

**REGULAR MEETING AGENDA
SUMMER VILLAGE OF JARVIS BAY
APRIL 6, 2021 @ 9:30 A.M.**

A. CALL TO ORDER

B. AGENDA - additions/deletions

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

D. INFORMATION ITEMS

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

E. REQUESTS FOR DECISION

1) Finance & Administration

- a) Mill Rate Bylaw

2) Council & Legislation

- a) Twin Rose Proposal
- b) Commissionaires

F. 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) Ann Zacharias, Summer Village of Birchcliff
 - Parkland Regional Library Board
- b) Ted Hiscock, Summer Village of Half Moon Bay
 - Family and Community Support Services

3) Upcoming Meetings

- c) Council Meeting – May 4, 2021

4) Closed Meeting

G. ADJOURNMENT

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

IN ATTENDANCE

Mayor:
Deputy Mayor:
Councillor:
CAO:
Finance Officer:
Public Works Coordinator:
Development Officer:
Recording Secretary:
Delegates:

Julie Maplethorpe via Zoom
Annabelle Wiseman via Zoom
Bob Thomlinson via Zoom
Tanner Evans via Zoom
Tina Leer via Zoom
Chris Loov via Zoom
Kara Kashuba via Zoom
Teri Musseau
Phil Dirks via Zoom

CALL TO ORDER

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

AGENDA APPROVAL

JBC-21-021

MOVED by Mayor Maplethorpe that the agenda be adopted as presented.
CARRIED

CONFIRMATION OF MINUTES

JBC-21-022

MOVED by Deputy Mayor Wiseman that the minutes of the regular meeting of Council held on February 2, 2021, be approved as presented.
CARRIED

DELEGATION:

Metrix Group
Phil Dirks of the Metrix Group was in attendance via Zoom to present the 2020 audited financial statements.

Phil Dirks left the meeting at 10:00 a.m.

JBC-21-023

MOVED by Mayor Maplethorpe that Council accept the audited financial statements as presented and authorize the Mayor to sign the financial return.
CARRIED

INFORMATION ITEMS

-
- 1) Accounts Payable Report

2) Financial Report

3) Development Update

JBC-21-024

MOVED by Councillor Thomlinson that Council rename the road shown on Plan 1424398 in the Twin Rose subdivision as Twin Rose Court.
CARRIED

Kara Kashuba left the meeting at 10:13 a.m.

-
- 4) Policing

JBC-21-025 MOVED by Mayor Maplethorpe that Council approve the information items as information.

CARRIED

REQUEST FOR DECISION

FINANCE & ADMINISTRATION

JBC-21-026 2021 Capital Budget
MOVED by Councillor Thomlinson that Council approve the 2021 Capital Budget as amended.

CARRIED

Tina Leer left the meeting at 11:09 a.m.

COUNCIL & LEGISLATIVE

Bylaw #177-21 Designated Officer Bylaw
JBC-21-027 MOVED by Mayor Maplethorpe that Council give 1st reading to the Designated Officer Bylaw as amended.

CARRIED

JBC-21-028 MOVED by Deputy Mayor Wiseman that Council give 2nd reading to the Designated Officer Bylaw as amended.

CARRIED

JBC-21-029 MOVED by Councillor Thomlinson that Council give 3rd reading to the Designated Officer Bylaw at this meeting as amended.

CARRIED

JBC-21-030 MOVED by Deputy Mayor Wiseman that Council give 3rd and final reading to the Designated Officer Bylaw as amended.

CARRIED

JBC-21-031 Intermunicipal Collaboration Framework
MOVED by Mayor Maplethorpe that Council adopt the Intermunicipal Collaboration Framework agreement with the Town of Sylvan Lake as amended.

CARRIED

Council break at 11:15 a.m.

Reconvened at 11:21 a.m. with the same people as at the beginning of the meeting except for Phil Dirks, Tina Leer and Kara Kashuba.

JBC-21-032 Wastewater Consultant
MOVED by Deputy Mayor Wiseman that Council support the proposal received from Racin Management for a one-year term with review after 1st year.

CARRIED

JBC-21-033 Minister’s Awards for Municipal Excellence
MOVED by Deputy Mayor Wiseman that Council write a letter of support for Lacombe County’s nomination of the Sylvan Lake Intermunicipal Development Plan.

CARRIED

PUBLIC WORKS

JBC-21-034

Speed Signs

MOVED by Councillor Thomlinson 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 to be added to the Capital budget with funding to come from general operating reserves.

CARRIED

COUNCIL REPORTS

- Mayor Maplethorpe
 - Town of Sylvan Lake Library Board
 - Emerging Trends for Municipal Law
- Deputy Mayor Wiseman
 - No reports
- Councillor Thomlinson
 - No reports

Committee Reports

- Joint Services Committee
 - January 2021 meeting minutes

Correspondence

Advanced Ambulatory Care

JBC-21-035

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

CARRIED

NEXT COUNCIL MEETING

JBC-21-036

MOVED by Mayor Maplethorpe that the next meeting of Council be held on April 6, 2021, at 9:30 a.m.

CARRIED

ADJOURNMENT

JBC-21-037

MOVED by Mayor Maplethorpe that being the agenda matters have been concluded, the meeting be adjourned at 12:02 p.m.

CARRIED

JULIE MAPLETHORPE, MAYOR

TANNER EVANS, CAO

Summer Village of Jarvis Bay

Administration and Finance

Council Date: April 6, 2021

Information Item

Agenda Item: *Accounts Payable Update*

Background:

Total payables processed and presented to Council \$ 140,349.26

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

1. SL & District Lions Club	\$	4,219.67
a. Dec 2020 Petro Beach-Accrued		
2. SL Regional Wastewater Comm	\$	5,081.75
a. Wastewater Services February 2021		
3. Al's Bobcat & Trucking	\$	5,040.00
a. Sanding/Snow Removal Feb 16-27		
4. Summer Village of Norglenwold	\$	10,697.61
a. February Shared Costs		
5. AB School Foundation Fund	\$	109,829.28
a. 1 st Quarter-2021		

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
2021-03-26 12:14 PM

Summer Village of Jarvis Bay
List of Accounts for Approval
As of 2021-03-26
Batch: 2021-00025 to 2021-00033

Page 1

Payment #	Date	Vendor Name	Reference	Payment Amount
Bank Code: MAIN - General Bank				
Computer Cheques:				
886	2021-02-28	SL & District Lions Club	Dec 2020 Petro Beach- Accrued	4,219.67
887	2021-03-26	SL Regional Wastewater Comm	February Wastewater Services	5,081.75
888	2021-03-26	Taxervice	Professional Services	73.50
EFT:				
137	2021-03-03	Al's Bobcat & Trucking	Sanding Jan 18 to 28th	5,040.00
138	2021-03-03	Summer Villages of Norglenwold	Land Titles/Mail outs/ATB MC	294.58
139	2021-03-09	Summer Villages of Norglenwold	Feb 2021 Monthly Shared Cost	10,697.61
140	2021-03-25	Al's Bobcat & Trucking	Sanding/Snow Removal Feb 16-27	1,344.00
Other:				
2665-Man	2021-02-28	Epcor	Utilities	156.87
2666-Man	2021-02-28	Epcor	Utilities	37.60
2669-Man	2021-03-26	Waste Management of Canada	Recycling-February 2021	845.94
2676-Man	2021-03-26	Epcor	Utilities	146.11
2677-Man	2021-03-26	Epcor	Utilities	33.01
2678-Man	2021-03-26	Epcor	Utilities	255.34
2687-Man	2021-03-26	Red Deer County	Garbage Base Charge	2,294.00
2693-Man	2021-03-26	AB School Foundation Fund	School Funding-1st Quarter	109,829.28
Total for MAIN:				140,349.26

Certified Correct This March 26, 2021

Mayor

Administrator

Summer Village of Jarvis Bay**April 6, 2021****Finance****Information Item****Agenda Item: *Financial Report*****Background:**

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

Note to Council: Postage is currently shows a negative balance due to one Municipality having a large amount of mail outs for a Project that has started. Administration has been billing this Municipality directly for their postage costs which is being reimbursed to the Shared Postage accounts.

The MOST funding is being mainly used out of the Office Supplies, Computer Software, Facility Maintenance, IT Equipment and Shared Other accounts. These accounts will be adjusted once the March 31st deadline for expenditures is over and costs can be shared accordingly.

