

**SUMMER VILLAGE OF CRYSTAL SPRINGS
REGULAR COUNCIL MEETING
TUESDAY, APRIL 8, 2014 at 10:00 A.M.
Summer Villages Office Council Chambers
605-2nd Ave, Ma-Me-O Beach, AB**

MINUTES

Present:

Doris Bell, Mayor

Grant Churchill, Deputy Mayor

Kevin Pratt, Councillor

Sylvia Roy, CAO

A. CALL TO ORDER

Mayor Bell called the Meeting to Order at 10:01 a.m.

B. DELEGATIONS / PRESENTATIONS

1. Pigeon Lake Watershed Association

The Pigeon Lake Watershed Association was unable to send their delegate to the meeting.

2. Seniuk & Company – Financial Auditors

At 10:02 am Council welcomed Mr. Mike Seniuk of Seniuk and Company who presented the consolidated financial statements for the Summer Village of Crystal Springs for the year ended December 31, 2013. Council thanked Mr. Seniuk and he departed from Council Chambers at 10:50 pm.

Recess: 10:51 am

Reconvene: 10:57 am

C. ADOPTION / ADDITIONS TO AGENDA

Res. # 14-16

Moved by Deputy Mayor Churchill to approve the agenda as amended.

CARRIED

D. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

1. Regular Council Meeting Minutes of January 21, 2014

Res. # 14-17

Moved by Councillor Pratt to approve the Regular Council Meeting Minutes of January 21, 2014 as presented.

CARRIED

2. Special Council Meeting Minutes of March 21, 2014

Res. # 14-18

Moved by Deputy Mayor Churchill to approve the Special Council Meeting Minutes of March 21, 2014 as presented.

CARRIED

E. READING OF BYLAWS & POLICIES

1. Bylaw #185, Regulating Off Highway Vehicles (1st Reading)

Res. # 14-19

Moved by Deputy Mayor Churchill to give First Reading to Bylaw #185, Regulating Off Highway Vehicles, as amended.

CARRIED

2. Bylaw #215, Development Permit Bylaw (2nd Reading)

Res. # 14-20

Moved by Councillor Pratt to give Second Reading to Bylaw #215, Development Permit Bylaw, as presented.

CARRIED

3. Bylaw #217, The Fees and Charges Bylaw (1st Reading)

Res. # 14-21

Moved by Deputy Mayor Churchill to give First Reading to Bylaw #217, Fees and Charges Bylaw, as amended.

CARRIED

Res. # 14-22

Moved by Councillor Pratt to give Second Reading to Bylaw #217, Fees and Charges Bylaw, as amended.

CARRIED

F. COUNCIL & CAO REPORTS

1. Follow Up Sheet.

The Follow up sheet was reviewed.

G. DISCUSSION ITEMS

1. Regional Wastewater Committee

The County of Wetaskiwin, as Managing Partner, and Brian Keeler, Mayor Summer Village of Norris Beach/Committee Chair and John Slater, Deputy Mayor Summer Village of Ma-Me-O Beach/Committee Vice Chair met with Honorable Wayne Drysdale, Minister of Transportation, Honorable Verlyn Olson, Minister of Agriculture and Rural Development and Honorable Diana McQueen, Minister of Energy on February 25, 2014 to discuss the funding shortfall created by the new alignment. They requested the Minister's consideration for increasing the provincial funding under the Water for Life Grant program for the completion of Phase One. All partners were thrilled to receive notice from Honorable Drysdale March 18, 2014 advising of the approval of the additional funding under the Water for Life Grant. This significant commitment of funding by the Government of Alberta has made this project possible.

The total construction, engineering, management and land costs for Phase One are \$13,148,743, with 92.86% paid by Provincial Funding in the amount of \$12,209,923 and the remainder of \$938,880 paid by the municipal partners for this Phase, being the County of Wetaskiwin and Summer Villages of Poplar Bay, Norris Beach, Grandview, Ma-Me-O Beach and Crystal Springs.

On March 21, 2014 the municipal partners met and approved continuing with Phase One, Project 2A & B construction of the forcemain pipeline from the Mulhurst Lagoon to the Village at Pigeon Lake, located on the south east side of Pigeon Lake, along with two lift stations. They also accepted tenders for the two projects; the first from Westcan Tell Ltd. for the Forcemain transmission line in the amount of \$4,238,869, and the second from Alpha Construction Inc. for the two Lift Stations in the amount of \$3,712,761. Construction is anticipated to be complete by the fall of 2014, dependent on weather conditions.

Res. # 14-23

Moved by Mayor Bell to have a recorded vote for the following retroactive motion.

CARRIED

Res. # 14-24

Moved by Mayor Bell that to carry out Council's fiduciary responsibility and due diligence in considering the most significant and most costly regional public work the Summer Village has

undertaken to date, and considering the need to represent the interests of residents and ratepayers by having the best information and best understanding of the opportunities and consequences of the project possible, that a legal opinion be obtained and paid for by the Summer Village.

