

**SUMMER VILLAGE OF CRYSTAL SPRINGS
REGULAR COUNCIL MEETING
WEDNESDAY, APRIL 27, 2016 at 10:00 A.M.
Summer Villages Office Council Chambers
605-2nd 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 10:00 a.m.

B. DELEGATIONS / PRESENTATIONS

1. Seniuk & Company Chartered Accountants

At 10:01 am Council welcomed Seniuk & Company representative, Mr. John Timms. Mr. Timms indicated that the Summer Village of Crystal Springs is in a healthy position, nothing came to their attention and they always enjoy working with Ms. Gail Coleman, CFO. Mr. Timms stated that in his opinion, nothing was materially misstated based on his audit work.

Mr. Timms departed at 10:31 am.

2. Mrs. Linda Kerr, Crystal Springs Resident

At 10:32 am Council welcomed Mrs. Linda Kerr, Crystal Springs resident, acting on behalf of the Petition Resident Group. Mrs. Kerr read a letter to Council and Administration regarding the Regular Council Meeting Minutes of January 13, 2016. Mrs. Kerr requested that the minutes be amended to add information regarding costs associated with the wastewater project and that each resident should be informed of costs in writing.

Secondly, Mrs. Kerr requested that discussion between the gallery and Council at the Council Meeting be added to the January 13, 2016 Regular Council Meeting Minutes.

Thirdly, Mrs. Kerr requested that Councillor Pratt or Council make a resolution at this Council Meeting regarding holding a public open house regarding wastewater, after which the residents should be given time to form a consensus on what action they wish to proceed with.

Mrs. Kerr ended her presentation at 10:40 am.

Mayor Churchill asked Council if any of the Council Members had any time constraints, as it appeared that the Council Meeting could run over three hours in duration. No issues were noted by the Council Members with respect to timelines.

Mayor Churchill asked if there were any changes/additions to the Council Meeting Agenda. Administration advised that a letter was received on April 26, 2016 by the resident petition group for Crystal Springs Council and Administration. Deputy Mayor Bell suggested that the letter be put on the next Council Meeting Agenda.

3. Mr. Ron Lajeunesse, Crystal Springs Resident

At 10:45 am Council welcomed Mr. Ron Lajeunesse, who had provided a proposal to Council on behalf of the Pigeon Lake Renewal Group. The Pigeon Lake Renewal Group asked Council to fund a shoreline remediation project that will prevent the development of more algae and related illness, facilitate some

progress towards improved esthetics and public perception of the lake, and please residents and visitors who desire comfortable and clean enjoyment of the lake and its amenities.

Mr. Lajeunesse stated four objectives for their initiative: 1) to prevent the return of algae to the lakebed; 2) aesthetics; to serve as a model to the lake community, and 4) to involve the community into watershed activities. Mr. Lajeunesse indicated that all 4 objectives can be achieved but a Council decision is needed at this Council meeting because Alberta Environment approval (permit) needs to be sought, and they need Council to agree on any financing for the project.

The shoreline remediation project involves picking up heavy algae masses with vehicles on tracks, and putting the algae on Bluebird Park and the boat access. Once dried, the algae will be removed. The Renewal Group will endeavor to have the material removed by May long weekend.

Mr. Ian Rawlinson, also of the Pigeon Lake Renewal Group, stated that he has spoken to residents from around the lake and has largely received positive feedback. Teams of people will be coming in to remove the algae off of the beach; they will be heavily supervised and respectable to residents. A contractor will be hired who has a specially designed boom, which can skim the top of the water where there is floating sludge at the west end of the Summer Village.

A follow up report will be drafted by the Pigeon Lake Renewal Group Representatives.

Council thanked Mr. Lajeunesse and Mr. Rawlinson for their presentation.

