

**REGULAR MEETING AGENDA
SUMMER VILLAGE OF JARVIS BAY
DECEMBER 7, 2021 @ 9:30 A.M.**

A. CALL TO ORDER

B. AGENDA - additions/deletions

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

D. INFORMATION ITEMS

- 1) Accounts Payable Update
- 2) Public Works Report
- 3) Development Update
- 4) Tourist Homes
- 5) Mooring and Disturbance Standards Policy Discussion
- 6) Winter Newsletter
- 7) Highway 20 Follow Up
- 8) Jarvis Bay Provincial Campground
- 9) Winter Safety Issues
- 10) Parking Issues

E. REQUESTS FOR DECISION

1) Finance & Administration

- a) Budget 2022 – 2025
- b) Street Light Bylaw

F. COUNCIL, COMMITTEES & CORRESPONDENCE

1) Council Reports

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

2) Information Item

- a) RDRWA Municipal Funding

3) Upcoming Meetings

- a) Council Meeting – January 4, 2021

G. ADJOURNMENT

Minutes of a Regular Council Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held November 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:	David Garratt via Zoom
	CAO:	Tanner Evans via Zoom
	Public Works Coordinator:	Chris Loov via Zoom
	Development Officer:	Kara Kashuba via Zoom
	Finance Officer:	Tina Leer via Zoom
	Recording Secretary:	Carolyn Widmer via Zoom

CALL TO ORDER The Meeting was called to order at 9:30 a.m. by Mayor Maplethorpe.

AGENDA APPROVAL

JBC-21-132 MOVED by Mayor Maplethorpe that the agenda be adopted as presented.

CARRIED

CONFIRMATION OF MINUTES

JBC-21-133 MOVED by Deputy Mayor Wiseman that the regular meeting minutes of Council held on October 5th, 2021, be approved as presented.

CARRIED

INFORMATION ITEMS

- 1) Accounts Payable
- 2) Public Works Report
- 3) Development Update

JBC-21-134 MOVED by Councillor Garratt that Council approve the information items as presented.

CARRIED

REQUEST FOR DECISION

PUBLIC WORKS

JBC-21-135 Petro Beach Maintenance Contract
MOVED by Deputy Mayor Wiseman that Council move to accept the proposed 3 year Petro Beach Maintenance Contract with the Lions Club.

CARRIED

FINANCE & ADMINISTRATION

- JBC-21-135

Audit Engagement Letter
MOVED by Mayor Maplethorpe to sign engagement letters as presented.
- JBC-21-136

Budget 2022 - 2025
MOVED by Deputy Mayor Wiseman that Council table until next Council meeting.
- CARRIED

COUNCIL & LEGISLATION

- JBC-21-137

Fortis Franchise Fee
MOVED by Mayor Maplethorpe that Council keep at 0% as the current agreement stands.
- CARRIED
- JBC-21-138

Parking Concerns
MOVED by Mayor Maplethorpe to direct our Peace Officer to increase the enforcement of speed limits and no parking areas with a zero-tolerance approach and increased ticketing, and for administration to discuss further enforcement goals with the Peace Officer.
- JBC-21-139

Sylvan Lake Christmas Bureau
MOVED by Deputy Mayor Wiseman that Council make a donation of \$800 to the Sylvan Lake Christmas Bureau.
- CARRIED
- JB-21-140

Councillor Training Opportunity
MOVED by Mayor Maplethorpe for Councillor Garratt to attend the training, and for Teri Musseau to make the arrangements.

COUNCIL REPORTS

- Mayor Maplethorpe
 - Town of Sylvan Lake Library Board
 - Parkland Regional Library Board
 - Joint Services Committee
- Deputy Mayor Wiseman
 - Sylvan Lake Regional Wastewater Commission
- Councillor Garratt
 - Munis 101

- JBC-21-141

MOVED by Mayor Maplethorpe that Council accept the Council reports as information.
- CARRIED

NEXT COUNCIL MEETING

JBC-21-142 MOVED by Mayor Maplethorpe that the next meeting of Council
be held on December 7, 2021, at 9:30 a.m.
CARRIED

ADJOURNMENT

JBC-21-143 MOVED by Mayor Maplethorpe that being the agenda matters
have been concluded, the meeting be adjourned at 11:40 a.m.
CARRIED

JULIE MAPLETHORPE, MAYOR

TANNER EVANS, CAO

Summer Village of Jarvis Bay**Administration and Finance****Council Date: December 7, 2021****Information Item****Agenda Item:** *Accounts Payable Update***Background:**

Total payables processed and presented to Council \$ 39,059.26

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

1. Border Paving	\$ 6,378.75
a. 2021 Asphalt Patch Paving	
2. Town of Sylvan Lake	\$ 15,975.00
a. 2021 Recreation Cost Sharing	
3. SL Regional Wastewater Comm	\$ 5,081.75
a. Wastewater Services October 2021	
4. Townsend Electrical LTD	\$ 4,353.21
a. Change Ballast and 18 Street Lights	

Council Expense Claims Report:**October 2021**

▪ Julie Maplethorpe	\$ 840.00
▪ David Garratt	\$ 360.00

November 2021

▪ Julie Maplethorpe	\$ 1180.00
▪ Annabelle Wiseman	\$ 960.00
▪ David Garratt	\$ 120.00

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.

