

**SUMMER VILLAGE OF CRYSTAL SPRINGS  
REGULAR COUNCIL MEETING  
WEDNESDAY, APRIL 15, 2015 at 10:00 A.M.  
Summer Villages Office Council Chambers  
605-2<sup>nd</sup> Ave, Ma-Me-O Beach, AB**

**MINUTES**

**Present:**

Kevin Pratt, Mayor

Grant Churchill, Deputy Mayor

Doris Bell, Councillor

Sylvia Roy, CAO

**A. CALL TO ORDER**

Mayor Pratt called the Meeting to Order at 10:02 a.m.

**B. DELEGATIONS / PRESENTATIONS**

1. Seniuk and Company, Financial Auditors

At 10:03 am Council welcomed Mr. Mike Seniuk of Seniuk & Company, who presented the 2014 Crystal Springs audited financial statements. Council thanked Mr. Seniuk and he departed at 10:46 am.

**C. ADOPTION / ADDITIONS TO AGENDA**

**Res. # 15-24**

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 28, 2015

**Res. # 15-25**

Moved by Councillor Bell to approve the Regular Council Meeting Minutes of January 28, 2015 as amended.

**CARRIED**

2. Special Council Meeting Minutes of March 13, 2015

**Res. # 15-26**

Moved by Mayor Pratt to approve the Special Council Meeting Minutes of March 13, 2015 as amended.

**CARRIED**

Regarding comments under #2.1 of the Special Council Meeting Minutes, Deputy Mayor Churchill asked if Councillor Bell's concern also included Council meeting agendas. Councillor Bell said yes and Deputy Mayor Churchill said "I agree with you". He commented that he had come to the Administration Office twice in the past week to obtain a paper copy of the agenda: on Friday and on Monday, and that 2 days was insufficient to read a 127 page agenda. He would rather have a paper copy of the agenda a week in advance rather than the electronic version a week in advance. Councillor Bell understood that Deputy Mayor Churchill agreed that Administrative Procedures for Council meetings should include that Council members are provided with background material no later than 1 week prior to the meeting. Council discussed whether this standard should be communicated to other municipalities and committees and agreed requests for background material can be made.

**E. READING OF BYLAWS & POLICIES**

1. Bylaw #220, Rates of Taxation for 2015

**Res. # 15-27**

Moved by Deputy Mayor Churchill to give First Reading to Bylaw #220, Rates of Taxation for 2015, as presented.

**CARRIED**

**Res. # 15-28**

Moved by Deputy Mayor Churchill to give Second Reading to Bylaw #220, Rates of Taxation for 2015, as presented.

CARRIED

**Res. # 15-29**

Moved by Deputy Mayor Churchill to proceed to Third Reading for Bylaw #220, Rates of Taxation for 2015, as presented.

CARRIED

**Res. # 15-30**

Moved by Councillor Bell to give Third Reading to Bylaw #220, Rates of Taxation for 2015, as presented.

CARRIED

**F. COUNCIL & CAO REPORTS**

1. Follow Up Sheet.

The follow up sheet was reviewed.

2. CAO Report

Council reviewed the CAO report covering the period from January 1<sup>st</sup> to March 31, 2015.

**G. DISCUSSION ITEMS**

1. Pigeon Lake Regional Wastewater Committee

Councillor Bell referred to the regional wastewater committee meeting of all affected Councils that took place on April 2, 2015. The Brownlee lawyer who presented the draft MOU and interim agreement stated he was not aware that an agreement was signed in 2012, and neither he nor CAO Coutney were aware that the MOU was amended in March 2013 to extend the term of the agreement to December 2016.

As such, the proposed MOU and interim agreement refers to a sewer line that is yet to be built, when in fact the Regional Wastewater Line is virtually completed and in its commissioning stages.. Councillor Bell expressed concern that legal agreements that are foundational in a multi-million dollar project and the collaboration of six municipalities are revisions of existing agreements and are therefore in-accurate. Deputy Mayor Churchill stated his agreement and wish to avoid 'bandaid' solutions.

**Res. # 15-31**

Moved by Councillor Bell that the regional wastewater committee request an amendment to the proposed Memorandum of Understanding and Interim Agreement to facilitate the creation of a new wastewater commission.

