

**SUMMER VILLAGE OF CRYSTAL SPRINGS
REGULAR COUNCIL MEETING
FRIDAY, JULY 3, 2015 at 10:00 A.M.
Summer Villages Office Council Chambers
605-2nd 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 10:04 a.m.

B. DELEGATIONS / PRESENTATIONS

1. Mr. & Mrs. Al and Linda Dumkee, Crystal Springs Residents

Mr. Dumkee indicated that the Dumkees had concerns with the direction that taxes are going; they would like tax increases to remain within 3-5% per year and it appears that the last few years have been higher than that. Councillor Bell stated that there could be a 2% increase on municipal expenses, but when the individual tax notices are sent out, the amount varies because of property assessment. Administration stated that the Summer Village sets the budget, and determines the amount that is required to operate the Summer Village each year. Assessed property values don't decline in the same manner, some properties may have held their value in a better way than other properties. Overall, taxes have not increased by more than 2.5%, so if there is an increased amount on the notice, it is because of the assessed value of the property. Administration suggested that the Dumkees have their assessed value reviewed; July 21, 2015 is the deadline for appeals. The first step is to do an inquiry through the assessor's website, then the second step is to complete a form. The tax roll is available for viewing and Administration suggested having a conversation with the assessor to obtain further information on their assessment.

Mr. Dumkee indicated that trail signs are missing due to vandalism, and that these should be maintained.

Discussion occurred regarding the existence of a barbed wire fence that was located behind lots that were annexed some time ago into the Summer Village. Some of the barbed wire has been removed and thrown into the bushes. Mr. Dumkee indicated that the barbed wire was there last fall, but he noticed that some of it had been removed since that time. He also indicated that he contacted the County of Wetaskiwin and the County did not order it to be removed. The barbed wire acts as a buffer from all-terrain vehicles on the trails. Administration will follow up with the Summer Village public works supervisor to see if he has any knowledge of who/why the barbed wire was removed.

Mrs. Kerr indicated that the assessor is difficult to speak to and is not in favor of the process he applies. Administration advised that they were having problems performing assessments as there were not enough properties for sale around the lake to do a proper market value assessment, so they now look regionally around the lake for comparable properties. Administration recommended that residents use the assessment inquiry on the assessor's website so that questions are logged and documented, and that if residents are not happy with the response, to come back to Administration and a complaint will be lodged.

2. Ms. Susan Ellis, Pigeon Lake Watershed Association

Council welcomed Ms. Susan Ellis from the Pigeon Lake Watershed Association at 10:29 am. Ms. Ellis thanked Crystal Springs Council for their support as it makes a huge difference for grant applications, discussions with Ministers, etc.

Ms. Ellis walked through a presentation that was distributed at the Council Meeting. Ms. Ellis referred to a biomass build up on the North side of the lake and the importance of not cutting reeds because they absorb nutrients.

Ms. Ellis stated that the PLWA has adopted a multi-pronged strategy for the watershed such as watershed programs and initiatives, and the Pigeon Lake Watershed Management Plan which includes items such as cosmetic fertilizers, model land use bylaw, and surface water quality management. There is also an in lake component where the PLWA directors resolved to support the feasibility testing (including expert analysis) of techniques identified for lake management.

Creek restoration projects have been completed with Grandview and Norris Beach; this year Tide Creek will be the focus of a project. This creek is important for fish habitat, and they will be working with representatives from Cows and Fish to have nutrients filtered before entering the lake.

Ms. Ellis reported on the 4th annual leadership session, and that living at the lake is both a privilege and a responsibility. Last year, one area of focus was the aquatic invasive species and how these invasive species are not part of the existing web of life. All Summer Villages installed signs regarding invasive species and the importance of cleaning, draining and drying boats.

A number of Summer Villages have been working with the PLWA; the PLWA recently had a lawn campaign where they distributed 1500 brochures at the lake regarding lawn care and the suggestion to reduce the use of chemical fertilizers. The PLWA also released a model land use bylaw; an environmental lawyer and some Summer Village Councillors were involved in this project. At least two Summer Villages are undergoing reviews of the Land Use Bylaws and 3 others plan to do so.