Date Printed
2021-11-25 3:17 PM

Summer Village of Jarvis Bay
List of Accounts for Approval
Batch: 2021-00095 to 2021-00101

Page 1

Bank Code - MAIN - General Bank

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
931	2021-10-31	Border Paving Ltd			
		70981	2021 Asphalt Patch Paving	6,378.75	6,378.75
932	2021-10-31	TAR-IFIC Const Ltd			
		058014	Relocate 2 Bulletin Boards	341.25	341.25
933	2021-10-31	Town of Sylvan Lake			
		IVC110795	2021 Recreation Cost Sharing	15,975.00	15,975.00
995	2021-11-25	Ace Line Locating Ltd.			
		5125	Line Locating Sept - Oct	630.00	630.00
996	2021-11-25	Al's Bobcat & Trucking			
		18253	Sanding-Nov 15th	311.85	311.85
997	2021-11-25	SL Regional Wastewater Comm			
		1536	Wastewater Services-October 202	5,081.75	5,081.75
998	2021-11-25	Townsend Electrical LTD			
		07838	Change and Ballast on Street Ligh	1,287.21	
		07856	Cleaning of 18 Street Lights	3,066.00	4,353.21
Total Computer Cheque:					33,071.81

OTHER

Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
2899	2021-10-31	Red Deer County			
		SEPT302021	Garbage Base Charge-Sept 2021	2,294.00	2,294.00
2917	2021-11-30	Waste Management of Canada			
		1128496-0613-5	Recycling	954.34	954.34
2918	2021-11-30	Epcor			
		NOV42021-5503	Utilities	36.10	36.10
2919	2021-11-30	Epcor			
		NOV42021-9909	Utilities	170.19	170.19
2920	2021-11-30	Epcor			
		NOV12021-7333	Utilities	238.82	238.82
2921	2021-11-30	Red Deer County			
		OCT312021	Garbage Base Charge	2,294.00	2,294.00
Total Other:					5,987.45

Total MAIN: 39,059.26

Certified Correct This November 25, 2021

Mayor

Administrator



Council Expense Claim Form

NAME: Julie Maplethorpe

POSITION: Mayor

MONTH ENDING: October-2021

Please follow the below steps for the formulas to work correctly.

1. Save this document to your desktop.
2. Right click the document, hover your mouse over "open with" then select "Adobe Acrobat".

Village Business

DATE	EVENT	TIME SPENT	CLAIM	TOTAL
10/5/21	Regular Council	2.0	Mayor	\$ 120.00
10/5/21	Other (Munis 101 Training)	2.0	Mayor	\$ 120.00
10/6/21	Other (CAO Performance Appraisal)	1.0	Mayor	\$ 120.00
10/13/21	Town of Sylvan Lake Library Board	1.0	Mayor	\$ 120.00
10/15/21	Other (MPC Training)	4.0	Mayor	\$ 120.00
10/18/21	Joint Services Committee (HR Sub-committee)	2.5	Mayor	\$ 120.00
10/21/21	Other (ASVA Conference / AGM)	2.0	Mayor	\$ 120.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
				\$ 840.00

If event is other please type it in.

Travel

DATE	EVENT	RETURN TRIP TOTALS (KM)	RATE	TOTAL
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
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	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
				\$ 0.00

Other Expenses

DATE	EXPENSE	SUBTOTAL	G.S.T	TOTAL
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00

MAYOR: _____

C.A.O: _____

TOTAL PAYABLE: \$ 840.00



Council Expense Claim Form

NAME: David Garratt
 POSITION: Councillor
 MONTH ENDING: October-2021

Please follow the below steps for the formulas to work correctly.

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Village Business

Oct 2/21
 Oct 5/21
 Oct 5/21

DATE	EVENT	TIME SPENT	CLAIM	TOTAL
2/7/21	Other (Work on CAO Review)	2	Councillor	\$ 120.00
5/7/21	Regular Council	2	Councillor	\$ 120.00
5/7/21	Other (Muni101)	2	Councillor	\$ 120.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
				\$ 360.00

If event is other please type it in.

Travel

DATE	EVENT	RETURN TRIP TOTALS (KM)	RATE	TOTAL
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
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	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
				\$ 0.00

Other Expenses

DATE	EXPENSE	SUBTOTAL	G.S.T	TOTAL
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00

MAYOR: _____
 C.A.O: _____

TOTAL PAYABLE: \$ 360.00

Please follow the below steps for the formulas to work correctly.

MONTH ENDING: November-2021

1. Save this document to your desktop.
2. Right click the document, hover your mouse over "open with" then select "Adobe Acrobat".

DATE	EVENT	TIME SPENT	CLAIM	TOTAL
10/28/21	Joint Services Committee	4.0	Mayor	\$ 120.00
10/29/21	Other (JSC-CAO Performance Appraisal)	1.75	Mayor	\$ 120.00
11/2/21	Regular Council	2.25	Mayor	\$ 120.00
11/4/21	Parkland Regional Library Board	1.5	Mayor	\$ 120.00
11/10/21	Town of Sylvan Lake Library Board	1.0	Mayor	\$ 120.00
11/17/21	Other (AUMA Convention)	5.0	+4 (1 Hour)	\$ 145.00
11/18/21	Other (AUMA Convention)	6.0	+4 (2 Hour)	\$ 170.00
11/19/21	Other (AUMA Convention)	5.0	+4 (1 Hour)	\$ 145.00
11/23/21	Other (PRL Trustee Orientation)	1.0	Mayor	\$ 120.00
	Select Event		Title	\$ 0.00
If event is other please type it in.				\$ 1,180.00

If event is other please type it in.

DATE	EVENT	RETURN TRIP TOTALS (KM)	RATE	TOTAL
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
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	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
				\$ 0.00

DATE	EXPENSE	SUBTOTAL	G.S.T	TOTAL
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00

TOTAL PAYABLE: \$ 1,180.00



D-1

Council Expense Claim Form

NAME: Annabelle WisemanPOSITION: Deputy MayorMONTH ENDING: October-2021

Please follow the below steps for the formulas to work correctly.

