

**SUMMER VILLAGE OF CRYSTAL SPRINGS
REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 10, 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
Gail Coleman, CFO

A. CALL TO ORDER

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

B. DELEGATIONS / PRESENTATIONS

Mr. Dumkee read the letter provided to Council. The letter referred to the recently released wastewater brochure and the sewer meeting that took place in the day park. A question arose regarding the grant funding for engineering reports; this is to be discussed further during this Council Meeting. Mr. Dumkee stated that there is inaccurate information in the wastewater brochure. Mr. Dumkee indicated that the residents that are a party to the letter want the process of choosing a local sewer open to the public, and that they want a volunteer resident advisory group. Mr. Dumkee concluded at 10:15 am.

C. ADOPTION / ADDITIONS TO AGENDA

Res. # 15-148

Moved by Councillor Bell to approve the agenda as amended.

CARRIED

Recess: 10:24 am

Reconvene: 10:35 am

D. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

1. Regular Council Meeting Minutes of October 14, 2015

Res. # 15-149

Moved by Councillor Bell to approve the Regular Council Meeting Minutes of October 14, 2015 as amended.

CARRIED

CAO Roy read an excerpt from the approved Crystal Springs Council Meeting Minutes of May 20, 2015 that states as follows:

Deputy Mayor Churchill indicated that there was misunderstanding when Councillor Bell emailed amendments to Council Minutes. A process is required for amending minutes. Council Members will be required to send their suggested revisions to the CAO, and the amendments are to be discussed at the Council Meeting.

Council discussed and decided that draft minutes will be sent to Council within 7 business days.

E. READING OF BYLAWS & POLICIES

F. COUNCIL & CAO REPORTS

Councillor Bell reported that she attended the Alliance of Pigeon Lake Municipalities in-lake technical committee meeting after the last Crystal Springs Council meeting. The committee met with University of Alberta professor Dr. Vinebrook, who has undertaken a two year study of biota in the lake.

Councillor Bell indicated that she will be attending another APLM Meeting on November 18 and a south side wastewater committee meeting on November 19. Administration and Graeme Langford, P. Eng, are expected to present a wastewater infrastructure plan at the wastewater committee meeting.

Councillor Bell stated that in 2010 she was fortunate to be awarded a Women in Government bursary which was used towards a course in the Elected Officials Education Program and to take part in a community engagement course delivered by Municipal Affairs. The Public Input Toolkit states "1. Public input is part of the municipal decision making process. Public input approaches decision-making with the assumption that communication and public input will improve decisions. Those who assume it is an "extra" demand face more effort in long run because affected citizens become more assertive in their effort to be heard, and Council and Administration spend much more time resolving the issues that emerge.

Municipal councils make decisions in public for the public good. The process supports involvement of citizens in these public decisions.

Public input by a municipality is valuable to a municipality when a decision to be made for three important reasons:

1. It leads to greater satisfaction and better relationships with citizens.
2. It reduces complaints and concerns that arise late in the process and cause expensive delays and responses.
3. It leads to better solutions.

Elected officials play an important role in the process of gathering public input "empowering" agents who assure people their opinions and concerns matter. ...In these cases, the councillor can help determine how to participate effectively, and can also ensure that important public questions are raised in Council.

2. When ...? Public input is essential to the municipal decision process. The Municipal Government Act (MGA) establishes a legal requirement for Council and Council committees to conduct business in public and to ensure the public is notified of certain kinds of decisions. Much of the business of municipal councils is enhanced by public input.

While there are decisions made by municipalities that normally do not include public input (routine, small), Public input processes become more important when the municipality is making decisions called consultative decisions. These have one or more of the following characteristics:

1. Public notification and input are required by law (see MGA requirements in the Introduction).
2. The decision is a known concern of other parties, or is likely to have a significant impact on other parties.
3. The decision affects society's moral or emotional expectations.
4. The decision affects the "comfort envelope" (lifestyle or habits) of citizens.
5. People perceive there are risks associated with the decision
6. Council or administration requests public input prior to making the decision

Consultative decisions are common. However, the final decision rests with Council.

