contractors to do the work
 - Lack of information as to the kind of tank to be installed that will be compatible with the future sewer project
 - Council agreed that a deadline is required in order to make progress
 - Council agreed that overall the deadline is fair and achievable for the majority of residents.

1. Second Reading

Resol: 08-13

Moved by Clr. Hall that Bylaw No. 176-2 – Land Use Bylaw Amendment be read: for the second time this 5th day of January, 2008, A.D.

CARRIED

2. Third Reading

Resol: 08-14

Moved by D.M Sanders that Bylaw No. 176-2 – Land Use Bylaw Amendment be read: for the third and final time this 5th day January, 2008, A.D.

CARRIED

ResoL 08-15

Moved by Mayor MacEachern that notice of the Land Use Bylaw amendment be mailed to all ratepayers. The notice is to ensure that residents who do not have a holding tank that is pumped out on a regular basis, are required to obtain a Development Permit and install a holding tank prior to December 31st, 2008. This includes all septic fields, mounds, unlined outhouses, cess pools and any other form of sewage disposal currently being utilized as a septic system within the municipality.

CARRIED

72. RECREATION & PARKS

a. Reserve Survey Update

1. Letter from resident – Bob & Louise Campbell #64
Discussion:

- Reserve survey pins must be located prior to dealing with encroachments.
- Mayor MacEachern to send response to resident

b. Recreation Plan

- No discussion

H. CAO AND COUNCIL REPORTS

1. CAO Report - verbal

- No reports – all issues addressed as per agenda

I. ADJOURNMENT

FUTURE MEETINGS:

1. General Council Meeting – April 4th, 2008 at 9:00 a.m.
2. Annual Information Meeting – July 19th, 2008 at 1:00 p.m. in the DayPark


Res: 08-16

Moved by Clr. Hall that the meeting be adjourned at 4:50 p.m.

CARRIED



**N. Roger MacEachern, Mayor
Summer Village of Crystal Springs**



**Bev Schneider, Administrator
Summer Village of Crystal Springs**