Recess: 11:09 am

Reconvene: 11:17 am

4. Mr. Dale McLure, Sentry Water & Wastewater Solutions

At 11:17 am Council welcomed Mr. Dale McLure, President of Sentry Water & Wastewater Solutions Inc. The different stages (phases) of inspection for private sewage disposal systems was discussed, which included:

- **Stage 1 – Inventory Assessment** (\$110 - \$120/lot)
 - The purpose of the Inventory Assessment was to complete an initial assessment of the tank including the following:
 - Tank Location (and could be done by GPS)
 - Depth
 - Size
 - Open all ports/lids and complete a visual and camera inspection
 - Note any site restraints – tank under deck, buried ports, etc.
 - Note any obvious non-compliance issues (i.e. water well within allowed distance, noticeable leaks in the riser or tank above wastewater level)
 - Determine holding tank accessibility
 - Complete a preliminary report
 - The Summer Villages typically provided an initial sketch of each property showing the location of relevant items (house, holding tank, well, etc.)
 - The Summer Villages also provided notice to the homeowners in advance of the inspections in other Summer Villages. Sentry then completed approximately 10 lots per day.

Mr. McLure noted that there is also a septic field inspection that is available, for a fee of \$250 plus GST.

- **Stage 2 – Holding Tank Inspection*** (\$800 to \$900 per lot)
 - The purpose of the holding tank inspection is to confirm if the tank is adequate.
 - There was a crew from three different companies on site as follows:
 - Sentry Water and Wastewater (Dale's company representative)
 - Vacuum Truck to remove the sludge in the tank
 - Jetting and Camera company to clean out the tank – it was noted there was typically a crust or sludge build up at the corners of the tank and on the floor.
 - Procedure:
 - Vacuum out the tank
 - Clean out the tank (jetting company) – particularly the base and corners where sludge accumulates.
 - Video the tank and inlet/outlet pipes.
 - If the homeowner is present have them flush water down the toilets/drains.
 - Confirm if electrical and controls exist
 - Place sewage back in the tank
 - Complete a report on the findings and determine if the tank is compliant.

- **Stage 3 – Additional Phases**
 - Stage 3 was meant for lot owners who wanted further information and inspections completed (typically where they may not agree if their tank was labelled non-compliant). In the previous inspections in other Summer Villages, no lots went to this stage.

Mr. McClure noted that if the holding tank didn't pass the Phase 1 inventory assessment, then there was no point in proceeding to Phase 2 of inspection as the tank didn't comply.

Mr. McClure indicated that his company is provincially accredited with general liability and errors & omissions insurance as well as WCB. His employees and equipment are clean and reporting structure is sound.

The benefits of water tight holding tanks were discussed. If the tank isn't water tight, groundwater enters the tank and will go to a lagoon designed for sewage. Remediation work would need to be done on the tank and/or the tank would need to be replaced.

Mr. McClure stated that he would attend public open house meetings.

Council thanked Mr. McClure departed from Council Chambers at 12:11 pm.

Res. #16-69

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

CARRIED

Res. #16-70

Moved by Mayor Churchill that the Crystal Springs Regular Council Meeting of April 27, 2016 exceed three hours in duration.

**In Favour: Mayor Churchill, Councillor Pratt
Opposed: Deputy Mayor Bell**

DEFEATED

Follow Up to Delegations

1. Pigeon Lake Renewal Group Delegation

Res. # 16-71

Moved by Councillor Pratt that the Summer Village of Crystal Springs fund the requested \$5400 to the Pigeon Lake Renewal group for the shoreline remediation project.

CARRIED

2. Mrs. Kerr Delegation

Res. #16-72

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

CARRIED

Res. #16-73

Moved by Deputy Mayor Bell that following the completion of MPE's final design and detailed cost estimates and funding plans, and an inclusive on-lot installation average cost estimate for hookup (including material and labor costs: for tank inspection, line installation, pump and container, filter, check valves, electrical installation, any other expenses deemed necessary by the engineer) for individual homeowners, Council will hold a public open house (per previous resolution May 20/15 #15-54) to inform residents as soon as possible, and once this information is available, which results in informed understanding of these issues, and after this public meeting reasonable time should be given to residents to form a consensus on what action they wish to proceed with.

