

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE SUMMER VILLAGE OF GHOST LAKE HELD ON TUESDAY, FEBRUARY 13, 2018 AT 5:00 P.M. AT THE SUPER 8 COCHRANE, COCHRANE, ALBERTA.

- PRESENT Mayor John Walsh, Deputy Mayor Warren Wilson, Councillor Robyn Carrier, Chief Administrative Officer Sharon Plett and Assistant Administrator Sherri Bureyko.
- Called to Order by Mayor Walsh at 5:36 pm.
- APPROVE AGENDA Council reviewed the agenda. The Administrator requested the following additions to the agenda: Rural Crime Watch; Alberta Mutual Aid and Benches.
- 18-001 MOVED by Cr. Carrier that Council approve the agenda as amended.
CARRIED.
- MINUTES The minutes of the Regular Meeting of December 11, 2017 were circulated to Council
- 18-002 MOVED by Mayor Walsh that the minutes of the Regular Meeting of December 11, 2017 be adopted as circulated.
CARRIED.
- BOW RIVER WORKING GROUP It was recommended that the Administrator follow up with Karen Laustsen and then with the Province to determine which group is now working on flood mitigation measures since the final report was submitted by the Bow River Working Group and that administration connect with the group to obtain representation for the Summer Village of Ghost Lake.
- EMERGENCY WATER SUPPLY The Administrator indicated that she had connected with Clayton Weiss, Alberta Environment to discuss progress on securing an emergency water source prior to the 2018 lowering of the lake for flood mitigation measures. She noted that it appears the decision to assist with funding lies with the Assistant Deputy Minister's office. Mayor Walsh will continue to contact the new ADM for Alberta Environment and Parks.
- VEHICLES ON THE ICE Council reviewed a draft letter submitted by the Natural Environment and Lake Stewardship Committee requesting support of Council to send a letter asking TransAlta and the Province to place a lock on the gated access to the boat launches. Council indicated that they are not prepared at this time to send a letter requesting locks on the boat launch gates, rather they would like to further review with TransAlta the measures that have been taken, public education initiatives and any further restrictions that may be planned and to also further review the impacts on the Summer Village with restricted access at the main boat launch.
- The Administrator was directed to follow up with TransAlta.
- Council expressed appreciation of the Natural Environment Committee for bringing this issue to Council's attention.

MUNICIPAL
DEV. PLAN

The Administrator reported that the Province will be providing grant funding for the Summer Village to obtain support for the development of a Municipal Development Plan. The application for funding has been submitted and Administration is awaiting confirmation of funding.

The Administrator indicated that the process will involve hiring a planner to assist administration and that a steering committee would also be used during the process. Draft Terms of Reference for a Steering Committee were developed and submitted to Council for review. Council reviewed the draft and provided edits, agreeing to adopt the terms of reference. It was also noted that administration will set up the procurement process for securing a planner, once funding is confirmed.

18-003

MOVED by Cr. Carrier that Council adopt Terms of Reference for the Municipal Development Plan Steering Committee.
CARRIED.

OVERWEIGHT/
OVER SIZE
VEHICLES

The Administrator reported that the Assistant Administrator has created a draft bylaw for overweight and oversize vehicles, however we are waiting for input from the engineer to confirm weights and sizes prior to submitting the bylaw to Council. It is anticipated a draft will be available for the next regular meeting.

COMM
BUILDING
WATER

Public Works and Administration reported that no further action has been taken on this initiative. Council indicated that they would like to see the water filtration system and water heater installed in the building early this year. Administration indicated that they will work closely with the Public Works Committee to ensure a system is in place, within the approved budget and hopefully by mid April.

INITIAL ASSIST
TEAM

The Administrator reported that the Fire Commissioner's Office has assigned an individual from the Calgary Office to assist the Summer Village with assessment of fire protection needs. It was hoped that the initial meeting would occur prior to this meeting. Administration will follow up with the Fire Commissioner's Office to ensure meetings occur soon.

FIRE BYLAW

Council reviewed a draft Fire Safety Bylaw that includes a section related to Fire Hazard levels and specifications for Fire pits, Portable Fire Receptacles and Outdoor Fireplaces. Council indicated that prior to moving forward with the new sections of the bylaw, administration obtain rationale from the fire committee for the setbacks they recommended and administration provide a report outlining number of days in the past 5 years where the Province called a Fire Restriction vs a Fire Ban for the area surrounding the Summer Village of Ghost Lake.

GRASS
CUTTING

Deputy Mayor Wilson, indicated that he would connect with the Morley contact to find out if they are interested in cutting the grass based on the residual chemical used for weed control under the Weed Control Management Plan. If there is no interest in cutting the grass, the Administrator will check in with the

individuals currently contracted to cut the highway ditches near the Summer Village.

