

**SUMMER VILLAGE OF CRYSTAL SPRINGS
REGULAR COUNCIL MEETING
Thursday, November 27, 2008 @ 9:00 a.m.
256 Grandview – Summer Village Office**

MINUTES

PRESENT:

Roger MacEachern, Mayor	Bev Schneider, Administrator
Hugh Sanders, Deputy Mayor	Gordon Lesoway, Maintenance - Regrets
David Hall, Councilor	

A. CALL TO ORDER

Mayor MacEachern called the meeting to order at 9:00 a.m.

B. DELEGATIONS / PRESENTATIONS

1. Rick Pawluk – Telephone Conference
 - Request for reimbursement of SDAB Fees
 - Development Permit Application
 - SDAB Hearing Decision

Mr. Pawluk joined the meeting via telephone at 9:10 a.m. Mr. Pawluk outlined his reasons in asking to be reimbursed for his Development Permit fee of \$100.00 and the SDAB fee of \$250.00.

- Supports the intent of the Land Use Bylaw
- Suggests external expertise be incorporated into the development process
- Suggests the DAO has the authority under the LUB to approve variances providing conditions as outlined in the LUB are met thereby avoiding the necessity of a SDAB Hearing

Mayor MacEachern thanked Mr. Pawluk for his presentation and informed Mr. Pawluk that a written decision will be sent to him in the next week.

Mr. Pawluk left the meeting at 9:35 a.m.

C. ADOPTION / ADDITIONS TO AGENDA

- G.62.e Notice of Public Hearing – County of Wetaskiwin
- G.11.e.iii Response to Minister re: Petition
- G.11.b Resolution to approve Municipal Software with MSI Grant
Operating funding in 2009

Resol: 08-142

Moved by Clr. Hall that the November 27th Agenda be adopted as amended.

CARRIED

D. CONFIRMATION OF MINUTES

1. Regular Council Meeting Minutes of September 26, 2008

Resol: 08-143

Moved by Clr. Hall that the Regular Council Meeting Minutes of September 26, 2008 be adopted.

CARRIED

E. INFORMATION ITEMS (not copied)

1. Trade, Investment and Labour Mobility Agreement – to expand to schools, hospitals and municipalities
2. Alberta Health and Wellness – Emergency Health Services Act overview
3. Municipal Work – October, November 2008
4. Forum – Nation Municipal Affairs Magazine – Summer 2008
5. Municipal Safety News, October, November 2008
6. Pitch-In Programs
7. Alberta Municipal Health & Safety Assc. – Business Plan 2009
8. AUMA – 07 Annual Report
9. Alberta Municipal Services Corporation – Shared Services Solutions
10. Alberta Onsite Wastewater Convention & Trade Show - Calgary Jan 22 – 24th

Resol: 08-144

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

CARRIED

F. FINANCIAL REPORTS

1. Accounts Payable Listing – September, October, to November 15, 2008
2. Cash Statement and Bank Reconciliation September 30, October 31, 2008
3. Balance Sheet as at November 15, 2008
4. Financial Report for the period ended November 15, 2008

Resol: 08-145

Moved by D.M. Sanders that the Financial Reports be accepted as presented.

CARRIED

Resol: 08-146

Moved by D.M. Sanders that any 2008 surplus be transferred to Wastewater Management reserve.

CARRIED

Resol: 08-147

Moved by Clr. Hall that the one time fee of \$7,000 to become an equal party to the Joint Administration and Facility Agreement be paid from the 2007 budget funds for S.V. Amalgamation.

CARRIED

G. BUSINESS

Follow Up Sheet

- Reviewed action items for completeness

31 PUBLIC WORKS

a. Maintenance Report

1. snowplowing contract confirmed for 2009 – B. Resta

11. COUNCIL AND OTHER LEGISLATIVE

a. Merging Summer Villages Update – D.M. Sanders

- i. Renew Support for Amalgamation Resolution

Resol: 08-148

Moved by D.M. Sanders that the Summer Village of Crystal Springs supports the concept of amalgamating as many Pigeon Lake Summer Villages as possible to form one single municipality that would:

- **Meet the current and future needs of our ratepayers;**
- **Maintain/ improve viability, safety, governance and accountability;**
- **Retain Summer Village advantages and attributes currently sanctioned in the Municipal Government Act**
- **Continue a positive relationship with neighbouring municipalities**

CARRIED

b. Joint Administration & Facilities Agreement Resolutions

Resol: 08-149

Moved by Mayor MacEachern that the S.V. of Crystal Springs enters into the Joint Administration & Facilities Agreement to access Administration Services effective January 1, 2009.