Options for Consideration:

- The Operating Budget Report to February 28, 2021

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
2021-03-26 4:29 PM

**Summer Village of Jarvis Bay
Operating Budget**
For the Period Ending February 28, 2021

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	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)
101-000-510 - Penalties	8,128.00	6,733.31	(1,394.69)
112-000-410 - Sale of Services & Su	237.98	50.00	(187.98)
112-000-540 - Interest Charges	101.60	2.81	(98.79)
112-000-550 - Return on Investments	15,000.00	1,405.63	(13,594.37)
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	200.00	(1,324.00)
161-000-520 - Development Permits/A	572.81	1,200.00	627.19
161-000-590 - Encroachment Fees	204.22	900.00	695.78
Total Revenue:	510,880.97	10,491.75	(500,389.22)
Expenditures			
Council and Legislation			
211-101-150 - Mayors Remuneration	5,000.00	1,370.00	3,630.00
211-101-210 - Mayor Travel and Sub	1,200.00		1,200.00
211-102-150 - Deputy Mayor Remun	3,500.00	600.00	2,900.00
211-102-210 - Deputy Mayor Travel &	600.00		600.00
211-103-150 - Councillor Remun	3,500.00	240.00	3,260.00
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	145.09		145.09
211-304-220 - Mayors and Reeves Mem	100.00		100.00
Total Council and Legislation:	21,327.50	3,185.00	18,142.50
Administration			
212-100-110 - Salaries	99,535.23	14,293.49	85,241.74
212-100-130 - Training	2,637.69	595.48	2,042.21
212-100-140 - Benefits	3,721.70	447.39	3,274.31
212-100-210 - Travel and Subsistenc	3,416.11		3,416.11
212-100-211 - WCB	2,381.05	389.06	1,991.99
212-100-266 - PW Fleet	1,782.22		1,782.22
212-200-215 - Postage/Freight/Couri	1,817.47	(263.73)	2,081.20
212-200-500 - Printing Costs	2,036.01	185.60	1,850.41
212-200-510 - Office Supplies	3,193.41	1,477.85	1,715.56
212-300-217 - Phone/Fax/Internet	2,078.62	260.30	1,818.32
212-300-240 - Computer Software / M	1,527.02	2,635.51	(1,108.49)
212-300-242 - IT equipment	1,047.37	40.89	1,006.48
212-300-250 - Facility Improvements	1,047.37		1,047.37
212-300-255 - Facility Maintenance	3,678.56	188.31	3,490.25
212-300-263 - Condominium Costs	1,068.90	950.52	118.38
212-300-265 - Equipment Maintenance	450.00		450.00

Report Date
2021-03-26 4:29 PM

**Summer Village of Jarvis Bay
Operating Budget**
For the Period Ending February 28, 2021

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	Budget	Year to Date	Budget Remain
212-300-270 - Equipment Rental	839.85	100.05	739.80
212-300-510 - Other Contingency	349.46	144.19	205.27
212-300-530 - Building Insurance	518.36	0.01	518.36
212-300-540 - Utilities	3,028.61	360.11	2,668.50
212-400-220 - Election Expenses/Mee	5,000.00	186.58	4,813.42
212-400-221 - Bank Fees	6,000.00	97.60	5,902.40
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	3,667.15	602.49
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	27,606.36	147,763.84
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	5,180.00	18,420.00
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	541.86	4,558.14
242-000-250 - SLR WasteWater Commis	8,463.00	80.12	8,382.88
242-000-251 - SLR Water Commission	800.00	346.75	453.25
242-000-255 - Maintenance Program-S	15,000.00	286.42	14,713.58
242-000-260 - Useage Fees	64,756.00	5,081.75	59,674.25
243-000-200 - Contracted Services Solid Waste	24,560.78	2,294.00	22,266.78
243-000-270 - Recycling Program-WM	10,674.10	796.78	9,877.32
Total Public Works:	195,953.88	14,607.68	181,346.20
Planning and Development			
261-000-110 - Development Services	1,250.00	334.67	915.33
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	340.00	560.00
Total Planning and Development:	4,550.00	674.67	3,875.33
Recreation			
272-000-510 - Parks and Playgrounds	21,348.19	190.00	21,158.19
272-000-250 - Buoy Programs	3,735.93		3,735.93

Report Date
2021-03-26 4:29 PM

Summer Village of Jarvis Bay
Operating Budget
For the Period Ending February 28, 2021

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	Budget	Year to Date	Budget Remain
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	645.29	51,130.67
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:	510,880.97	47,272.80	463,608.18
Surplus / Deficit	0.00	(36,781.05)	(36,781.04)

Summer Village of Jarvis Bay**April 6, 2021****Planning and Development****Information Item****Agenda Item: Development Update****Background:**Development Permit Update:

Currently there are 63 development permits issued in the Summer Villages (25 in Birchcliff, 2 in Half Moon Bay, 8 in Jarvis Bay, 18 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 |

Administrative Recommendations:

Council to accept as information.

Authorities:

Land Use Bylaw #125/13.

Summer Village of Jarvis Bay

Finance

Request for Decision

Agenda Item: *Mill Rate Bylaw #178-21*

Background:

Administration would like to provide the 2021 Mill Rate Bylaw #178-21 for approval.

Options for Consideration:

- 1) Council review Bylaw #178-21

Administrative Recommendations:

- 1) That Council give 1st reading to By-Law #178-21
- 2) That Council give 2nd reading to By-Law #178-21
- 3) Upon unanimous consent by Council to give 3rd reading at this meeting
- 4) That Council give 3rd reading to By-Law #178-21

Authorities:

Section 353(1) of the Municipal Government Act, R.S.A. 2000, c M-26, provides that each Council must pass a property tax bylaw annually.

Section 353(2) The property tax bylaw authorizes the Council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of

- (a) the expenditures and transfers set out in the budget of the municipality, and
- (b) the requisitions

**Summer Village of Jarvis Bay
2021 Mill Rate Bylaw
No. #178-21**

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE SUMMER VILLAGE OF JARVIS BAY FOR THE 2021 TAXATION YEAR.

WHEREAS, the Summer Village of Jarvis Bay has prepared and adopted detailed estimates of municipal revenue, expenses and expenditures as required, at the council meeting held on April 6, 2021.

WHEREAS, the estimated municipal revenues and transfer from all sources other than taxation is estimated at \$246,807.50 and the balance of \$408,779.46 is to be raised by general municipal taxation; and

WHEREAS, the estimated municipal expenses (excluding non-cash items) set out in the annual budget for the Summer Village of Jarvis Bay for 2021 total \$655,586.97; and

THEREFORE, the total amount to be raised by general municipal taxation is \$408,779.46 and

WHEREAS, the requisitions are estimated to be:

Alberta School Foundation Fund	
- Residential & Farm Land	\$ 425,874.89
- Non-residential	\$ 1,285.28
Designated Industrial Property	<u>\$ 26.73</u>
Total Requisitions Collected	\$ 427,186.90

WHEREAS, the council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in the Summer Village of Jarvis Bay as shown on the assessment roll is:

Residential	\$ 166,503,080
Non-Residential & Designated Industrial Property	\$ 348,920
Taxable Assessment	\$ 166,852,000
Exempt	\$ 5,615,490
Total 2021 Assessment	\$ 172,467,490

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Summer Village of Jarvis Bay, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Summer Village of Jarvis Bay:

	Tax Levy	Assessment	Tax Rate
General Municipal			
Residential	\$407,932.55	\$166,503,080	2.4500
Non-Residential	\$846.91	\$348,920	2.4500
Totals:	\$408,779.46	\$166,852,000	
Alberta School Foundation Fund			
Residential & Farm Land	\$425,874.89	\$166,503,080	2.5578
Non-Residential	\$ 1,285.28	\$ 348,920	3.6836
Totals:	\$427,160.17	\$166,852,000	
Designated Industrial Property	\$ 26.73	\$ 348,920	0.0766

2. That this bylaw shall take effect on the date of the third and final reading.

READ a first time on this 6th day of April 2021.

READ a second time on this 6th day of April 2021.

Given UNANIMOUS consent to go to third reading on this 6th day of April 2021.

READ a third and final time on this 6th day of April 2021.

Julie Maplethorpe, Mayor

Tanner Evans, C.A.O.

Summer Village of Jarvis Bay

Council and Legislation

Request for Decision

Agenda Item: *Twin Rose Subdivision*

Background:

At the February Council meeting, Glenn Hockley attended as a delegation to request amendments to the Land Use Bylaw that would allow him to build semi-detached dwellings for his residential development Twin Rose. Council directed Mr. Hockley to prepare a proposal they could bring forward to their residents for review and consideration.

Administration has received the attached Twin Rose Villas presentation submitted by Glenn Hockley for Council's consideration.

Mr. Hockley is requesting Council schedule a public hearing at their earliest convenience to present his proposal to the public.