In Favor: Deputy Mayor Bell

Opposed: Mayor Churchill, Councillor Pratt

DEFEATED

Mayor Churchill stated that the public open house will be held once more information is received. Council is currently waiting for reports from MPE, which should be received within the next month or so.

C. ADOPTION / ADDITIONS TO AGENDA

Res. # 16-74

Moved by Councillor Pratt to approve the agenda as presented.

CARRIED

Res. #16-75

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

CARRIED

Res. #16-76

Moved by Deputy Mayor Bell that the entire Crystal Springs Council Agenda Package be posted on the website prior to the Crystal Springs Council Meetings.

In Favor: Deputy Mayor Bell

Opposed: Mayor Churchill, Councillor Pratt

DEFEATED

D. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

1. Organizational Meeting Minutes

Res. #16-77

Moved by Councillor Pratt to approve the Organizational Council Meeting Minutes of March 9, 2016 as presented.

CARRIED

2. Regular Council Meeting Minutes of March 9, 2016

Res. #16-78

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

CARRIED

Res. #16-79

Moved by Councillor Pratt to approve the Organizational Council Meeting Minutes of March 9, 2016 as presented and printed in the Council Meeting Agenda Package of April 27, 2016.

In Favour: Mayor Churchill, Councillor Pratt

Opposed: Deputy Mayor Bell

CARRIED

Res. #16-80

Moved by Mayor Churchill to review Deputy Mayor Bell's proposed revisions to the Crystal Springs March 9, 2016 Regular Council Meeting Minutes at the next meeting of Council.

CARRIED

Res. #16-81

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

CARRIED

Res. #16-82

Moved by Deputy Mayor Bell that the Summer Village of Crystal Springs send a letter to the Chairman of the South Side Wastewater Committee to inform him that at the April 20, 2016 meeting with Council and MPE, that it's preferable to have the main route of the wastewater line go from Crystal Springs and be taken up Norris Beach road.

In Favor: Deputy Mayor Bell

Opposed: Mayor Churchill, Councillor Pratt

DEFEATED

Res. #16-83

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

CARRIED

Res. #16-84

Moved by Deputy Mayor Bell that Administration provide a report to Council regarding the legislative and legal authority for an intermunicipal committee to delegate authority for budgeting and decision making to an Administrative technical committee comprised of no elected officials for the next council meeting.

In Favor: Deputy Mayor Bell

Opposed: Mayor Churchill, Councillor Pratt

DEFEATED

E. READING OF BYLAWS & POLICIES

1. Bylaw #224, Procedural Bylaw

Res. #16-85

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

CARRIED

Res. #16-86

Moved by Deputy Mayor Bell to table Readings of Bylaw #224, Procedural Bylaw, until the next Council meeting as there is nothing emergent about the suggested changes.

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

Res. #16-87

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

CARRIED

Res. #16-88

Moved by Councillor Pratt to give First Reading to Bylaw #224, Procedural Bylaw, as amended.

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

Res. #16-89

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

CARRIED

Res. #16-90

Moved by Councillor Pratt to give Second Reading to Bylaw #224, Procedural Bylaw, as amended.

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

Res. #16-91

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

CARRIED

Res. #16-92

Moved by Councillor Pratt to proceed to Third Reading to Bylaw #224, Procedural Bylaw, as amended.

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

F. FINANCIALS

1. 2016 Budget

Res. #16-93

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

CARRIED

Res. #16-94

Moved by Deputy Mayor Bell to raise a formal objection to Administration's lack of appropriate financial management.

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

Res. #16-95

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

CARRIED

Res. #16-96

Moved by Deputy Mayor Bell to table the discussion and reconvene in two weeks for a Special Council Meeting to decide on the 2016 Budget and 2016 Tax Rate Bylaw for the Summer Village of Crystal Springs.

