

**REGULAR MEETING AGENDA
SUMMER VILLAGE OF JARVIS BAY
MARCH 2, 2021 @ 9:30 A.M.**

A. CALL TO ORDER

B. AGENDA - additions/deletions

C. ADOPTION OF MINUTES - Regular Meeting Minutes, February 2, 2021

D. DELEGATION

- 1) Metrix Group

E. INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Financial Report
- 3) Development Update
- 4) Policing

F. REQUESTS FOR DECISION

1) Finance & Administration

- a) 2021 Capital Budget

2) Council & Legislation

- a) Designated Officer Bylaw
- b) Intermunicipal Collaboration Framework
- c) Wastewater Consulting
- d) Minister's Awards for Municipal Excellence

3) Public Works

- a) Speed Signs

G. COUNCIL, COMMITTEES & CORRESPONDENCE

1) Council Reports

- a) Mayor Maplethorpe
 - Town of Sylvan Lake Library Board
- b) Deputy Mayor Wiseman
- c) Councillor Thomlinson

2) Committee Reports

- a) Joint Services Committee
 - January 2021 Meeting Minutes

3) Correspondence

- a) Advanced Ambulatory Care

4) Upcoming Meetings

- a) Council Meeting – April 6, 2021

H. ADJOURNMENT

Minutes of a Regular Council Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held February 2, 2021 in the Summer Village Administration Office at Sylvan Lake, Alberta.

IN ATTENDANCE	Mayor:	Julie Maplethorpe via Zoom
	Deputy Mayor:	Annabelle Wiseman via Zoom
	Councillor:	Bob Thomlinson via Zoom
	CAO:	Tanner Evans via Zoom
	Finance Officer:	Tina Leer via Zoom
	Public Works Coordinator:	Chris Loov via Zoom
	Development Officer:	Kara Kashuba via Zoom
	Recording Secretary:	Teri Musseau
	Gallery:	Ron Link via Zoom
	Delegates:	Glenn Hockley via Zoom
		Ron Goss via Zoom
		Craig Suchy via Zoom

CALL TO ORDER The Meeting was called to order at 9:31 a.m. by Mayor Maplethorpe.

AGENDA APPROVAL

JBC-21-009 MOVED by Councillor Thomlinson that the agenda be adopted as amended:

Delegation – Twin Fawn Holdings Ltd.
CARRIED

CONFIRMATION OF MINUTES

JBC-21-010 MOVED by Deputy Mayor Wiseman that the minutes of the regular meeting of Council held on January 12, 2021, be approved as presented.
CARRIED

JBC-21-011 MOVED by Mayor Maplethorpe that the minutes of the municipal planning commission meeting of Council held on January 12, 2021, be approved as presented.
CARRIED

DELEGATION:

Proposed Land Use Bylaw Amendments
Glenn Hockley of Twin Fawn Holdings Ltd., Craig Suchy of WSP, and Ron Goss from Black Wolf Custom Homes, joined Council to address possible amendments to the Land Use Bylaw that would allow the building of 2-family units in Twin Rose.

Glenn Hockley, Ron Goss, and Craig Suchy left the meeting at 10:13 a.m.

Council break at 10:13 a.m.

Reconvened at 10:15 a.m.

INFORMATION ITEMS

- 1) Accounts Payable Report
- 2) Quarterly Financial Report

JBC-21-012 MOVED by Councillor Thomlinson that Council offset the \$10,75.96 ASFF shortfall by taking the money from the MOST Funding.

CARRIED

JBC-21-013 MOVED by Councillor Thomlinson that Council offset the \$10,791.00 Petro Beach shortfall by taking the money from general operating reserve.

CARRIED

Tina Leer left the meeting at 11:02 a.m.

3) Development Update

JBC-21-014 MOVED by Deputy Mayor Wiseman that Council approve the information items as information.

CARRIED

Kara Kashuba left the meeting at 11:08 a.m.

REQUEST FOR DECISION

COUNCIL & LEGISLATIVE

JBC-21-015 2021 Census
MOVED by Councillor Thomlinson that Council of the Summer Village of Jarvis Bay supports the 2021 Census and encourages all residents to complete their census questionnaire. It can also be done online at www.census.gc.ca.

CARRIED

PUBLIC WORKS

JBC-21-016 Mowing Contract
MOVED by Councillor Thomlinson that accept the quoted price from Rugged West Maintenance and sign a three-year agreement.

CARRIED

JBC-21-017 Speed Signs
MOVED by Councillor Thomlinson that Council table until next month for additional information.

CARRIED

Chris Loov left the meeting at 11:33 a.m.

COUNCIL REPORTS

- Deputy Mayor Wiseman
- Joint Services Committee Meeting
- Mayor Maplethorpe
- Town of Sylvan Lake Library Board
- Councillor Thomlinson
- No reports

JBC-21-018

MOVED by Mayor Maplethorpe that the Council reports be accepted as information.

CARRIED

NEXT COUNCIL MEETING

JBC-21-019

MOVED by Mayor Maplethorpe that the next meeting of Council be held on March 2, 2021, at 9:30 a.m.

CARRIED

ADJOURNMENT

JBC-21-020

MOVED by Mayor Maplethorpe that being the agenda matters have been concluded, the meeting be adjourned at 11:46 a.m.

CARRIED

JULIE MAPLETHORPE, MAYOR

TANNER EVANS, CAO

Summer Village of Jarvis Bay

Finance & Administration

Request for Decision

Agenda Item: *Delegation – Metrix Group*

Background:

The 2020 audit has now been completed. Phil Dirks from the Metrix Group will be zooming in to present the 2020 audited financial statements and answer any questions you may have.

****Please be advised that the Draft Financial Statements will be sent separately for your review once they have been completed.****

Options for Consideration:

Council accept the 2020 audited financial statements as presented and authorize the Mayor to sign the financial return.

Administrative Recommendations:

Council accept the 2020 audited financial statements as presented and authorize the Mayor to sign the financial return.

Authorities:

MGA Section 281(1)

The auditor for the municipality must report to the council on the annual financial statements and financial information return of the municipality.

SUMMER VILLAGE OF JARVIS BAY
Financial Statements
For The Year Ended December 31, 2020

DRAFT

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of Summer Village of Jarvis Bay

Opinion

We have audited the financial statements of Summer Village of Jarvis Bay (the Summer Village), which comprise the statement of financial position as at December 31, 2020, and the statements of annual surplus and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Summer Village as at December 31, 2020, and the results of its operations, changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Summer Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Summer Village's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Summer Village or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Summer Village's financial reporting process.

(continues)

Independent Auditors' Report to the Mayor and Council of Summer Village of Jarvis Bay *(continued)**Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Summer Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Summer Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Summer Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP

Chartered Professional Accountants

Edmonton, Alberta

March 1, 2021

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

To His Worship the Mayor and Members of Council of the Summer Village of Jarvis Bay

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management in accordance with Canadian public sector accounting standards. They necessarily include some amounts that are based on the best estimates and judgements of management.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of financial statements.

Metrix Group LLP, Chartered Professional Accountants, have been appointed by the Summer Village Council to express an opinion on the Summer Village's financial statements.

Mr. Tanner Evans
Chief Administrative Officer

Statement of Financial Position

As At December 31, 2020

	2020	2019
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 1,571,358	\$ 1,627,593
Receivables (Note 2)	107,591	56,951
	<u>1,678,949</u>	<u>1,684,544</u>
LIABILITIES		
Accounts payable and accrued liabilities	60,152	59,797
Deposit liabilities	23,000	36,500
Deferred revenue (Note 3)	127,170	126,822
Due to Summer Village of Norglenwold (Note 4)	70,812	70,812
	<u>281,134</u>	<u>293,931</u>
NET FINANCIAL ASSETS	<u>1,397,815</u>	<u>1,390,613</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 5)	2,250,259	1,595,991
Prepaid expenses	20,876	15,939
	<u>2,271,135</u>	<u>1,611,930</u>
ACCUMULATED SURPLUS (Note 6)	<u>\$ 3,668,950</u>	<u>\$ 3,002,543</u>
Contingent liabilities (Note 8)		

Statement of Annual Surplus and Accumulated Surplus
For the Year Ended December 31, 2020

	2020 (Budget) (Note 14)	2020 (Actual)	2019 (Actual)
REVENUE			
Net municipal taxes (Schedule 2)	\$ 360,271	\$ 358,214	\$ 393,600
Sales and user charges (Schedule 4)	62,222	62,177	62,797
Government transfers for operating (Schedule 3)	12,686	26,280	15,717
Interest	10,100	13,917	33,803
Penalties and costs on taxes	8,000	12,698	9,337
Licenses and permits	2,107	3,427	4,520
Fines	500	349	200
Other	1,000	270	530
	<u>456,886</u>	<u>477,332</u>	<u>520,504</u>
EXPENSES			
Administration	181,403	171,538	183,629
Roads, streets, walks and lighting	65,900	153,563	142,807
Wastewater treatment and disposal	117,900	102,591	114,152
Parks and recreation	-	54,893	48,551
Firefighting	41,706	41,275	37,980
Waste management	34,680	34,029	32,518
Legislative	16,370	14,025	19,440
Policing	8,969	8,969	-
Environment	19,076	6,983	25,189
Library	532	1,821	1,757
Public health & welfare services	1,227	1,227	1,146
Disaster and emergency services	2,101	-	-
	<u>489,864</u>	<u>590,914</u>	<u>607,169</u>
ANNUAL SURPLUS (DEFICIT) BEFORE OTHER INCOME	<u>(32,978)</u>	<u>(113,582)</u>	<u>(86,665)</u>
OTHER INCOME			
Government transfers for capital (Schedule 3)	897,000	779,989	116,024
Other revenue for capital	-	-	16,714
	<u>897,000</u>	<u>779,989</u>	<u>132,738</u>
ANNUAL SURPLUS	<u>864,022</u>	<u>666,407</u>	<u>46,073</u>
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>3,002,543</u>	<u>3,002,543</u>	<u>2,956,470</u>
ACCUMULATED SURPLUS, END OF YEAR (Note 6)	<u>\$ 3,866,565</u>	<u>\$ 3,668,950</u>	<u>\$ 3,002,543</u>

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF JARVIS BAY
Statement of Changes in Net Financial Assets
For the Year Ended December 31, 2020

D-1

	2020 (Budget) (Note 14)	2020 (Actual)	2019 (Actual)
ANNUAL SURPLUS (DEFICIT)	\$ 864,022	\$ 666,407	\$ 46,073
Acquisition of tangible capital assets	(897,000)	(781,989)	(150,149)
Amortization of tangible capital assets	-	127,721	120,424
	(32,978)	12,139	16,348
Use (acquisition) of prepaid expenses	-	(4,937)	3,912
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(32,978)	7,202	20,260
NET FINANCIAL ASSETS, BEGINNING OF YEAR	1,390,613	1,390,613	1,370,353
NET FINANCIAL ASSETS, END OF YEAR	\$ 1,357,635	\$ 1,397,815	\$ 1,390,613

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF JARVIS BAY
Statement of Cash Flows
For The Year Ended December 31, 2020

D-1

	2020	2019
OPERATING ACTIVITIES		
Annual surplus	\$ 666,407	\$ 46,073
Non-cash item not included in excess of revenue over expenses:		
Amortization of tangible capital assets	<u>127,721</u>	<u>120,424</u>
	<u>794,128</u>	<u>166,497</u>
Changes in non-cash working capital balances related to operations:		
Receivables	(50,639)	110,718
Accounts payable and accrued liabilities	354	(77,546)
Deferred revenue	348	(33,272)
Deposit liabilities	(13,500)	10,500
Prepaid expenses	<u>(4,937)</u>	<u>3,912</u>
	<u>(68,374)</u>	<u>14,312</u>
Cash flow from operating activities	<u>725,754</u>	<u>180,809</u>
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	<u>(781,989)</u>	<u>(150,149)</u>
CHANGE IN CASH AND CASH EQUIVALENTS DURING YEAR	<u>(56,235)</u>	<u>30,660</u>
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>1,627,593</u>	<u>1,596,933</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 1,571,358</u>	<u>\$ 1,627,593</u>

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF JARVIS BAY
Schedule of Equity in Tangible Capital Assets
For the Year Ended December 31, 2020

D-1
(Schedule 1)