Options for Consideration:

1. That Council review the proposal and schedule a public hearing with residents.
2. That Council review the proposal and provide recommendations to Mr. Hockley prior to scheduling a public hearing.
3. That Council accept as information.

Administrative Recommendations:

Thank Council discuss and provide direction to Administration.

Authorities:

Land Use Bylaw #125/13.



WHERE LAKE LIFE MEETS THE PRAIRIES..

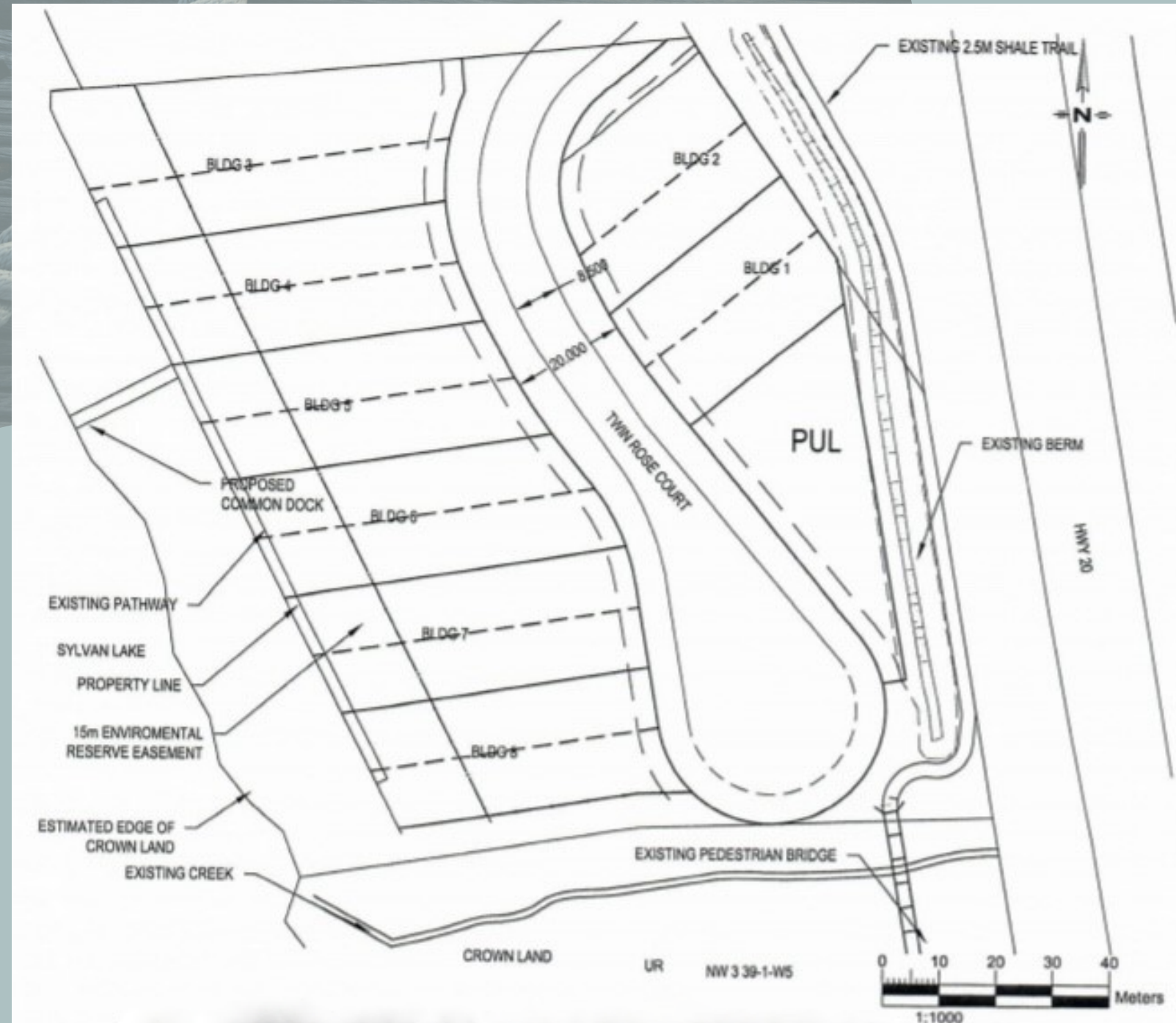


CANADA IS SEEING A MARKET SHIFT DUE TO THE COVID-19 PANDEMIC. NOW, MORE THAN EVER BEFORE, CANADIANS ARE SEEKING MORE AFFORDABLE RECREATIONAL PROPERTIES WITHIN THEIR GEOGRAPHICAL REGION RATHER THAN TRAVELLING SOUTH. THE TWIN ROSE HOUSING PROPOSAL WILL MEET THE NEEDS OF THIS MARKET SHIFT.

THE DEVELOPMENT

LOCATED AT THE SOUTH ENTRANCE TO JARVIS BAY, TWIN ROSE VILLAS CURRENTLY CONSISTS OF 9 LARGE LOTS (7 ON THE WATERFRONT AND 2 ADJACENT TO HWY 20) SET AROUND AN EXISTING CUL-DE-SAC. THE DEVELOPER (TWIN FAWN HOLDINGS LTD.) UNDER THIS PROPOSAL HAS AGREED TO REDUCE THE NUMBER OF LOTS TO 8 (REDUCING THE NUMBER OF LOTS CLOSEST TO THE LAKE BY 1). IN TURN THESE 8 LOTS WOULD EACH CONTAIN 2 SIDE BY SIDE RESIDENCES FOR A TOTAL OF 16 EXECUTIVE STYLE VILLAS.

DEVELOPMENT SITE PLAN



DEVELOPMENT MANAGEMENT

TO MANAGE THIS UNIQUE STAND-ALONE DEVELOPMENT THE DEVELOPER (TWIN FAWN HOLDINGS LTD.) HAS PROPOSED THE FORMATION OF AN HOA (HOME OWNERS ASSOCIATION). THIS GIVES THE RESIDENCES OF THE DEVELOPMENT AND JARVIS BAY THE ASSURANCE THAT TWIN ROSE VILLAS AT JARVIS BAY WILL BE MAINTAINED TO THE HIGHEST STANDARDS.

- THE ASSOCIATION WOULD CONSIST OF 3-7 DIRECTORS WHO WOULD BE ELECTED BY THE OWNERS OF THE VILLAS. OWNERS ONLY WOULD BE ELIGIBLE TO BECOME A DIRECTOR.
- THE BYLAWS AND JURISDICTION OF THE SUMMER VILLAGE SHALL TAKE PRECEDENT AND WILL BE ADHERED TO BY THE BYLAWS OF THE HOA.
- ARCHITECTURAL CONTROLS FOR THE CONSTRUCTION, APPEARANCE AND MAINTENANCE OF THE VILLAS WILL BE ESTABLISHED AND A RESTRICTIVE COVENANT FOR SUCH WILL BE ATTACHED TO TITLE.
- THE HOA WILL ENFORCE PROTECTION OF THE ENVIRONMENTAL RESERVE AND ENVIRONMENTAL EASEMENT.
- THE HOA WILL ENSURE ACCESS TO THE COMMUNAL DOCK IS BY A SINGLE FOOTPATH APPROVED BY THE SUMMER VILLAGE OF JARVIS BAY.
- THE HOA WILL BE RESPONSIBLE FOR HIRING QUALIFIED MAINTENANCE PERSONNEL TO MAINTAIN YARDS, THE EXTERIOR OF THE VILLAS, INSTALLATION OF THE COMMUNAL DOCK, MAINTENANCE OF SAME, AS WELL AS REMOVAL AND STORAGE IN THE FALL.

THIS TYPE OF DEVELOPMENT WILL APPEAL TO A LARGE SEGMENT OF THE MARKET INCLUDING LOCAL PROPERTY OWNERS WHO MAY WANT TO TRANSITION FROM A LARGER, MORE LABOR-INTENSIVE PROPERTY TO ONE WHICH IS MANAGED BY AN HOA – A TYPE THAT YOU CAN LOCK UP AND LEAVE KNOWING THAT THE YARD IS BEING MAINTAINED AND BUILDINGS ARE SECURED.

DEVELOPMENT BENEFITS COMMUNAL DOCK

CONSENT HAS BEEN GIVEN BY THE SUMMER VILLAGE OF JARVIS BAY FOR THE SEASONAL INSTALLATION OF PIERS AND HOISTS THAT WILL MAKE UP A SINGLE DOCK. THE DOCK WILL BE ACCESSED FROM AN APPROVED COMMUNAL FRONTAGE TRAIL THAT IS BUILT ON THE ENVIRONMENTAL EASEMENT CLOSE TO (BUT NOT ON) THE ENVIRONMENTAL RESERVE. THE DOCK LOCATION WILL PROTECT THE FISH SPAWNING AREA AND ALL BOATS WILL EXIT THE DOCK MOVING WEST INTO THE LAKE

THE COMMON DOCK DESIGN HAS BEEN APPROVED BY THE SUMMER VILLAGE OF JARVIS BAY AND IS INCORPORATED INTO LAND USE BYLAW BY AMENDMENT #163/19.

