

**SUMMER VILLAGE OF CRYSTAL SPRINGS  
REGULAR COUNCIL MEETING  
TUESDAY, DECEMBER 3, 2013 at 10:00 A.M.  
Summer Villages Office Council Chambers  
605-2<sup>nd</sup> 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 10:06 a.m.

**B. DELEGATIONS / PRESENTATIONS**

None.

**C. ADOPTION / ADDITIONS TO AGENDA**

**Res. # 13-108**

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 October 8, 2013

**Res. # 13-109**

Moved by Deputy Mayor Churchill to approve the Regular Council Meeting Minutes of October 8, 2013 as presented.

**CARRIED**

**E. READING OF BYLAWS & POLICIES**

1. Bylaw #215, Development Permit Bylaw

**Res. # 13-110**

Moved by Deputy Mayor Churchill to give 1<sup>st</sup> Reading to Bylaw #215, Development Permit Bylaw, as amended.

**CARRIED**

2. Policy #17-2013, Compliance Certificates

**Res. # 13-111**

Moved by Deputy Mayor Churchill to approve Policy #17-2013, Compliance Certificates, as presented.

**CARRIED**

**F. COUNCIL & CAO REPORTS**

1. Follow Up Sheet.

The Follow up sheet was reviewed.

**G. DISCUSSION ITEMS**

1. Association of Pigeon Lake Municipalities
  - a) Minutes of November 19, 2013

Council reviewed the Minutes of November 19, 2013.

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b) Resolution for Regional Collaboration Grant

**Res. # 13-112**

**Moved by Councillor Pratt:**

**Be it resolved that we authorize the Summer Village of Crystal Springs to participate in an application for the project entitled "Improve the Health of Alberta Lakes – An In-Lake Investigation, Plan and Pilot Project", submitted by the Summer Village of Argentia Beach under the Strategic Initiatives component of the Regional Collaboration Program; further that the Summer Village of Crystal Springs, a participant, agrees to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.**

**CARRIED**

2. Pigeon Lake Regional Wastewater Project Update

Deputy Mayor Churchill updated Council on a meeting that took place on Tuesday, November 26<sup>th</sup> at which tenders were reviewed and costs were discussed. Lift stations will be re-bid to find reductions in cost. Funding scenarios were also discussed and will be further discussed once lift station tenders are received. Crystal Springs' share will be 11.59% of the cost.

**Res. #13-113**

**Moved by Deputy Mayor Churchill to go In Camera at 11:16 am.**

**CARRIED**

**Res. #13-114**

**Moved by Deputy Mayor Churchill to come out of In Camera at 11:17 am.**

**CARRIED**

3. Battle River Watershed Alliance Funding Request

**Res. #13-115**

**Moved by Councillor Pratt that the Summer Village of Crystal Springs provide the Battle River Watershed Alliance with a donation of \$100 for 2014.**

**CARRIED**

4. Joint Services Committee

Deputy Mayor Churchill advised Council of the potential to purchase a tailgate spreader. There is a minimal cost outlay, it would be owned and operated by the Summer Village of Ma-Me-O Beach and there would be a user pay formula.

**Res. #13-116**

**Moved Deputy Mayor Churchill by that the Summer Village of Crystal Springs enter into the joint purchase of a tailgate sander at a cost of \$150.**

**CARRIED**

5. Intermunicipal Development Plan – 10 Year Plan

Council briefly reviewed the 10 year capital and operating plan as part of the intermunicipal development plan agreement, as provided by the County of Wetaskiwin.

Recess: 11:51 am

Reconvene: 11:55 am

6. Association of Summer Villages of Alberta

**Res. #13-117**

**Moved by Councillor Pratt that the Summer Village of Crystal Springs send a letter to the Alberta Minister of Municipal Affairs with respect to the review of the Municipal Government Act, and advise the Minister of the sustainability of Summer Villages.**

**CARRIED**

7. Regional Emergency Management Project Update

Deputy Mayor Churchill reported on the Regional Emergency Management orientation and committee meeting for the regional emergency management organization. Fees decided by the number of lots.