1. Save this document to your desktop.
2. Right click the document, hover your mouse over "open with" then select "Adobe Acrobat".

Village Business

Pd in Nov.

RECEIVED

OCT 29 2021

DATE	EVENT	TIME SPENT	CLAIM	TOTAL
9/14/21	Muni 101	2 hours	Deputy Mayor	\$ 120.00
9/21/21	Muni 101	2 hours	Deputy Mayor	\$ 120.00
9/28/21	Muni 101	2 hours	Deputy Mayor	\$ 120.00
10/5/21	Muni 101	2 hours	Deputy Mayor	\$ 120.00
10/5/21	Regular Council	3 hours	Deputy Mayor	\$ 120.00
10/15/21	MPC Training	4 hours	Deputy Mayor	\$ 120.00
10/21/21	ASVA Conference	2.5 hours	Deputy Mayor	\$ 120.00
10/29/21	Sylvan Lake Regional Wastewater Commission		Deputy Mayor	\$ 120.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
				\$ 960.00

If event is other please type it in.

Travel

DATE	EVENT	RETURN TRIP TOTALS (KM)	RATE	TOTAL
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
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	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
				\$ 0.00

Other Expenses

DATE	EXPENSE	SUBTOTAL	G.S.T	TOTAL
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00

MAYOR: _____

C.A.O: _____

TOTAL PAYABLE: \$ 960.00

Please follow the below steps for the formulas to work correctly.

MONTH ENDING: November-2021

1. Save this document to your desktop.
2. Right click the document, hover your mouse over "open with" then select "Adobe Acrobat".

[illegible]

Travel

DATE	EVENT	RETURN TRIP TOTALS (KM)	RATE	TOTAL
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
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	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
	Select Event		\$0.59	\$ 0.00
				\$ 0.00

DATE	EXPENSE	SUBTOTAL	G.S.T	TOTAL
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00

TOTAL PAYABLE: \$ 120.00

Summer Village of Jarvis Bay

December 7, 2021

Public Works

Information Item

Agenda Item: *Public Works Report*

Background:

The following will provide council with an update on Public Works projects and programs:

- New 3-year contract has been signed by the Lions Club for the maintenance of the Petro Beach area.
- Tree removal is underway and will be invoiced to come out of the 2021 greenspace budget.
- A new curb stop sewer service has been installed for the newly subdivided lot at 184B. Landscaping in the excavated ditch will be touched up in the spring after the ground settles.
- Working with Fortis to determine a cost estimate to move all overhead utilities underground. Administration has determined that this project would be eligible for MSI grant funding should it go forward.
- Street lights in Jarvis Glen Way have been cleaned. Burnt out and flickering bulbs have been replaced.

Options for Consideration:

Accept for information

Authorities:

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

Summer Village of Jarvis Bay

December 7, 2021

Planning and Development

Information Item

Agenda Item: Development Update

Background:

Development Permit Update:

Currently there are 91 development permits issued in the Summer Villages (33 in Birchcliff, 1 in Half Moon Bay, 9 in Jarvis Bay, 24 in Norglenwold, and 24 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. 251 Jarvis Bay Drive | Concrete Pad/Swim Spa |
| 5. 251 Jarvis Bay Drive | Home Occupation |
| 6. 184A Jarvis Bay Drive | Dwelling & Detached Garage |
| 7. 184B Jarvis Bay Drive | Demolition & Dwelling |
| 8. 41 Jarvis Bay Drive | Deck |
| 9. 11 Jarvis Bay Drive | Sunroom (Deck Addition) |

Administrative Recommendations:

Council to accept as information.

Authorities:

Land Use Bylaw #125/13.

Summer Village of Jarvis Bay

December 7, 2021

Planning and Development

Information Item

Agenda Item: Tourist Homes

Background:

Administration looked at regulations on tourist homes and bed and breakfast establishments in other Municipalities. Below are some examples.

Town of Sylvan Lake

Definition: “tourist home” means a commercial use wherein a dwelling unit is offered for rent to guests for a period of time of 28 days or less. Garage suites shall not be used as tourist homes.

Tourist Homes:

- Requires a valid development permit and a business license issued by the Town are required to operate a tourist home.
- Tourist home permits will initially be issued for 2 years, after which the applicant may reapply for a development permit that may not have a set time limit.
- Tourist homes shall be limited to one rental unit per parcel.
- no recreation vehicle shall be used as accommodation for tourist home guests.
- Garage suites and secondary suites shall not be used as accommodation for tourist home guests. 7.45.
- The maximum number of bedrooms allowed in a tourist home shall be five (5)
- The operator of a tourist home shall provide the Town with the name and phone number(s) of at least one local person (adult) that is authorized to act on the owner/operator’s behalf in the owner/operator’s absence. The owner/operator is responsible for informing the Town of any changes in this information.
- In residential districts tourist homes shall not display any sign other than one board or window sign not exceeding 0.3 m² (3.23 ft²) advertising the tourist home.
- On-site parking shall be provided in accordance with the following:
 - (a) Where front yard parking is permitted, a maximum of 50% of the front yard may be used for driveways and parking stalls.
 - (b) Parking stalls shall be provided at the following rate:
 - (i) A minimum of two (2) stalls for one – three bedroom units, three (3) stalls for four bedroom units, and four (4) stalls for five bedroom units.
- It is a Discretionary use

Definition: "bed and breakfast services" means the provision of breakfast together with the rental of a maximum of two bedrooms and the bathroom facilities of a private detached dwelling permanently occupied by the provider of the service;

Bed and Breakfast Services:

- Bed and Breakfast services shall only be allowed in detached dwellings in those districts where it is listed as a use.
- The operation and appearance of the bed and breakfast service shall not unduly impact the amenities and character of the residential neighbourhood. This includes visual, noise, traffic, and any other impact identified by the Development Authority. 7.4.3 The number of guest rooms shall be limited to 2 unless otherwise determined by the Development Authority based upon the merits of the individual proposal. The rooms shall have access from within the dwelling. The rooms shall not be dwelling units as defined in this Bylaw.
- On-site parking shall be provided on a basis of one (1) parking stall per guest room. This is in addition to the parking requirement for the detached dwelling itself.
- Signage shall be permitted in accordance with Part 8, Signs.
- No business, other than one (1) Class A home occupation shall be permitted in a detached dwelling that contains a bed and breakfast service.
- Secondary suites and garage suites are not permitted on a parcel that contains a bed and breakfast service.
- No person other than a permanent resident of the dwelling shall be employed in the bed and breakfast service. The hiring of casual labour for such tasks as yard and building maintenance and housekeeping services is permissible.
- Approval of a development permit does not exempt the operator of a bed and breakfast service from complying with any federal, provincial or other municipal legislation.

Tax & Pricing:

- Tourist Homes & Bed and Breakfast Services are taxed residential.
- Development permit is \$300.00 new and \$150.00 renewal.

Lacombe County

Definition: "bed and breakfast" means the accessory use of a principal dwelling unit in which short term overnight accommodation and limited meals are provided to overnight guests.

Bed and Breakfast Establishments:

- A bed and breakfast is an accessory use to a principal residential use.
- No more than three guest rooms shall be allowed in a bed and breakfast.
- The Development Authority may permit a bed and breakfast only if, in the opinion of the Development Authority, it complies with the following regulations:
 - (a) with the exception of the Agricultural District, bed and breakfasts are not permitted where a development permit has been issued for a major home based business, unless otherwise approved by the Development Authority;
 - (b) the privacy and enjoyment of adjacent residences shall be preserved and

the amenities of the neighbourhood maintained at all times;

(c) interior or exterior alterations, additions or renovations to accommodate a bed and breakfast may be allowed provided such alterations, additions or renovations maintain the principal residential appearance or character of the dwelling and comply with this Bylaw, the Safety Codes Act, and any other County bylaws;

(d) a bed and breakfast shall be operated only by the resident(s) of the principal dwelling in a residential District. In the Agricultural District, two non-resident employees may work on site; and

(e) No exterior advertisement other than sign approved by the Development Officer shall be permitted.

- A development permit issued for a bed and breakfast does not exempt compliance with health and safety code requirements
- It is Discretionary.

Tax & Pricing:

- Development permit application is \$500.00

Summer Village of Birchcliff

Definition: “tourist home” means a dwelling unit operated as a temporary place to stay, with compensation, and includes all vacation rentals of a dwelling unit. The characteristics that distinguish a tourist home from a dwelling unit used as a residence may include any of the following: the intent of the occupant to stay for short-term (30 days or less) vacation purposes rather than use the property as a residence, the commercial nature of a tourist home, the management or advertising of the dwelling unit as a tourist home or “vacation rental”, on website such as AirBnB or VRBO, the use of a system of Summer Village of Birchcliff Land Use Bylaw No. 170/13 11 reservations, deposits, confirmations, credit cards, or other forms of electronic payment etc. No recreation

Tourist Homes: Tourist Homes are not permitted within the Summer Village of Birchcliff.

Banff:

Bed and Breakfast Homes:

- Requires a development permit;
- on-site parking shall conform to the regulations of this Bylaw and there shall be no parking of guest vehicles on public roadways;
- bed and breakfast homes shall only be located within single detached housing or accessory structures providing that these do not contain a kitchen;
- a bed and breakfast home shall be operated exclusively by a live-in owner as an accessory use and shall not change the principal residential character, use or external appearance of the dwelling;
- no commercial accommodation unit shall contain a kitchen;
- the minimum size of any commercial accommodation unit, exclusive of closets, is 9.0 m² with no dimension less than 2.4 m;
- a bed and breakfast home shall provide an outdoor amenity space adjacent to

the dwelling that is suitable for the relaxation of guests, which shall have a minimum area of 9 m²;

- in addition to all commercial accommodation units within the dwelling, a bed and breakfast home shall contain an indoor amenity space suitable for the relaxation of guests, which shall have a minimum area of 9.0 m²;
- The number of licenced rooms shall be limited to the number of dedicated parking spaces available and the number of bedrooms available. Dedicated parking spaces shall be determined by subtracting the total spaces used by the resident owner's vehicles from the total number of spaces available. The total number of parking spaces available must be shown on the plan submitted with the application.

Bed and Breakfast Inns:

- the operator shall demonstrate to the Development Approving Authority that the bed and breakfast inn was in operation and held a valid business licence from Parks Canada for a period of not less than 5 consecutive years immediately prior to January 2, 1990.
- up to a maximum of 10 commercial accommodation units may be permitted at the discretion of a Development Approving Authority. In reaching a decision, the Municipal Planning Commission shall consider the number of bedrooms previously licensed by Parks Canada, the quality and size of each bedroom, whether the bedrooms comply with current health and safety codes, and the size and quality of common space and kitchen serving those bedrooms;
- a maximum of two of the permitted number of commercial accommodation units may be contained in an accessory building, provided that building contains adequate washroom facilities;
- the number of commercial accommodation units which may contain kitchens shall be determined by the Development Approving Authority, having regard for the number of dwellings including kitchens which would otherwise be permitted in similar developments in that district;
- bed and breakfast inns shall contain a separate dwelling for a resident owner or manager, commercial accommodation units, common space, and a common kitchen;

Tax & Pricing:

- Bed and Breakfast Establishments are taxed residential.
- Development permit application is \$200.00
- Business License is \$45.62 (4 rooms or less) 2% fee increase additional pillow. (this is required yearly).
- 5 or more bedrooms pay 2x the waste and recycling fees.