Ms. Ellis indicated that surface runoff is feeding the lake and accounts for 50% of all external sources of nutrients entering into the lake. The Pigeon Lake Watershed Management Plan Committee is working on this topic and want to bring attention to this subject to area residents. Grant funding has been received for a surface water quality management project, and the PLWA will be working with the Alberta Low Impact Development group to create demonstration sites for the value of features such as rain gardens.

Ms. Ellis departed from Council Chambers at 11:21 am.

Recess: 11:21 am.

Reconvene: 11:29 am.

C. ADOPTION / ADDITIONS TO AGENDA

Res. # 15-70

Moved by Councillor Bell to approve the agenda as amended.

CARRIED

D. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

1. Regular Council Meeting Minutes of May 20, 2015

Res. # 15-71

Moved by Councillor Bell to approve the Regular Council Meeting Minutes of May 20, 2015 as amended.

CARRIED

E. READING OF BYLAWS & POLICIES

1. Bylaw #222, Natural Gas Distribution System Franchise Agreement

Res. # 15-72

Moved by Mayor Pratt to give First Reading to Bylaw #222, Natural Gas Distribution System Franchise Agreement, for a 10 year period, as presented.

CARRIED

F. COUNCIL & CAO REPORTS

1. Follow Up Sheet.

The follow up sheet was reviewed and discussed. Buoy decals will applied in the fall; there was a delay due to decal supplier issues. Dock/pier placement in front of municipal property was discussed. Current procedures will be drawn up and brought to Council.

2. Council & CAO Reports

The CAO report was included in the agenda package. Councillor Bell had a report and the information is included in the discussion items.

G. **DISCUSSION ITEMS**

1. South Side Wastewater Committee

Councillor Bell reported on the highlights of the minutes of the meeting held on May 20, 2015. The regional wastewater open house meeting has been deferred to a later date. At the south side wastewater committee meeting, Mr. Dale McClure stressed the importance of knowing the legal authority for residents to hook up, and he also suggested that the committee retain someone to go on site to the Summer Villages and quote pricing.

Grandview held their wastewater open house for residents on June 13, and Poplar Bay made their wastewater presentation at their Annual Information Meeting. Both meetings were well received.

Funding is currently unpredictable given the new government. The communications consultant is currently working on a wastewater brochure.

2. Alliance of Pigeon Lake Municipalities

- a) Meeting Minutes for March 11, 2015
- b) Meeting Minutes for June 10, 2015
- c) PLWA – Update for June 10, 2015 APLM Meeting
- d) In-Lake Technical Committee Funding Request

Councillor Bell reported on highlights from the minutes of the APLM meetings held on March 11 and June 10. Positive work is being performed by the in-lake technical committee as well as from Mr. Don Davidson on the changes Alberta Health Services is making on the communication of algae advisories.

The technical committee asked Councillor Bell to determine how much funding is being committed by the APLM municipalities towards water testing; at present \$24,000 is committed but the request was for \$32,000. The range of financial commitment by Summer Villages is from \$3,500 to \$10,000; Crystal Springs had previously committed \$2,500 for water testing.

Res. # 15-73

Moved by Mayor Pratt that the Summer Village of Crystal Springs increase their support to the Alliance of Pigeon Lake Municipalities In-Lake Technical Committee for water testing from \$2,500 to \$3,000.

CARRIED

3. Council Honorarium Policy

Council will review the current policy and submit suggested revisions to Administration.

4. Fire Ban Bylaw and Fire Restrictions

Deputy Mayor Churchill indicated that the Summer Village does not have the expertise on hand to determine fire hazards, and suggested that when the County of Wetaskiwin implements a fire ban, the Summer Village should follow suit. He also suggested the addition of fire restrictions and fire pits, and that the Crystal Springs Fire Ban Bylaw should specify the allowable size of fire pit permitted in the Summer Village. Deputy Mayor Churchill and Administration will work on revisions to the Fire Ban Bylaw.