	2020	2019
BALANCE, BEGINNING OF YEAR	\$ 1,525,179	\$ 1,495,454
Acquisition of tangible capital assets	781,989	150,149
Amortization of tangible capital assets	(127,721)	(120,424)
BALANCE, END OF YEAR	\$ 2,179,447	\$ 1,525,179
Equity in tangible capital assets is comprised of the following:		
Tangible capital assets (net book value) <i>(Note 5)</i>	\$ 2,250,259	\$ 1,595,991
Due to Summer Village of Norglenwold <i>(Note 4)</i>	(70,812)	(70,812)
	\$ 2,179,447	\$ 1,525,179

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SUMMER VILLAGE OF JARVIS BAY
Schedule of Property Taxes
For the Year Ended December 31, 2020

D-1
(Schedule 2)

	2020 (Budget) (Note 14)	2020 (Actual)	2019 (Actual)
TAXATION			
Real property taxes	\$ 360,271	\$ 797,531	\$ 822,109
REQUISITIONS			
Alberta School Foundation Fund	-	439,317	428,509
NET MUNICIPAL PROPERTY TAXES	<u>\$ 360,271</u>	<u>\$ 358,214</u>	<u>\$ 393,600</u>

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SUMMER VILLAGE OF JARVIS BAY
Schedule of Government Transfers
For the Year Ended December 31, 2020

D-1
(Schedule 3)

	2020 (Budget) (Note 14)	2020 (Actual)	2019 (Actual)
TRANSFERS FOR OPERATING			
Provincial government conditional transfers	\$ 12,686	\$ 17,689	\$ 15,717
Federal government transfers	-	8,591	-
	12,686	26,280	15,717
TRANSFERS FOR CAPITAL			
Provincial government conditional transfers	897,000	779,989	116,024
TOTAL GOVERNMENT TRANSFERS	\$ 909,686	\$ 806,269	\$ 131,741

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SUMMER VILLAGE OF JARVIS BAY
Schedule of Segmented Information
Year Ended December 31, 2020

D-1
(Schedule 4)

	General Administration	Recreation & Culture	Protective Services	Transportation Services	Environmental Services	All Other	Total
REVENUE							
Taxation	\$ 137,847	\$ 23,952	\$ 41,275	\$ 62,097	\$ 63,439	\$ 29,604	\$ 358,214
Sales and user charges	450	-	-	-	61,400	327	62,177
Government transfers	17,689	-	-	8,591	-	-	26,280
All other	-	-	-	-	-	16,744	16,744
Interest	13,917	-	-	-	-	-	13,917
	169,903	23,952	41,275	70,688	124,839	46,675	477,332
EXPENSES							
Contracted and general services	41,785	28,172	50,244	70,689	124,839	7,430	323,159
Salaries, wages and benefits	114,557	-	-	-	-	11,916	126,473
Materials, goods, and supplies	13,561	-	-	-	-	-	13,561
	\$ 169,903	\$ 28,172	\$ 50,244	\$ 70,689	\$ 124,839	\$ 19,346	\$ 463,193
NET REVENUE, BEFORE AMORTIZATION	-	(4,220)	(8,969)	(1)	-	27,329	14,139
Amortization	(4,523)	(28,542)	-	(82,875)	(11,781)	-	(127,721)
NET REVENUE (DEFICIT)	\$ 4,523	\$ 24,322	\$ (8,969)	\$ 82,874	\$ 11,781	\$ 27,329	\$ (113,582)

The accompanying notes are an integral part of these financial statements.

SUMMER VILLAGE OF JARVIS BAY
Schedule of Segmented Information
For the Year Ended December 31, 2019

D-1
(Schedule 4)

	General Administration	Recreation & Culture	Protective Services	Roadways	Wastewater & Garbage	All Other	Total
REVENUE							
Taxation	\$ 131,836	\$ 20,069	\$ 37,980	\$ 59,932	\$ 79,452	\$ 64,331	\$ 393,600
Sales and user charges	780	-	-	-	61,400	617	62,797
All other	-	-	-	-	-	14,587	14,587
Interest	33,803	-	-	-	-	-	33,803
Government transfers	12,686	3,031	-	-	-	-	15,717
	<u>179,105</u>	<u>23,100</u>	<u>37,980</u>	<u>59,932</u>	<u>140,852</u>	<u>79,535</u>	<u>520,504</u>
EXPENSES							
Contracted and general services	\$ 50,668	\$ 23,100	\$ 37,980	\$ 59,932	\$ 140,852	\$ 29,161	\$ 341,693
Salaries, wages and benefits	117,455	-	-	-	-	16,615	134,070
Materials, goods, and supplies	10,982	-	-	-	-	-	10,982
	<u>179,105</u>	<u>23,100</u>	<u>37,980</u>	<u>59,932</u>	<u>140,852</u>	<u>45,776</u>	<u>486,745</u>
NET REVENUE, BEFORE AMORTIZATION	-	-	-	-	-	33,759	33,759
Amortization	(4,523)	(27,208)	-	(82,875)	(5,818)	-	(120,424)
NET REVENUE (DEFICIT)	<u>\$ 4,523</u>	<u>\$ 27,208</u>	<u>\$ -</u>	<u>\$ 82,875</u>	<u>\$ 5,818</u>	<u>\$ 33,759</u>	<u>\$ (86,665)</u>

The accompanying notes are an integral part of these financial statements.

1. ACCOUNTING POLICIES

The financial statements of the Summer Village of Jarvis Bay (the "Summer Village") are the representations of management, prepared in accordance with Canadian public sector accounting standards. Significant aspects of the accounting policies adopted by the Summer Village are as follows:

(a) Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The entity is comprised of the municipal operations and all the organizations that are owned or controlled by the Summer Village and are, therefore, accountable to Summer Village for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education that are not part of the reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties

(b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers are recognized in the financial statements as revenues in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, the Summer Village has met any eligibility criteria, and reasonable estimates of the amounts can be made.

Expenses are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

(c) Cash and cash equivalents

Cash and cash equivalents include items that are readily convertible to known amounts of cash, are subject to an insignificant risk of change in value, and have a maturity of 90 days or less at acquisition. Cash consists of an operating account at a financial institution.

(d) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

The Village has used estimates to determine the useful lives of tangible capital assets.

(continues)

1. ACCOUNTING POLICIES (continued)**(e) Tax Revenue**

Property tax revenue is recognized as revenue in the year it is levied.

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectable from property owners for work performed by the municipality and recognized as revenue in the year the local improvement tax is levied.

(f) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Land improvements	30 years
Engineered structures:	
Wastewater system	75 years
Roadway system	10 years
Machinery, equipment and furnishings	10 years
Buildings	25 years

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

Works of art for display are not recorded as tangible capital assets but are disclosed.

(g) Contaminated Sites

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation on contaminated sites is recognized, net of any recoveries, when an environmental standard exists, contamination exceeds the environmental standard, the Summer Village is directly responsible for or accepts responsibility for the liability, future economic benefits will be given up, and a reasonable estimate of the liability can be made.

(h) Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(continues)

Notes to Financial Statements

December 31, 2020

1. ACCOUNTING POLICIES (continued)*(i) Non-Financial Assets*

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

(j) New Accounting Standards not yet Adopted

Effective for fiscal years beginning on or after April 1, 2022, PS 3280 Asset Retirement Obligations provides guidance on how to account for and report liabilities for retirement of tangible capital assets.

Effective for fiscal years beginning on or after April 1, 2023, PS 3400 Revenue provides guidance on how to account for and report revenue, and specifically, it addresses revenue arising from exchange transactions and unilateral transactions.

2. RECEIVABLES

	2020	2019
Goods and Services Tax rebate	\$ 41,709	\$ 5,161
Taxes and grants in place of taxes	40,475	16,437
Trade and other	25,203	33,403
Local improvement taxes	204	1,950
	\$ 107,591	\$ 56,951

3. DEFERRED REVENUE

	2019	Funds Received	Funds Utilized	2020
Municipal Sustainability Initiative	\$ 109,269	\$ 743,011	\$ (754,198)	\$ 98,082
Municipal Operating Support	-	26,568	(6,575)	19,993
Federal Gas Tax Fund	17,553	133	(8,591)	9,095
	\$ 126,822	\$ 769,712	\$ (769,364)	\$ 127,170

4. DUE TO SUMMER VILLAGE OF NORGLENWOLD

The Summer Village and the Summer Villages of Norglenwold, Halfmoon Bay, Sunbreaker Cove, and Birchcliff entered into a Co-ownership Agreement ("the Agreement") dated July 12, 2013. Under the terms of this Agreement each of the five Summer Villages has a 20% interest in the Administration Building. As required by the Agreement the Summer Villages of Halfmoon Bay, Jarvis Bay, Sunbreaker Cove, and Birchcliff each made initial contributions of \$25,000 with the Summer Village of Norglenwold contributing the balance. The Village's share of the building costs less its \$25,000 initial contribution represents the balance owing to the Summer Village of Norglenwold. If the five Summer Villages elect to sell the building, each of the Summer Villages will proportionately receive their initial contribution and the remaining proceeds will be divided equally. Under the terms of the Agreement the five Summer Villages share regular maintenance, utilities, and insurance equally.

DRAFT

Notes to Financial Statements

December 31, 2020

5. TANGIBLE CAPITAL ASSETS

	2020 Net Book Value	2019 Net Book Value
Engineered structures		
Wastewater systems	\$ 434,029	\$ 436,434
Roadways	283,820	365,268
	717,849	801,702
Land	369,313	369,313
Buildings	903,452	161,796
Land improvements	249,880	251,638
Machinery and equipment	9,765	11,542
	\$ 2,250,259	\$ 1,595,991

Buildings includes cost in the amount of \$752,613 that are not being amortized as the building is not currently in use.

	Cost Beginning of Year	Additions	Disposals	Write-downs	Cost End of Year
Engineered structures					
Roadways	\$ 1,045,988	\$ -	\$ -	\$ -	\$ 1,045,988
Wastewater systems	576,077	9,376	-	-	585,453
	1,622,065	9,376	-	-	1,631,441
Buildings	202,677	752,613	-	-	955,290
Machinery and equipment	17,772	-	-	-	17,772
Land	369,313	-	-	-	369,313
Land improvements	327,766	20,000	-	-	347,766
	\$ 2,539,593	\$ 781,989	\$ -	\$ -	\$ 3,321,582
	Accumulated Amortization Beginning of Year	Current Amortization	Disposals	Write-downs	Accumulated Amortization End of Year
Engineered structures					
Roadways	\$ 680,720	\$ 81,448	\$ -	\$ -	\$ 762,168
Wastewater systems	139,643	11,781	-	-	151,424
	820,363	93,229	-	-	913,592
Buildings	40,881	10,957	-	-	51,838
Machinery and equipment	6,230	1,777	-	-	8,007
Land improvements	76,128	21,758	-	-	97,886
	\$ 943,602	\$ 127,721	\$ -	\$ -	\$ 1,071,323

Notes to Financial Statements

December 31, 2020

6. ACCUMULATED SURPLUS

	2020	2019
Unrestricted surplus	\$ 55,117	\$ 135,663
Restricted surplus		
Operating reserves (Note 7)	585,836	581,376
Capital reserves (Note 7)	848,550	760,326
Equity in tangible capital assets (Schedule 1)	2,179,447	1,525,179
	\$ 3,668,950	\$ 3,002,544

7. RESERVES

	2020	2019
Operating Reserves		
General contingencies	\$ 275,836	\$ 271,376
Environmental	260,000	260,000
Tax rate stabilization	50,000	50,000
	\$ 585,836	\$ 581,376
Capital Reserves		
Water & sewer	\$ 400,000	\$ 415,173
Roads, streets, walks, lighting	400,000	307,709
Twin Fawns walkway bridge	30,000	26,444
Information technology & facilities	8,000	5,000
Jarvis Glen street lights	6,600	6,000
Reserves Fleet Replacement - scoreboard	3,950	-
	\$ 848,550	\$ 760,326

8. CONTINGENT LIABILITIES

- a) The Summer Village is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of membership, the Summer Village could become liable for its proportionate shares of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.
- b) The Summer Village is a member of the Sylvan Lake Regional Wastewater Commission and Sylvan Lake Regional Water Commission. Under the terms of these memberships, the Summer Village is liable for its proportionate share of any losses incurred by the Commissions. Any liability would be accounted for in the year the losses are determined.

Notes to Financial Statements

December 31, 2020

9. DEBT LIMITS

Section 276(2) of the *Municipal Government Act* requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Summer Village be disclosed as follows:

	2020	2019
Total debt limit	\$ 715,998	\$ 780,756
Total debt	-	-
Total debt limit remaining	\$ 715,998	\$ 780,756
Service on debt limit	\$ 119,333	\$ 130,126
Service on debt	-	-
Total service on debt limit remaining	\$ 119,333	\$ 130,126

The debt limit is calculated at 1.5 times revenue of the Summer Village (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limits requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be a financial risk if further debt is acquired. The calculation taken alone does not represent the stability of the Summer Village. Rather, the financial statements must be interpreted as a whole.