Canmore:

If you own a tourist home, you can rent it out. But if your property is not designated by the Town of Canmore as a tourist home – you cannot rent it out as a short-term stay

Where are tourist homes allowed?

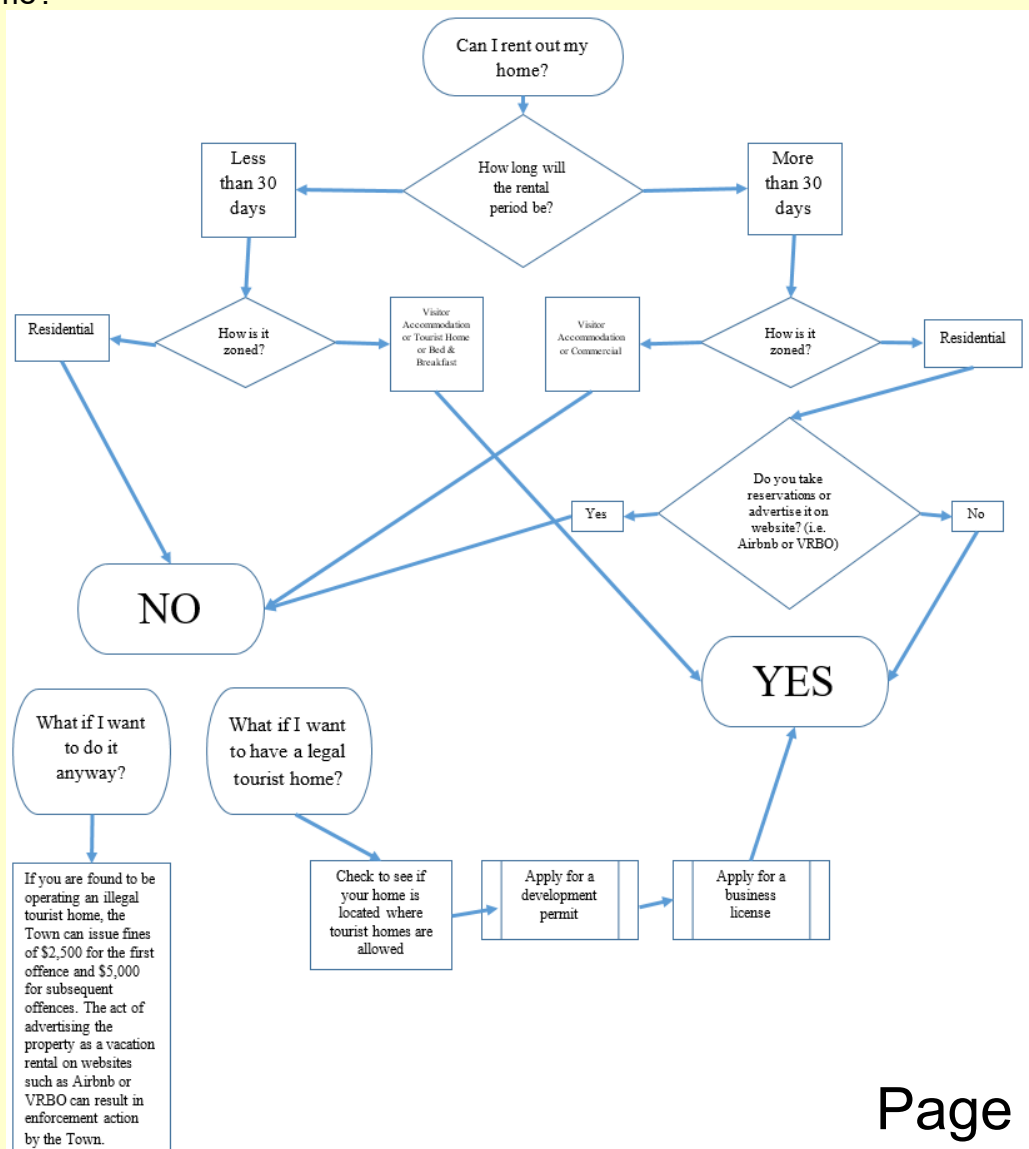
Few residential districts allow tourist homes today with only the two Silvertip residential districts and one sub-area of Teepee Town allowing this use. However, they are a permitted or discretionary use in almost all the commercial and mixed-use districts, such as along Bow Valley Trail and Railway Avenue. The Town's Land Use Bylaw identifies zones where tourist homes may or may not be allowed to operate. However, within the zones there may be only certain buildings or locations that allow tourist homes.

In Canmore, an owner of a tourist home may use it for short- or long-term rentals (if they have a development permit to operate it as a tourist home), or as a permanent residence. If it is used as for rentals, the owner pays a higher property tax.

Where are tourist homes NOT allowed?

Tourist homes are currently prohibited in the vast majority of residential districts in Canmore. Tourist homes also have an impact on the availability and affordability of housing for residents, as well as the character of the neighbourhood.

Can I rent out my home for an evening, a weekend, a week, or a few weeks at a time?



Bed & Breakfast:

Bed and Breakfast establishments are an ancillary commercial use operated by the resident of a single detached dwelling, providing accommodation for periods of 14 days or less with one meal provided on a daily basis to guests. The maximum amount of accommodation permitted per dwelling is two guestrooms or six pillows (guests), whichever is less. For more details, please see the Land Use Bylaw. All Bed & Breakfasts establishment require a development permit. A business license will be required as well. Bed and Breakfast developments shall be limited to a maximum of 5% of the total number of occupied detached residences within the applicable Town of Canmore census district as identified in the most recent municipal census.