BOAT LAUNCH ROAD REPAIRS	Council will review the proposed maintenance work on the boat launch road and provide Administration with direction.
PAYMENT SCHEDULE	The payment schedule, outlining payments of direct withdrawals and cheque nos. 1589 - 1606 in the amount of \$ 75,338.90, was acknowledged by Council.
CASH STATEMENT	Council reviewed the Cash Statements for the periods ending December 31, 2017 and January 31, 2018.
18-004	MOVED by Mayor Walsh that the Cash Statements for the periods ending December 31, 2017 and January 31, 2018 be approved as submitted. CARRIED.
FINANCIAL STMT	Council reviewed the Balance Sheet and Revenue and Expense report for the periods ending December 31, 2017 and January 31, 2018.
18-005	MOVED by Deputy Mayor Wilson that Council approve the December 31, 2017 and January 31, 2018 Balance Sheet and Revenue and Expense report, as submitted. CARRIED.
AUDITED STATEMENTS	Council reviewed the Management Report and the audited Financial Statements for 2017.
18-006	MOVED by Cr. Carrier that the audited financial statements for the year 2017 be approved as submitted. CARRIED.
2018 BUDGET	The Administrator reported that there were no changes to the interim budget at this time and recommended the interim budget approval be extended until the next regular Council meeting.
18-007	MOVED by Mayor Walsh that the 2018 Interim Budget approval be extended until the next regular council meeting. CARRIED.
GRASS CUTTING	Council reviewed a resident letter received expressing concern with fire safety based on the uncut grass on public lands. Council will follow the plan outlined under old business item: grass cutting.
SNOW CLEARING	Council reviewed a resident letter requesting that Council consider a contract based snow clearing program in the Summer Village. Council indicated that they do not have a snow clearing program and that they will, at this time look at installing sand and salt stations at a few locations. A further review will be made into legal responsibilities of municipalities regarding snow clearing.

GENERAL CORRES.	Council acknowledged the following correspondence received: AUMA – membership services Farm Safety Centre – request for support Alberta Infrastructure – ICIP program Association of Summer Villages of Alberta – membership services Marigold Library – November meeting highlights Too Far Too Fast Canada – legalized cannabis stores
PUBLIC WORKS	Deputy Mayor Wilson noted that he has sourced commercial sand /salt storage boxes and park benches. Council agreed that the purchase of the benches and storage boxes would be funded by contingency reserves. Council directed Deputy Mayor Wilson to work with Administration on confirming the best possible price for the items.
DOCK	NIL
FIRE	The minutes of the January 6, 2018 Committee meeting were filed with Council. The Administrator reported that the yellow truck has been taken in for repair.
COMM / SOCIAL	NIL
NATURAL ENVIRONMENT	The Administrator will connect with Cr. Carrier on the proposed Year 2 Weed Management Program.
EMERGENCY	NIL
DOCK SPACE ALLOCATION	Council reviewed a draft letter to be sent to residents that did not use their allocated dock space this past summer.
PUBLIC PARTICIPATION POLICY	Council reviewed the draft Public Participation Policy.
18-008	MOVED by Deputy Mayor Wilson that Council adopt the Public Participation Policy CARRIED.
RURAL CRIME WATCH	Council reviewed a resident letter submitted requesting Council participate in the rural crime watch program. Cr. Carrier indicated that she would be interested in being the Council liaison for the initiative.
18-009	MOVED by Mayor Walsh that the Summer Village of Ghost Lake obtain a membership in the Cochrane Rural Crime Watch and order a sign for the Village entrance. CARRIED.

- MUTUAL AID AGREEMENT The Administrator noted that the mutual aid agreement with the Province, Alberta Forest Services will be up for renewal on March 1, 2018. It was recommended that Council renew the agreement.
- 18-010 MOVED by Deputy Mayor Wilson that Council direct Administration to renew the Mutual Aid Agreement with the Province of Alberta.
CARRIED.
- AGM Council discussed dates for the 2018 Annual General Meeting. Council tentatively considered June 16, 2018 at 10:30 am. Date and time to be confirmed at the next regular meeting.
- NEXT COUNCIL MEETING Council discussed the date for the next regular meeting.
- 18-011 MOVED by Mayor Walsh that the Regular Meeting of the Council of the Summer Village of Ghost Lake be held on Tuesday, May 8, 2018 commencing at 5:00 pm at the Community Services Building, Ghost Lake, Alberta.
CARRIED.
- ADJOURNMENT MOVED by Mayor Walsh that the meeting adjourn at 9:00 pm.
18-012 CARRIED.

Mayor

Chief Administrative Officer