

**SUMMER VILLAGE OF CRYSTAL SPRINGS  
REGULAR COUNCIL MEETING  
THURSDAY, JUNE 23, 2016 at 10:00 A.M.  
Summer Villages Office Council Chambers  
605-2<sup>nd</sup> Ave, Ma-Me-O Beach, AB**

**MINUTES**

**Present:**

Grant Churchill, Mayor  
Doris Bell, Deputy Mayor  
Kevin Pratt, Councillor

Sylvia Roy, CAO  
Gail Coleman, CFO

**A. CALL TO ORDER**

Mayor Churchill called the Meeting to Order at 10:03 a.m.

**B. DELEGATIONS / PRESENTATIONS**

1. Mrs. Darlene Bouclin, Crystal Springs Resident

At 10:04 am, Council welcomed Mrs. Darlene Bouclin, Crystal Springs resident. Mrs. Bouclin read a letter that discussed mill rates, financial statements and budget.

Mayor Churchill suggested that if there are questions regarding the finances, that residents should ask questions of Administration first prior to coming to Council. Councillor Pratt agreed that contacting Administration would be the necessary first step.

Brief discussion was held regarding the reading of the entire letter into the Minutes. Administration advised that they had contacted Alberta Municipal Affairs, who pointed to Section 201 (1) (a) of the Municipal Government Act that states that minutes are to be recorded without note or comment, and as such letters will not be read into the minutes.

**Res. # 16-148**

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

**CARRIED**

**Res. # 16-149**

Moved by Councillor Pratt that the letter from Mrs. Bouclin and Mrs. Kerr be received as information.

In Favor: Mayor Churchill, Councillor Pratt  
Opposed: Deputy Mayor Bell  
**CARRIED**

**C. ADOPTION / ADDITIONS TO AGENDA**

**Res. # 16-150**

Moved by Councillor Pratt to approve the agenda as amended.

**CARRIED**

**D. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS**

1. Regular Council Meeting Minutes of April 27, 2016

**Res. # 16-151**

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

**CARRIED**

**Res. #16-152**

Moved by Deputy Mayor Bell to approve the version of the Minutes of April 27, 2016 that she presented at the Council Meeting of May 12, 2016.

In favor: Deputy Mayor Bell  
Opposed: Mayor Churchill, Councillor Pratt  
**DEFEATED**

**Res. # 16-153**

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

**CARRIED**

**Res. # 16-154**

Moved by Councillor Pratt to approve the Council Meeting Minutes of April 27, 2016 as provided by Administration and printed in the June 23, 2016 Council Agenda package.

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

**CARRIED**

Recess: 10:29 am

Reconvene: 10:32 am

2. Regular Council Minutes of May 12, 2016

**Res. # 16-155**

Moved by Councillor Pratt to approve the Council Meeting Minutes of May 12, 2016 as amended.

**CARRIED**

**E. READING OF BYLAWS & POLICIES**

None.

**F. COUNCIL & CAO REPORTS**

1. Follow Up Sheet

The follow up sheet was reviewed.

Boat launch

**Res. # 16-156**

Moved by Deputy Mayor Bell that Administration find a locksmith and make copies of the boat launch gate key.

**CARRIED**

2. CAO Report

Deputy Mayor Bell indicated that she spoke to Alberta Municipal Affairs and received a different response with respect to the reading of letters into the Council Meeting Minutes. It is believed that this topic will be dealt with during Municipal Affairs' Municipal Inspection of the Summer Village.

3. Council Reports

Deputy Mayor Bell indicated that she attended the AUMA Mayor's Caucus, where there were 119 attendees from 76 municipalities, 16 from Summer Villages. They heard a pre-recorded speech from the Municipal Affairs Minister, who stressed regional partnerships and highlighted the modernized Municipal Government Act.

There was a discussion of review topics amongst attendees; council orientation, code of conduct and the role of the Ombudsman were covered.

Mayor Churchill indicated that he attended a South Side Wastewater Committee meeting and that there is information that came forth from MPE that will be shared with the wastewater committee.

**G. DISCUSSION ITEMS**

1. Pigeon Lake Regional Wastewater Committee

Council and Administration attended the Pigeon Lake Regional Wastewater Phase 1 Celebration event on May 27, 2016 at 1:00 pm at the Ma-Me-O Beach Community Hall.

2. South Side Wastewater Committee

Council reviewed the minutes of May 18, 2016. Highlights of the minutes included:

**Design Based Memorandum (DBM) #1 - System Hydraulic Design:**

Tank sizing and storage was discussed. MPE is recommending that any new tanks installed for use with the system be 1200 gallon 2 compartment tanks with 2 access openings – one for each compartment.