10. FINANCIAL INSTRUMENTS

The Summer Village's financial instruments consist of cash, receivables, and accounts payable and accrued liabilities. It is management's opinion that the Summer Village is not exposed to significant interest, currency or credit risk arising from these financial instruments. Unless otherwise noted, the fair values of these financial instruments approximate their carrying values.

The Summer Village is exposed to credit risk with respect to receivables. Credit risk arises from the possibility that customers may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of customers minimizes the Summer Village's credit risk.

11. SEGMENTED INFORMATION

The Summer Village provides a range of services to its citizens. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Notes to Financial Statements

December 31, 2020

12. SALARIES AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for Summer Village officials, the Summer Village Chief Administrator Officer and designated officers are required by Alberta Regulation 313/2000 is as follows:

	Salary (1)	Benefits (2)	2020	2019
Mayor Maplethorpe	\$ 6,750	\$ -	\$ 6,750	\$ 8,783
Councillors				
Wiseman	3,625	-	3,625	3,675
Thomlinson	1,560	-	1,560	1,850
	\$ 11,935	\$ -	\$ 11,935	\$ 14,308
Chief Administrative Officer				
Evans	\$ 22,490	\$ 1,842	\$ 24,332	\$ 3,117
Forsyth	-	-	-	43,998
Newman	-	-	-	12,621
	\$ 22,490	\$ 1,842	\$ 24,332	\$ 59,736
Designated officer				
Assessor	\$ 7,000	\$ -	\$ 7,000	\$ 6,950

(1) Salary includes regular base pay, bonuses, overtime lump sum payments, gross honoraria and any other direct cash remuneration.

(2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans, professional memberships and tuition.

(3) Benefits and allowances figures also include the employer's share of the costs of additional taxable benefits including special leave with pay, financial planning services, retirement planning services, concessionary loans, travel allowances, car allowances and club memberships.

13. CONTRACTUAL OBLIGATIONS

- a) The Summer Village has entered into an agreement for basic assessment services for a five year term commencing April 2020 through March 2025. The cost of assessment services will be \$6,600 per year over the five years.
- b) The Summer Village has entered into an operations service agreement with the Sylvan Lake & District Lions Club for maintenance services at Petro Park. The agreement commenced May 2018 expiring October 2021, and requires annual payments of \$16,391, \$16,391, \$16,391, and \$17,389.

Notes to Financial Statements

December 31, 2020

14. BUDGET FIGURES

The 2020 budget data presented in these financial statements is based on the operating and capital budgets approved by Council on January 7, 2020. The chart below reconciles the approved financial plan to the figures reported in these financial statements.

	2020 Budget	2020 Actual
Annual surplus	\$ 864,022	\$ 666,407
Purchase of tangible capital assets	(897,000)	(781,989)
Transfer (to) from reserves	32,978	(4,460)
	\$ -	\$ (120,042)

The Summer Village does not provide for amortization in its operating budget.

15. UNCERTAINTY DUE TO COVID

On March 11, 2020, the World Health Organization declared a global pandemic which has resulted in governments worldwide enacting emergency measures to combat the spread of the virus. These measures have caused significant disruptions to businesses, governments, and other organizations resulting in an economic slow-down and increased volatility. Governments have responded with significant monetary and fiscal interventions designed to stabilize economic conditions.

While COVID-19 has not significantly impacted the Village's operations or financial condition to date, the rapidly evolving event, including health and safety conditions, economic environment and resulting government measures, creates a high level of uncertainty and risk that may have a financial impact on the Village's activities, operations and financial condition in the future.

16. APPROVAL OF FINANCIAL STATEMENTS

These financial statements were approved by Council and management.

Summer Village of Jarvis Bay

Administration and Finance

Council Date: March 2, 2021

Information Item

Agenda Item: *Accounts Payable Update*

Background:

Total payables processed and presented to Council \$ 42,464.48

The following list identifies any payments over \$3,000:

1. SL Regional Wastewater Comm	\$	5,918.76
a. Wastewater Services-Dec 2020		
2. AMSC Insurance Services Ltd	\$	3,667.15
a. Annual Municipal Insurance		
3. SL Regional Wastewater Comm	\$	9,324.90
a. Jan 2021 Wastewater Services		
4. Summer Village of Norglenwold	\$	11,107.41
a. January 2021 Monthly Shared Costs		

Administrative Recommendations:

Council to accept as information.

Authorities:

MGA 207 (c): The chief administrative officer advised and informs the council on the operations and affairs of the municipality.

Report Date
2021-02-18 2:41 PM

Summer Village of Jarvis Bay
List of Accounts for Approval
As of 2021-02-28
Batch: 2021-00011 to 2021-00022

Page 1

Payment #	Date	Vendor Name	Reference	Payment Amount
Bank Code: MAIN - General Bank				
Computer Cheques:				
874	2021-01-31	Assoc of Summer Villages	ASVA Membership 2021	975.00
875	2021-01-31	Parkland Regional Library	First Quarter	478.05
876	2021-01-31	SL Regional Wastewater Comm	Wastewater Services-Dec 2020	5,918.76
877	2021-01-31	Taxervice	Tax Changes	693.00
878	2021-01-31	Wild Rose Assessment Service	Assessment Fees-Jan-Mar 31	1,732.50
879	2021-01-31	Pidherney's	GST Charge from Previous Invoi	315.00
880	2021-01-31	Town of Sylvan Lake	Fire Dispatch Fees	553.80
881	2021-02-17	AMSC Insurance Services Ltd	Annual Municipal Insurance	3,667.15
882	2021-02-17	Lacombe County	2020 Portion of Sylvan IDP	2,411.16
883	2021-02-17	Ron Link	MPC Member-at-Large Stipend	100.00
884	2021-02-17	SL Regional Wastewater Comm	Jan 2021 Wastewater Services	9,324.90
885	2021-02-17	SL Regional Water Commission	Annual Mem. Contribution 2020	346.75
EFT:				
134	2021-02-08	Al's Bobcat & Trucking	Sanding Jan 4 to 11th	598.50
135	2021-02-08	Summer Villages of Norglenwold	RARB, Reg Letter & Land Title	436.67
136	2021-02-17	Summer Villages of Norglenwold	Jan 2021 Monthly Shared Cost	11,107.41
Other:				
2633-Man	2021-01-31	Epcor	Utilities	143.87
2634-Man	2021-01-31	Epcor	Utilities	36.26
2635-Man	2021-01-31	Epcor	Utilities	234.29
2655-Man	2021-02-18	Epcor	Utilities	260.81
2656-Man	2021-02-18	Waste Management of Canada	Jan 2021 Recycling	836.60
2657-Man	2021-02-18	Red Deer County	Garbage Base Charge	2,294.00
Total for MAIN:				42,464.48

Certified Correct This February 28, 2021

Mayor

Administrator

Summer Village of Jarvis Bay

March 2, 2021

Finance

Information Item

Agenda Item: *Financial Report*

Background:

Administration would like to provide the following Financial information to Council.

Options for Consideration:

- The Operating Budget Report to January 31, 2020

Administrative Recommendations:

That Council discusses and accepts as information.

Authorities:

MGA 207 (c) "advises and informs the council on the operation and affairs of the municipality"

Report Date
2021-02-19 11:09 AM

Summer Village of Jarvis Bay
Operating Budget
For the Period Ending January 31, 2021

Page 1

	Budget	Year to Date	Budget Remain
Revenue			
101-000-110 - Taxation	408,779.46		(408,779.46)
101-000-120 - Taxes Local Improve	2,060.00		(2,060.00)
101-103-130 - DI Designated Industrial	26.44		(26.44)
101-000-510 - Penalties	8,128.00	6,733.31	(1,394.69)
112-000-410 - Sale of Services & Su	224.54	25.00	(199.54)
112-000-540 - Interest Charges	101.60		(101.60)
112-000-550 - Return on Investments	15,000.00		(15,000.00)
112-000-570 - Other Revenue	1,016.00		(1,016.00)
112-000-740 - MSI Operational	11,300.00		(11,300.00)
121-000-530 - Fines Provincial Coll	500.00		(500.00)
142-000-400 - Street Light Charges	3,400.00		(3,400.00)
142-000-410 - Wastewater Charges	58,000.00		(58,000.00)
161-000-410 - Certificates Complian	56.90		(56.90)
161-000-510 - Inspection Fees	1,524.00		(1,524.00)
161-000-520 - Development Permits/A	559.82	1,200.00	640.18
161-000-590 - Encroachment Fees	204.22	900.00	695.78
Total Revenue:	510,880.98	8,858.31	(502,022.67)
Expenditures			
Council and Legislation			
211-101-150 - Mayors Remuneration	5,000.00	360.00	4,640.00
211-101-210 - Mayor Travel and Sub	1,200.00		1,200.00
211-102-150 - Deputy Mayor Remun	3,500.00	360.00	3,140.00
211-102-210 - Deputy Mayor Travel &	600.00		600.00
211-103-150 - Councillor Remun	3,500.00	120.00	3,380.00
211-103-210 - Councilor Travel and	600.00		600.00
211-201-212 - ASVA Conference	1,040.00		1,040.00
211-202-212 - AUMA Conference	1,100.00		1,100.00
211-203-212 - Council Education Opportunity	2,500.00		2,500.00
211-301-220 - AUMA Membership	1,067.41		1,067.41
211-302-220 - ASVA Membership	975.00	975.00	
211-303-220 - FCM Membership	145.08		145.08
211-304-220 - Mayors and Reeves Mem	100.00		100.00
Total Council and Legislation:	21,327.49	1,815.00	19,512.49
Administration			
212-100-110 - Salaries	99,535.23	6,405.68	93,129.55
212-100-130 - Training	2,637.69	186.10	2,451.59
212-100-140 - Benefits	3,721.70	223.70	3,498.00
212-100-210 - Travel and Subsistenc	3,416.11		3,416.11
212-100-211 - WCB	2,381.05	194.53	2,186.52
212-100-266 - PW Fleet	1,782.22		1,782.22
212-200-215 - Postage/Freight/Couri	1,817.47	(105.22)	1,922.69
212-200-500 - Printing Costs	2,036.01	113.85	1,922.16
212-200-510 - Office Supplies	3,193.41	140.70	3,052.71
212-300-217 - Phone/Fax/Internet	2,078.62	151.30	1,927.32
212-300-240 - Computer Software / M	1,527.02	2,521.42	(994.40)
212-300-242 - IT equipment	1,047.37		1,047.37
212-300-250 - Facility Improvements	1,047.37		1,047.37
212-300-255 - Facility Maintenance	3,678.56	0.01	3,678.55
212-300-263 - Condominium Costs	1,068.90	950.52	118.38

Report Date
2021-02-19 11:09 AM

Summer Village of Jarvis Bay
Operating Budget
For the Period Ending January 31, 2021

Page 2

	Budget	Year to Date	Budget Remain
212-300-265 - Equipment Maintenance	450.00		450.00
212-300-270 - Equipment Rental	839.85	50.03	789.82
212-300-510 - Other Contingency	349.46	144.19	205.27
212-300-530 - Building Insurance	518.36		518.36
212-300-540 - Utilities	3,028.61	130.60	2,898.01
212-400-220 - Election Expenses/Mee	5,000.00		5,000.00
212-400-221 - Bank Fees	6,000.00		6,000.00
212-400-222 - Advertising	500.00		500.00
212-400-230 - Legal Fees	5,337.05		5,337.05
212-400-231 - Audit Fees	6,906.77		6,906.77
212-400-232 - Assessment Fees	6,800.00	1,850.00	4,950.00
212-400-233 - Accounting Software	1,868.02		1,868.02
212-400-275 - Municipal Insurance	4,269.64		4,269.64
212-400-910 - Taxation Changes	533.70		533.70
212-401-220 - Urgent Care Contribut	1,000.00		1,000.00
212-402-220 - Donations to other Or	1,000.00		1,000.00
Total Administration:	175,370.19	12,957.41	162,412.78
Protective Services			
223-000-200 - Contract Fire Service	19,000.00	553.80	18,446.20
224-000-200 - Emergency Management	2,134.82		2,134.82
225-000-200 - Policing Costs	8,969.00		8,969.00
226-000-200 - Enforcement	27,672.50		27,672.50
226-000-201 - Enforcement Reserve	3,108.96		3,108.96
Total Protective Services:	60,885.28	553.80	60,331.48
Public Works			
232-000-200 - Green Space Program	25,000.00		25,000.00
232-000-250 - Road Maintenance Prog	12,000.00		12,000.00
232-000-255 - Plowing Program	23,600.00	2,875.00	20,725.00
232-000-265 - Sign & Bench Program	3,000.00		3,000.00
232-000-530 - Ditch and Culvert Pro	3,000.00		3,000.00
232-000-545 - Street Light Program	5,100.00	257.66	4,842.34
242-000-250 - SLR WasteWater Commis	8,463.00		8,463.00
242-000-251 - SLR Water Commission	800.00		800.00
242-000-255 - Maintenance Program-S	15,000.00	137.02	14,862.98
242-000-260 - Useage Fees	64,756.00	5,918.76	58,837.24
243-000-200 - Contracted Services Solid Waste	24,560.78		24,560.78
243-000-270 - Recycling Program-WM	10,674.10		10,674.10
Total Public Works:	195,953.88	9,188.44	186,765.44
Planning and Development			
261-000-110 - Development Services	1,250.00	226.67	1,023.33
261-000-115 - IDP (RDC,TSL,LC)	1,000.00		1,000.00
261-000-200 - Community Planning	500.00		500.00
261-000-215 - Subdivision Appeal Bo	900.00		900.00
261-000-220 - Municipal Planning Co	900.00	240.00	660.00
Total Planning and Development:	4,550.00	466.67	4,083.33
Recreation			
272-000-510 - Parks and Playgrounds	21,348.19		21,348.19