CARRIED

Resol: 08-150

Moved by D.M. Sanders that the S.V. of Crystal Springs agrees as a condition of joining the Joint Administration & Facilities Agreement and to become an equal party to the agreement, to pay a one-time fee of \$7,000 to be used for future equipment and upgrades.

CARRIED

Resol: 08-151

Moved by Clr. Hall that the S.V. of Crystal Springs Office be relocated to the Summer Villages Office at 605 – 2nd Avenue in Ma-Me-O Beach, Alberta effective January 1, 2009 and that the S.V. of Crystal Springs contact information be changed to the new S.V. Office numbers and addresses.

CARRIED

Resol: 08-152

Moved by Mayor MacEachern that the S. V. of Crystal Springs appoints Sylvia Roy as the Chief Administrative Officer effective January 1, 2009 to fulfill roles and responsibilities as per the requirements of the *Municipal Government Act*.

CARRIED

Resol: 08-153

Moved by D.M. Sanders that the S.V. of Crystal Springs appoints Sylvia Roy as Development Authority effective January 1, 2009.

CARRIED

Resol: 08-154

Moved by Clr. Hall that the S.V. of Crystal Springs acknowledges that Bev Schneider, CGA has been retained on contract by the S.V. of Grandview as Chief Financial Officer effective January 1, 2009.

CARRIED

Resol: 08-155

Moved by Mayor MacEachern that the Chief Financial Officer be designated as a “signing officer” effective January 1, 2009 for the purpose of bank account authorities

CARRIED

Resol: 08-156

Moved by D.M. Sanders that the S.V. of Crystal Springs appoints Sylvia Roy to be the Clerk of the Assessment Review Board effective January 1, 2009.

CARRIED

Resol: 08-157

Moved by Clr. Hall that the S.V. of Crystal Springs appoints Sylvia Roy to be the Secretary of the Subdivision & Development Appeal Board effective January 1, 2009.

CARRIED

Resol: 08-158

Moved by Mayor MacEachern that the S.V. of Crystal Springs supports the purchase of municipal software to be funded by the Municipal Sustainability Initiative Conditional Operating Funding for 2009.

CARRIED

- c. “Green” Strategies
 - Tabled to 2009
- d. Integrated Community Sustainability Plan – Alberta Transportation
 - i. Strategic Plan Templates
 - Tabled to 2009
 - ICSP to be completed with new CAO
- e. Petition to Minister requesting an inquiry into the affairs of the Summer Village of Crystal Springs
 - i. Letter from Minister – Petition received
 - ii. Letter from Minister – Petition sufficient
 - iii. Response to Minister re: Petition

Resol: 08-159

Moved by Mayor MacEachern that in response to the Minister, Council send a reply encouraging the Minister to conduct an enquiry.

CARRIED

- f. FOIP Complaint – Extension of Timelines
 - No information available on investigation.

12. ADMINISTRATION

- a. Resolution to accept the letter from CAO Bev Schneider dated September 29, 2008 notifying Council that she will not renew her administration contract effective December 31, 2008

Resol: 08-160

Moved by Mayor MacEachern to accept the letter from CAO Bev Schneider dated September 29, 2008 notifying Council that she will not renew her administration contract effective December 31, 2008.

CARRIED

- b. Interim Budget – 2009 Resolution

Resol: 08-161

Moved by Mayor MacEachern that the S.V. of Crystal Springs accepts the 2008 Budget as the interim budget for 2009 until the finalization of the 2009 Budget.

CARRIED

- c. Newsletter – Fall/Winter 2008/2009
 - Draft Newsletter reviewed
 - Newsletter to be emailed and mailed the first week in December
- d. Joint County/SV Meeting Agenda Items – Dec 6, 2008
 - Discussion items include County Transfer Station and
 - Possibility of boat launch near Viola Beach
- e. Municipal Sponsorship Program – 2008

Resol: 08-162

Moved by D.M. Sanders that Municipal Sponsorship Program – 2008 funding be applied for the purpose of playground equipment.