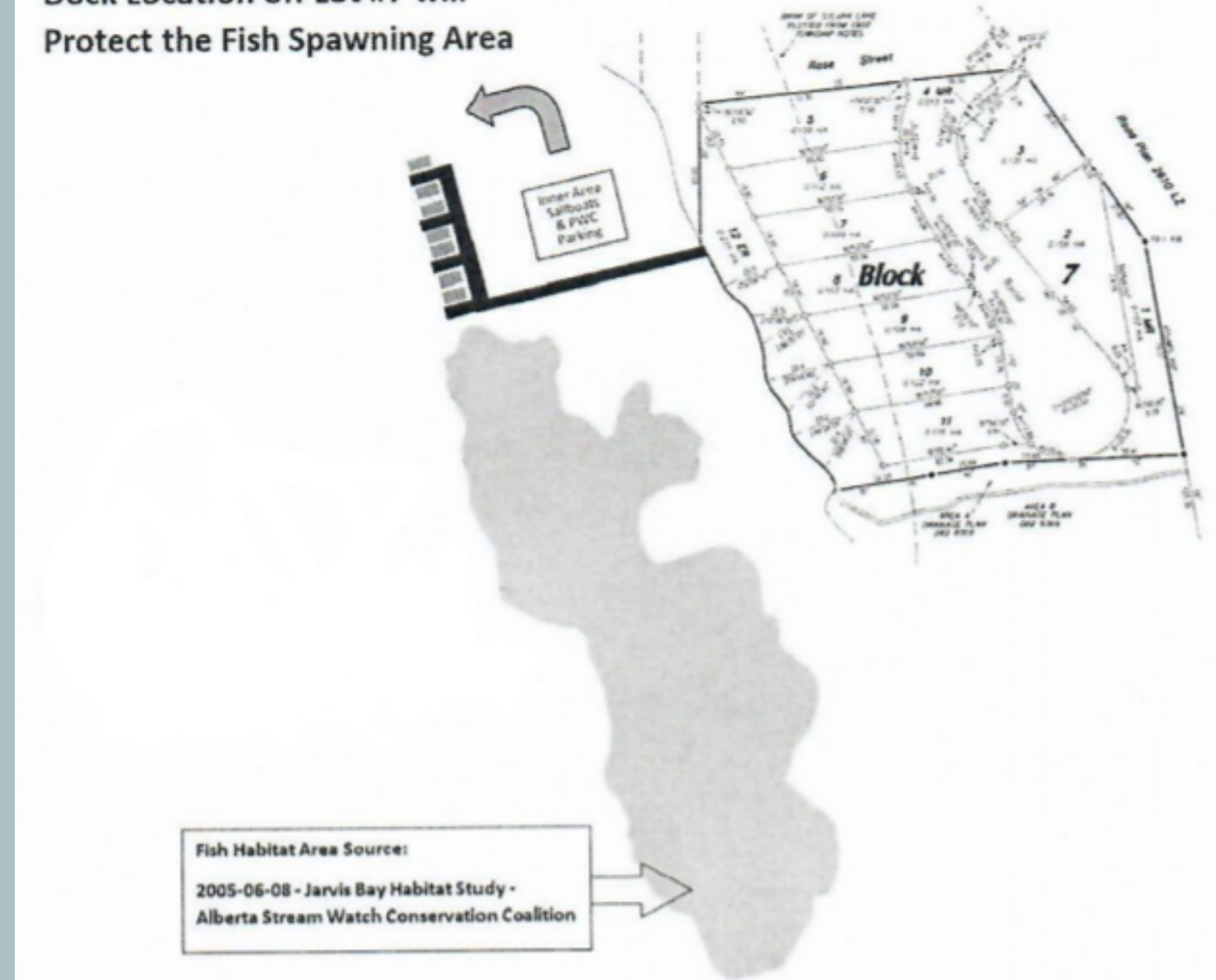
DOCK REQUIREMENTS:

- *ALL BOATS ON LIFTS ARE TO EXIT DIRECTLY OUT INTO THE LAKE*
- *INNER AREA TO BE USED FOR PARKING PERSONAL WATER CRAFT, KAYAKS, SAIL BOATS, ETC.*

SEE SITE PLAN FOR COMMON SHARED DOCK ON NEXT SLIDE.

COMMUNAL DOCK SITE PLAN

Dock Location off Lot #7 will
Protect the Fish Spawning Area



ADDITIONAL DEVELOPMENT BENEFITS

ONE OF THE KEY ISSUES IN THE SUMMER VILLAGE IS THAT OF OFF-STREET PARKING. TO MITIGATE THIS ISSUE IN THE TWIN ROSE DEVELOPMENT, EACH OF THE NEW EXECUTIVE STYLE VILLAS WILL INCLUDE A DOUBLE CAR GARAGE AND DRIVEWAY. THIS WILL ALLOW FOR UP TO 4 VEHICLES PER VILLA OF OFF-STREET PARKING, THEREBY ELIMINATING ANY CONCERN REGARDING CROWDED STREET PARKING.

ANOTHER ISSUE FACED IN THE SUMMER VILLAGE IS STORAGE OF DOCKS ETC. DURING THE OFF SEASON. TO MITIGATE THIS ISSUE THE DEVELOPER (TWIN FAWN HOLDINGS LTD.) WILL CONSTRUCT A STORAGE BUILDING ON THE PUBLIC UTILITY LOT IN THE DEVELOPMENT. THIS WILL ENSURE SUFFICIENT SPACE FOR STORAGE OF THE COMMUNAL DOCK SECTIONS, AS WELL AS LIFTS, ETC.

DEVELOPMENT WATER SYSTEM

THE POTABLE WATER FOR THE VILLAS WILL BE SOURCED FROM A SINGLE WELL LOCATED IN THE DEVELOPMENT (ALREADY DRILLED AND TESTED) AND WILL BE CENTRALLY TREATED AND DISTRIBUTED TO THE NEW VILLAS.

THE CURRENT WELL IN THE DEVELOPMENT HAS A FLOW RATE OF APPROXIMATELY 30 M³/DAY. THE REQUIRED RATE FOR THE 16 VILLAS IS APPROXIMATELY 16.8 M³/DAY.

THE PROPOSED WATER TREATMENT SYSTEM WILL BE A MUNICIPAL SYSTEM AND IS GOVERNED BY LOCAL DESIGN STANDARDS AND ALBERTA ENVIRONMENT.

THE SYSTEM WILL PROVIDE FILTRATION TO STOP SAND AND GRAVEL FROM THE WELL AND PROVIDE CHLORINATION FOR RESIDUAL DISINFECTION IN THE DISTRIBUTION AND RESIDENCE PIPING.

A SPECIFIC CHLORINE MONITOR HAS A CHLORINE CELL SENSOR MODULE WHICH CONTINUOUSLY MONITORS THE QUALITY OF THE WATER FROM THE OUTLET OF THE STORAGE RESERVOIR. THE TREATMENT PLANT CONSISTS OF 2 RESERVOIR TANKS FOR CHLORINATION TREATMENT, FILTRATION, CHLORINE PUMPS, WATER QUALITY MONITOR, CONTROL PANEL WITH ALARMS, AND DISTRIBUTION PUMPS. ALL OF THIS IS MONITORED AND TESTED BY QUALIFIED PERSONNEL FROM A CERTIFIED WATER/WELL MAINTENANCE COMPANY.

TRAFFIC

A TRAFFIC ASSESSMENT WAS CARRIED OUT PRIOR TO THE ORIGINAL DEVELOPMENT APPROVAL. THE SITE IS ON A CUL-DE-SAC (TWIN ROSE COURT) THAT INTERSECTS WITH JARVIS BAY DRIVE FROM ROSE STREET NEAR THE INTERSECTION WITH HIGHWAY 20. THERE EXISTS A RIGHT-TURN LANE AT THE INTERSECTION WHERE IT IS ESTIMATED THAT 75% OF RESIDENTIAL TRAFFIC WILL TURN TO THE SOUTH. SIGHT DISTANCES TO THE NORTH AND SOUTH WERE EVALUATED AS ADEQUATE. THE EXISTING INTERSECTION AT HIGHWAY 2 IS DESCRIBED AS A STANDARD TYPE IVD INTERSECTION AND WILL REQUIRE NO IMMEDIATE UPGRADING AS A RESULT OF THE SITE DEVELOPMENT. THE ASSESSMENT WAS EVALUATED USING 19 RESIDENTIAL PROPERTIES, GREATER THAN THE CURRENT PROPOSED 16 RESIDENTIAL PROPERTIES.

