

**SUMMER VILLAGE OF CRYSTAL SPRINGS
REGULAR COUNCIL MEETING
Monday, March 9, 2009 at 9:00 a.m.
Summer Villages Office Council Chambers
Ma-Me-O Beach, AB**

MINUTES

Present:

Roger MacEachern, Mayor
Hugh Sanders, Deputy Mayor
David Hall, Councilor

Sylvia Roy, CAO
Marian Barcham, ACAO, Recording Secretary

Delegates:

John Pawluik, Auditor
Bev Schneider, CFO
Gord Lesoway, Maintenance

CALL TO ORDER

Mayor MacEachern called the meeting to order at 9:04 a.m.

DELEGATIONS / PRESENTATIONS

Delegate: John Pawluik 9:04 – 9:50

At 9:04 am Council welcomed John Pawluik, Financial Auditor for Crystal Springs who provided an update on the 2008 Audited Financial Statement.

Mr. Pawluik, reported on departmental expenses with a breakdown of Assets, Liabilities and Equities. Mr. Pawluik's explanation carried on to the Capital Fund Statement and how Capital Expenditures were covered through grants received. .

Mr. Pawluik, reports that the Summer Village of Crystal Springs has records in good standing and are up to date with grant applications and are in a good financial position. A capital budget plan needs to be decided upon for 2009 capital expenditures.

Res: #09-10

Moved by Mayor MacEachern to accept the Audited Financial Statements as presented.

CARRIED

ADOPTION / ADDITIONS / DELETIONS TO AGENDA

Res: #09-11

Moved by Deputy Mayor Sanders to adopt the agenda as amended.

CARRIED

CONFIRMATION OF MINUTES

Res: #09-12

Moved by Councilor Hall that the Regular Council Meeting Minutes of January 22, 2009, be approved as presented.

CARRIED

INFORMATION ITEMS (not copied)

None recorded for this meeting.

FINANCIAL REPORTS

2009 Draft Budget Deliberations – Bev Schneider, CFO

Chief Financial Officer, Bev Schneider

At 3:30 p.m. Council welcomed Bev Schneider, Chief Financial Officer for Crystal Springs, who spoke to Council regarding the proposed budget for 2009. Mrs. Schneider provided a detailed budget report along with a brief summary of the following.

- a. legislative changes for audit reporting for showing depreciation, asset reporting and amortization on operating expenses;
- b. report on current auditor status – to date the completion of field work has been done;
- c. reporting and explanation on revenues, expenses, and grants, within operating and capital budgets;
- d. proposed revenues and expenses for the 2009 year.

Break – Council recessed at 11:20 am and reconvened at 11:30 am.

Cash Statement and Bank Reconciliation to December, 2008 was reviewed by Council and accepted as information.

Res: #09-13

Moved by Mayor MacEachern to extend the Council Meeting beyond 3 hours

CARRIED

BUSINESS - FOLLOW UP

Newsletter to be discussed at the next meeting.

TABLED

Council recessed for lunch at 12:00 pm and reconvened at 1:00 pm

Follow Up Sheet

A review and update was done on the follow up sheet.

PUBLIC WORKS

Maintenance Report by Gord Lesoway

A discussion was held on radar enforcement and it was decided Administration draft a letter to protective services asking for radar enforcement at key times on week-ends

A discussion was held on the following items

1. Installing 4 speed bumps in the playground area.
2. Sign mounted stating no parking between mailboxes.
3. All other signs to be removed.
4. ATV's and snowmobiles to be monitored.

Other items discussed were deadfall and fire prevention, Eagle View, day Park and gravel for Cherry Street. Mr. Lesoway says he will need someone to set buoys in water before the May long weekend.

COUNCIL AND OTHER LEGISLATIVE

Pigeon Lake Lobbying Group Update

CAO, Sylvia Roy gave a brief update stating that the sub-committee of the Villages were to have met to discuss a plan.

Joint Services Committee Update

A sub-committee has been formed to amend the JSC Agreement.

Merging with County – Councillor Hall brought forward the discussion and it was tabled to the next Council meeting.