Report Date
2021-02-19 11:09 AM

Summer Village of Jarvis Bay
Operating Budget
For the Period Ending January 31, 2021

Page 3

	Budget	Year to Date	Budget Remain
272-000-250 - Buoy Programs	3,735.93		3,735.93
274-000-850 - Parkland Regional Lib	1,821.00	455.29	1,365.71
212-403-220 - FCSS Sylvan Lake	3,438.60		3,438.60
274-000-510 - Operational Recreation Grants - ICF	21,432.24		21,432.24
Total Recreation:	51,775.96	455.29	51,320.67
Environment			
243-102-150 - Red Deer River Waters	518.16		518.16
273-100-150 - SLMC	500.00		500.00
Total Environment:	1,018.16	0.00	1,018.16
Total Expenditures:	510,880.96	25,436.61	485,444.35
Surplus / Deficit	0.02	(16,578.30)	(16,578.32)

Summer Village of Jarvis Bay

March 2, 2021

Planning and Development

Information Item

Agenda Item: *Development Update*

Background:

Development Permit Update:

Currently there are 57 development permits issued in the Summer Villages (21 in Birchcliff, 2 in Half Moon Bay, 8 in Jarvis Bay, 16 in Norglenwold, and 10 in Sunbreaker Cove).

The following is the listing for Jarvis Bay:

- | | |
|-------------------------|----------------------------|
| 1. 166 Jarvis Bay Drive | Demolition & Dwelling |
| 2. 210 Jarvis Bay Drive | Dwelling |
| 3. 165 Jarvis Bay Drive | Demolition & Tree Removal |
| 4. 228 Jarvis Bay Drive | Dwelling |
| 5. 312 Jarvis Glen Way | Landscaping |
| 6. 252 Jarvis Bay Drive | Addition |
| 7. 139 Jarvis Bay Drive | Driveway Expansion |
| 8. 196 Jarvis Bay Drive | Deck Addition - NEW |

Administrative Recommendations:

Council to accept as information.

Authorities:

Land Use Bylaw #125/13.

Summer Village of Jarvis Bay**March 2, 2021****Council and Legislation****Information Item****Agenda Item:** *RCMP***Background:**

Mayor Maplethorpe has provided an email she sent to Devin Dreeshen, MLA, regarding the keeping of the RCMP in Alberta as opposed to having a provincial police service in which she addresses the added cost to taxpayers and less effective police force. Mr. Dressshen's response is also included for your information.

Options for Consideration:

1. Council discuss and accept as information.

Administrative Recommendations:

That Council discuss and accept as information.

From: Innisfail-Sylvan Lake <Innisfail.SylvanLake@assembly.ab.ca>
Date: February 23, 2021 at 8:18:37 AM MST
To: Julie
Subject: RE: Tell the provincial government to Keep the RCMP in Alberta.

Good morning Julie,

Thank you for taking the time to reach out to me with your email regarding the introduction of a provincial police force.

Through the Fair Deal Panel, Albertans who are policed by the RCMP told us that they want a provincial police service. Alberta's government has an obligation to listen to those concerns and explore how a police force designed in Alberta – not Ottawa – would improve the safety and security of Albertans and their property. The Fair Deal Panel recommended the creation of an Alberta police service to replace the RCMP. The Alberta government supported the panel's recommendation but committed to further analysis. As such, a request for proposal was used to hire a vendor to conduct a transition study. This provincial police service transition study will allow the government to make an informed decision as to whether a dedicated provincial police service is in the best interests of Albertans.

This study will consider operational requirements, processes, and potential costs for creating a provincial police service. Using best practices, the study will also present a model for how a potential Alberta policy service could be organized to deliver policing services in the province. Price Waterhouse Cooper (PwC) is the contractor on this project. We recognize that the initial setup cost for a potential provincial police force may be high, we may offset this loss by improvements to service and other efficiencies where any money Alberta spends on provincial policing is re-invested in Alberta.

Public safety is our number one priority. Albertans deserve to feel safe in their communities. We look forward to receiving PwC's independent review in the coming months, and will make an informed decision as to whether a dedicated provincial police service is in the best interests of Albertans. Ontario, Quebec, and Newfoundland and Labrador all have their own provincial police force.

PwC Canada is expected to provide a final analysis to the government for its consideration by April 30, 2021.

Thank you for reaching out to my office.

Regards,

Honourable Devin Dreeshen. MLA
Minister of Agriculture and Forestry

From: Julie
Sent: Sunday, February 21, 2021 3:11 PM
To: Premier Kenney and Minister Madu <premier@gov.ab.ca>
Subject: Tell the provincial government to Keep the RCMP in Alberta.

Dear Devin Dreeshen,

I am writing to express my serious concern with the proposal to replace the Alberta RCMP with an expensive new provincial police service.

If we switch to a provincial police service, Alberta taxpayers will be on the hook for an additional \$112 million, currently funded by the federal government, as well as significant transition costs. The result will be a more expensive and less effective police force.

Further, recent polls show that the vast majority of Albertans are satisfied with the police services they receive, and that they are opposed to replacing the RCMP.

Please don't put our community safety or economy at risk. Let's keep the RCMP in Alberta, and work to improve police services.

I look forward to your response.

Julie Maplethorpe
Sylvan Lake, AB

Summer Village of Jarvis Bay

Finance

Request for Decision

Agenda Item: *Capital Budget*

Background:

Attached is the proposed capital project budget for 2021.

Options for Consideration:

1) That Council review and discuss the Capital Budget information provided and to provide any necessary input and projects into the 2021 Capital Budget.

Administrative Recommendations:

1) That Council approve a 2021 Capital Budget.

Authorities:

Section 242(1) of the Municipal Government Act, R.S.A. 2000, c M-26, provides that Council must adopt an operating budget for each calendar year.

Capital Projects			
Expenses Anticipated	Building Purchase	\$	97,387.00
	Drainage Improvements	\$	13,319.00
	Petro Beach Security (Proposed)	\$	15,000.00
	Memorial Benches (Proposed)	\$	12,000.00
Total Expenses		\$	137,706.00
Funding Anticipated	MSI - Building Purchase		\$97,387
	MSP - Drainage Improves	\$	13,319.00
	Reserves - Petro Beach(Proposed)	\$	15,000.00
	MSI - Memorial Benches (Proposed)	\$	12,000.00
Total Grants		\$	137,706.00
Amount Required from Taxation		\$	-

* five year plan includes

2021 Twin Rose Tree Planting
 2022 Truck Replacement
 Street Lighting
 Community Engagement & Beautification
 Buoy Program
 2023
 2024

Summer Village of Jarvis Bay

March 2, 2021

Council and Legislation

Request for Decision

Agenda Item: *Designated Officer Bylaw #177-21*

Background:

During the Municipal Accountability Review done in October 2020, it was recommended that the Designated Officer Bylaw #90-02 be amended or repealed and replaced to establish the municipal assessor as a designed officer in the municipality in accordance with section 284.2(1) of the *Municipal Government Act*.

Administration has provided the attached bylaw for Council's review and consideration.

Options for Consideration:

1. That Council provide 1st, 2nd, and 3rd readings of the Designated Officer Bylaw #177-21 as presented.
2. That Council provide 1st, 2nd, and 3rd readings of the Designated Officer Bylaw #177-21 as amended.

Administrative Recommendations:

1. That Council give 1st reading to the Designated Officer Bylaw #177-21.
2. That Council give 2nd reading to the Designated Officer Bylaw #177-21.
3. That Council make a motion to give 3rd reading to the Designated Officer Bylaw #177-21 at this meeting.
4. That Council give 3rd and final reading to the Designated Officer Bylaw #177-21.

Authorities:

Municipal Accountability Review - October 2020.

SUMMER VILLAGE OF JARVIS BAY DESIGNATED OFFICER BYLAW BY-LAW 177-21

BEING A BYLAW OF THE SUMMER VILLAGE OF JARVIS BAY TO ESTABLISH THE POSITION OF DESIGNATED OFFICER.

WHEREAS, the *Municipal Government Act*, provides that a Council may by bylaw establish one or more positions to carry out the powers, duties, or functions of a designated officer;

AND WHEREAS, Council wishes to exercise its authority pursuant to the *Municipal Government Act* by establishing the position of Designated Officer;

NOW THEREFORE, the Municipal Council of the Summer Village of Jarvis Bay, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. TITLE

1.1 This bylaw may be cited as "The Designated Officer Bylaw".

2. DEFINITIONS

2.1 In this Bylaw, the following terms shall have the following meanings:

- (a) "Bylaw" means this Designated Officer Bylaw;
- (b) "CAO" means the Chief Administrative Officer of the Summer Village of Jarvis Bay within the meaning of the *Municipal Government Act*, or his/her designate;
- (c) "Council" means the municipal Council of the Summer Village of Jarvis Bay;
- (d) "Designated Officer" has the same meaning as defined in the *Municipal Government Act*;
- (e) "*Municipal Government Act*," means the *Municipal Government Act*, RSA 2000, c M-26 and the regulations thereunder;
- (f) "Summer Village" means the municipal corporation of the Summer Village of Jarvis Bay.

2.2 Any references in this Bylaw to any statutes, regulations, bylaws, or other enactments is to those statutes, regulations, bylaws, or other enactments as amended or replaced from time to time and any amendments thereto.

3. DELEGATION BY CAO

3.1 The CAO is authorized to delegate and to authorize further delegations of any powers, duties and functions assigned to the CAO by Council under the *Municipal Government Act*, and under this or any other bylaw to a Designated Officer or an employee or agent of, or contractor for, the Summer Village.

3.2 The CAO is authorized to appoint a deputy CAO or delegate the CAO's powers, duties, and functions to that deputy CAO and to authorize that deputy CAO to act as the CAO during absences of the CAO.

3.3 The following position is an authorized designated officer of the Summer Village:

- a) Assessor

3.4 The CAO is authorized to appoint an acting designed officer during an illness, scheduled absence, or other incapacity of a designated officer.

4. MUNICIPAL ASSESSOR

4.1 The Municipal Assessor is the designated officer for the purpose of carrying out the duties and responsibilities of an “assessor” under the Act, and any other relevant statute, regulation, or bylaw.

4.2 The Municipal Assessor is the designated officer for the purpose of the following sections of the Act:

Section 482(1) & (2)	Admissible evidence at hearings
Section 525	Certifying copies of assessment rolls and assessment notices

5. GENERAL

5.1 Each provision of this bylaw is independent of all other provisions. If any provision of the bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw shall remain valid and enforceable.

5.2 This bylaw rescinds bylaw #93-02 in its entirety, including any amendments thereto, and shall come into full force when it received third and final reading and is duly signed.

READ a first time this 2nd day of March 2021.

READ a second time this 2nd day of March 2021.

READ a third and final time this 2nd day of March 2021.

Julie Maplethorpe, Mayor

Tanner Evans, C.A.O.

Summer Village of Jarvis Bay

March 2, 2021

Council and Legislation

Request for Decision

Agenda Item: *Intermunicipal Collaboration Framework*

Background:

Administration has attached the Intermunicipal Collaboration Framework between the Summer Village of Jarvis Bay and the Town of Sylvan Lake. With the COVID-19 outbreak in 2020 and the closing of the office, this item was never brought forward to Council.