CARRIED

a) South Side Commission Resolution

The five south side Summer Villages and the County of Wetaskiwin need to pass resolutions in favor of the formation of a new south side wastewater commission.

**Res. # 15-32**

Moved by Councillor Bell that the Summer Village of Crystal Springs is in favor of the creation of a south side regional wastewater commission.

CARRIED

2. County of Wetaskiwin Letter re: Alberta Community Partnership Grant

The County of Wetaskiwin submitted a letter to MLA and Alberta Municipal Affairs Minister Diana McQueen regarding the Alberta Community Partnership grant application submitted by the Summer Villages of Crystal Springs (managing partner) and Norris Beach for the local collection lines that will connect to the regional line. The County's concern with this application is that without the County added as a partner in the grant application, the County residents in Viola Beach and the County as a whole may pay a higher share of costs for this portion of the internal lines that will tie into the lift station at Westeros.

If the local improvement costs are too high, particularly to their neighbors, the Viola Beach section of the line may not proceed, according to the County, effectively shelving the Crystal Springs and Norris Beach sections of the local collection systems.

It is with these concerns that the County of Wetaskiwin requested to the Ministry of Municipal Affairs that the County of Wetaskiwin be added as a partner to the Alberta Community Partnership grant application submitted by the Summer Villages of Crystal Springs and Norris Beach.

The letter was received as information.

Councillor Bell explained to Council that (1) the County of Wetaskiwin was informed of the Alberta Community Partnership Grant at meetings of the Southside Wastewater Committee in October and December, prior to announced cuts in grant funding. County representatives and administrator ACO Hawkins were urged to apply for a similar grant together with the Summer Village of Ma-Me-O Beach on behalf of residents of Viola Beach and other County lakeside communities as a minimum of TWO municipalities were required per application. Instead of \$300,000 over 3 years, such funding would have had the potential to provide County residents \$500,000 in grant funding over 3 years. (2) Discussions included that it will not possible to achieve equity among lakeside residents despite the 'same' grant funding owing to the differing level of reserves accumulated of each municipality. (3) Councillor Bell also informed Council that concerns about higher costs for Viola Beach residents appeared to be contradicted by the MPE Report (yet to be approved) which indicated per lot costs will be lowest for this community when compared to Crystal Springs and Norris Beach.

3. Municipal Affairs Letter – Alberta Community Partnership Grant

Council reviewed a letter from Alberta Municipal Affairs indicating that the application for the ACP grant program for segment 2 of the regional wastewater system was declined.

4. South Side Wastewater Committee

Councillor Bell indicated that feedback was provided twice to MPE, the questions were not answered; as well two more questions regarding the wastewater system were posed by Council. MPE did respond with information this morning. Councillor Bell stated that residents may ask if a gravity system was contemplated as opposed to proceeding with a low pressure line. The differences in cost between the two systems would be useful information and grant funding could be used to engage MPE for a few hours of work, using Crystal Springs as the comparator.

Deputy Mayor Churchill indicated that a few different engineering firms have now suggested a low gravity system. Councillor Bell believed that it is important to know if a gravity system would be possible. Deputy Mayor Churchill supported proceeding with grant funding to pursue this information, provided that two or three other municipalities are also interested in finding out the results.

5. Alliance of Pigeon Lake Municipalities

a) In Lake Technical Committee Funding Request

Council reviewed a request from Mr. Ernie Elko of the APLM In-Lake Technical Committee that the Summer Villages provide \$30/residence to perform water sampling and provide the testing results to Alberta Health Services with the view that the sampling may assist with more accurate declaration of algae advisories. Volunteers would provide their time and boats and the funding would be applied towards paying lab testing costs. Alberta Health Services would help to train the volunteers.

**Res. # 15-33**

**Moved by Mayor Pratt that the Summer Village of Crystal Springs contribute \$2500 to the Alliance of Pigeon Lake Municipalities In-Lake Technical Committee for waster sampling.**

**CARRIED**

6. Council Honorarium Policy

Tabled to a future Council Meeting.

7. Code of Ethics and Conduct Policy

Tabled to a future Council Meeting.

8. Ministerial Response to Bouclin Letter

Tabled to a future Council Meeting.