TABLED

ADMINISTRATION

At 3:30 p.m. Chief Financial Officer Mrs. Schneider brought forward budget amendments for discussion

Res: #09-14

Moved by Mayor MacEachern to accept the 2009 budget with amendments.

CARRIED

OIPC FOIP Response

The FOIP Office of the Information and Privacy Commission determined that the Summer Village of Crystal Springs had the authority to collect and disclose information related to sewage discharges.

Alberta TrailNet Mapping Project

Councillor Hall to look further into whether the Robert Stevens Trail could be part of the Alberta TrailNet Mapping Project database.

TABLED

Alberta Transportation Letter re: Gas Tax Fund

Clarification on the name change of Grant.

QMP Monitoring Results

Crystal Spring Partnership Advisor from Municipal Affairs is currently updating the Quality Management Plan.

CAO Employment Agreement

Res. #09-15

Moved by Deputy Mayor Sanders to go In Camera at 2.52 pm.

CARRIED

Res. #09-16

Moved by Mayor MacEachern to move out of In Camera at 2:58 pm.

CARRIED

Res. #09-17

Moved by Deputy Mayor MacEachern that the Summer Village of Crystal Springs enter into the CAO Employment Agreement with Sylvia Roy as presented.

CARRIED

MSP Grant Approval

The Municipal Sponsorship will be available for project approval for 2009.

POLICE SERVICES

Monthly Report 2009

The January 2009 Monthly Report was received as information

STREETS, ROADS, WALKWAYS

Trails Update

Maintenance is required on the bridge at the west end of Crystal Springs. Gord Lesoway to check into options (Kaqitayo Group) on rebuilding or repairing the bridge. Possibly this could be a cost sharing project with the County.

A discussion on the Shoreline was on the removal of caragana and tree planting. Don Davison from the Watershed Association has offered 200 spruce tree seedlings to Crystal Springs through an application approved to the Watershed Association for 2009 subject to Program Guidelines.

Don Davison's recommendation is to trim the caragana and not use herbicides. Mr Davidson was asked by Council to check or get clarification on the use of round up on the caragana roots.

Park Reserve Pathway

Gord Lesoway from maintenance will be reviewing the pathway needs as discussed.

SEWER SERVICES

Pigeon Lake Regional Wastewater Planning Committee update – Roger MacEachern

Proposal for Collection System Concept Design

Mayor MacEachern explained a RFP for Wastewater Collection System Concept Design has been sent out by the Pigeon Lake Regional Wastewater Planning Committee. Three engineering firms will be selected for presentations to the committee on Thursday, March 19, 2009.

Multi-Year Capital Infrastructure Plan

Council to prepare a Capital Infrastructure Plan for the next 5 years.

Sewer Inspection Report Update

Administration will bring an updated report to the next Council Meeting.

TABLED

Building Canada Program Fund

Res. #09-18

Moved by Councilor Hall to proceed with the Building Canada Grant for Crystal Springs Internal Wastewater System.

CARRIED

County of Wetaskiwin Correspondence re: Jim's Septic Service

Correspondence received as information.

SOLID WASTE SERVICES

Administration to draft up a letter to residents who have not yet applied for a sewage permit to meet the Provincial requirements or comply with the Wastewater Bylaw. The deadline is July 1, 2009 and penalties may apply.

LAND DEVELOPMENT

IDP Meeting with Summer Villages

A discussion was held on committee questions on structuring. Councilor Hall suggested having meetings to clarify formulas, focusing, rules on annexations and cost sharing formulas prior to the next meeting in October, 2009.

RECREATION & PARKS

Reserve Survey Update. Administration is waiting for a final report.

CAO AND COUNCIL REPORTS

Verbal report on current activities was given by CAO, Sylvia Roy.

ADJOURNMENT

Res: # 09- 19

Moved by Mayor MacEachern that the meeting be adjourned at 4:10 p.m.

CARRIED

Signed Original on File

**N. Roger MacEachern, Mayor
Summer Village of Crystal Springs**

**Sylvia Roy, CAO
Summer Village of Crystal Springs**