In spring 2020, the MGA was changed no longer requiring adoption by bylaw and allowing for adoption by resolution of Council.

Options for Consideration:

1. Council adopt the Intermunicipal Collaboration Framework with The Town of Sylvan Lake as presented.
2. Council adopt the Intermunicipal Collaboration Framework with The Town of Sylvan Lake as amended.

Administrative Recommendations:

1. That Council adopt the Intermunicipal Collaboration Framework with The Town of Sylvan Lake as presented.

Authorities:

MGA

708.28(1) Municipalities that have common boundaries must create a framework with each other by April 1, 2020 unless they are members of the same growth management board.

Intermunicipal Collaboration Framework

Between

Summer Village of Norglenwold

Summer Village of Jarvis Bay

and

Town of Sylvan Lake

WHEREAS, the Summer Villages of Norglenwold and Jarvis Bay and the Town of Sylvan Lake (collectively called the “Municipalities”) share a common border; and

WHEREAS, the Summer Villages of Norglenwold and Jarvis Bay and the Town of Sylvan Lake share common interests and are desirous of working together to provide services to their residents; and

WHEREAS, the Municipal Government Act stipulates that Municipalities that have a common boundary must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each Municipality, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded.

NOW THEREFORE, by mutual covenant of the Municipalities it is agreed as follows:

A. TERM AND REVIEW

- 1) In accordance with the *Municipal Government Act*, this Intermunicipal Collaboration Framework shall come into force on final passing of matching Council resolutions that contain the Framework by the Municipalities.
- 2) This Framework may be amended by mutual consent of the Municipalities unless specified otherwise in this Framework.
- 3) If any of the agreements contained within the ICF expire prior to the four year review period a replacement agreement must be renegotiated or extended unless the Municipalities mutually agree that the expired agreement is no longer required. Renegotiations and/or extensions will be done in accordance with the requirements set out in the agreement. Any new, renegotiated or extended agreements will be reviewed in conjunction with all the agreements contained in the ICF every four years, at which time the ICF will be updated by the Municipalities to reflect any changes.

B. GENERAL TERMS

- 1) The Municipalities agree that in consideration of the service agreements outlined in Section C (1) that residents of the Summer Villages will be afforded the same services at the same costs, including user fees, as the Town of Sylvan Lake residents for services provided by the Summer Village of Norglenwold and the Summer Village of Norglenwold residents for services provided by the Town of Sylvan Lake.

C. MUNICIPAL SERVICES

1) The Municipalities have a history of working together to provide municipal services to the residents on an intermunicipal basis, with the following services being provided directly or indirectly to their residents:

a. Wastewater:

- The Municipalities jointly entered into an agreement in 2008 (Alberta Regulation 53/2008) to become members of the Sylvan Lake Regional Wastewater Commission. The Commission is managed by a Board of Directors appointed in accordance with the Bylaws of the Commission. Financial contributions to the Commission are based on the services provided to each of the member municipalities.

b. Water:

- The Municipalities jointly entered into an agreement in 2008 (Alberta Regulation 54/2008) to become members of the Sylvan Lake Regional Water Commission. The Commission is managed by a Board of Directors who are appointed in accordance with the Bylaws of the Commission. Administrative costs are shared among the members based on a formula established under the Commission's Bylaw.

c. Assessment Services:

- The Municipalities, with additional partners, which include the Towns of Blackfalds, Carstairs, Didsbury, Eckville, Innisfail, Penhold, Ponoka, Rimbey, Rocky Mountain House, Stettler, Sundre, the Villages of Alix, Caroline, Delburne, the Summer Villages of Birchcliff, Half Moon Bay, Sunbreaker Cove, Lacombe and Mountain View Counties and the Cities of Red Deer and Lacombe, have entered into agreements via individual Bylaws to become Partner Municipalities of the Regional Assessment Review Board. The Managing Partner is the City of Red Deer. All Partner municipalities pay a membership fee, as well as any additional administration, board and legal fees associated with the processing of individual assessment complaints, to the Managing Partner on a cost recovery basis.

d. Emergency Services:

- The Municipalities have a Fire Emergency Response Services Agreement between themselves. The terms of the Agreements apply from Jan. 1, 2020 until Dec. 31, 2023. The Summer Villages provide funding to the Town of Sylvan Lake in exchange for fire protection services. Funding is provided annually in accordance with a formula set out within the agreement.

- e. Intermunicipal Development Plan (IDP)
 - The Municipalities in 2018 commenced working on an IDP together with the Counties of Red Deer and Lacombe, and the Summer Villages of Sunbreaker Cove, Birchcliff and Half Moon Bay. It is anticipated that the IDP will be adopted by April 2021.
 - f. Family and Community Support Services (FCSS):
 - The Municipalities, with additional partners the Summer Villages of Birchcliff, Half Moon Bay and Sunbreaker Cove, have entered into a joint funding agreement with the Province of Alberta to establish, administer and operate an FCSS programme in accordance with the Family and Community Support Services Act and Regulation. The terms of the agreement apply January 1st 2020 to December 31st, 2022. Financial contributions from the member municipalities are provided annually in accordance with a schedule set out within the agreement.
 - g. Recreation Facilities and Services:
 - The Municipalities have Recreation Agreements between themselves. The terms of the Agreements apply for five years, commencing 2020 until December 31, 2024. Negotiations for the renewal of the Agreements can be initiated by either party at any time after December 31, 2023. The Summer Villages provide funding to the Town of Sylvan Lake in exchange for recreational and cultural facilities and services. Funding is provided annually in accordance with the financing schedule set out within the Agreements.
- 2) The Municipalities acknowledge that in addition to the shared service agreements in place between themselves, they each have independent agreements with other regional partners.
 - 3) The Municipalities have reviewed the aforementioned existing agreements and have determined that these are the most appropriate municipal services to be conducted in a shared manner.

D. FUTURE PROJECTS & AGREEMENTS

- 1) In the event that any of the Municipalities initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating Municipality's Chief Administrative Officer will notify the other Municipality's Chief Administrative Officer in writing.
- 2) The initial notification will include a general description of the project, estimated costs and timing of expenditures. The other party will advise if they have objections in principle to provide funding to the project and provide reasons. An opportunity will be provided to discuss the project at the Intermunicipal Committee.

- 3) The following criteria will be used when assessing the desirability of funding of new projects:
 - a. Relationship of the proposed capital project to Intermunicipal Development Plan, or any other regional long term planning document prepared by the Municipality;
 - b. The level of community support;
 - c. The nature of the project;
 - d. The demonstrated effort by volunteers to raise funds and obtain grants (if applicable);
 - e. The projected operating costs for new capital projects;
 - f. Municipal debt limit; and,
 - g. Projected utilization by residents of both Municipalities.
- 4) Should any of the Municipalities receive written notice of new project, an Intermunicipal Committee meeting must be held within thirty (30) calendar days of the date the written notice was received, unless both Chief Administrative Officers agree otherwise.
- 5) The Intermunicipal Committee will be the forum used to discuss and review future mutual aid agreements and/or cost sharing agreements. In the event the Intermunicipal Committee is unable to reach an agreement, the dispute shall be dealt with through the procedure outlined within Section E of this document.
- 6) The Municipalities recognize that the decision to participate in or not participate in a project ultimately lies with the respective municipal councils, who in turn must rely on the support of their electorate to support the project and any borrowing that could be required.

E. DISPUTE RESOLUTION

- 1) The Municipalities are committed to resolving any disputes in a non-adversarial, informal, and cost-efficient manner.
- 2) The Municipalities shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information, and documents to facilitate negotiations.
- 3) In the event of a dispute, the Municipalities agree that they shall undertake a process to promote the resolution of the dispute in the following order:
 - a. negotiation;
 - b. mediation; and
 - c. binding arbitration.
- 4) If any dispute arises between the Municipalities regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the binding

Dispute Resolution Process outlined herein.

- 5) If the Dispute Resolution Process is invoked, the Municipalities shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.
- 6) Despite Clause 4 above, where an existing intermunicipal agreement has a binding dispute resolution process included in the process, the existing intermunicipal agreement shall be used instead of the dispute resolution outlined in this Framework.
- 7) A Municipality shall give written notice (“Dispute Notice”) to the other Municipality of a dispute and outline in reasonable detail the relevant information concerning the dispute. Within thirty (30) days following receipt of the Dispute Notice, the Municipalities’ Chief Administrative Officers shall meet and attempt to resolve the dispute.
 - a. If no satisfactory resolution can be found, the Intermunicipal Relations Committee shall meet and attempt to resolve the dispute through discussion and negotiation.
 - b. If the Intermunicipal Relations Committee is unable to agree upon a satisfactory resolution, the dispute will be referred to the Municipalities’ Municipal Councils.
- 8) If the dispute is not resolved within ninety (90) days of the Dispute Notice being issued, the negotiation shall be deemed to have failed.
- 9) If the Municipalities cannot resolve the dispute through negotiation within the prescribed time period, then the dispute shall be referred to mediation.
- 10) Either Municipality shall be entitled to provide the other Municipality with a written notice (“Mediation Notice”) specifying:
 - a. The subject matters remaining in dispute, and the details of the matters in dispute that are to be mediated; and
 - b. The nomination of an individual to act as the mediator.
- 11) The Municipalities shall, within thirty (30) days of the Mediation Notice, jointly nominate or agree upon a mediator.
- 12) Where a mediator is appointed, the Municipalities shall submit in writing their dispute to the mediator and afford the mediator access to all records, documents, and information the mediators may reasonably request. The Municipalities shall meet with the mediator at such reasonable times as may be required and shall, through the intervention of the mediator, negotiate in good faith to resolve their dispute.
- 13) All proceedings involving a mediator are agreed to be without prejudice and the fees and expenses of the mediator and the cost of the facilities required for mediation shall be shared equally between the Municipalities.

- 14) In the event that:
 - a. The Municipalities do not agree on the appointment of a mediator within thirty (30) days of the Mediation Notice; or
 - b. The mediation is not completed within ninety (90) days after the appointment of the mediator; or
 - c. The dispute has not been resolved within one hundred twenty (120) days from the date of receipt of the Mediation Notice; either Municipality may by notice to the other withdraw from the mediation process and in such event the dispute shall be deemed to have failed to be resolved by mediation.
- 15) If mediation fails to resolve the dispute, the dispute shall be submitted to binding arbitration. Either of the Municipalities may provide the other Municipality with written notice (“Arbitration Notice”) specifying:
 - a. the subject matters remaining in dispute and the details of the matters in dispute that are to be arbitrated; and
 - b. the nomination of an individual to act as the arbitrator.
- 16) Within thirty (30) days following receipt of the Arbitration Notice, the other Municipality shall, by written notice, advise as to which matters stated in the Arbitration Notice it accepts and disagrees with, advise whether it agrees with the resolution of the disputed items by arbitration, and advise whether it agrees with the arbitrator selected by the initiating Municipality or provide the name of one arbitrator nominated by that other Municipality.
- 17) The Municipalities shall, within sixty (60) days of the Arbitration Notice, jointly nominate or agree upon an arbitrator.
- 18) Should the Municipalities fail to agree on a single arbitrator within the prescribed time period, then either Municipality may apply to a Justice of the Court of Queen’s Bench of Alberta to have the arbitrator appointed.
- 19) The terms of reference for arbitration shall be those areas of dispute referred to in the Arbitration Notice and the receiving Municipality’s response thereto.
- 20) The Alberta Arbitration Act (RSA 2000, Chapter A-43 as amended from time to time) in force shall apply to arbitration proceedings commenced pursuant to this Framework.
- 21) The arbitrator shall proceed to hear the dispute within ninety (90) days of being appointed and proceed to render a written decision concerning the dispute forthwith.
- 22) The arbitrator’s decision is final and binding upon the Municipalities subject only to a Municipality’s right to seek judicial review by the Court of Queen’s Bench on a question of jurisdiction.
- 23) If the Municipalities do not mutually agree on the procedure to be followed, the arbitrator may proceed to conduct the arbitration on the basis of documents or may

hold hearings for the presentation of evidence and for oral argument.

- 24) Subject to the arbitrator's discretion, hearings held for the presentation of evidence and for argument are open to the public.
- 25) If the arbitrator establishes that hearings are open to the public, the arbitrator, at their sole discretion, may solicit written submissions. If the arbitrator requests written submissions, they must be considered in the decision.
- 26) The fees and expenses of the arbitrator and the cost of the facilities required for arbitration shall be shared equally between the Municipalities.
- 27) On conclusion of the arbitration and issuance of an order, the arbitrator must proceed to compile a record of the arbitration and give a copy of the record to each of the Municipalities.