5. County of Wetaskiwin Letter Re: Range Road 11

Council reviewed a letter from the County of Wetaskiwin indicating that they are not interested in amending the existing road cost sharing formulas.

The County also requested approval from Crystal Springs and Norris Beach to share the cost of a proposed update of the Norris Beach Road Assessment Report as per the proposal received from WSP, at a cost of \$3,400.

Crystal Springs Council is not in favor of the current cost-sharing formula (1/3 each for the County, Crystal Springs and Norris Beach) and therefore is not in favor of funding 1/3 of the road assessment report as requested by the County. Crystal Springs Council also noted that there is no point in studying the road now and not proceeding with the project until likely much later, as the report will then be outdated.

Res. # 15-74

Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs do not proceed with cost sharing of a proposed update of the Norris Beach Road Assessment Report.

CARRIED

6. Resident Property Address Numbers

Deputy Mayor Churchill discussed new municipal signage and received consensus from some residents regarding some proposed new designs for the signs. A quote has been obtained from Wannasigns in Wetaskiwin for \$22/sign. Deputy Mayor Churchill recommends reflective numbers identifying the lot number be 3.5 inches high, and that only the number is reflective. It is estimated that it would cost \$15/post and \$2,000 for labor for a total of approximately \$8000 for the project.

Two designs were chosen at the Council Meeting; Wannasign will be approached to make a model of each of the two designs and they will be brought to the Annual Information Meeting for resident feedback.

Some lot numbers will need to be amended at Crystal Springs Close. Cawsey Drive will change to Crystal Springs Drive, and the residents of Cawsey Drive may choose to have something else in their neighborhood to have the name "Cawsey" in it, such as the municipal reserve in front of their properties.

Res. # 15-75

Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs proceed with the purchase and installation of municipal addressing signs, and that two prototypes be presented at the Annual Information Meeting. Crystal Springs Council will make a decision on the sign to be implemented at the next Council Meeting.

CARRIED

7. Memo Re: Fortis Advertisement

Administration advised that Fortis is not willing to pay for the newspaper advertisement for the franchise agreement. However, the cost is only \$100 and it is possible that Fortis may be able to offset costs with a grant to the Summer Village.

8. Capital Region Assessment Services Commission – 2015 CRASC Assessment Review Board Panel Members

Res. # 15-76

Moved by Mayor Pratt that in keeping with Bylaw #199, Council of the Summer Village of Crystal Springs hereby appoints those individuals listed in attached Schedule "A" for a term ending December 31, 2015 as members of the Assessment Review Board that may from time to time be required to hear assessment related complaints as permitted in the Municipal Government Act, R.S.A.2000, c.M-26.

CARRIED

9. Ice/ Water Rescue Funding

Council reaffirmed their support of the ice/water rescue initiative, with a \$5,000 capital funding donation and an annual \$1,000 operating donation.

10. Annual Information Meeting Draft Agenda

Administration created a streamlined version of a south side wastewater presentation, tailored to each Summer Village. The Lakedell Hall will be contacted as a possible venue for the Annual Information Meeting so that a PowerPoint presentation for wastewater can be shown.

Administration will contact the PLWA to send a guest speaker to speak about the water drainage initiative.

11. Crystal Springs Mediator Meeting

Council reviewed the conclusions of the Summer Village of Crystal Springs Mediation Session held on June 22, 2015 at the Providence Renewal Centre in Edmonton, AB.

12. AltaGas Natural Gas Franchise Agreement Information

Natural Gas franchise agreement information from AltaGas was included in this agenda package to demonstrate the changes between the current agreement and the proposed agreement given First Reading at today's Council Meeting.

13. Land Stewardship

This item was moved to the In Camera Session of the Agenda.

14. Boat Launch

The Public Works Supervisor has suggested that the Summer Village install a sign indicating that vehicles and trailers can't be parked at the boat launch, as it is for emergency vehicle access only.