**Res. #13-118**

**Moved by Deputy Mayor Churchill supports the regional emergency management organization in principle, with costs to be allocated on a per lot basis.**

**CARRIED**

**Res. #13-119**

**Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs fund their portion of 2013 expenses, amounting to approximately \$1300.**

**CARRIED**

8. Capital Region Assessment Services Commission

Councillor Pratt reported on the CRASC meeting held on November 13, 2013 in Edmonton. Councillor Pratt advised that board members were elected; the individual representing Summer Villages is Doug Thomas, Mayor of the Summer Village of Seba Beach. There will be an increase in our annual fees by \$ .25 per parcel for the 2014 year (to \$17.50 per parcel). Residents are encouraged to speak to the assessor and examine the tax roll prior to filing an appeal. Fifteen Alberta Summer Villages currently contract with Capital Region Assessment Services Commission.

9. Development Officer Resolution

**Res. #13-120**

**Moved by Deputy Mayor Churchill to appoint Gail Coleman as Development Officer for the Summer Village of Crystal Springs, and that in her absence, the Chief Administrative Officer will fulfil the role of Development Officer.**

**CARRIED**

10. South Side Wastewater

The Summer Village of Crystal Springs is applying for a Regional Collaboration Grant for the south side wastewater project to investigate subject matter such as governance models, tie-ins, types of pumps, detailed design drawings, etc.

**Res. #13-121**

**Moved by Councillor Pratt:**

**Be it resolved that we authorize the Summer Village of Crystal Springs to participate in an application for the project entitled "Contributing to the Health of Pigeon Lake – South Side Wastewater Collaboration Plans", submitted by the Summer Village of Crystal Springs for the Regional Collaboration Program; further that the Summer Village of Crystal Springs, the applicant, agrees to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.**

**CARRIED**

11. Snow Clearing

**Res. #13-122**

Moved by Deputy Mayor Churchill that Administration is authorized to contract equipment large enough to clear and widen the road of snow windrows if two-way traffic becomes impeded.

CARRIED

12. Strategic Plan

The strategic plan was reviewed and revised for 2014. Discussion occurred with respect to emergency contacts for residents.

**H. FINANCIAL REPORTS**

1. Cheque Listing

**Res. #13-123**

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

CARRIED

2. Financial Report

**Res. #13-124**

Moved by Deputy Mayor Churchill to approve the financial report as information.

CARRIED

Recess: 12:35 pm

Reconvene: 1:06 pm

3. Draft 2014 Budget

**Res. #13-125**

Moved by Councillor Pratt to approve the 2013 Budget as the interim budget for the Summer Village of Crystal Springs in 2014.

CARRIED

4. Resolution for Council Reserves

**Res. #13-126**

Moved by Councillor Pratt to transfer the reserve balances as follows:

Operating Reserve – Administration: transfer to Tax Stabilization Reserve

Operating Reserve – Trails: transfer to Tax Stabilization Reserve

Capital Reserve – Administration: transfer to Tax Stabilization Reserve

Capital Reserve – Recreation: transfer to Tax Stabilization Reserve

Operating Reserve – Waste Management: Transfer to Capital Reserve Waste Management

CARRIED

The new reserve balances are now as follows:

Operating Reserve – Tax Stabilization: \$63,055.43

Capital Reserve – Roads: \$75,339.00

Capital Reserve – Waste Management: \$142,893.31

5. Resolution for Signing Authority

**Res. #13-127**

Moved by Councillor Pratt to remove Terri Wiebe and appoint Gail Coleman as a signing authority, and as an authorized contact for financial information with Alberta Treasury Branches.

CARRIED

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6. Association of Pigeon Lake Municipalities 2013 Membership Fee

**Res. #13-128**

Moved by Councillor Pratt that the Summer Village of Crystal Springs pay \$500 for the Association of Pigeon Lake Municipalities for 2013 membership fees.

**CARRIED**

**I. CORRESPONDENCE / INFORMATION ITEMS**

1. PLPS Monthly Service Report – October, 2013
2. Family & Community Support Services 2013 Overview
3. Teamsters Canada Letter
4. CUPW – The Future of Canada Post

**Res. #13-129**

Moved by Deputy Mayor Churchill to approve the above four items as information.

**CARRIED**

**J. ADJOURNMENT**

**Res. #13-130**

Moved by Councillor Pratt to adjourn the meeting at 3:23 pm.

**CARRIED**



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Doris Bell, Mayor  
Summer Village of Crystal Springs



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

