

**SUMMER VILLAGE OF CRYSTAL SPRINGS
REGULAR COUNCIL MEETING
Friday, April 4th, 2008 @ 9:00 a.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 9:00 a.m.

B. DELEGATIONS / PRESENTATIONS

1. John Pawluik, Auditor

i. Audited Financial Statements – December 31, 2007

- John Pawluik reviewed the Audited Financial Statements in detail with the following comments:
 - No adjustments were required to the year-end figures previously presented to Council by Adm. Schneider
 - Variances from budget have reasonable explanation
 - The S.V. is in good financial position with reserves that are adequate for a years operation
 - All grants that are available to the S.V. have been accessed and are up to date in regards to accountability and reporting

Mayor MacEachern thanked Mr. Pawluik for his continued good service and Mr. Pawluik left the meeting at 9:45 a.m.

C. ADOPTION / ADDITIONS TO AGENDA

- G.25.a. Wetaskiwin Ambulance Authority 2008 Requisition
- G.32.d. Road Bans
- G.42.d. Wastewater Services Agreement Rates 2008
- G.42.3. 2007 O/S Sewage Dumping Fees
- G.72.d. Tree Reforestation
- E.17 County of Wetaskiwin 50th Anniversary Celebration

Resol: 08-17

Moved by D.M. Sanders that the April 4th Agenda be accepted as amended.

CARRIED

Resol: 08-18

Moved by Mayor MacEachern that the meeting be extended beyond 3 hours.

CARRIED

D. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of January 5th, 2008

Resol: 08-19

Moved by Clr. Hall that the Regular Council Meeting Minutes of January 5th, 2008 be adopted.

CARRIED

E. INFORMATION ITEMS (not copied)

1. Vitalize 2008 Conference, Edmonton June 12-14
2. Municipal Safety News – January, February 2008
3. Recreation for Life – Foundations for Action
4. Seniors Week 2008 – June 2 – 8
5. Alberta Tourism, Parks, Recreation and Culture – Municipal Historic Resources
6. Pitch-In Canada - Operation Clean Sweep – April 21 – 27
7. Alberta Health and Wellness – Notice of passage of Tobacco Reduction Act
8. Alberta Infrastructure and Transportation's 2006/2007 Annual Report
9. Celebrate Canada – Funding Application – deadline Feb. 28, 2008
10. Occupational Health & Safety – January 2008
11. AUMA "Ahead, Together" campaign to address issues of mutual concern between the Province and its municipalities
12. AUMA First Impressions Community Exchange Pilot Project
13. Travel Alberta Directions – Winter 2008
14. Assessment Review Board training sessions
15. Safety Codes Council Brochures
16. Telus Communications Inc. Action Claims re: Assessments
17. County of Wetaskiwin 50th Anniversary Celebration

Resol: 08-20

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

CARRIED

F. FINANCIAL REPORTS

1. Accounts Payable Listing – January 1 – February 29, 2008
2. Cash Statement and Bank Reconciliation, December 31, 2007, January 31, 2008, February 29, 2008
3. Balance Sheet as at March 15, 2008

Resol: 08-21

Moved by D.M. Sanders 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 reported

11. COUNCIL AND OTHER LEGISLATIVE

- a. Merging Summer Villages Update – Clr. Hall
- Discussions and meetings with other S.V.'s have been positive
 - Letters sent to Minister for decision re:
 1. retention of vote for residents
 2. retention of current level of grants
 3. request for grant to continue the process
- i. Lead Municipality approval

Resol: 08-22

Moved by D.M. Sanders that the Summer Village of Crystal Springs act as lead municipality for the process of merging the Summer Villages of Crystal Springs, Poplar Bay, Grandview and Norris Beach.

CARRIED

- ii. Phase One Funding approval

Resol: 08-23

Moved by Clr. Hall that \$1,000 in funding for Phase One of the merging process be granted for the payment of a consultant and miscellaneous expense.

CARRIED

- iii. Phase One - Selection and retaining of consultant

Resol: 08-24

Moved by D.M. Sanders that Mayor MacEachern and Adm. Schneider be authorized to sign on behalf of the S.V. of Crystal Springs acting as lead municipality in the process of merging the S.V.'s of Crystal Springs, Poplar Bay, Grandview and Norris Beach.

CARRIED

- iv. Phase Two approval conditions
- General consensus that the S.V. move forward in the process of amalgamation
- v. Administration Strategy
- Tabled to next meeting

- b. Draft Policy # 01-2008 Management of Riparian Rights
- Draft Policy with amendments to be brought to next meeting

-
- c. Sample Policy – Fertilizer Restrictions
 - Council agreed not to pursue Fertilizer policy due to enforcement issues
 - Future “green” strategies to be developed as an action list

12. ADMINISTRATION

- a. Audited Financial Statements – December 31, 2007

Resol: 08-25

Moved by Clr. Sanders to approve the audited Financial Statements as at December 31, 2007.

CARRIED

- b. Draft 2008 Budget and Financial Plan
 - i. Memo from Administration
 - Draft 2008 Budget with discussed changes to be brought back to the next meeting
 - ii. Capital Plan
 - No changes
 - iii. MSI Capital project funding program guidelines and project profile form

Resol: 08-26

Moved by Clr. Hall that Municipal Sustainability Capital Funding be designated for the sewer project being planned for Pigeon Lake.