Res. # 15-77

Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs purchase and install a sign that prohibits parking of vehicles and trailers in the boat launch enclosure, as it if for emergency vehicle access only.

CARRIED

It was noted that the boat launch requires repairs.

Res. # 15-78

Moved by Deputy Mayor Churchill that that the Summer Village of Crystal Springs perform repairs to the boat launch if costs are \$3,000 or less, and that the repairs occur by the September long weekend.

CARRIED

15. Old Store – Lot #348

The South Pigeon Lake Fire Department Deputy Chief has entered the old store and he has indicated that it is a hazard, and that children are seen playing in it. The Deputy Chief has sent a letter to Crystal Springs Mayor Pratt.

Administration will send the owner of the property a letter providing them with a copy of the Fire Department's letter and giving them notice to remedy the hazards. An update will be provided at the next Council Meeting.

16. Development Issue

Administration advised that a property is for sale in the area of Bluebird Park and that their holding tank is on municipal property in a turn-around at the end of the Summer Village. There is no longer a proper turn-around at this end of the Summer Village due to resident encroachments onto municipal property.

Res. # 15-79

Moved by Deputy Mayor Churchill that that the wastewater holding tank at #345 Crystal Springs remain in its existing location until such time that the wastewater line is constructed, or until such time as the wastewater line is deferred for a period of three or more years, at which time the owners of Crystal Springs #345 will purchase and install a new tank on their own property.

CARRIED

Administration will investigate to determine if there are other resident encroachments in the Bluebird Park area.

Res. # 15-80

Moved by Mayor Pratt that Administration send a letter to residents of the Bluebird Park area of Crystal Springs, advising them that emergency vehicles may use the land on which they are encroaching to turn around the emergency vehicles, and that any rocks on municipal property must be removed.

CARRIED

17. Next Council Meeting

The next Council Meeting is tentatively scheduled for August 14, 2015 at 10:00 am.

H. **FINANCIAL REPORTS**

1. Cheque Listing

Res. #15-81

Moved by Mayor Pratt to approve the cheque listing as information.

CARRIED

2. Financial Report

Res. #15-82

Moved by Deputy Mayor Churchill that the financial report be accepted as information.

CARRIED

3. Audit Findings

Councillor Bell noted that Council is to take an active role in financial supervision, and that accuracy rests with members of Council.

Res. #15-83

Moved by Councillor Bell that:

- 1/ Administration revise the current financial management policy, or create a financial policy if one doesn't exist.
- 2/ Council will review financial statements at each council meeting for the end of the previous month (most recent month end)
- 3/ Administration will inform council of forecasted surpluses and deficiencies at each council meeting
- 4/ Expenditures will be made in accordance with Municipal Government Act Section 248
- 5/ Budgets for the upcoming year will be considered in October/November and approved by December 31 each year.

CARRIED

I. CORRESPONDENCE / INFORMATION ITEMS

1. Alberta Government – 2015 Energize Workshop
2. ASVA McIntosh Bulrush Award
3. Edmonton Journal Article re: Algae Bloom Warnings
4. ASVA AGM Resolutions
5. Grandview Submission to ASVA re: Algae Bloom Warnings

Res. # 15-84

Moved by Councillor Bell to approve the above 5 items as information.

CARRIED

J. IN CAMERA

Res. # 15-85

Moved by Councillor Bell to go In Camera at 2:00 pm.

CARRIED

Res. # 15-86

Moved by Councillor Bell to come Out of In Camera at 2:16 pm.

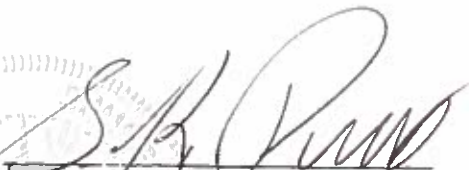

CARRIED

K. ADJOURNMENT

Res. #15-87

Moved by Councillor Bell to adjourn the meeting at 2:17pm.

CARRIED


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