TO BRING THIS UNIQUE STAND-ALONE
DEVELOPMENT TO FRUITION, TWIN FAWN HOLDINGS
HAS PARTNERED WITH BLACK WOLF CUSTOM HOMES
TO DESIGN AND BUILD THE LUXURY SIDE BY SIDE
EXECUTIVE STYLE VILLAS IN TWIN ROSE ESTATES.



BLACK WOLF
— CUSTOM HOMES —

REFINED LUXURY LIVING IN CENTRAL ALBERTA

EXTERIOR DESIGN

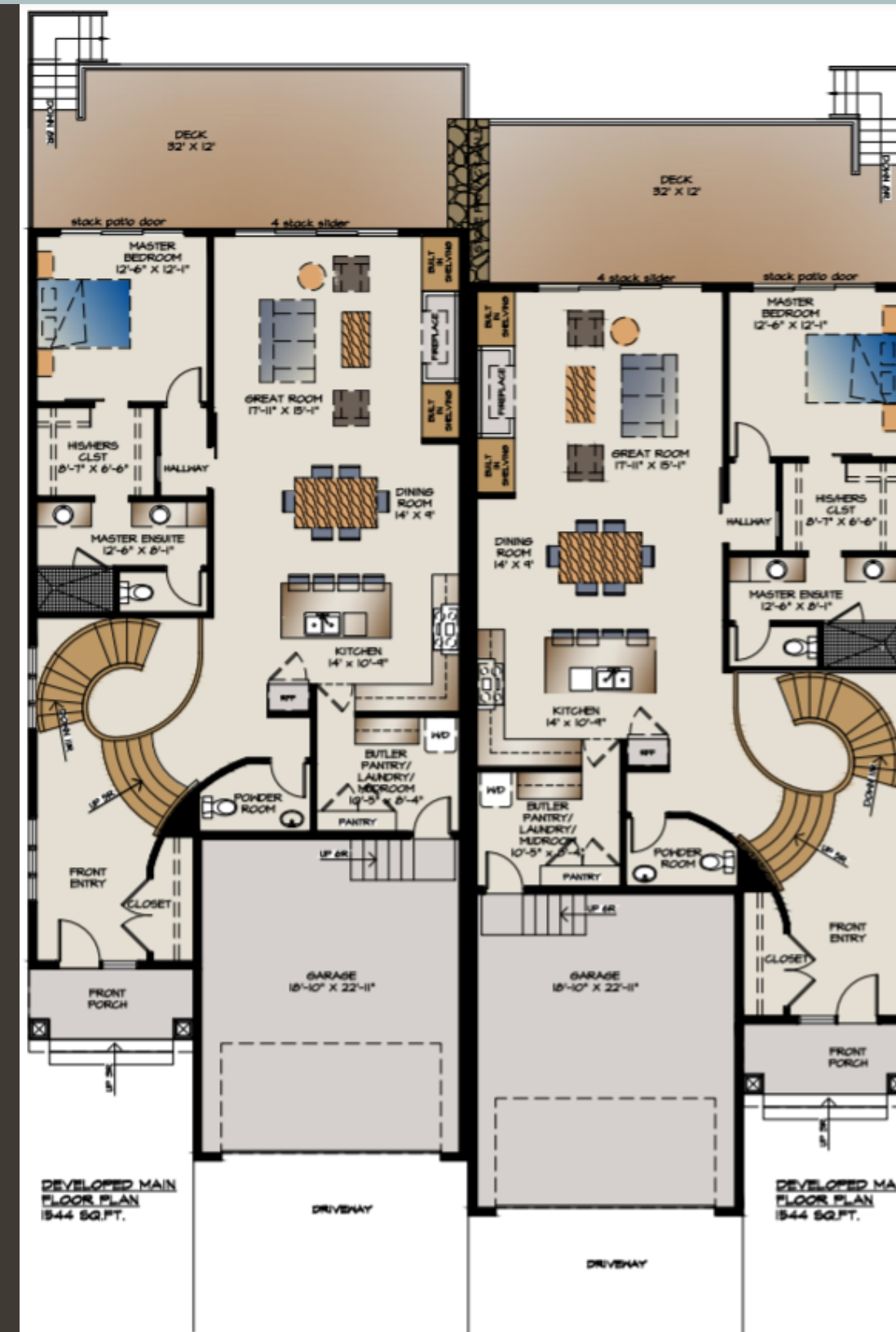
THE BUNGALOW STYLE VILLAS ARE DESIGNED WITH A PRAIRIE MODERN FEEL.

THE VILLAS EXTERIOR WILL BE HARDIE BOARD SIDING ACCENTUATED WITH STONE AND WOOD ACCENTS. DECORATIVE GARAGE AND FRONT ENTRY DOORS HIGHLIGHT THE FRONT ELEVATION WHILE LARGE MULTI-PANEL SLIDING DOORS AND EXPANSIVE DECKS ARE THE PROMINENT FEATURES OF THE REAR ELEVATION.



MAIN LEVEL FLOORPLAN

THE VILLAS SIZEABLE MAIN FLOOR WILL CONSIST OF 1,300 PLUS SQUARE FEET OF OPEN CONCEPT LIVING. A SPECTACULAR SPIRAL STAIRCASE DOMINATES THE FRONT ENTRY WHICH LEADS TO A MODERN STYLE KITCHEN, FROM THE KITCHEN, A DINING AREA AND LIVING AREA ARE SET IN FRONT OF EXPANSIVE MULTI PANEL DOORS WITH VIEWS OF THE LAKE. ALL THIS COMBINED WITH THE MASTER BEDROOM C/W ENSUITE BATHROOM GIVES EVERYTHING REQUIRED ON ONE LEVEL.

