

**SUMMER VILLAGE OF CRYSTAL SPRINGS  
REGULAR COUNCIL MEETING  
THURSDAY, AUGUST 11, 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 10:00 a.m.

**B. DELEGATIONS / PRESENTATIONS**

1. Mrs. Darlene Bouclin, Crystal Springs Resident

At 10:01 am, Council welcomed Mrs. Darlene Bouclin, Crystal Springs resident. Mrs. Bouclin read a letter that asked that final engineering reports be reviewed by residents before approval by Council, and that Council not make any financial decisions or sign any contracts with respect to the wastewater project.

**Res. # 16-181**

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

**CARRIED**

**C. ADOPTION / ADDITIONS TO AGENDA**

**Res. # 16-182**

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 June 23, 2016

**Res. # 16-183**

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

**CARRIED**

**Res. # 16-184**

Moved by Councillor Pratt to adopt the Regular Council Meeting Minutes of June 23, 2016 as presented in the agenda package by Administration.

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

Deputy Mayor Bell objected that the minutes did not reflect what she had said, even motions she had made, at the meeting. .

2. Special Council Minutes of June 29, 2016

**Res. # 16-185**

Moved by Councillor Pratt to approve the Special Council Meeting Minutes of June 29, 2016 as presented.

**CARRIED**

**E. READING OF BYLAWS & POLICIES**

None.

**F. COUNCIL & CAO REPORTS**

1. Follow Up Sheet

The follow up sheet was reviewed.

**Res. # 16-186**

**Moved by Councillor Pratt that Administration ask the owners of the old store property an action plan with timelines for the demolition of the old store building.**

**CARRIED**

2. CAO Report

No questions arose from review of the CAO report.

3. Council Reports

Deputy Mayor Bell questioned the discussion that Mayor Churchill and Councillor Pratt had with members of the Pigeon Lake Renewal League.

**G. DISCUSSION ITEMS**

1. Pigeon Lake Regional Wastewater Committee

**Res. # 16-187**

**Moved by Deputy Mayor Bell that Administration include the Regional Wastewater Committee Meeting Minutes in the Crystal Springs Council agenda package, when the minutes are received.**

**CARRIED**

2. South Side Wastewater Committee

Council reviewed the south side wastewater committee meeting minutes of July 6, 2016.

Administration was asked to provide accounting for the regional collaboration grant for the next Council Meeting.

Deputy Mayor Bell asked that Design Basis Memorandums 1-3 be circulated to Council.

**Res. # 16-188**

**Moved by Deputy Mayor Bell that in keeping with the delegation letter of today, that Administration post summaries of the Design Basis Memorandums on the Crystal Springs website.**

**CARRIED**

Administration indicated that if there are questions arising from the summaries, the questions may need to go back to the engineers and this would be charged back to the Summer Village of Crystal Springs.

3. Local Wastewater Project

a) Wastewater On-Lot Cost Estimating Template

Administration indicated that the template can't be posted on the website as it is an executable file and it won't download; however, it can be emailed upon request or a hard copy provided.

b)Wastewater Presentation for Annual Information Meeting

Council reviewed the wastewater presentation provided by Administration for the Annual Information Meeting.

c)Wastewater Question & Answer Document

Council reviewed the wastewater question and answer document for residents.

d)Holding Tank Inspections

Administration provided Council with information regarding the Request for Proposal responses; only one response was received.

Recess 11:23 am  
Reconvene 11:33 am

Councillor Pratt suggested that inspecting holding tanks now could be a waste of money as the tanks will need to be inspected during hookup to the wastewater line.

**Res. # 16-189**

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

**CARRIED**

**Res. # 16-190**

**Moved by Councillor Pratt that the Summer Village of Crystal Springs not proceed with holding tank inspections being done for residents at the cost of the Summer Village.**

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

e)Resolution Regarding Hooking Up to Wastewater Line

Councillor Pratt stated that the Summer Village of Crystal Springs has Wastewater Bylaw #212 passed in 2013 stating that residents will hook up to the wastewater line within one year of the line being available.

**Res. # 16-191**

**Moved by Mayor Churchill that:**

- a. Administration make every effort to include as much of the hook up costs as possible under existing grants and / or loans
- b. That all developed lots must have a tank inspection before hook up
- c. Undeveloped lots are not required to hook up to the local collection line until the lot is developed. However, if the property owner wishes to purchase a tank, the lot will be considered as a developed lot for the purposes of available funding. Regardless of hookup, the property owner will be responsible for their share for the maintenance and repair of the wastewater lines
- d. All lot owners allowing contractors on their property to install and hook up their tanks into the local collection line may receive total funding for the hook up excluding tank costs, the cost of the plumbing permit and the restoration of

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the lot after the tank hookup is completed and passes inspection

- e. That filter cleaning costs be added to the tax levy every 2 years if arrangements can be made to do so cost effectively.
- f. That the Summer Village of Crystal Springs can borrow up to \$500,000 to pay for the wastewater connection to the local line. This loan will be paid back over 20-30 years by an annual fee on the yearly taxes.