In Favor: Mayor Bell
Opposed: Deputy Mayor Churchill, Councillor Pratt
Motion Defeated

2. Regional Collaboration Grant – Southside Wastewater Collaboration Plan

Council reviewed a letter indicating that \$248,000 has been received under the Regional Collaboration component of the 2013/14 Regional Collaboration Program for the southside wastewater collaboration plan as submitted by the Summer Village of Crystal Springs.

Mayor Bell and Administration will work on strategizing for this regional collaboration grant project.

3. Regional Collaboration Grant – Shared Services Municipal Bylaws & Policies

Administration advised that \$100,000 has been received under the Regional Collaboration component of the 2013/14 Regional Collaboration Program, in support of the shared services: municipal bylaws and policies project.

4. Alberta Transportation TRAVIS M-J Permit Program

Council reviewed a letter and information document from Alberta Transportation related to the implementation of the TRAVIS Multi-Jurisdiction (TRAVIS -MJ) permitting system for oversize and overweight vehicles, and that the sharing of permit fees with municipalities will take place effective April 1, 2014.

Res. #14-25

Moved by Councillor Pratt to enter into an agreement with Alberta Transportation for the TRAVIS Multi-jurisdictional permitting program, as presented.

CARRIED

5. Association of Summer Villages of Alberta

a) Progress Made to Date

Council reviewed a letter from the ASVA providing an update on the work that they have been involved with on behalf of their Summer Village membership.

b) FRIAA – Forest Resource Improvement Association of Alberta Grant

A total of 25 Summer Villages were successful in receiving grant funding in the amount of \$375,000 for developing “fire protection plans which are consistent with the FireSmart Wildfire criteria/requirements.”

c) FRIAA – Second Round of FRIAA Funding

The ASVA has indicated that another round of funding from FRIAA has been announced, and Summer Villages have until noon on April 23, 2014 to submit a letter of interest.

d) Notice of Approved FRIAA Funding

The Summer Village of Crystal Springs is one of the 25 Summer Villages successful in receiving grant funding as mentioned in item 5.b).

e) Executive Council Meeting Notes

The ASVA provided notes of their meeting with the Honorable Ken Hughes, Minister of Municipal Affairs, which took place on February 26, 2014. The meeting notes indicated that Minister Hughes recognized the

significant value of Summer Villages as lake stewards and in providing services to residents that the neighboring Counties could not provide.

6. South Pigeon Lake Fire Department Memo – Support for Water Rescue

Council reviewed a letter received on behalf of Chief Wayne Benson, Mulhurst Bay Fire Chief and Grant Churchill, Assistant Chief, South Pigeon Lake Fire Department. The letter requested that Summer Villages verify in writing if they would be willing to support, financially and in spirit, an application to the County of Wetaskiwin to allow these two fire departments to respond to ice and water rescue on Pigeon Lake and surrounding lakes (under the direction of the RCMP).

Council budgeted \$7,000 for 2014 for this project. Deputy Mayor Churchill was asked to attend the next Association of Pigeon Lake Municipalities meeting to present the topic of water rescue.

7. County of Wetaskiwin – Pigeon Lake Watershed Area Concept Plan

Council reviewed a news release with respect to the County of Wetaskiwin's watershed area concept plan, which provides a more specific comprehensive planning framework for the Pigeon Lake watershed. The plan was created with feedback from a focus group comprised of Summer Village representatives, Leduc County, Pigeon Lake Watershed Association, residents involved in business and agriculture, and County of Wetaskiwin Council.

8. Leduc County - Watermere Resort

The Watermere Resort application in Leduc County received first reading on March 25, 2014. The current application is approximately 309.7 acres, and has 997 units (down from 1149 in their last application) and is slated to have an executive golf course, retail stores and a hotel. It appears that access to the lake is aimed towards Rundle Mission. Councillor Pratt attended the Council meeting where the first reading was passed, but was unable to speak to the proposed plan.

9. Memo – Requested Information in Support of Development Permit Bylaw

Council reviewed a memo from Administration that provided additional information for the Development Permit Bylaw, which received Second Reading at this meeting.

10. AltaGas Renewal of Natural Gas Distribution System Franchise Agreement

Council will address this item with residents at the 2014 Annual Information Meeting.

11. Memo – AltaGas Line Replacement Program

The AltaGas gas line replacement program initiated by AltaGas scheduled for this year is proceeding as planned. The project has been sent out to tender and work is expected to begin in May 2014. The first phase of consist of the placing of new main lines using horizontal drilling; the second phase will consist of disconnecting services from the old line and connecting them to the new line. It is hoped that the second phase will take place in the fall of 2014.