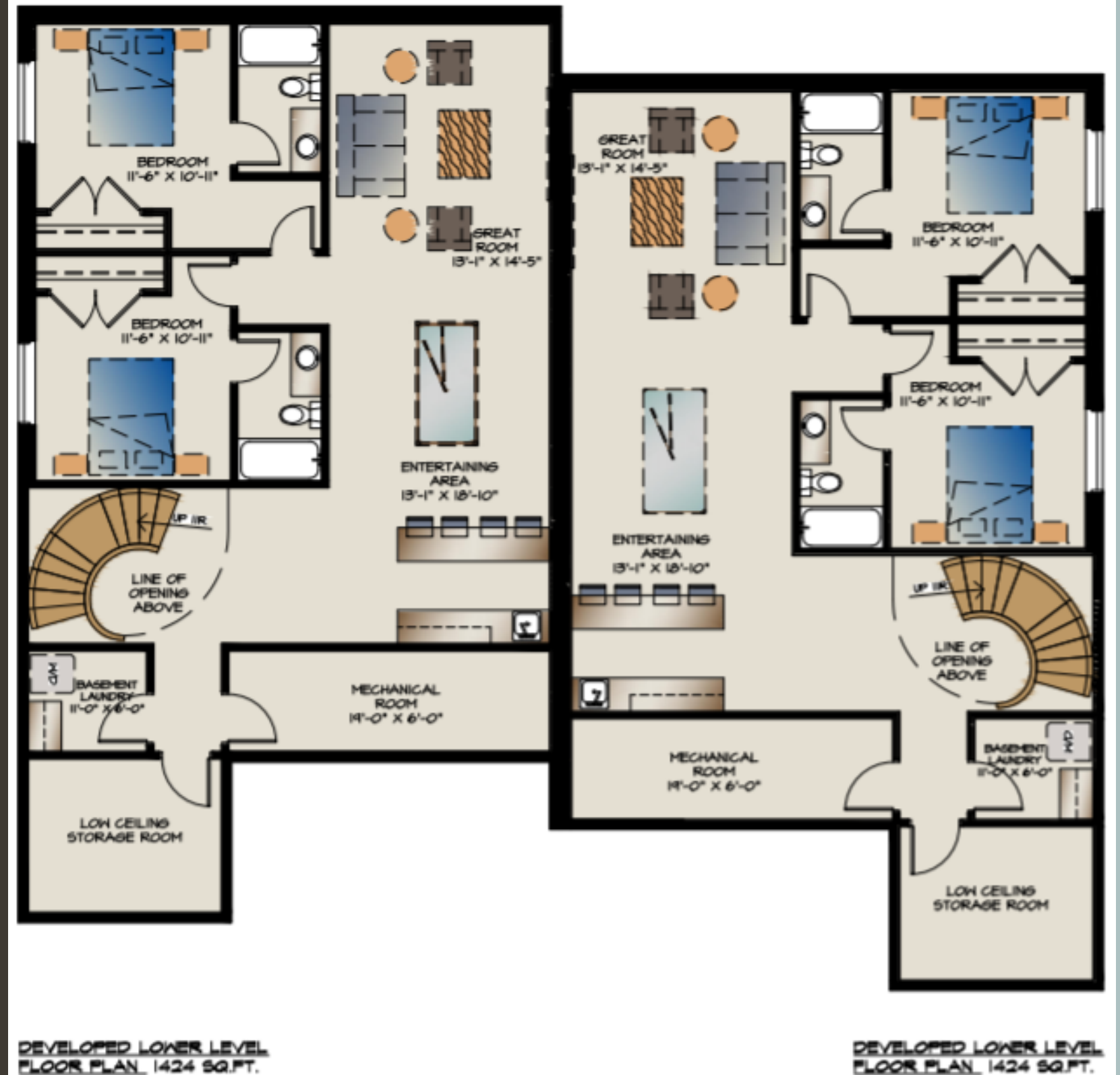


LOWER-LEVEL FLOORPLAN

THE LOWER LEVEL OF THE VILLAS BOASTS 9 FOOT CEILINGS AND LARGE WINDOWS GIVING A MAIN FLOOR FEEL.

THIS AREA CAN BE DEVELOPED INTO GUEST BEDROOMS, FAMILY ROOM, AND EVEN BAR AND WINE CELLAR AREAS.

THE SOIL CONDITIONS AND POTENTIAL HIGH WATER TABLE IN THE DEVELOPMENT ARE SUCH THAT THERE HAS BEEN SOME CONCERN THAT A LOWER LEVEL ON THE VILLAS MAY NOT BE ACHIEVABLE. HOWEVER, FROM SOIL TESTS CONDUCTED BY SMITH DOW AND ASSOCIATES (GEOTECHNICAL ENGINEERS) AND SUBSEQUENT REVIEWS WITH SMITH DOW A FOUNDATION DESIGN HAS BEEN APPROVED USING PILES AND LARGER FOOTINGS. THIS AND GOING WITH A SPLIT LEVEL ENTRY ALLOWS FOR FULL LOWER LEVEL DEVELOPMENT.



STREETSCAPE

AS LAID OUT EARLIER IN THE HOA SECTION, ARCHITECTURAL CONTROLS WILL BE PLACED ON CONSTRUCTION AND EACH SIDE BY SIDE EXECUTIVE VILLA WILL BLEND INTO THE SURROUNDING LANDSCAPE AND ADJACENT VILLAS MAKING TWIN ROSE VILLAS A HIGHLY SOUGHT AFTER COMMUNITY.

TWIN ROSE VILLAS

SYLVAN LAKE, ALBERTA



PARTIAL STREETSCAPE

PARKING & STORAGE

PARKING:

THE VILLAS WILL EACH INCLUDE A DOUBLE CAR GARAGE AND DRIVEWAY. THIS WILL ALLOW UP TO 4 VEHICLES PER UNIT TO BE LOCATED ON OFF STREET PARKING SPOTS. THESE FEATURES WILL ELIMINATE ANY CONCERN REGARDING CROWDED STREET PARKING.

STORAGE:

ON THE PUBLIC UTILITY LOT, A STORAGE BUILDING WILL BE CONSTRUCTED THAT WILL INCORPORATE THE WATER TREATMENT FACILITY AND SUFFICIENT SPACE TO STORE THE COMMON DOCK SECTIONS. THIS WILL ENHANCE THE APPEARANCE OF THE DEVELOPMENT AND INCREASE THE SECURITY OF THE PROPERTY.



COMMUNITY BENEFITS

TWIN FAWN HAS WORKED COOPERATIVELY WITH THE SUMMER VILLAGE IN THE PAST TO INCREASE NEIGHBOURHOOD WALKABILITY AND TO ALLEVIATE RESIDENT CONCERNS WITH THE ORIGINAL PROPOSED DEVELOPMENT.

INITIATIVES TAKEN BY TWIN FAWN HOLDINGS LTD.:

- TWIN FAWN HAS PROVIDED A RIGHT OF WAY FOR A PATHWAY THAT CONNECTS ROSE STREET TO THE SYLVAN LAKE TOWNSITE. IN CONJUNCTION WITH THE SUMMER VILLAGE, TWIN FAWN ALSO PROVIDED FUNDS TO CONSTRUCT THE PEDESTRIAN BRIDGE OVER THE OUTLET CREEK. TWIN FAWN ALSO GRANTED A PEDESTRIAN RIGHT OF WAY OVER THEIR PRIVATELY OWNED LAND SOUTH OF THE OUTLET CREEK.
- PRIOR TO THE DEVELOPMENT APPLICATION OF THIS PROPERTY, TWIN FAWN FACILITATED A SALE TO THE CROWN OF THE OUTLET CREEK AND A RIGHT OF WAY TO ELIMINATE AREA RESIDENT CONCERNS OF PRIVATE OWNERSHIP OF THE OUTLET CREEK.

ADDITIONAL BENEFITS

TAX REVENUE:

THE SUCCESSFUL DEVELOPMENT OF THE VILLAS AT JARVIS BAY WILL PROVIDE CONSIDERABLE ADDITIONAL PROPERTY TAXES TO THE SUMMER VILLAGE OF JARVIS BAY. IT IS CALCULATED THAT WITH COMPLETION OF THE HOUSING PROPOSAL, THE PROPERTY TAXES (BASED ON 2020 MILL RATES) WOULD INCREASE BY \$34,500 ANNUALLY. THE INABILITY TO SELL THE LOTS AS SINGLE-FAMILY LOTS HAS MEANT A LOSS OF \$275,000 TO THE SUMMER VILLAGE OF JARVIS BAY OVER THE LAST 8 YEARS BASED ON THESE SAME 2020 MILL RATES.

TRESPASSING:

CURRENTLY THE TWIN ROSE VILLAS SITE IS OFTEN BEING USED AS A STAGING AREA FOR SNOW SLEDS IN THE WINTER AND A PARKING SPOT IN THE SUMMER FOR ACCESS TO THE BEACH. WITH SUCCESSFUL CONSTRUCTION AND SALES OF THE VILLAS AND OCCUPATION BY OWNERS, THIS PROBLEM WOULD NO LONGER EXIST.

Summer Village of Jarvis Bay

Council and Legislation

Request for Decision

Agenda Item: *Commissionaires for Sunbreaker Cove Boat Launch*

Background:

Administration has received a joint request from Lacombe County and the Summer Village of Sunbreaker Cove asking the municipalities around Sylvan Lake to consider funding the costs of Commissionaires for traffic and pedestrian control at the Sunbreaker Cove boat launch.

2 Commissionaires would be utilized 8 hours per day on Saturdays and Sundays every weekend between May and September long weekends with an extra day on long weekends. Costs shared equally between the 8 municipalities around the lake would be approximately \$2,300 per municipality.

Options for Consideration:

1. That Council discuss and provide direction to Administration.
2. That Council accept as information.

Administrative Recommendations:

Thank Council discuss and provide direction to Administration.

Authorities:

n/a



March 8, 2021

Mayor Julie Maplethorpe
 Summer Village of Jarvis Bay
 Bay 8 14 Thevenaz Industrial Trail
 Sylvan Lake AB T4S 2J5

Dear Mayor Maplethorpe:

During a recent meeting between the Mayor and CAO of the Summer Village of Sunbreaker Cove and the Lacombe County Reeve and County Manager a number of problems experienced at the Sunbreaker Cove boat launch during the 2020 boating season were discussed. These problems include traffic congestion, parking, garbage, impacts on local residents, pedestrian safety, lack of enforcement, etc.

It has been determined that even though Lacombe County and the Summer Village of Sunbreaker Cove Community Peace Officers conduct random patrols of the area additional support is required. As this is the only public boat launch on Sylvan Lake capacity issues are being experienced, particularly due to COVID-19.

At this time the Summer Village of Sunbreaker Cove and Lacombe County respectfully request the municipalities surrounding Sylvan Lake give consideration to funding the costs of using Commissionaires for traffic and pedestrian control at Sunbreaker Cove boat launch.

Total project costs of \$18,286.40 are based on the maximum utilization of the Commissionaires on Saturday and Sunday of every weekend between the May and September long weekends and one extra day on long weekends. This would provide two Commissionaires working 8 hours each per day. The regular hourly rate is \$24.95 and the statutory holiday rate is \$49.50. Additionally there is a flat mileage rate of \$40 per day (two Commissionaires travel together).