CARRIED

- c. 2006 Financial Indicators
 - For information
- d. Spring Newsletter
 - Mayor MacEachern to prepare a draft for the next meeting
- e. AAMDC – Dividends received
 - For information
- f. Alberta Infrastructure and Transportation Funding
 - Confirmation that reporting requirements are complete and funding to be received for 2008
- g. Alberta Municipal Affairs and Housing – Tangible Capital Assets Project Grant - \$3,818

Resol: 08-27

Moved by Mayor MacEachern that Adm. Schneider be paid for completion of the Tangible Capital Assets Project as per the required guidelines. The TCA Project is deemed to be outside the scope of the administrators contract.

CARRIED

21. POLICE SERVICES

- a. Monthly Service Report – January, February
 - Reviewed for information
- b. Peace Officer Annual Meeting Update – D.M. Sanders
 - Peace Officer services outlined in contracts with the S.V.'s
 - Role of Peace Officers is largely preventative patrols and security of property
 - Peace Officers will no longer be attending Annual General Meetings unless requested for a specific issue
 - Peace Officers cannot be expected to review Municipal bylaws

23. FIRE & DISASTER SERVICES

- a. Draft Bylaw No: 191 – Municipal Disaster Services Agency
 - D.M. Sanders attended Mock Disaster held March 17th.
 - County of Wetaskiwin demonstrated a well prepared plan for dealing with disaster in the area
 - Municipal Disaster Services Bylaw will be brought back to Council following standardization with other S.V.'s and the County of Wetaskiwin

25. AMBULANCE SERVICE

- a. Wetaskiwin Ambulance Authority 2008 Requisition

Resol: 08-28

Moved by Clr. Hall that the Wetaskiwin Ambulance Authority 2008 Requisition in the amount of \$4,992.29 be paid.

CARRIED

32. STREETS, ROADS, WALKWAYS

- a. Trails Update
 - Mayor MacEachern to investigate the installation of a trail at the west end of the village connecting Crystal Springs Drive and the bridge to the Lakedell Road.
- b. Crystal Springs Drive Upgrade Quotes
 - i. Crow Enterprises Ltd.
 - ii. Ant Construction Ltd.

Resol: 08-29

Moved by Clr. Hall that the quote from Crow Enterprises Ltd. in the amount of \$37,500 plus GST be accepted for the upgrade to Crystal Springs Drive. Work to be carried out as soon as possible in the Spring.

CARRIED

-
- c. Norris Beach Road Assessment Report
 - For Information
 - d. Road Bans

Resol: 08-30

Moved by D.M. Sanders that 50% Road Ban be placed on Crystal Springs Drive effective April 7, 2008 until such time as the road is stable. Permits for the installation of septic or holding tanks may be issued at 75%.

CARRIED

42 SEWER SERVICES

- a. Pigeon Lake Regional Wastewater Planning Committee update – Roger MacEachern

Resol: 08-31

Moved by Clr. Hall that the Summer Village of Crystal Springs reaffirms its support of Option 1 as outlined in the Associated Engineering report, reaffirms Mayor MacEachern as the Summer Village representative and accepts the County of Wetaskiwin as lead municipality as per the Terms of Reference.

CARRIED

- Resolution to be sent to Roger MacEachern, Chair of the Pigeon Lake Regional Wastewater Planning Committee and County of Wetaskiwin
- b. Sewer Inspection Report Update (Response Sheet – separate)
 - Reminder letters to be sent to residents who received a request for action report from the Inspector. Letters to remind residents that Development Permit Application must be received by the Development Officer prior to June 30, 2008 with work to be completed by December 31, 2008.
- c. Penalty for not adhering to LUB Sewage Requirements
 - Tabled to next meeting
- d. Wastewater Services Agreement Rates 2008

Resol: 08-32

Moved by D.M. Sanders to accept the Wastewater Services Agreement rate for 2008 at \$143.00. Affected residents to be invoiced.

CARRIED

- e. 2007 O/S Sewage Dumping Fees

Resol: 08-33

Moved by Clr. Hall that outstanding sewage dumping fees from 2007 be added to the tax roll as per Bylaw No. 190.

CARRIED

43. SOLID WASTE SERVICES

- No issues discussed

62. LAND DEVELOPMENT

- a. Development Permits - 2008
 - For information
- b. New Owners Listing – 2008
 - For information

72. RECREATION & PARKS

- a. Reserve Survey Update
 1. Letter from resident – W. Roger Stephens
 2. Email Response – Mayor MacEachern
 - For information
 3. Letter to Jim Lysons – surveyor
 4. Letter from Jim Lysons – surveyor
 - For information
- b. Municipal Sponsorship Grant 2007 approval
 1. Play Works – playground equipment
 - Tabled to next meeting
- c. Recreation Plan
 - Tabled to next meeting
- d. Tree Reforestation
 - Tabled to next meeting

H. CAO AND COUNCIL REPORTS

1. CAO Report - verbal
 - No issues to report

I. ADJOURNMENT

FUTURE MEETINGS:

1. General Council Meeting – April 28 @ 7:00 p.m.


Resol: 08-34

Moved by Clr. Hall that the meeting be adjourned at 4:15 p.m.

CARRIED



N. Roger MacEachern, Mayor
Summer Village of Crystal Springs



Bev Schneider, Administrator
Summer Village of Crystal Springs