F. CORRESPONDENCE

1) Written notice under this Agreement shall be addressed as follows:

a. In the case of the Summer Villages of Jarvis Bay and Norglenwold to:

**Sylvan Lake Summer Villages
c/o Chief Administrative Officer
Bay 8, 14 Thevenaz Industrial Trail
Sylvan Lake, AB T4S 2J5**

b. In the case of the Town of Sylvan Lake to:

**Town of Sylvan Lake
c/o Chief Administrative Officer
5012-48 Avenue
Sylvan Lake, AB T4S 1G6**

2) In addition to F(1), notices may be sent by electronic mail to the Chief Administrative Officer.

Summer Village of Jarvis Bay

March 2, 2021

Council and Legislation

Request for Decision

Agenda Item: *Wastewater Consultant*

Background:

Administration received a proposal from Michael Wuetherick of Racin Management Consulting Inc., to provide consulting services regarding wastewater operations for all 5 summer villages. The proposal provides options for engineering and operations support, assisting in the management of the existing and future wastewater lines, and technical advising for matter that come out of the Sylvan Lake Regional Wastewater Commission.

Michael Wuetherick has proven to be a very useful asset to Administration with matters pertaining to the Sylvan Lake Regional Wastewater Commission and the Sunbreaker Cove municipal wastewater line.

This item was discussed at the January 26, 2021, Joint Services Committee meeting and the members were in support of the proposal recommending Administration to bring the proposal to each Council for consideration.

Options for Consideration:

1. That Council support the proposal received from Racin Management Consulting as presented.
2. Council accepts as information.

Administrative Recommendations:

That Council support the proposal received from Racin Management Consulting as presented



Racin Management Consulting Inc.

Site 1 RR 1 Box 71 Bentley, Alberta T0C 0J0

Summer Villages of Sylvan Lake

8, 14 Thevenaz Industrial Trail
Sylvan Lake, Alberta T4S 2J5

January 22nd, 2021

Attention: **Roger Dufresne, Chair, Joint Services Committee**
 Tanner Evans, Chief Administrative Officer

Re: **Proposal for Provision of Consulting Services for Wastewater Operations**

Dear Roger and Tanner,

In response to your request for a proposal to provide consulting services in regards to the Wastewater operations for all five villages, please find attached my proposal outlining the services offered for consideration by the members of the Joint Services Committee.

The proposal includes options to provide services to the JSC as a whole in regards to the Sylvan Lake Regional Wastewater Commission ("SLRWWC"), and additional engineering and operations support as may be directed to assist the Summer Village Public Works department in managing the existing and future Village wastewater collection systems.

I would be pleased to discuss any component of the proposal at your convenience. If you have any questions, please give me a call at (403)863-4245, or via email at mwuetherick@gmail.com.

Sincerely,

Racin Management Consulting Inc.

A handwritten signature in blue ink, appearing to read 'M. Wuetherick', with a long horizontal stroke extending to the right.

Michael Wuetherick, P.Eng.
President & CEO

Racin Management Consulting Inc. – Consulting Services Proposal

1.0 Proposed Services

The proponent provides the following overview of the services available, to be agreed upon by the JSC and/or SV Administration, on an as needed basis.

1. Support of SLRWWC Directors with Governance and Operations

- a) Assessment of the annual Commission budget including forecasts of volume, operating costs, capital budget plans and adequacy of reserves.
- b) Verify rate model used by Commission and ensure compliance with the approved business plan.
- c) Review of annual operating costs of the Commission, and provide any insight into improving operating efficiency or elevating level of service.
- d) Review of compliance with SLRWWC bylaws and reporting requirements.
- e) Recommendations to directors regarding potential strategic direction of the Commission involving the Villages.
- f) Attend all SLRWWC board and technical committee meetings as directed.

2. Engineering and Operations Support of Village Collection Systems

- a) Provide operations and engineering support to public works staff in developing annual operating and capital budgets for each community.
- b) Assist Administration in preparing RFQ's as needed to supply operations and maintenance services within the Villages.
- c) Assist in developing standard operating procedures and ensure municipal compliance with Code of Practice requirements, including annual reporting as may be required.
- d) Develop Asset Management Plans with Administration to forecast long-term capital replacement reserve requirements.
- e) Assist Administration in obtaining other professional services that may be required (i.e. Contract Operators, engineering support, trades and other contractors as needed.)
- f) Provide technical consulting and project management oversight on repairs, extensions or construction of new projects. This includes assistance in preparing and reviewing Tenders generated by engineering contracts, and recommendations to council regarding tender awards.

I also have developed an extensive network of engineers, trades, contractors and certified operators that can be called upon as required in support of the individual needs of the Villages.

3. Cost of Services

Racin's current hourly rate is \$125 per hour plus GST, plus disbursements and compensation for mileage at the current rate as published by CRA (Currently \$0.59/km). For attendance at SLRWWC meetings, the proposed fee of \$50 per hour of meeting time plus mileage if required. Annual costs are forecast based on the time needed to prepare prior year's reviews provided to the JSC.

SLRWWC Related Services	Rate (\$/hr)	Estimated Hours	Annual Cost
Consulting & Advisory Services	\$125.00	15	\$1,875.00
SLRWWC Meetings	\$50.00	16	\$800.00
		Total Annual Estimate	\$2,675.00

For any additional services related to consulting services to individual municipalities, the proposed rate is \$125.00 per hour plus mileage rates. Prior to commencing any project related work, the Proponent and SV Administration will prepare a mutually agreeable scope of work, from which Racin will provide an estimated cost prior to commencement of the work.

Relative to Sunbreaker Cove, I presently volunteer my services due to pecuniary interest requirements due to my relation to Mayor Teresa Beets. If and when the pecuniary interest issue is resolved, rates as proposed above will apply.

Key Personnel:

Michael Wuetherick, P.Eng



Michael is a former senior executive with extensive management experience in the upstream oil and gas sector in both private and public companies serving as President, CEO and CFO. With over 25 years' experience in engineering, operations, senior executive management roles and as a corporate director. Examples of Michael's business experience and capabilities relevant to this proposal include the following:

- Broad experience in formulating and managing long term business plans, financial modelling, strategic planning and implementing risk management strategies.
- Proven leadership ability in managing large and complex organizations ensuring financial and operating proficiency of the organization, maintaining emergency preparedness policies and compliance with internal and government reporting standards.
- Experienced in developing and managing internal financial controls, including interaction with external auditors, regulatory bodies and maintaining timely communications with all stakeholders and partners.
- Highly developed negotiation skills to ensure timely and cost effective business relationships with service providers, joint venture partners and external agencies.
- Extensive operations experience including design, construction and operations of facilities including pipelines, pumping stations, compressors stations, SCADA control centers, electrical generation, oil batteries and gas processing plants.
- Over 20 years of direct project engineering and management experience responsible for timely and cost effective execution of major capital programs of over \$100 million per year. Including oversight and management of large multi-disciplinary teams and 3rd party engineering and financial consultants.
- Strong interpersonal skills including extensive public speaking experience, development and management of the organization's communication strategy, and being the key contact point for all stakeholders.
- Experienced corporate director with solid understanding of corporate governance practices.

Relevant Municipal Management Experience

Project Technical Advisor – Summer Village of Sunbreaker Cove Alberta (2014-Current)

Michael is currently the Project Technical Advisor (Volunteer position) with regards to the design, construction and operation of a municipal wastewater gathering system to be constructed within the Summer Village of Sunbreaker Cove, scheduled to be completed in 2021. The municipal system will be constructed in conjunction with the proposed Northern Lateral extension of the Sylvan Lake Regional Wastewater Commission (“SLRWWC”).

Working directly with the Summer Village Councilors, Michael has fulfilled the technical leadership role of the project including the following tasks:

- Development of a thorough communication strategy, including public presentations at community Annual General Meetings, and project open-houses with residents.
- Review of previous feasibility and engineering studies completed, and recommendation of a revised system design lowering installed capital cost requirements from \$6.4 mm to \$3.2 mm.
- Technical advisor overseeing detailed engineering design conducted by Stantec Engineering in 2016.
- Reviewed business plan prepared by Robert Jenkins & Associates required to support the Village’s application for debenture financing.

Member of the Sylvan Lake Regional Wastewater Technical Committee (2017 – Current)

Michael was appointed by Sunbreaker council in 2017 as the community’s representative on the SLRWWC Technical Committee. The Technical Committee is responsible for recommending to the board best practices in terms of system design, development and implementation of standard operating procedures, and accountability for ensuring the efficiency and reliability of the Commission’s facilities.

The Technical Committee oversaw the design of the recent \$42 mm regional project connection to the City of Red Deer including selection of routing, review of detailed engineering design and cost estimates, development of tenders for construction and recommendation of selected contractors. Michael currently serves on the Technical Committee managing construction of the North Shore Lateral extension and Blissful Beach lift station.

Consultant, Robert Jenkins & Associates (2017)

Michael assisted in preparing updates to two municipal Water and Wastewater business plan models and rate studies in conjunction with Bob Jenkins.

- Business plan update for the Westlock Regional Water Services Commission. Project included a review of historical operating and accounting performance and determining forecast utility rates due to proposed expansion of the Commission facilities.
- Utility rate study for the Town of Bonnyville Water and Wastewater systems. Project included a review of historical operation and accounting performance and forecasting future utility rates for both systems. Working in conjunction with Stantec Engineering, the rate study incorporated the forecast capital costs for replacement and capital requirements based on Stantec's Asset Management Program for the Town's water utilities.

Chief Administrative Officer, South Red Deer Regional Wastewater Commission (July 1, 2018)

Appointed CAO of the South Red Deer Regional Wastewater Commission ("SRDRWC") effective July 1, 2018. The SRDRWC is a large scale regional wastewater collection system providing wastewater transportation from the Towns of Olds, Bowden, Innisfail and Penhold and also from Red Deer County and Mountain View County, with an annual operating budget of over \$8 million per year.

The SRDRWC system includes over \$150 million of capital assets including transmission lines, six lift stations, and odor management facility and a SCADA operations system transporting over 3.3 million m³ per year of wastewater to the City of Red Deer treatment plant.

Chief Administrative Officer, Mountain View Regional Waste Management Commission (September 1, 2018)

Appointed CAO of the Mountain View Regional Waste Management Commission ("MVRWMC") effective September 1, 2018. The MVRWMC provides solid waste management services to the Towns of Cremona, Carstairs, Didsbury, Olds, Sundre and Mountain View County. The Commission's employees 11 staff and has an annual budget of \$3.2 mm per year.

The MVRWMC system includes a Class II Landfill in Didsbury, Alberta plus two waste transfer stations in Water Valley and Sundre, and a total of 8 recycling centers throughout Mountain View County.

Summer Village of Jarvis Bay

March 2, 2021

Council and Legislation

Request for Decision

Agenda Item: *Minister's Awards for Excellence*

Background:

Nominations are now being accepted for the 2021 Minister's Awards for Municipal Excellence which recognizes municipal government excellence and promotes the sharing of knowledge among municipalities.

For 2021, the program features new categories:

Partnership (open to all municipalities)

Award will be given for an innovative initiative involving a local or regional partnership that achieves results that could not have otherwise been accomplished by the municipality alone. This could involve cooperation, coordination, and collaboration with other municipalities, businesses, Indigenous communities, non-profit organizations, community groups, and other orders of government to achieve a specific outcome.

Building Economic Strength (open to all municipalities)

Award will be given for an innovative initiative involving the municipality and business community that addresses a challenge affecting community economic strength.

Service Delivery Innovation (Open to all municipalities)

Award will be given for an innovative initiative that improves the delivery or reduces the cost of a program or service through a more efficient process or through the use of an alternate delivery approach.

Enhancing Community Safety (open to all municipalities)

Award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (e.g. lighting, accessibility, traffic calming measures), and community services initiatives.

Smaller Municipalities (open to municipalities with populations less than 5,000)

Award will be given for a municipal initiative that demonstrates leadership, resourcefulness, and/or innovation to better the community.

The deadline for submissions is March 31, 2021.

Options for Consideration:

- 1) Council accept as information.
- 2) Council nominates a municipality for the Minister's Awards for Municipal Excellence.

Administrative Recommendations:

That Council discusses and provides direction to Administration.