There will be damage to the road surface as each property that is connected to the existing line will have a hole in the roadway approximately 2 feet square, where AltaGas will need to disconnect household service from the old line. The reconnection to the new line will generally be in a second hole in the ditch, where the gas main is slated to be installed. However, there may be instances where the gas line must run under the road due to the existence of Telus lines obstructing the ditch. AltaGas has assured Administration that it is their policy to repair damage to roadways to a similar or better condition than when the work was started. They also advise that the contractor will implement and communicate a traffic control plan when working within a public right-of-way.

AltaGas will be attending the Poplar Bay Council Meeting on April 25 to further discuss this project; other Summer Village Council Members are invited to attend.

12. Resident Email re: Trails

Council reviewed a request from a resident to upgrade an existing trail. The resident will be advised that they can work with the public works foreman on this trail and it will be ensured that the upgrades meet minimum standards.

13. Weed Inspector Appointment

An advertisement for weed inspector will be posted on the website; this item will then be brought forward to the next Crystal Springs Council Meeting.

14. 2014 Rates and Charges for Pigeon Lake Protective Services

Silver Beach Administration has advised that in order to fully fund operating expenses, the service contract rate for 2014 needs to be raised to \$70/hour. As the 1st quarter is almost finished, they will keep the rate at \$60/hour from January to June and raise it to \$80/hour from July to December 31. This allows Silver Beach to give the Summer Villages a 3-month notice as to the rate increase so they may incorporate this increase in 2014 operating budgets. A resolution is required as per the agreement with Silver Beach.

Res. # 14-26

Moved by Councillor Pratt that the Summer Village of Crystal Springs ratify the Pigeon Lake Protective Services contract rate to \$80/hour from July 2014 to December 2014.

CARRIED

15. Pigeon Lake Watershed Association

Brief review of presentation. Leaders meeting this Saturday. Cosmetic fertilizer to be discussed on Friday. Difficulty in enforcing fertilizer bylaw; perhaps education and a Summer Village policy is more appropriate.

16. Association of Pigeon Lake Municipalities

Mayor Bell advised that she and APLM Chair Brian Waterhouse approached the County of Wetaskiwin, who supported the regional collaboration grant application. The committee that was struck to review the terms of reference and governance procedures will be meeting on April 29th.

17. Boat Launch

Soil that was being stockpiled at the boat launch has been moved so that it no longer blocks access to the lake for the fire department, in case of emergency.

18. Summer Village Signage

Some speed reduction signs are required; the speed limit was discussed but Council decided to leave the speed limit at 30 km/hour.

Res. # 14-27

Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs consult with the Pigeon Lake Protective Services and follow their recommendations for signage, and that appropriate signage be purchased and installed in the spring.

CARRIED

H. FINANCIAL REPORTS

1. Cheque Listing

Res. #14-28

Moved by Deputy Mayor Churchill to approve the cheque listing as information.

CARRIED

Recess: 12:24 pm

Reconvene: 12:48 pm

2. 2014 Budget

Res. #14-29

Moved by Mayor Bell that the Crystal Springs taxes increase by 2.0% for 2014.

CARRIED

Res. #14-30

Moved by Deputy Mayor Churchill to approve the 2014 Crystal Springs budget as amended.

CARRIED

Res. #14-31

Moved by Mayor Bell to transfer \$70,000 of 2013 operating surplus into waste management reserve.

CARRIED

3. Financial Statements

Res. #14-32

Moved by Deputy Mayor Churchill to approve the 2013 Crystal Springs financial statements, as amended.

CARRIED

I. **CORRESPONDENCE / INFORMATION ITEMS**

1. PLPS Monthly Service Report – January and February, 2014
2. Brownlee LLP Emerging Trends 2014:
3. a.) Leading Through the Crisis: Emergency Management During a State of Local Emergency
4. b.) Council Governance 2.0: Beyond the Orientation Basics
5. Alberta Human Services – Building Families and Communities Act
6. City of Edmonton – Zero 2014 Conference
7. Wildrose 10/10 Community Infrastructure Plan
8. Alberta Capital Finance Authority – Director Position
9. Alberta Transportation – 2014 Projects
10. Minister's Awards for Municipal Excellence – Request for Submissions

Res. #14-33

Moved by Deputy Mayor Churchill that Administration apply for a Municipal Affairs Minister's Award for Municipal Excellence for the regional emergency management project.

CARRIED

Res. #14-34

Moved by Councillor Pratt to approve the above eleven items as information.

CARRIED

J. **IN CAMERA**

No In Camera items were discussed.


K. **ADJOURNMENT**

Res. #14-35

Moved by Deputy Mayor Churchill to adjourn the meeting at 3:05 pm.

CARRIED


Doris Bell, Mayor
Summer Village of Crystal Springs


Sylvia Roy, C.A.O.
Summer Village of Crystal Springs