It is proposed that the cost be shared equally between the eight municipalities around the Lake (approximately \$2,300 per municipality). Lacombe County will pay the Commissionaire's invoice and then invoice the municipalities at the end of the season based on actual costs.

We thank you for your consideration of this request and look forward to your response. If further clarification is required please contact Tim Timmons, County Manager, 403-782-6601 or ttimons@lacombecounty.com.

Yours truly,

A handwritten signature in blue ink, appearing to read "Beets".

TERESA BEETS
 MAYOR
 Summer Village of Sunbreaker Cove

A handwritten signature in blue ink, appearing to read "Law".

PAULA LAW
 REEVE
 Lacombe County

www.lacombecounty.com
www.sylvansummervillages.ca

Summer Village of Jarvis Bay

April 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 – May 4, 2021

Report to The Summer Villages Re:

FCSS Board Meeting 2021.03.01 @ 18:00 hrs

Attached you will find minutes from the FCSS Board Meeting which was held on March 1st, 2021 via Zoom.

As a background, the grant applications submitted for local community projects generally take place in the fall of the year but were postponed in November/December of 2020 due to Covid-19 and uncertainties regarding the pandemic.

In late February 2021 funds in the amount of \$12,000.00 were allocated by the Town of Sylvan Lake to FCSS for grant applications for 2021. This amount was reduced from the \$82,000 allocated in 2019 for 2020 grant applications and \$78,500 allocated in 2018 for 2019.

As a result the board had to make some very hard decisions and could not grant requests that totaled \$135,605.00 in grant applications for Community Projects for 2021.

Ted Hiscock, Councillor
Summer Village of Half Moon Bay
FCSS Board Representative for Summer Villages of Sylvan Lake

Attachments:

- FCSS Board Meeting Minutes March 1, 2021
- Approved People Services Grant Policy C 002 003B February 21 2021
- FCSS Board Meeting Minutes December 10 2019



POLICY TITLE: PEOPLE SERVICES FAMILY & COMMUNITY SUPPORT SERVICES (FCSS) GRANTS

POLICY NUMBER: C-002-003B

EFFECTIVE DATE:

ADOPTED BY COUNCIL ON:

RESOLUTION NUMBER:

SUPERCEDES: C-002-003A

SIGNATURE:

POLICY STATEMENT

The Municipality of Sylvan Lake acknowledges the efforts of our local volunteer community and believes that many services, events or projects are best provided through the volunteer efforts of local community organizations. People Services FCSS Grant funding demonstrates Council's commitment to working with community organizations without eroding their strength and independence and encourages organizations to work toward financial self-sufficiency.

THE PURPOSE OF THIS POLICY IS TO:

Enable Council to direct funding and financial assistance requests to the People Services FCSS Grant Program and establish eligibility, requirements, and application process.

1. DEFINITIONS

- a. Preventative Social Supports and Services
 - i. is defined as those local non-profit organizations offering a preventative social specific service/program/event to residents of the Municipality, which is not considered the responsibility of another level of Government

2. RESPONSIBILITIES

- a. Council to:
 - i. Set and approve Town Policy

- b. Chief Administrative Officer:
 - i. Review the final draft and present to Council;
 - ii. Certify the original after it has been adopted;
 - iii. Oversee and approve the development and updating of procedures necessary for successful implementation of the Policy
- c. FCSS Grant Board:
 - i. Appointed by Council, to review and recommend to Council successful grant applicants

3. ELIGIBILITY CRITERIA:

- a. People Services FCSS Grant may be provided to eligible applicants as defined above to:
 - i. Promote and deliver a preventative social service/program/event occurring within municipal boundaries;
 - ii. Support a service/program/event that addresses a preventative social community need and contributes to the positive image of the municipality and/or enhance the quality of life for its residents;
 - iii. Applicants are further encouraged to pursue other opportunities for financial support
- b. People Services FCSS Grant is not intended to provide funding for the following:
 - i. Organizations with a religious or political mandate
 - ii. Organizations that provide services or programs that are the responsibility of another level of government including Health, Education, and Social Services
 - iii. Organizations that make donations; duplicate services
 - iv. To repay debt



PROCEDURE

- i. All requests for financial assistance shall be directed to the People Services FCSS Grant Program as follows:
 - FCSS Community Grant Call for Grant Applications (advertised each September for upcoming year on the Town Website, FCSS Facebook Page, and the Sylvan Lake News)
- ii. Further Information and Assistance: Grants and funding opportunities are also available from Provincial and Federal Government Departments and philanthropic organizations. The Town of Sylvan Lake Family & Community Support Services (FCSS) staff can assist individuals and community groups to identify funding sources that may meet their needs and provide advice in completing the grant application forms.

APPLICATION PROCESS

- i. All grant applications will be reviewed by FCSS Admin staff for completeness and by the FCSS Grant Board for recommendation to Council;
- ii. Applicants may be required to make a personal appearance before the FCSS Grant Board

REQUIREMENTS OF PEOPLE SERVICES FCSS GRANT

- i. FCSS Grant Board will forward their recommendations for successful grant applicants to Council provided that the provisions of the Municipal Government Act and applicable FCSS Regulations have been met;
- ii. People Services FCSS Grants will be allocated from the FCSS Grant Program budget and are subject to availability of funds provided in the annual Town of Sylvan Lake budget process;
- iii. FCSS Grant applications will be considered from local non-profit organizations, or similar organizations that return their profits for self-preservation and/or expansion and do not pay surplus revenues as dividends;
- iv. FCSS Grants will be considered for preventative social service/program/event that have a community wide base and/or opportunity; and are held within the Town of Sylvan Lake boundaries;
- v. FCSS Grant applications must be submitted prior to the function/activity taking place;
- vi. FCSS Grant applicants must provide a budget showing how the funds from the grant will be expended;
- vii. FCSS Grant applicants must submit copies of the organization's most current financial

statement;

- viii. FCSS Grant applicants registered as a Society must be in good standing with the Registrar of Societies;
- ix. No FCSS Grants will be awarded to community based organizations seeking relief from property taxation that does not qualify pursuant to the Municipal Government Act;
- x. No FCSS Grants will be awarded to community based organizations seeking relief from water, sewer, garbage, or other municipal service fees;
- xi. No FCSS Grant will be awarded for events that promote self-interest e.g. membership drives; political events that promote a specific party or candidate; rallies in support of a cause; religious events that limit participation to a specific faith or denomination; trade unions; professional organizations; or sororities or fraternities;
- xii. No FCSS Grants will be awarded to services or programs that are the responsibility of another level of government including Health, Education, and Social Services;
- xiii. The provided FCSS Grant application must be completed with all required information; incomplete applications will not be accepted;
- xiv. No FCSS Grant will be awarded until proof of liability insurance indemnifying the Town of Sylvan Lake is provided;
- xv. The FCSS Grant will be advertised in the Town of Sylvan Lake community publications, website, social media; and Sylvan Lake News;
- xvi. FCSS Grants are available on the Town of Sylvan Lake website and FCSS office located in the Sylvan Lake Family & Community Centre;
- xvii. All successful FCSS Grant recipients will complete an Outcomes Report at the end of their service/program/event for the year in which the activity took place; failure to do so will exclude them from receiving further FCSS Grant funding



PEOPLE SERVICES FCSS GRANT EVALUATION AND CRITERIA FORM:

Priority Areas	Weight Assigned	Priority Areas Weight Assignment	Notes/Comments
1. Service/Program/Event meets FCSS Mandate and Regulations	15		
2. Degree of the organization's mandate focus is Preventative Social Services	15		
3. Overall Public Good – Impact on Community	15		
4. Overall use of Volunteers	10		
5. Efficiency of use of funds requested	10		
6. Applicants ability to deliver the service/program/event	10		
7. Demonstrated service/program/event meets identified Outcomes	7.5		
8. Number of people impacted by the service/program/event	7.5		
9. Demonstrated pursuit of partnerships	5		
10. Demonstrated progress toward independence from the FCSS Grant Program	5		

1. Service/Program/Event meets FCSS Mandate and Regulations: refers to meeting the Provincial Mandate and Regulations
2. Degree of the organization's mandate focus is Preventative Social Services: refers to the degree which the service/program/event are within the Provincial FCSS and Municipal mandate
3. Overall Public Good – Impact on Community: refers to the magnitude of the spin-off or indirect benefits to the total community. Does it make Sylvan Lake a better place to live for us all?
4. Overall use of Volunteers: refers to the degree to which the applicant has explored the potential use of volunteers in the service/program/event. It will score high on this criterion if there is lots of volunteer involvement or evidence that was sought and that there are legitimate reasons why it is not possible.
5. Efficiency of use of funds requested: refers to the financial responsibility shown by the proponent and the degree to which the money will have a high "payback" in terms of direct services provision. A request for funds to be spent on unnecessary overhead items will be scored lower than one where funds translate directly and efficiently into service.
6. Applicants ability to deliver the service/program/event: refers to the quality of their application or through credibility built up through their track record. Either way, an applicant that demonstrates clearly that they can and will deliver the service/program/event effectively will score higher than one that doesn't.
7. Demonstrated service/program/event meets identified Outcomes: refers to meeting at least one of the FCSS Outcomes identified in the Grant application. The more outcomes met, the higher the score.
8. Number of people impacted by the service/program/event: refers to a quantification of the people served by the service/program/event. The more people served, the higher the score.
9. Demonstrate pursuit of partnerships: refers to attempts made to pursue liaisons and working relationships between agencies in an attempt to build more efficient and effective models for service provision. An applicant who can demonstrate this will score higher than ones that cannot.
10. Demonstrated pursuit of progress toward independence from the FCSS Grant Program: refers to the extent to which the applicant is moving the project away from any reliance on a long term need for a constant level of FCSS Grant Program funding. Applicants that can demonstrate this will score higher than ones that cannot.