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister**Deputy Government House Leader**MLA, Calgary-Hays*

AR104150

Dear Chief Elected Official:

I am pleased to invite your municipality to provide submissions for the 20th annual Minister's Awards for Municipal Excellence, which formally recognize excellence in local government practices and promotes knowledge-sharing among municipalities. These awards offer an opportunity to recognize the truly great work happening in local governments across Alberta.

For the 2021 program, submissions will be accepted in the following categories:

Partnership (open to all municipalities)

Award will be given for a leading municipal practice involving regional co-operation. This could involve consultation, co-ordination, and co-operation with other municipalities, agencies, non-profit organizations, community groups, and other orders of government. Submissions may be joint or individual, and consideration will be given to partnerships with formal agreements that ensure continuing co-operation and shared benefits.

Building Economic Strength (open to all municipalities)

Award will be given for an innovative initiative involving the municipality and business community that addresses a challenge affecting community economic strength.

Service Delivery Innovation (open to all municipalities)

Award will be given for an innovative initiative that improves the delivery or reduces the cost of a program or service through a more efficient process or through an alternate delivery approach.

Enhancing Community Safety (open to all municipalities)

Award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (e.g., lighting, accessibility, traffic calming measures), and community services initiatives.

Smaller Municipalities (open to municipalities with populations less than 5,000)

Award will be given for a municipal initiative that demonstrates leadership, resourcefulness, and/or innovation to better the community.

.../2

-2-

Further details about eligibility and submission requirements are available on the Minister's Awards for Municipal Excellence website at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx. The deadline for submission is March 31, 2021.

Should you have any questions regarding this program, please contact the Municipal Excellence Team, at 780-427-2225 or municipalexcellence@gov.ab.ca.

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Ric McIver". The signature is fluid and cursive, with the first name "Ric" and last name "McIver" clearly distinguishable.

Ric McIver
Minister

Summer Village of Jarvis Bay**March 2, 2021****Public Works****Request for Decision****Agenda Item: *Speed Signs*****Background:**

Due to concerns regarding speeding along Jarvis Bay Drive Administration is providing some information on speed signs.

Information sheets on speed sign options are attached. These would be purchased through Alberta Traffic Supply who offer discounts to municipalities through the RMA (Rural Municipalities of Alberta) program. Birchcliff has recently purchased two I-Safe 1 SL signs. These signs will collect data on the amount of traffic and the speed of traffic that pass by. Data can be collected via Bluetooth from the signs.

I-Safe 1 SL speed sign - \$5,330.00

I-Safe 2 SL speed sign - \$6,130.00

Both prices include:

- Speed sign
- Battery pack
- 80W solar panel with mounting kit
- Bluetooth card

Installation of signs will be \$570 per location.

Options for Consideration

1. Council moves that Administration purchase and install a speed sign at a specified location.
2. Council move that Administration investigate further options for speed signs.
3. Council accepts as information.

Administrative Recommendations:

Council moves that Administration purchase and install and I-Safe 1 SL speed sign to be installed at the entrance of Jarvis bay just past the mailboxes.

Authorities:

MGA

201 c)

“A council is responsible for

- a) Developing and evaluating the policies and programs of the municipality;”

I-SAFE 1 SL



Variable Message Sign (VMS) with alternating speed and text/images



The I-SAFE 1 sign links the speed information (green, orange or red displayed depending on driver's behavior) to a 768 LED matrix on which you can display personalized pictograms.

With its internal radar and removable battery, the I-SAFE 1 is mobile and easy to use. It can also be powered using a solar power kit or AC power.

Benefits

- Compact
- Light
- Predefined settings
- Calendar function (up to 4 periods/day)

User-Friendly

- Comprehensive software for data analysis
- Full standard kit including the fastening system

Multi-Purpose

- 1 product = 4 power possibilities (battery, solar, public lighting, mains power)
- Possibility to display 2 pictograms successively for one measure
- Anti-speeding record function
- Fully customizable settings

Features

- Vehicle activated traffic calming
- Amber LED or 3-LED display colours (green, orange, red)
- Personalized pictograms (or short messages)
- Set up using PC software and USB flash drive



Specifications

Adjustable Settings

Choice of predefined speed zones settings (digit encoder) & user-set zone (USB key)

- Min. and max. speed displayed thresholds
- Colour speed thresholds (green, orange, red)
- Blinking flash threshold
- Text or pictograms by the user
- Display intensity
- Working days/hours

Compact, Easy to Use, and Very Bright

- Large format display board (39 cm) (15.35")
- 768 LED matrix to display coloured pictograms (user definable)
- Mobile and very easy to handle
- Mounting system suitable to all pole type.

Options

- Bluetooth®
- GPRS



* The Bluetooth® word mark and logos are registered trademarks owned by Bluetooth SIG, Inc. and any use of such trademarks by International Road Dynamics Inc. is under license. Other trademarks and trade names are those of their respective owners.

Electromagnetic compatibility and electrical safety: the I-SAFE 2 complies with the essential requirements and other relevant provisions of the R&TTE Directive 1999/5/EC. FCC ID VECD6, IC ID CS20152

Specifications	
Displayed speed	From 5 to 199 km/h (3.1 to 123.65 mph)
Measured speed	From 5 to 250 km/h (3.1 to 155.34 mph)
Digits size	384 x 513 mm (15.1" x 20.19") (H x L)
Panel size	775 x 665 x 140 mm (30.5" x 26.18" x 5.5") (H x L x P)
Weight	12.4 kg (27.3 lb) (without battery)
Environmental protection	IP65
Mounting system	2 hooks at panel's rear + 2 specific pole brackets
Operating temperatures	From -35°C to +65°C (-31°F to +149°F)
Power supply	12 V DC - rechargeable 12V/24 Ah or 220 V (network or public lighting) or solar powered
Autonomy	Depending on power supply option selected (battery/AC)
Radar frequency	K band : 24.125 GHz
Transmitted power	< 5 mW
Communication set-up	USB (options : Bluetooth or GPRS)
Memory	540,000 measures
Software	
PC Running	Windows XP or higher, minimum 256 MB RAM
Disk Space	100 MB
Detection range	Car : 120 m (393.7 ft) Truck : 150 to 200 m (492.1 ft to 656.1 ft)



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I-SAFE 2 SL

Variable Message Sign (VMS) with alternating speed and text/images



The I-SAFE 2 sign links the speed information (green, orange or red displayed depending on driver's behavior) to an 832 LED matrix on which you can display personalized messages (single or double display lines) and/or pictograms.

With its internal radar and removable battery, the I-SAFE 2 is mobile and easy to use. It can also be powered using a solar kit or AC power.

Benefits

- Compact
- Light
- Predefined settings
- Calendar function (up to 4 periods/day)

User-Friendly

- Comprehensive software for data analysis
- Full standard kit including the fastening system

Multi-Purpose

- 1 product = 4 power possibilities (battery, solar, public lighting, mains power)
- Possibility to display 3 messages successively for one measure
- Anti-speeding record function
- Fully customizable settings

Features

- Vehicle activated traffic calming
- Amber LED or 3-LED display colours (green, orange, red)
- 2 simultaneous text lines
- Set up using PC software and USB flash drive



Specifications

ADJUSTABLE SETTINGS

Choice of predefined setting speed zones (digit encoder) & user-setting zone (USB key)

- Min. and max. speed displayed thresholds
- Colour speed thresholds (green, orange, red)
- Blinking flash threshold
- User-defined text or pictograms with single or dual-line display
- Display intensity
- Working days/hours

COMPACT, EASY TO USE, AND VERY BRIGHT

- Large format display board (39 cm/15.35 in)
- 2 text lines of 9 to 10 characters (user-definable)
- Mobile and very easy to handle
- Mounting system suitable to all pole types

OPTIONS

- Bluetooth®
- GPRS



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Electromagnetic compatibility and electrical safety: the I-SAFE 2 complies with the essential requirements and other relevant provisions of the R&TTE Directive 1999/5/EC. FCC ID VECDF6, IC ID CS20152

Specifications	
Displayed speed	From 5 to 199 km/h (3.1 to 123.65 mph)
Measured speed	From 5 to 250 km/h (3.1 to 155.34 mph)
Digits size	345 x 520 mm (13.58" x 20.47") (H x L)
Matrix size	160 x 520 mm (6.3" x 20.47") (H x L)/832 LEDs
Panel size	775 x 665 x 140 mm (30.5" x 26.18" x 5.5") (H x L x P)
Weight	12.4 kg (27.3 lb) (without battery)
Environmental protection	IP65
Mounting system	2 hooks at panel's rear + 2 specific pole brackets
Operating temperatures	From -35°C to +65°C (-31°F to +149°F)
Power supply	12 V DC - rechargeable 12V/24 Ah or 220 V (network or public lighting) or solar powered
Autonomy	Depending on power supply option selected (battery/AC)
Radar frequency	K band : 24.125 GHz
Transmitted power	< 5 mW
Communication set-up	USB (options : Bluetooth or GPRS)
Memory	540,000 measures
Software	
PC Running	Windows XP or higher, minimum 256 MB RAM
Disk Space	100 MB
Detection range	Car : 120 m (393.7 ft) Truck : 150 - 200 m (492.1 to 656.1 ft)



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Summer Village of Jarvis Bay

March 2, 2021

Council Reports

Information Item

Council Reports:

Julie Maplethorpe

- Town of Sylvan Lake Library Board

Annabelle Wiseman

Bob Thomlinson

Committee Reports:

Joint Services Committee

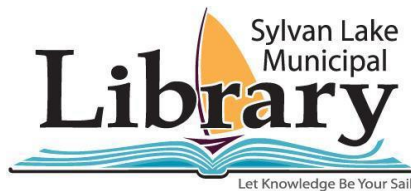
- January 2021 Meeting Minutes

Correspondence:

Advanced Ambulatory Care

Upcoming Meetings:

Next Council Meeting – April 6, 2021



THE TOWN OF SYLVAN LAKE LIBRARY BOARD – REGULAR MEETING HIGHLIGHTS

WEDNESDAY – FEBRUARY 10, 2021 – 6:30PM VIA ZOOM

1. Treasurer’s Report

The Treasurer’s Report was approved as presented.

2. Director’s Report

The Director’s Report was approved as presented.

Although the library is closed, curbside pick-up service is available for patrons Monday to Friday from 9:30am to 4:30pm. This service works in the following manner:

- Place holds using the online catalogue or by phoning the Library during posted hours.
- Wait for a call or email from the Library notifying you that your hold is ready.
- When you arrive at the Library phone (403) 887-2130 and a staff member will prepare the hold
- If you do not have a cell phone, arrange a time, and knock on the front door when you arrive.
- Remain in your vehicle or a minimum of two metres from the entrance while a staff member brings the hold and places it on the pick-up table.
- Once staff are back inside the Library, approach the table and collect your holds.
- Do not place any personal belongings or library returns on the table.
- The staff will be wearing masks and it is appreciated if patrons also wear one.
- Maintain a physical distance of at least two metres from anyone in the area.
- Continue to use the book drop on the east end of the building to return items.

The donations received from “100 Women Who Care” and the “Friends of the Sylvan Lake Library” (FOSLL) were used to purchase custom made study carrels and greatly enhance the non-fiction collection. The study carrels have recently been installed and are a welcome addition to the Library.

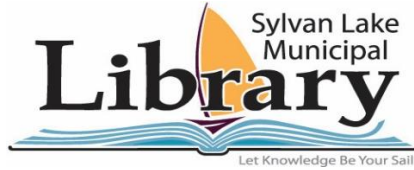
3. Information and Updates

At the April Board meeting information will be presented with regards to the annual audit.

Policy sub-committees have been organized to ensure policies are reviewed regularly and stay up to date.

Meeting adjourned at 7:21pm.

Next Regular Meeting – March 10, 2021 at 6:30pm



February 18, 2021

Julie Maplethorpe, Mayor
Bay 8, 14 Thevenaz Industrial Trail
Sylvan Lake, AB T4S 2J5

Dear: Ms. Maplethorpe

In 2020, our library, in partnership with the Parkland Regional Library System, undertook an advocacy campaign to receive feedback from our community. This campaign was called ***"Because of the library..."***. We asked our community to finish this sentence and tell us what the library means to them and the impact we have within our immediate community and our residents in neighbouring communities. I would like to share these comments with you.

From our website <https://sylvanlibrary.prl.ab.ca/about-us/advocacy>



How has the library impacted you? Do you have a happy story to share? We'd love to hear it! Fill out the form below to submit your story.

Our Responses!

Because of the library...

Great selection of books in all genres AND the staff are outstanding!

It's fun!!! And it's quiet.

I got to read and watch different things and learn new things.