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

Res. #16-97

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

CARRIED

Res. #16-98

Moved by Deputy Mayor Bell that the expenses for the Summer Village of Crystal Springs be reduced by 2% given that the expenses required to run the Summer Village are 40% more than the actual cost.

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

Res. #16-99

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

CARRIED

Res. #16-100

Moved by Deputy Mayor Bell that Council has not received the financial analysis that was promised on April 27, 2016 by Administration and would reprimand Administration with letters on their files.

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

Debate occurred regarding disrespect toward Administration and Mayor Churchill reminded Council of the Code of Ethics and Conduct Policy.

Res. #16-101

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

CARRIED

Res. #16-102

Moved by Deputy Mayor Bell to adjourn the Council Meeting.

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

Res. #16-103

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

CARRIED

Res. #16-104

Moved by Councillor Pratt that the Summer Village of Crystal Springs to approve the budget and adopt a 0% overall increase for Crystal Springs for 2016.

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

2. 2015 Audited Financial Statements

Res. #16-105

Moved by Councillor Pratt to transfer \$90,000 surplus into the wastewater reserve.

CARRIED

Res. #16-106

Moved by Councillor Pratt to approve the 2015 Crystal Springs audited financial statements and that they are posted on the Crystal Springs website.

CARRIED

Res. #16-107

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

CARRIED

Res. #16-108

Moved by Deputy Mayor Bell to adjourn the Council Meeting at 1:51 pm.

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

Res. #16-109

Moved by Councillor Pratt that the next Crystal Springs Regular Council Meeting be held on Thursday, May 12, 2016 at 10:00 am at the Summer Villages Office.

CARRIED

Deputy Mayor Bell departed from the Council Meeting at 1:52 pm.

G. **READING OF BYLAWS & POLICIES**

2. Bylaw #223, Rates of Taxation for 2016

Res. #16-110

Moved by Councillor Pratt to give First Reading to Bylaw #223, Rates of Taxation for 2016, as presented.

CARRIED

Res. #16-111

Moved by Councillor Pratt to give Second Reading to Bylaw #223, Rates of Taxation for 2016, as presented.

CARRIED

H. COUNCIL & CAO REPORTS

1. Follow Up Sheet
Tabled to the next Council Meeting.
2. CAO Report
Tabled to the next Council Meeting.

I. DISCUSSION ITEMS

1. Pigeon Lake Regional Wastewater Committee
Tabled to the next Council Meeting.
2. South Side Wastewater Committee
Tabled to the next Council Meeting.
3. Wastewater Project Analysis
Tabled to the next Council Meeting.
4. Alliance of Pigeon Lake Municipalities
Tabled to the next Council Meeting.
5. Association of Summer Villages of Alberta
 - a. Funding Request for Aquatic Invasive Species
Tabled to the next Council Meeting.
6. Alberta Municipal Affairs – Petition for Inquiry
Tabled to the next Council Meeting.
7. Weed Inspector
Tabled to the next Council Meeting.
8. Development Officer
Tabled to the next Council Meeting.
9. Mediator Request – Policy #13-2011, Council Code of Ethics and Conduct
Tabled to the next Council Meeting.

J. FINANCIAL REPORTS

3. Cheque Listing
Tabled to the next Council Meeting.
4. Financial Report
Tabled to the next Council Meeting.

K. CORRESPONDENCE / INFORMATION ITEMS

1. AUMA Board News
2. Yellowhead Regional Library
3. Alberta Seniors and Housing
4. CARL Forum

L. IN CAMERA

1. Crystal Springs Store and Farm
Tabled to the next Council Meeting.

M. ADJOURNMENT


Res. #16-112

Moved by Councillor Pratt to adjourn the meeting at 1:54 p.m.

CARRIED



Grant Churchill, Mayor
Summer Village of Crystal Springs



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