Tax & Pricing:

- Tourist Homes & Bed and Breakfast Services are taxed commercial
- Development permit is \$310.00 for tourist homes and \$800.00 for bed & breakfast home occupation.
- Business License \$130.00 and up per additional rooms (for bed & breakfast).

Administrative Recommendations:

Council to accept as information.

Authorities:

Town of Sylvan Lake Land Use Bylaw #1695/2015.
 Lacombe County Land Use Bylaw #1237/17.
 Land Use Bylaw #99/13.
 Town of Banff Land Use Bylaw.
 Town of Canmore Land Use Bylaw #2018/22.

Summer Village of Jarvis Bay

Council Date: December 7, 2021

Information Item

Agenda Item: *Mooring and Disturbance Standards Policy Discussion*

Background:

Attached is the current Interim Policy for New Provincial Dock & Mooring Regulations that was passed in May of 2021. Council has requested administration bring this back for further discussion and consideration.

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.



Policy Title	Date	Resolution No.
Interim Policy for New Provincial Dock & Mooring Regulations	May 4, 2021	JBC-21-067

General Provision for the 2021 Boating Season:

Due to timing, any dock, mooring structure, swim platform, etc. that is subject to the new regulations and was installed in the 2020 boating season may be installed the same way for the 2021 boating season.

For Waterfront Property Owners:

(Properties which DO NOT have a Municipal Reserve separating the property from the lake)

Waterfront property owners do NOT require Municipal approval for a provincial permit application.

- a) Waterfront property owners who self-assess that they comply with the new standard do NOT need to apply for a provincial permit.
- b) Waterfront property owners who do NOT comply with the new standard but have had a dock and/or mooring structures in the water prior to April 16, 2021 may apply for a “grandfathered” 5-year permit to allow time to be able to adapt and conform with the new standard.

Semi-Waterfront Property Owners:

(Properties which have a Municipal Reserve separating the property from the lake)

Semi-Waterfront property owners require Municipal approval for a permit application, if a permit application is required.

- a) Semi-Waterfront property owners who self-assess that they comply with the new standard will be granted automatic Municipal approval and do NOT need to apply for a provincial permit.
- b) Semi-Waterfront property owners who do NOT comply with the new standard but have had a dock and/or mooring structures in the water prior to April 16, 2021, may apply for a “grandfathered” 5-year permit to allow time to adapt and conform with the new standard. They will require written Municipal approval, which will automatically be granted, provided a written explanation on how the applicant intends to achieve compliance is included.

Municipal Reserves and Road Allowance (Excluding Petro Beach):

The specific activities permitted on the various Municipal reserves and road allowances are regulated separately. This policy applies only to Municipal reserves and road allowances where docks and mooring structures are permitted.

A provincial permit will be required accompanied by written Municipal approval for the permit application. Only one dock may be installed on permitted municipal reserves and road allowances.

- a) Municipal approval will only be given to docks operated by self-administered shared groups under a written sharing agreement. The Municipality will NOT administer groups.
- b) Participants in shared dock groups must be property owners or residents of the Summer Village of Jarvis Bay.
- c) Preference for Municipal approval will be given to applicants who have operated a previous dock, with or without mooring structures, at the same location prior to April 16, 2021.
- d) Docks, with or without mooring structures that fully comply with the provincial standard will be granted automatic municipal approval in writing to attach to their provincial permit application.
- e) Docks, with or without mooring structures, that DO NOT comply with the new standard, but have operated in the same location prior to April 16, 2021, may apply for a “grandfathered” 5-year provincial permit - to allow time to be able to adapt and conform with the new provincial standard. “Grandfathered” 5-year permit applications will require written Municipal approval which will automatically be granted, provided a written explanation on how the applicant intends to achieve compliance is provided.

Petro Beach:

No docks will be allowed at Petro Beach. Boat lifts will continue to be permitted under specific Municipal regulations which have not been finalized. For the 2021 boating season, see the General Provision above.

How to Apply for Permits

Provincial TFA Permit Application:

Links to information and the application process for the ***Alberta Disturbance Standard for temporary Seasonal Docks and other Mooring Structures for Personal Recreational Purposes*** are posted on the Summer Village of Jarvis Bay website. The Municipality can not provide advice or direction on how to interpret the regulations or how to apply.

Where required, written Municipal approval to accompany a provincial application, can be requested in writing from the Summer Village Administration office. A complete copy of the provincial TFA application must be included with all required attachments. The applicant must indicate if the application is for a fully compliant dock and/or mooring structure or for a “grandfathered” 5-year non-compliant permit. For “grandfathered” 5-year non-compliant applications, the request for Municipal approval must include a written explanation on how the applicant plans to become compliant.

Summer Village of Jarvis Bay

Council Date: December 7, 2021

Information Item

Agenda Item: *Winter Newsletter*

Background:

Mayor Julie Maplethorp would like to discuss the winter newsletter that will be mailed to residents in Jarvis Bay.

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.

Summer Village of Jarvis Bay**Council Date: December 7, 2021****Information Item****Agenda Item:** *Highway 20 Follow Up***Background:**

Discussions continue in regards to our concerns regarding the speed limit on Highway 20. Attached for Council review and discussion is a response from Rajan Sawhney, Minister of Transportation, to a letter that was sent to him by residents of Jarvis Bay. Administration has also recently sent a letter surrounding municipalities requesting support for our efforts to reduce the speed limit on the section of Highway 20 from Township Road 392 to the 70kmph section near Petro Beach.