:) So many, young and older, are introduced to some of the finest books/literature in the world!!! Read, read, read and "Learn to Love" reading!!!

I love all the great programs and snacks there.

Harry Potter Book Club (with a great drawing of the Hogwarts coat of arms!) -Lina

I love the library. I love the programs. I love the selection of books and movies. I love the staff. I love the games. I love the computers. (Lots of hearts drawn on this one!) -Brynlee Potvin

I get books during the summer! -Dayna

I have fun books to read and fun toys to play with! -Eleanor

I can have internet access. :)

I have a safe and welcoming place to interact with clients I work with. The staff are genuine, caring, and thoughtful. Sylvan Lake Library is the best library I have ever spent time in.

The list is endless of ALL the things I LOVE about the library!!

- *All the wonderful staff*
- *The amazing groups for kids*
- *The great selection of books and movies*
- *Sylvan library is always clean :)*
- *Love all the snacks & toiletries :)*

Love love love our Sylvan Lake Library!!

We seniors have a quiet place to go and just browse – or find extraordinary books to read here or check out. For many of us, it is a vital stopping point and terrific staff who are always gracious. I cannot envision Sylvan Lake without this library. I know it is also vital to mothers and children – of all ages. It would be a horrible detriment to the town to lose this vital and welcoming resource. -Cy Reining

Everyone is so kind, and well... books...

How much you care!

I can come here and know I am safe.

I can "on-line shop" without hurting my pocket book!

I can share the fun of literacy with my child

Harry Potter Book Club. Hufflepuff (with a great drawing of the Hogwarts coat of arms). -Isabelle

*Have a nice day. You are all *awesome*.*

I get to read lots of books and learn about lots of new things!

I get to read lots of cool books. I like to share with my brother. -Paisley McLachlan, age 4

I am able to read books to my kids. I'm able to get my schooling done. I am able to relax while reading. I am able to find books with the help of the staff. Thank you staff! I'm grateful to all of you!

What I love about the library? The first word that came to me was: Everything! :)

- Books
- Visits
- Computer
- Help with technology
- Clean bathrooms

- *Programs*
- *Staff – excellent!!*
- *Helping to get longer time on book you really enjoy (as much as possible)*
- *Everything!*

I have a safe and quiet place to do my homework.

I can read as many books as I want for free!

Anime club

I love books!

Everything, but of all the staff.

All the staff are very helpful and friendly. I like the programs that are put on. The older kids seem to have a safe place they can hang out. I just love library atmosphere, in general, and enjoy coming by myself and also the play area with my 2 small kids. Great job.

I am able to bring in my clients to access books and games. It is very friendly environment to be in. Thanks.

We love story time with Corrie! Love Cece and Winnie

You gave me an opportunity to volunteer and meet people within my community. This helped me build my work experience skills.

I can read!!!

I've found many great stories and learned new things from non-fiction! It also gives me a quiet place to read and Wi-Fi when I need to use my phone. We have super friendly, knowledgeable staff too! Thanks for the chats and assistance when I need it! -Sherry M.

I have a safe space to escape to. I have a place to exist without spending money.

I have a safe and quiet getaway. Thank you. :)

I can afford to read.

We hope you enjoyed these heart-warming comments as much as we did.

Sincerely,

Andrea Newland

Andrea Newland, MLIS
Library Director
Sylvan Lake Municipal Library

G-1,2,3,4
Joint Service Committee
Regular Meeting Minutes
January 26, 2021

IN ATTENDANCE

Chair / Birchcliff: Roger Dufresne
Norglenwold: Jeff Ludwig
Jarvis Bay: Annabelle Wiseman
Half Moon Bay: Mike Pashak
Sunbreaker Cove: Teresa Beets
CAO: Tanner Evans

CALL TO ORDER

The Meeting was called to order at 9:03 a.m. by Chair Roger Dufresne.

AGENDA APPROVAL

JSC-21-01

MOVED by Annabelle Wiseman that the agenda be adopted as amended:
Add HRSC Organizational Design Review to D) 3
Add Update from Joint Service Operator to D) 4
CARRIED

ADOPTION OF MINUTES

JSC-21-02

Moved by Jeff Ludwig to accept the minutes from the October 28, 2020 Regular JSC meeting, and the December 3 New Building Meeting as presented.

CARRIED

INFORMATION ITEMS

- 1) 4th Quarter Shared Costs Update
- 2) CAO Goals and Vacation Schedule

JSC-21-03

Moved by Teresa Beets to accept the information items as presented
CARRIED

REQUESTS FOR DECISION

- 1) On Call Service for Wastewater Issues
- 2) Racin Management Consulting Services
- 3) Branding
- 4) Co-Ownership Agreement and Amending Agreement
- 5) Appraisal

JSC-21-04

MOVED by Roger Dufresne that the JSC move to a closed session at 10:33 a.m.

CARRIED

G-1,2,3,4

Joint Service Committee
Regular Meeting Minutes
January 26, 2021

JSC returned from a closed session at 12:27 p.m. The following motions were made by the Chair:

JSC-21-05 The JSC is in agreement that we should have more than one provider for emergency wastewater issues. Multiple companies will be available for 24/7 on call support and will report back to Administration with the information about the call out. The municipality or the homeowner will cover the costs depending on if the issue was the responsibility of the municipality or the private property.

JSC-21-06 Administration to bring the proposal forward to individual councils for approval with the support from the JSC as Racine has been reliable as summer village professional support on wastewater issues.

JSC-21-07 Administration to work with a graphic designer to adjust the proposed new branding and finalize. The JSC supports the idea of new branding for the Summer Village Administration.

JSC-21-08 Administration to make amendments to the Co-Ownership Agreement and Amending Agreements. The JSC has agreed to a list price and sale threshold and directs administration to list the current building for sale and for lease.

JSC-21-09 Administration to work with Teresa Beets on the JSC agreement to be brought back to the JSC at the next meeting in April.
CARRIED

ADJOURNMENT

JSC-21-10 Moved by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 12:51 p.m.

ROGER DUFRESNE, CHAIR

TANNER EVANS, CAO



February 2, 2021

To: Sylvan Lake and Area community partners

RE: Sylvan Lake Advanced Ambulatory Care Service (AACS) Program leadership transition

I wanted to take the opportunity to let you know we are presently transitioning leadership of the Sylvan Lake Advanced Ambulatory Care Service located at the Sylvan Lake Community Health Centre. The program will now report directly to the Red Deer Regional Hospital Centre (RDRHC) Director of Emergency Services, Carmen Petersen.

Please continue to contact Christine Farries for any program related inquiries, while we continue the transition of this program.

Contact Information

Christine Farries, Sylvan Lake AACS Manager

Phone: 403-358-0355

Email: Christine.Farries@AHS.ca

Carmen Petersen, Director, Emergency Services, Inpatient Medicine & Patient Access

Phone: 403-373-4471

Email: Carmen.Petersen@AHS.ca

Thank you for your patience,

A handwritten signature in black ink that reads "Valerie Thompson".

Valerie Thompson

Area Director, Lacombe & Red Deer Counties

Interim Director, Ponoka, Rimbey & Breton

Mobile: 780-603-1793

YEAR END FINANCIAL STATEMENT
December 30, 2020

Opening Balance: **\$14,192.89**

Receipts:

Interest	\$1,213.19
S.L. Tigers Hockey	267.72
Yuletide Festival	2,000.00
Tim Hortons Smile Cookie	11,171.85
Hospital 50/50	22,447.81
Donations/Cash boxes	<u>3,130.00</u>

Sub total Receipts **+40,230.57**

Expenses:

Stettler Health Administration	\$667.50
Medical Equipment Purchase 2019	15,747.75
Printing/Signs/Mailbox	<u>1,127.70</u>

Sub total Expenses **-17,542.95**

Closing Balance: **\$36,880.51***

*We have transferred **\$20,000.00** into a GIC.

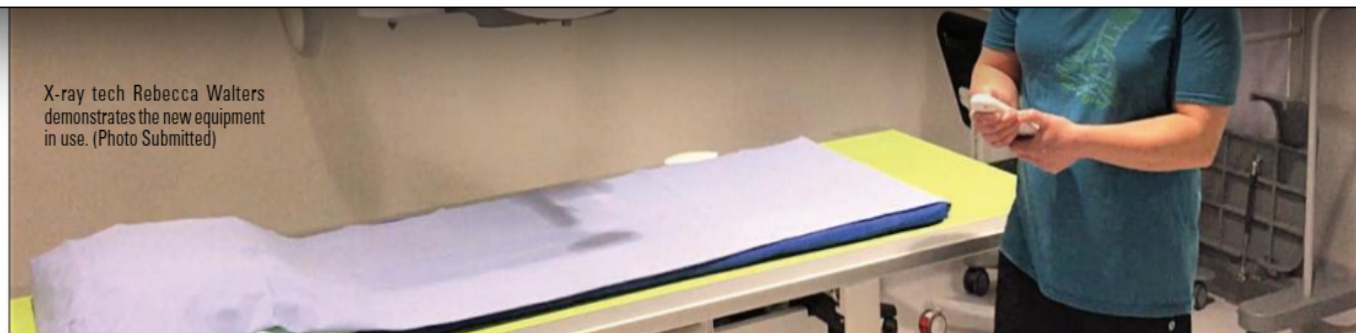
We also have another GIC valued at **\$115,391.07**

Please note that the X-Ray donation made by the Wuori's (\$850,000.00) is not reflected in this statement and a full accounting will be presented when the bill and payment has been finalized. The X-Ray donation is currently being held in a GIC until the bill arrives.



SYLVAN LAKE NEWS

-26°



X-ray tech Rebecca Walters demonstrates the new equipment in use. (Photo Submitted)

SHARE

New x-ray operational at AACCS

Installation of a new digital radiographic X-ray unit at the Sylvan Lake Advanced Ambulatory Care Service is now complete and local residents are now benefitting from the new technology.

The new unit reduces the need for patients to travel to larger centres, and improves the speed, accuracy and efficiency of diagnosis and treatment.

Funding for the equipment came from an \$850,000 donation from local residents Stephen and Jacqueline Wuori, who partnered with the Sylvan Lake and Area Urgent Care Committee to coordinate their gift.

"This generous donation from the Wuori family is a testament to the strength and compassion

of Albertans," said Devin Dreesen, MLA for Innisfail-Sylvan Lake. "I'm impressed when innovative thinkers work together to bring advanced health equipment to our communities, ultimately building a strong and healthy Alberta for years to come."

"It is truly exciting to see this new equipment go into service for the benefit of the Sylvan Lake community and surrounding area," says Stephen and Jacqueline Wuori in a statement. "Everything has gone smoothly and we appreciate the co-operative relationship we have had with the Urgent Care Committee and Alberta Health Services."

Unlike the facility's previous X-ray machine, the new unit has the ability to perform image stitching, which connects multiple X-ray images together to create one high-resolution image. This is especially beneficial to patients with scoliosis and those in need of orthopedic surgery on a knee or hip, as local and area patients no longer have to travel to Red Deer or Olds.

"This new technology will reduce the time it takes to gather images and send them to a physician for review. That means patients will receive results sooner than with the previous machine," says Valerie Thompson, Area Director, Lacombe,

Ponoka and Red Deer Counties.

"Alberta Health Services is extremely grateful for this generous donation. It isn't just an investment in healthcare, it's an investment in the entire community."

About 900 X-rays are performed monthly at the facility.

"The Sylvan Lake and Area Urgent Care Committee celebrates this generous financial donation from Stephen and Jacqueline Wuori for the major X-ray upgrade and interior renovation," says Susan Samson, Chair, Sylvan Lake and Area Urgent Care Committee. "Our community and surrounding areas will benefit greatly from the Wuoris' generosity."

In recognition of mandatory public health measures, a formal grand opening event will not be held.

The Sylvan Lake and Area Urgent Care Committee raises funds and accepts donations for the purchase of medical equipment for the Sylvan Lake Advanced Ambulatory Care Service. The service opened in 2018 and offers treatment for urgent, non-life-threatening injuries and illnesses.

- Submitted

SUMMER VILLAGE OF NORGLENWOLD PUBLIC NOTICE SUBDIVISION AND DEVELOPMENT APPEAL BOARD HEARING

This is to advise that an appeal has been received on January 14, 2021, from a neighbouring resident, appealing development permit #201652 issued November 30, 2020, for an accessory building with guest house at 313 Honeymoon Drive (Lot 4 Block 2 Plan 350HW) in the Summer Village of Norglenwold, due to the approved size variance.

The Development Appeal Board Hearing will be held as follows:

DATE: Monday, February 8th, 2021

TIME: 1:00 p.m.