FCSS Board Meeting – External Grant Applications
December 10, 2019
5:00 pm
Sylvan Lake Family & Community Centre
Room #102

Attendance	FCSS Board: Clr. Teresa Rilling, Ted Hiscock – Summer Villages, Barb Scott, Deb Carlson, Bev Hill, Allyssa Bremner FCSS Staff: Kelly Smith, FCSS Manager, Karen Miller, FCSS Admin
Welcome and Introductions	Round Table Introductions and Welcome to the FCSS Board
Selection of Chair	Allyssa Bremner FCSS Board Chair
Meeting Called to Order	Chair Allyssa Bremner called the meeting to order at 5:45 pm Reviewed evacuation, muster area location
Adoption of Agenda	MOTION: T. Rilling To accept the agenda as presented. CARRIED
2020 FCSS Grant Allocation	<p>Sylvan Lake Collective Kitchen MOTION: D. Carlson To recommend allocation of \$3,500.00 to Sylvan Lake Collective Kitchen – Collective Kitchens. SECOND: B. Hill CARRIED</p> <p>Sylvan Lake Community Partners MOTION: T. Hiscock To recommend allocation of \$2,510.00 to the Sylvan Lake Community Partners Association – Community Christmas Dinner. SECOND: B. Hill CARRIED</p> <p>Sylvan Lake Community Partners MOTION: B. Hill To recommend allocation of \$1,500.00 to Sylvan Lake Community Partners Association – Rainbows. SECOND: Clr.T. Rilling CARRIED</p>

	<p>Sylvan Lake Playgroup Society MOTION: T. Hiscock To recommend allocation of \$5,000.00 to Sylvan Lake Playgroup Society – CHIPS & Playgroup SECOND: D. Carlson CARRIED</p> <p>Chinook's Edge School Division No 73 MOTION: A. Bremner To recommend allocation of \$53,490.00 to Chinook's Edge School Division No.73 – Family School Wellness Program – Sylvan Lake. SECOND: B. Hill CARRIED</p> <p>Red Deer Catholic Regional Schools MOTION: T. Hiscock To recommend allocation of \$15,000.00 to Red Deer Catholic Regional Schools – Family School Enhancement Programming. SECOND: Clr.T. Rilling CARRIED</p> <p>MOTION: Clr.T. Rilling To recommend allocation of \$1,000.00 to Red Deer Catholic Regional Schools – Backpack initiative. SECOND: B. Hill CARRIED</p> <p><u>NOT FUNDED</u></p> <p>Red Deer Community Band Society MOTION: Clr.T. Rilling To decline funding to the Red Deer Community Band Society – Adopt a Royal as their application does not meet the FCSS funding criteria SECOND: T. Hiscock CARRIED</p> <p>Sylvan Lake and Area Community Partners MOTION: B. Hill To decline funding to Sylvan Lake and Area Community Partners – Compassion Fund as their application does not meet the FCSS funding criteria SECOND: D. Carlson CARRIED</p> <p>Sylvan Lake and Area Community Partners MOTION: Clr. T Rilling To decline funding to Sylvan Lake and Area Community Partners – Infant Toddler Food Bank as their application does not meet the FCSS funding criteria SECOND: B. Scott CARRIED</p>
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MINUTES

	<p>Sylvan Lake and Area Community Partners</p> <p>MOTION: D. Carlson To decline funding to Sylvan Lake and Area Community Partners – Tools 4 Schools as their application does not meet the FCSS funding criteria</p> <p>SECOND: Clr. T. Rilling CARRIED</p>
Next Meeting	TBA
Adjournment	Chair Allyssa Bremner adjourned the meeting at 8:00 pm

Allyssa Bremner – Chair

Karen Miller – Recording Secretary



FCSS Board Meeting – External Grant Applications
March 1, 2021
6:00 pm
Zoom

Attendance	<p>Clr. Teresa Rilling – Town of Sylvan Lake, Clr. Ted Hiscock – Summer Villages, Barb Scott, Deb Carlson, Sharon Fuchs, Allyssa Bremner</p> <p>FCSS Staff: Kelly Smith FCSS Manager; Karen Miller, FCSS Admin</p>
Welcome and Introductions	Round Table Introductions and Welcome to the FCSS Board
Selection of Chair and Vice Chair	<p>Clr. Rilling nominated Allyssa Bremner for the position of FCSS Board Chair. No other nominations. Allyssa accepted the nomination. Allyssa Bremner – FCSS Board Chair.</p> <p>Deb Carlson put her name forward for the FCSS Board Vice Chair. No other name put forward. Deb Carlson – FCSS Board Vice Chair.</p>
Meeting Called to Order	Chair Allyssa Bremner called the meeting to order at 6:07 pm
Additional Items to Agenda	Budget reduction.
Adoption of Agenda	<p>MOTION: Clr. Hiscock To accept the agenda as amended.</p> <p style="text-align: right;">CARRIED</p>
Outcomes 2019 and 2020	<p>In 2020 the following programs did not take place due to COVID 19 restrictions.</p> <p>Sylvan Lake Collective Kitchen – Collective Kitchens - returned \$1849.64</p> <p>Sylvan Lake Community Partners – Community Christmas Dinner – returned \$2510.00</p> <p>Funds returned to the Town of Sylvan Lake</p>
Budget reductions	<p>Due to COVID 19 and reduction in revenue to the municipality all grant programs were reduced significantly.</p> <p>2021 FCSS Grant program reduced to \$12,000.00</p>

<p>2021 FCSS Grant allocation</p>	<p>Sylvan Lake Playgroup Society MOTION: Clr. Hiscock To recommend allocation of \$7,395.00 to Sylvan Lake Playgroup Society – CHIPS & Playgroup SECOND: S. Fuchs CARRIED</p> <p><i>For the Sylvan Lake Playgroup Society – CHIPS & Playgroup programs, the Board has requested an alternative plan to program delivery should COVID 19 restrictions remain in place.</i></p> <p>Sylvan Lake Community Partners MOTION: A. Bremner To recommend allocation of \$2,000.00 to Sylvan Lake Community Partners Association – Rainbows. SECOND: T. Hiscock CARRIED</p> <p><i>For the Sylvan Lake Community Partners – Rainbow program, the Board has requested an alternative plan to program delivery should COVID 19 restrictions remain in place.</i></p> <p>Sylvan Lake Community Partners MOTION: Clr. Rilling To recommend allocation of \$2,605.00 to the Sylvan Lake Community Partners Association – Community Christmas Dinner. SECOND: S. Fuchs CARRIED</p> <p><i>For the Sylvan Lake Community Partners – Community Christmas Dinner, the Board has requested an alternative plan to program delivery should COVID 19 restrictions remain in place.</i></p> <p><u>NOT FUNDED</u></p> <p>MOTION: S. Fuchs To decline funding to Chinook’s Edge School Division – Family School Wellness Program – Sylvan Lake, due to the decrease of the 2021 FCSS External Grant budget. SECOND: B. Scott CARRIED</p> <p>MOTION: Clr. Rilling To decline funding to Red Deer Catholic Regional Schools – Family Enhancement Program, due to the decrease of the 2021 FCSS External Grant budget. SECOND: S. Fuchs CARRIED</p>
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MINUTES

Next Meeting	TBA
Adjournment	Chair Allyssa Bremner adjourned the meeting at 7:24 pm

Allyssa Bremner – Chair

Karen Miller – Recording Secretary