CARRIED

- f. Capital Region Assessment Services Commission Business Plan 2009-2011
 - For Information

21. POLICE SERVICES

- a. Monthly Service Report – September, October, 2008
 - For Information
- b. Alberta Solicitor General and Minister of Public Security- Guidelines for Requesting Enhanced Levels of Service
 - D.M. Sanders to pursue enhanced service with Joint Services Committee

23. FIRE & DISASTER SERVICES

- a. Alberta Emergency Management Agency – Municipal Review
- For Information

25. AMBULANCE SERVICE

- Provincial information circulated to Council via email

32. STREETS, ROADS, WALKWAYS

- a. Trails Update
- Trail signs to be placed as soon as possible

42 SEWER SERVICES

- a. Pigeon Lake Regional Wastewater Planning Committee update -- Roger MacEachern
1. Minister Danyluk – approval of Regional Partnerships Initiative exploration grant - \$75,000
 - For Information
 2. Regional Governance Brief
 - Resolution

Resol: 08-163

WHEREAS the Council of the Summer Village of Crystal Springs believes it would be desirable if a Regional Wastewater Services Commission was established pursuant to the Municipal Government Act; AND

WHEREAS Council believes it would be advantageous for the Summer Village of Crystal Springs to be a member of such a Regional Wastewater Services Commission;

THEREFORE the Council of the Summer Village of Crystal Springs approves the taking of the steps and directs Administration to take the steps necessary to request the creation of a Regional Wastewater Services Commission pursuant to the Municipal Government Act along with those other municipalities that have passed a resolution authorizing the formation of the Commission.

CARRIED

3. Wastewater Services Commission Bylaw – Draft
 - For Council Information and review
4. County of Wetaskiwin Representative 2009
 - For Council Information
5. Associated Engineering Proposal – Wastewater Collection System – Concept Design
 - Clr. Hall to draft a letter to Associated Engineering outlining the scope of the study as to the future requirements for the Local Collection system

Resol: 08-164

Moved by Mayor MacEachern to extend meeting past 3 hours.

CARRIED

6. MSI Capital Project Profile
 - Council reviewed the application as to timeline and estimated cost
7. Multi-Year Capital Infrastructure Plan
 - Discussion and review as to timeline and costs of future capital projects
 - Road upgrade – 2011
 - Wastewater system – 2010-2011
 - Playground Equipment – 2009
 - Municipal recycling Centre - 2012
8. Alberta Environment – Municipal Wastewater Facility Assessment
 - For Information
- b. Sewer Inspection Report Update (separate)
 - Less than 10 properties that don't meet satisfactory standards

43. SOLID WASTE SERVICES

- Winter schedule for garbage pick up to be distributed with Newsletter

62. LAND DEVELOPMENT

- a. Development Permits - 2008
 - For Information
- b. New Owners Listing – 2008
 - For Information
- c. Encroachment Appeal – S. Larsen #123

Resol: 08-165

Moved by Mayor MacEachern that C. & S. Larsen #123 be granted an extension until June 30, 2009 to remove encroaching buildings from municipal property.

CARRIED

- d. Request for Reimbursement of Fees – R. Pawluk #326

Resol: 08-166

Moved by Clr. Hall that the Development Permit fee of \$100.00 be waived and the Subdivision & Development Board Appeal fee be enforced.

CARRIED

- Letter to Mr. Pawluk to acknowledge his recognition of the development process
- Variance deemed to be precedent setting
- External expertise is accessed in development process on a regular basis – both WCPA and Municipal Affairs Planning Dept.
- Mr. Pawluk was advised of his right of appeal
-

72. RECREATION & PARKS

- a. Reserve Survey Update
 - Report to be received from Lyson Surveys
- b. Playground Equipment Update – D.M. Sanders
 - Equipment installed satisfactorily
- c. Recreation
 - Tabled

H. CAO AND COUNCIL REPORTS

1. CAO Report – verbal
2. APLM Meeting- October 21 – D.M. Sanders
 - Good discussions held
3. Yellowhead Regional Library – D.M. Sanders
 1. Proposed Budget
 - D.M. Sanders advised that the proposed increase in rates to be effective 2010 was defeated.


I. ADJOURNMENT

FUTURE MEETINGS:


1. General Council Meeting - January 22 @ 9:00 a.m. at the Ma-Me-O Office

Resol: 08-167

Moved by D.M. Sanders to adjourn the meeting at 1:15 p.m.



N. Roger MacEachern, Mayor
Summer Village of Crystal Springs



Bev Schneider, Administrator
Summer Village of Crystal Springs