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.

Thank you for your August 18, 2021 correspondence regarding noise, traffic safety, and environmental concerns along Highway 20 near the Summer Village of Jarvis Bay.

I recognize that traffic noise for residents living near busy roads can be frustrating and can impact quality of life. As the province has grown, traffic volumes and development along the highway network have increased.

Alberta Transportation considers noise attenuation along provincial highways within cities and urban centres when noise levels reach a threshold specified in departmental guidelines. Examples of urban highways where these guidelines would apply include Anthony Henday Drive in Edmonton and Stoney Trail in Calgary. For rural highways like Highway 20, any traffic noise attenuation in communities developed adjacent to an existing provincial highway are the responsibility of the local municipality or the developer. As such, the department has no plans to conduct a noise study or install sound attenuation in this area.

Alberta Transportation establishes speed zones based on various technical factors, and aims to apply these criteria consistently throughout the province. Speed limits are determined by considering several safety features such as the highway geometry, topography, the adjacent land use, intersection spacing, and the classification of highway. Consideration is also given to drivers' perception of road conditions, which plays a significant part in drivers' behaviour and driving speed. Traffic research indicates that when speed limits are set lower than what the majority of drivers consider to be reasonable, there is a high level of non-compliance. This leads to driver frustration and a larger disparity in speeds, which results in a greater risk of collisions.

A speed limit of 80 kilometres per hour (km/h) or lower on Highway 20 through the Summer Village of Jarvis Bay could create a disparity of speed, where some drivers would obey the 80 km/h speed limit while others would continue to travel at higher speeds. Such a speed disparity can cause motorists to have a difficult time judging gaps in traffic when trying to enter or exit the highway, which could increase collision risk.

In 2018, a Traffic Impact Assessment (TIA) that was completed in support of a nearby development examined the intersections of Highway 20 and Township Road 391. Although the TIA did not recommend a speed limit reduction on Highway 20, it did recommend improvements to the intersection of Highway 20 and Township Road 391, which have recently been substantially completed. Based on this and the other factors mentioned above, the existing speed limit of 100 km/h is considered appropriate at this time.

Regarding engine retarder brakes, I understand that the noise from these brakes can be disruptive. These brakes are used in many heavy trucks to supplement the vehicle's service brakes; they provide increased driving safety and more efficient braking performance, particularly in difficult weather/road conditions such as ice, snow, wet road surfaces, and on hills. Placing signs prohibiting trucks from using engine retarder brakes in the area of the Summer Village of Jarvis Bay would not be appropriate, as the highway grade is downhill and the brakes are often needed for safety reasons.

Unfortunately, due to scheduling commitments at this time I am unable to meet to discuss this issue. I encourage you, however, to contact Mr. Mike Baik, Operations Manager, if you have any further questions or concerns. Mr. Baik can be reached toll-free at 310-0000, then 403-340-5087, or at mike.baik@gov.ab.ca.

Thank you for taking the time to write.

Sincerely,

Rajan Sawhney

Minister of Transportation

cc: Honourable Jason Nixon, Minister of Alberta Environment and Parks

Devin Dreesen, MLA for Innisfail-Sylvan Lake

Mike Baik, Operations Manager, Alberta Transportation

Summer Village of Jarvis Bay

Council Date: December 7, 2021

Information Item

Agenda Item: *Jarvis Bay Provincial Campground*

Background:

Mayor Julie Maplethorp would like to have a discussion regarding the items of concern Jarvis Bay continues to have with the provincial campground.

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.

Summer Village of Jarvis Bay**Council Date: December 7, 2021****Information Item****Agenda Item:** *Winter Safety Issues***Background:**

Attached is a letter from Pat Devlin regarding safety for residents engaging in winter activities. The increase of recreational activities taking place on the lake comes with an increase of motorized traffic, and there may be a way to provide a safer area for the use of non-motorized activities.

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.

Oct. 24/2021

To: Julie Maplethorpe, Mayor, Summer Village of Jarvis Bay, Council and Administration

Re: Cross-country Skiing Safety in the Summer Village

For years the Summer Village of Jarvis Bay has had buoys set a distance from the shore of Sylvan Lake to provide a safe area for kayakers, swimmers and paddleboarders. This buoy line has been well respected by motorized watercraft, allowing for maximum enjoyment and safety by all lake users.

Last winter there was a dramatic increase in the number of skidoos, quads and trucks accessing fishing huts on the lake. This increased traffic presented a safety hazard to the growing number of cross-country skiers/walkers /fat-tire cyclists who are also using the lake during the winter months. After a couple of close calls with skidooers/quad drivers while cross-country skiing, it became apparent that some safety measures may be necessary to allow everyone to safely use the lake during the winter months. Would it be possible for something similar to the buoy lines to be set up in winter a distance from the shore? I feel this would provide a safe area for the use of non-motorized activities such as cross-country skiing, cyclists, and walkers.

I thank you in advance for your attention and consideration of this matter.

Best regards
Pat Devlin

Summer Village of Jarvis Bay

Council Date: December 7, 2021

Information Item

Agenda Item: *Parking Issues Along Jarvis Bay Drive*

Background:

Attached is a second letter from Ron Link regarding parking issues along Jarvis Bay Drive. Previously Mr. Link had submitted a letter that Council had discussed, and this second letter provides more comments regarding the potential issues and considerations for parking along Jarvis Bay Drive.

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.