For consultative decisions often involves moral or emotional elements. Collaborative processes ...can create greater "buy-in" and even "co-investment" (i.e. partners) from those at the table. ...When a municipality embarks on a collaborative decision process, Council must recognize that **parties who share in the investment expect to share in the decision.** There must be assurances these partners will be heard and their wishes respected. ...

Public Engagement Toolkit, Pp 1-1 to 1-3

G. DISCUSSION ITEMS

2. Local Wastewater Proposals

The procurement policy #10-2009 was reviewed which states: "2. Vendor Selection: ...(c) Purchases of goods and services for an estimated value of between \$2,500 and \$10,000 may be purchased from the

lowest cost vendor based on written quotations from 2 qualified vendors." Administration recommended that two engineering companies provide reports on gravity vs low pressure systems.

Res. # 15-150

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

CARRIED

Res. # 15-151

Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs obtain two quotes for the cost comparison of gravity vs low pressure wastewater systems.

In Favor: Mayor Pratt, Deputy Mayor Churchill

Opposed: Councillor Bell

CARRIED

Res. # 15-152

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

CARRIED

Res. # 15-153

Moved by Councillor Bell that given the residents of Crystal Springs continue to recommend a volunteer resident group to provide public input on the sewer system, that Council support the formation of a citizen advisory committee for the sewer.

In Favor: Councillor Bell

Opposed: Mayor Pratt, Deputy Mayor Churchill

DEFEATED

3. Old Store Property

Deputy Mayor Churchill indicated that he asked Alberta Health to become involved in getting the old store property repaired or destroyed; Alberta Health will be sending a letter to the owner within a few weeks.

Discussion occurred with respect to the installation of the sewer line and that the installers may or may not come into contact with contaminated soil as the old store used to also be a gas station. It is the Summer Villages obligation to provide the contractor with information if the soil is contaminated. Two bore holes will need to be drilled to test the soil to determine if it's hazardous waste.

Res. # 15-154

Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs perform a Phase 2 analysis to test the soil where the proposed wastewater line would be installed.

CARRIED

4. Municipal Addressing

At this time, services are being marked in the road right of way for the installation of posts for the municipal addressing signs. The posts will be installed now, then the signs can be installed after freeze up if required. A document was created that allows input from residents on where they want their addressing sign installed (ie) on a post, garage, etc) so long as it's clearly visible from the road. The resident will accept responsibility for the sign if it's posted on their own building.

Res. # 15-155

Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs approve the municipal addressing document that affords residents with some flexibility of where to place their municipal addressing sign.

CARRIED

5. CAO Evaluation

Deputy Mayor Churchill distributed a package to Mayor Pratt and Councillor Bell, which needs to be completed by December 15.

6. Emergency Services

Deputy Mayor Churchill advised that the ice/water rescue project is within \$7,000 of its \$130,000 goal. The County of Wetaskiwin is to develop contracts with the Summer Village and, upon approval, training will start for ice rescue once the lake freezes over. Water rescue will start after the May long weekend, and services will be extended to include farm dugouts and mutual aid.

Deputy Mayor Churchill presented a notice that is intended for residents to record their address, phone number and other pertinent emergency information. This will be posted on the website for residents, and postcards will be made for residents to record this information. The postcards will be available at the Summer Villages Office and handed out by Council Members.

Res. # 15-156

Moved by Deputy Mayor Churchill that the Summer Village of Crystal Springs purchase emergency services information postcards for Crystal Springs residents.

CARRIED

H. FINANCIAL REPORTS

I. CORRESPONDENCE / INFORMATION ITEMS

J. IN CAMERA

K. ADJOURNMENT


Res. #15-157

Moved by Deputy Mayor Churchill to adjourn the meeting at 11:45 a.m.

CARRIED



Kevin Pratt, Mayor
Summer Village of Crystal Springs



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