Recess: 12:06 pm  
Reconvene: 12:12 pm

**CARRIED**

4. Alliance of Pigeon Lake Municipalities

The Pigeon Lake Regional Chamber of Commerce is proposing a joint initiative with the Alliance of Pigeon Lake Municipalities for the engagement of external communications services and is also asking for financial support of this project.

Mayor Churchill suggested that this item be first discussed at the APLM to see what their recommendation is for this initiative.

5. CRASC 2016 Assessment Review Board Panelists

Res. # 16-192

Moved by Councillor Pratt that in keeping with Bylaw #199, Council of the Summer Village of Crystal Springs hereby appoints those individuals listed in Schedule "A" for a term ending December 31, 2016 as members of the Assessment Review Board that may from time to time be required to hear assessment related complaints as permitted in the Municipal Government Act, R.S.A.2000, c.M-26.

**CARRIED**

6. Resident Email

Council reviewed an email from a resident suggesting that the Summer Village install game cameras on walking paths behind the cabins on the second row.

Res. # 16-193

Moved by Deputy Mayor Bell that Administration provide a report of the feasibility, capital and maintenance requirements for installing game cameras on the walking paths behind the second row cabins.

**CARRIED**

7. Joint Services Committee

a) Minutes of July 14, 2016

Council reviewed the minutes of the Joint Services Committee meeting of July 14, 2016.

b) Letter to Crystal Springs

At the July 14, 2016 Joint Services Committee meeting, the Joint Services Committee was faced with the troubling matter regarding the impact that actions of the Summer Village of Crystal Springs, including both the Council and the residents, is having on the Summer Village Administration staff and on the efficient functioning of our municipalities.

It is believed that this will be addressed during the municipal inspection.

8. Legal Expense Insurance

Council reviewed an offer for legal expense insurance as offered by AAMD&C. This item was accepted as information.

9. Ice/ Water Rescue

Administration prepared a letter of intent largely adopted from the one used by the Summer Village of Grandview that was sent to the County of Wetaskiwin with respect to the ice/water rescue initiative.

**Res. # 16-194**

**Moved by Mayor Churchill that the Summer Village of Crystal Springs send the letter of intent, as presented, to the County of Wetaskiwin with respect to the ice/water rescue initiative.**

**CARRIED**

10. Annual Information Meeting

Mr. Graeme Langford, wastewater project engineer; MPE and wastewater equipment suppliers will be present at the Crystal Springs Annual Information Meeting. Council reviewed and revised a draft agenda for the event.

11. Bylaw Enforcement Officer

Council discussed the terms for hiring a bylaw enforcement officer.

**Res. # 16-195**

**Moved by Mayor Churchill that the Summer Village of Crystal Springs hire a bylaw enforcement officer for two hours a week to the end of October, 2016; and that a written warning be given for the first offences and ticket issued for the second offences.**

**CARRIED**

12. Boat Rally Thank-You

**Res. # 16-196**

**Moved by Mayor Churchill that Council thank the Recreation Board volunteers for the planning, efforts and success of the 2016 boat rally, and that Deputy Mayor Bell create a letter of thanks to be posted on the website.**

**CARRIED**

13. Expense Accounts

Mayor Churchill indicated that the current process for Council Member expense accounts is that they're to be reviewed and approved by the other two Council Members. Administration is to provide Council with a copy of the policy for review at the next Council Meeting.

H. **FINANCIAL REPORTS**

1. Cheque Listing

**Res. #16-197**

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

**CARRIED**

2. Financial Report

**Res. #16-198**

**Moved by Councillor Pratt to approve the financial report as information.**

**CARRIED**

**Res. #16-199**

Moved by Councillor Pratt to approve the release of funds to the Lakedell Library, as budgeted.  
**CARRIED**

**Res. #16-200**

Moved by Mayor Churchill that the Summer Village of Crystal Springs provide \$2500 to the Pigeon Lake Watershed Association and that this be reviewed again at the end of the financial year.  
**CARRIED**

**Res. #16-201**

Moved by Deputy Mayor Bell that the Summer Village of Crystal Springs provide the Association of Summer Villages of Alberta with \$1500 for invasive species funding.  
**CARRIED**

**Res. #16-202**

Moved by Mayor Churchill that the Summer Village of Crystal Springs write a letter to the Alberta Treasury Branch asking when the interest payment will be made to the Summer Village.  
**CARRIED**

**Res. #16-203**

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

**Res. #16-204**

Moved by Deputy Mayor Bell that Council is provided with a copy of the bank statement and bank reconciliation for last month, by the end of this month.

In Favor: Deputy Mayor Bell  
Opposed: Mayor Churchill; Councillor Pratt  
**DEFEATED**

**Res. #16-204**

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

**Res. #16-205**

Moved by Deputy Mayor Bell that the Crystal Springs operating and capital budgets be posted on the website by the end of the month.

In Favor: Deputy Mayor Bell  
Opposed: Mayor Churchill; Councillor Pratt  
**DEFEATED**

**I. CORRESPONDENCE / INFORMATION ITEMS**

- 1. 2016 ASVA Annual Conference and AGM**

**J. IN CAMERA**



  
Grant Churchill, Mayor  
Summer Village of Crystal Springs

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