MPE would prefer a fall/spring installation schedule as there is a cost premium associated with winter work.

MPE is researching costs and benefits of placing a check valve at the property line.

**Design Based Memorandum (DBM) #2 - Collection System Design Criteria:**

Pipe sizes, ratings, depths, utility separations, isolation valves, vacuum provisions, and flushing provisions were discussed.

There will be vents, and clean outs spaced along the line. Either a high pressure wash or foam plug can be used for clean out.

The vents will be designed to accommodate a carbon filter at a later date if odours become problematic.

**Design Based Memorandum (DBM) #3 - On Lot Equipment:**

DBM #3 will be available in about two weeks. It will set out requirements for on lot tanks, pumps, alarms, electrical, check valves and other installation requirements.

As an appendix to the DBM cost estimates for three scenarios will be provided. Those being – an existing 2 compartment 2 access tank, an existing holding tank (min 1000 gallon) with pump vault, or if less than 1000 gallon with a 500 gallon secondary tank, or a new tank (minimum 1200 gallon with 2 chambers and 2 accesses.

3. Local Wastewater

a. Wastewater Project Costs

Tabled to the next Council Meeting.

b. Holding Tank Inspections

Administration presented a working document for residents to calculate their on-lot costs for hooking up to the wastewater line. A cover letter will be included that guides residents on how to use the form.

**Res. # 16-157**

**Moved by Councillor Pratt that Administration revise the on-lot cost form and cover letter so that residents can calculate their on-lot costs.**

**CARRIED**

The form will be posted on the Crystal Springs website.

Recess: 11:53 am

Reconvene: 12:04 am

**Res. # 16-158**

Moved by Deputy Mayor Bell that Administration obtain proposals from 3 companies to do holding tank inspections for existing tanks, and that the companies provide a list of what they'll be looking for and their qualifications. This is to be reviewed by Council at their next Council Meeting.

CARRIED

4. Alliance of Pigeon Lake Municipalities

**Res. # 16-159**

Moved by Mayor Churchill that the Summer Village of Crystal Springs purchase 175 Pigeon Lake Watershed Association brochures for residents.

CARRIED

**Res. # 16-160**

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

CARRIED

**Res. # 16-161**

Moved by Deputy Mayor Bell that the Summer Village of Crystal Springs post a copy of the current year's operating and capital budgets, along with the audited financial statement, on the website for public access.

In favor: Deputy Mayor Bell  
Opposed: Mayor Churchill, Councillor Pratt  
DEFEATED

Administration questioned the level of detail that would be required for the budgets. This item will be on the next Council Meeting Agenda.

5. Association of Summer Villages of Alberta

a. Funding Request for Aquatic Invasive Species

**Res. # 16-162**

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

CARRIED

**Res. # 16-163**

Moved by Deputy Mayor Bell that the Summer Village of Crystal Springs provide \$2500 to the Association of Summer Villages of Alberta to combat aquatic invasive species in Alberta lakes.

In favor: Deputy Mayor Bell  
Opposed: Mayor Churchill, Councillor Pratt  
DEFEATED

**Res. # 16-164**

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

CARRIED

**Res. # 16-165**

Moved by Councillor Pratt that the Summer Village of Crystal Springs provide \$500 to the Association of Summer Villages of Alberta to combat aquatic invasive species in Alberta lakes.

In favor: Mayor Churchill, Deputy Mayor Bell, Councillor Pratt  
CARRIED

6. Fort McMurray/ Red Cross Donation  
Council decided against providing a donation to the Red Cross.

7. Pigeon Lake Watershed Association Donation

**Res. # 16-166**

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

**CARRIED**

**Res. # 16-167**

Moved by Deputy Mayor Bell that Administration forward a cheque to the Pigeon Lake Watershed Association for 2015 as per the urging of the Pigeon Lake Renewal Group lead.

In favor: Deputy Mayor Bell  
Opposed: Mayor Churchill, Councillor Pratt  
**DEFEATED**

Councillor Pratt departed from the meeting at 12:44 pm.

8. Development Officer

**Res. # 16-168**

Moved by Mayor Churchill that Paula Lamoureux be appointed as Development Officer for the Summer Village of Crystal Springs.

**CARRIED**

Recess 12:45 pm

Reconvene 12:47 pm

9. Ice/Water Rescue Agreement

A one-time \$5,000 capital donation and annual \$1,000 donation has been given to the County of Wetaskiwin for the ice/water rescue initiative.