9. RMRF Legal Seminar – Council Conduct and Good Governance

With RMRF permission, Administration presented information on a seminar session conducted by the legal firm of RMRF in the agenda package as well as through individual emails to Council members; the session was entitled "Council Conduct and Good Governance: Can't We All Just Get Along." This was received as information.

10. Joint Services Committee

Grant Churchill advised that the County of Wetaskiwin submitted an application for \$157,000 for water rescue but were denied the grant funding. However, an event called the taste of summer, sponsored by residents of Crystal Keys in the County of Wetaskiwin, is going ahead this year with the proceeds going towards water rescue. The taste of summer event is scheduled for Saturday on the August long weekend, same place; Grant is expecting \$5-10,000 to be raised. The plan is to see how much money is raised, then go back to the municipalities for the difference up to the required \$25,000. The \$25,000 is for capital expenditures; \$1,000/year is still required for operating expenses.

Argentia Beach, Golden Days, Ma-Me-O Beach and Poplar Bay will be adopting the Grandview fertilizer bylaw at their upcoming Council Meetings. Norris Beach still has the bylaw under review, while Crystal Springs has decided to educate their residents regarding the use of fertilizers/herbicides rather than adopting a bylaw.

**Res. # 15-34**

**Moved by Deputy Mayor Churchill that a consensus of Crystal Springs residents be required before a fertilizer bylaw is adopted by Council.**

**CARRIED**

Deputy Mayor Churchill advised that much discussion of Community Peace Officers/Bylaw Officers took place at the Joint Services Committee meeting. He advised the committee that a Community Peace Officer designation is required to write parking tickets and other similar tickets. Speeding concerns will need to be addressed by the RCMP, who are currently patrolling the Summer Villages.

The Summer Villages Office will be open Monday to Friday during the summer months instead of Tuesday to Saturday. The office staff recorded the amount of Saturday business that was conducted in 2014 and it wasn't deemed to be sufficient to keep the office open on Saturday. The Development Officer is still available by appointment after office hours and/or weekends. This will be inserted into the upcoming newsletter.

11. Association of Summer Villages of Alberta – Boat Mooring Forum

Council and Administration attended a boat mooring forum hosted by the ASVA, presented by Mr. Gerry Haekel of Alberta Environment and Sustainable Resource Development. Mr. Haekel is gathering feedback from Summer Villages on boat lifts, docks and hoists in Alberta lakes. The feedback obtained from Summer Villages will help to create the policy which will eventually be implemented by the provincial department.

This will be further discussed at the May Council Meeting.

12. Memo re: Number of Lots/ Dwellings

Council reviewed a memo regarding the number of lots/dwellings in the Summer Village of Crystal Springs. Deputy Mayor Churchill and Councillor Bell have indicated an interest in researching the number of dwellings.

13. Range Road 11 (Norris Beach Road)

At present, the funding formula for the Norris Beach road according the current Intermunicipal Development Plan, is 1/3 for the County of Wetaskiwin, 1/3 for the Summer Village of Crystal Springs and 1/3 for the Summer Village of Norris Beach.

**Res. # 15-35**

**Moved by Mayor Pratt to send a letter to the County of Wetaskiwin thanking them for the Range Road 11 Meeting of April 2, 2015, and indicate that the Summer Village of Crystal Springs is looking forward to the suggestion of changing the funding formula.**

**CARRIED**

Deputy Mayor Churchill and Councillor Bell have indicated that they will consider the number of lots in County of Wetaskiwin developments.

This item will be brought to a future Council meeting for further review.

14. Fire/ Fireworks Policy

Councillor Bell was approached by a resident indicating that people are setting off fireworks and debris is landing on their property.

Residents should be calling the RCMP with complaints of fireworks; this will be mentioned in the upcoming newsletter.

15. Land Conservation

Councillor Bell received an inquiry if a land conservation organization could purchase land in the Summer Village. Administration is to research land conservation organizations.

16. Organizational Meeting April 15, 2015

Councillor Bell suggested holding the Organizational Meeting after Council meets with the mediator.

17. Boat Launch

Deputy Mayor Churchill advised that ice has pushed up the boat launch infrastructure and it requires repairs.

**Res. # 15-36**

**Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs perform the necessary repairs to the boat launch.**

**CARRIED**

18. Road Repairs

A load of cold mix will be purchased in order to complete necessary repairs to the roadway.