**Res. # 16-169**

Moved by Mayor Churchill that the Summer Village of Crystal Springs prepares a letter to the County of Wetaskiwin, asking if Leduc County could be included in the agreement and asking for a clause to be added to the agreement for the provision of an annual report on financial accountability.

**CARRIED**

10. Boat Rally

The boat rally is scheduled for August 6, 2016.

**Res. # 16-170**

Moved by Mayor Churchill that the Summer Village of Crystal Springs authorize the Recreation Boat to proceed with the 2016 boat rally including obtaining a liquor license.

**CARRIED**

Councillor Pratt rejoined the meeting at 11:58 am.

A porta potty will be required. Notice will be posted on the website.

11. Intermunicipal Development Plan – Range Road 11 / Traffic Counters

Mayor Churchill indicated that the Crystal Springs Council is not pleased with the current funding formula for Range Road 11 (Norris Beach Road). Mayor Churchill suggested traffic counters for determining an accurate level of traffic.

Res. # 16-171

Moved by Deputy Mayor Bell that as in the course of discussions with AUMA, it was revealed there were other villages or SV's did not pay the larger Municipal Districts or Counties that surrounded them, but rather the Counties paid them:

Because they are smaller,

Because the Municipal Districts and Counties have the benefit of a larger share of linear assessment (in particular villages and summer villages are provided capital funding to keep up their roads, recreational facilities, etc,

As surrounding county residents are able to benefit from Summer Village residents who frequent business establishments located in the County, which impose taxes upon such businesses, which are then built into prices paid by Summer Village residents, effectively a tax upon them,

Some county residents benefit from direct lake access via boat launches, day parks, and reserves of Crystal Springs, and

As financial and statistical information available for 2014 on the ma website shows that the County of Wetaskiwin's financial indicators demonstrate they rank at the "average" in the province (not at all a poor county near the bottom) and therefore have more than sufficient financial resources to meet obligations and responsibilities to smaller neighboring municipalities,

And as this amount to the County is taxing Crystal Springs residents and all Summer Village residents, when in fact they should be providing subsidation for our roads and other services in our smaller communities,

I move that further discussions regarding contributions of Crystal Springs ratepayers' dollars to the Norris Beach road will be discussed with Norris Beach Council.

CARRIED

12. Family & Community Support Services Program

Administration provided Deputy Mayor Bell with information on the FCSS program.

13. Renewal Group Shoreline Cleanup

Res. # 16-172

Moved by Deputy Mayor Bell that the Summer Village of Crystal Springs cover the cost overrun of \$61 for the Pigeon Lake Renewal Group's shoreline cleanup project.

CARRIED

14. Roadway Shrubs and Trees

Res. # 16-173

Moved by Mayor Churchill that the Summer Village authorize removal of trees/shrubs from 2 feet back from the edge of the road asphalt.

CARRIED

15. Annual Information Meeting

Council would like to hold their Annual Information Meeting and wastewater information meeting at the same time, which may be August 13, 20 or 27. Council would like engineers and suppliers at the meeting.

**16. Bylaw Enforcement**

Administration advised that a bylaw enforcement officer has been hired and is currently working for the Summer Village of Golden Days.

**Res. # 16-174**

**Moved by Deputy Mayor Bell that Administration bring a proposal to the next Council Meeting including a list of bylaws to be enforced.**

**CARRIED**

**17. Municipal Inspection**

A letter was received from the Minister of Municipal Affairs indicating that she will be ordering a municipal inspection into the affairs of the Summer Village.

**H. FINANCIAL REPORTS**

**1. Cheque Listing**

**Res. #16-175**

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

**CARRIED**

**2. Financial Report**

Deputy Mayor Bell indicated that she had many questions with respect to the audited financial statements but did not meet with Administration as she wants the questions resolved in public.

Administration advised that they are working on a bank error with respect to interest earned in 2015. Deputy Mayor Bell demanded copies of bank statements and bank reconciliations for the last month.

Mayor Churchill asked Deputy Mayor Bell to leave the Council Meeting due to escalation in agitation. She refused to leave.

**Res. #16-176**

**Moved by Mayor Churchill that the meeting be adjourned at 1:57 pm.**

**CARRIED**

**I. CORRESPONDENCE / INFORMATION ITEMS**

1. 2016 ASVA Annual Conference and AGM
2. Alberta Municipal Affairs – MGA Review
3. Alberta Municipal Affairs – GTF Funding
4. Alberta Municipal Affairs – MSI Funding
5. Pigeon Lake Renewal Group Shoreline Cleanup Project Evaluation

**J. IN CAMERA**



  
Grant Churchill, Mayor  
Summer Village of Crystal Springs

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