**Res. # 15-37**

**Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs perform the necessary repairs to the Crystal Springs road.**

**CARRIED**

19. Garage Sale

The garage sale is scheduled for the May 24 weekend; Deputy Mayor Churchill has volunteered to put out signs to advise people of the sale.

**H. FINANCIAL REPORTS**

1. Cheque Listing

**Res. #15-38**

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

**CARRIED**

2. **2015 Joint Services Budget**

Administration advised that there is a 5.5% reduction for Crystal Springs this year. There is \$25,000 in the reserve account and Administration can draw upon \$5,000 of this reserve without further approval. Computer/ server upgrades will be performed in 2015 and 2016.

**Res. #15-39**

Moved by Mayor Pratt to approve the Joint Services Committee budget as presented.

**CARRIED**

3. **2015 Crystal Springs Budget**

Further discussion occurred with respect to the Norris Beach road funding formula, and what a projected lot count formula would look like.

**Res. #15-40**

Moved by Mayor Pratt that the proceeding motion have a recorded vote.

**CARRIED**

**Res. #15-41**

Moved by Councillor Bell that the Summer Village of Crystal Springs 2015 budget show 0% for an overall increase.

In favour: Councillor Bell; Deputy Mayor Churchill

Opposed: Mayor Pratt

**CARRIED**

Mayor Pratt indicated that he can't support a 0% increase as it is shortsighted and may result in a large increase later.

**Res. # 15-42**

Moved by Deputy Mayor Churchill to approve the 2015 Crystal Springs budget as presented.

**CARRIED**

4. **2014 Audited Financial Statements**

**Res. # 15-43**

Moved by Deputy Mayor Churchill to approve the 2014 Crystal Springs audited financial statements as amended.

**CARRIED**

**Res. #15-44**

Moved by Mayor Pratt to transfer \$100,000 from 2014 operating surplus into the waste management reserve.

**CARRIED**

Recess: 12:33 pm

Reconvene: 1247

**I. CORRESPONDENCE / INFORMATION ITEMS**

1. AltaGas Letter – Natural Gas Distribution Franchise Agreement
2. Pigeon Lake Watershed Association Spring 2015 Newsletter
3. County of Wetaskiwin Wastewater Update for PLWA
4. Alberta Energy Regulator Directive 79/ Abandoned Wells Setbacks
5. New West Partnership Trade Agreement (NWPTA)
6. AUMA Board News

7. APWA National Public Works Week
8. Farmers of North America Memorandum
9. WCB – National Day of Mourning
10. Yellowhead Regional Library 2014 Annual Report
11. Municipal Affairs – MSI Capital Program Funding
12. Alberta Lake Management Society – AWQA Day 2015
13. CARL Forum – May 30, 2015
14. Municipal Affairs – Minister's Awards for Municipal Excellence

**Res. # 15-45**

Moved by Councillor Bell to approve the above 14 items as information.

CARRIED

**J. IN CAMERA**

1. Chief Administrative Officer Contract

**Res. #15-46**

Moved by Mayor Pratt to go In Camera at 12:08 pm.

CARRIED

**Res. #15-47**

Moved by Mayor Pratt to come out of In Camera at 12:29 pm.

CARRIED

**Res. #15-48**

Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs approve the recommendation of the Joint Services Committee and enter into the Chief Administrative Officer contract with Sylvia Roy, as presented.

CARRIED

2. In Camera Discussion of Regular Council Meeting January 28, 2015

Councillor Bell advised that Alberta Municipal Affairs and legal counsel indicate that personal notes taken in an In Camera session can be kept by the Councillor.

Councillor Bell suggested that as:

- There was no upcoming Joint Services Committee meeting, and
- Kevin Pratt has been appointed Mayor, and
- Because the Organizational Meeting was an issue of contention between Councillors, that the Organizational Meeting be deferred until after Council had met together with the Mediator.

Deputy Mayor Churchill agreed and Mayor Pratt then agreed to defer the Organizational Meeting until after Council met together with the Mediator.


**K. ADJOURNMENT**

**Res. #15-49**

Moved by Councillor Bell to adjourn the meeting at 2:18 pm.

CARRIED

  
Kevin Pratt, Mayor  
Summer Village of Crystal Springs

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