Hello Tanner

I had submitted an earlier letter to the council for Jarvis Bay on October 15 on behalf of a number of residents that had concerns with parking issues along Jarvis Bay Drive. I also attended the virtual meeting with Jarvis Bay council on November 2 which discussed the letter with respect to ongoing parking issues but I wasn't permitted to provide any additional comments as part of the meeting. Subsequent to the meeting Julie and I haven't been able to connect by telephone and she has suggested that I forward an e-mail to you with my comments. Just to be clear, the earlier letter outlining parking issues stands by itself and I'm sure council will respond as they deem appropriate. The suggestions and comments that I am making now are my own and have not been vetted with the residents that supported the earlier letter on parking issues.

The comments that I wanted to share with council are as follows:

1. Residents are aware that there are a number of RVs that inadvertently enter Jarvis Bay in their attempt to reach the Provincial Park and then frustrated to find their way back to the highway. Perhaps the administration could approach Alberta Transportation to provide a sign on highway 20 just south of the current sign at the entrance to Jarvis Bay which would direct RVs to continue another 2 KMs further north before they turn to the west to access the Provincial Park.
2. There is a very sharp corner with poor visibility just north of the three way stop and the postal boxes. Vehicles frequently cut the corner too short and do not stay in their lane which creates a safety issues for oncoming vehicles, cyclists and pedestrians. If a solid center line was painted on the roadway around the corner perhaps drivers would have a visual reference that would assist them in staying in the proper lane
3. When council is considering approving a home based business hopefully there is a provision that applicant provide parking for their clients or customers on their own property and not on Jarvis Bay Drive. Perhaps that provision already exists, I just wouldn't want to add further to current parking issues.
4. When new parking restrictions are put in place along Jarvis Bay Drive, administration needs to find better ways to inform residents. Many residents, some of which don't live here full time were not aware of the new restrictions or the reasons of why they exist.
5. If council were to consider a parking ban along Jarvis Bay Drive, it could be limited to say May 1 to September 30 which I think may coincide with the operation of the Provincial Park. Once the summer season is finished, parking along Jarvis Bay Drive isn't nearly much of an issue.
6. Many of us are uncertain as to what the peace officer/bylaw officer does for Jarvis Bay? He is polite to visit with but nobody that I talk to has ever seen him issue a parking ticket or get out of his vehicle. It seems that any patrols by RCMP have completely disappeared.

I hope these comments and suggestions will be useful and I appreciate the opportunity to share them with you and council for consideration.

Ron Link
Jarvis Bay, AB

Summer Village Jarvis Bay

December 7, 2021

Finance

Request for Decision

Agenda Item: *Budget 2022 - 2025*

Background:

Administration would like to provide the following draft 2022 - 2025 Budget to Council.

Options for Consideration:

1) That Council review and discuss draft operating budget information provided and to provide the necessary input into the 2022 – 2025 Budget.

A live budget will be provided for any changes and recommendations.

Administrative Recommendations:

- 1) That Council review and approve the 2022 budget as provided.
- 2) That Council amend and approve the 2022 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.

Jarvis Bay

Budget 2022- 2025

First Prep Oct 1/21 - FO
CAO Input Oct 25/21
Council Review Nov 2/21
Council Approved
Assessments/ASFF Reqs Added
DI Entered

Council Approved

Budget Summary**Revenue**

Taxation	\$	421,368.48
Administration	\$	30,058.26
Protective Services	\$	500.00
Public Works	\$	77,095.00
Planning and Development	\$	2,438.73
Taxation and Operating Revenue	\$	531,460.46
Alberta Requisitions	\$	-
Capital Revenue	\$	-
Total Revenue	\$	531,460.46

Expenses

Council & Legislative	\$	18,216.59
Administration	\$	199,720.96
Protective Services	\$	61,720.03
Public Works	\$	199,955.28
Planning & Development	\$	3,372.00
Recreation & Planning	\$	47,936.72
Environment	\$	538.89
Operating Expenses	\$	531,460.46
Alberta Requisitions	\$	-
Capital Projects	\$	-
Total Expenses	\$	531,460.46

Account #	Department / Description	2019 Actuals	2020 Actuals	2021 Year End Forecast	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Administration								
101-000-110	Taxation	\$ 393,573.30	\$ 358,187.83	\$ 408,787.36	\$ 421,368.48	\$ 419,409.77	\$ 428,642.73	\$ 462,193.30
101-000-120	Taxes Local Improvement - Completed in 2021	\$	\$ 2,000.05	\$ 203.85	\$ -	\$ -	\$ -	\$ -
101-103-130	DI Designated Industrial Tax	\$ 26.45	\$ 25.98	\$ 25.98	\$ 26.44	\$ 26.44	\$ 26.44	\$ 26.44
101-000-510	Penalties	\$ 12,892.96	\$ 12,697.53	\$ 11,220.38	\$ 10,000.00	\$ 10,200.00	\$ 10,404.00	\$ 10,612.08
112-000-540	A/R - UT Interest	\$ 723.19	\$ 270.02	\$ 136.82	\$ 105.66	\$ 107.78	\$ 109.93	\$ 112.13
112-000-550	Returns on Investments	\$ 33,079.50	\$ 14,558.01	\$ 6,001.05	\$ 8,000.00	\$ 8,160.00	\$ 8,323.20	\$ 8,489.66
112-000-410	Sales of Services and Supplies	\$ 780.00	\$ 450.00	\$ 750.00	\$ 233.52	\$ 238.19	\$ 242.95	\$ 247.81
112-000-570	Other Revenue	\$ 3,561.30	\$ 26,838.32	\$ 12,076.51	\$ 1,056.64	\$ 1,077.77	\$ 1,099.33	\$ 1,121.31
-----	COVID 19 Contingency			\$	\$ -	\$ -	\$ -	\$ -
				\$	\$ -	\$ -	\$ -	\$ -
				\$	\$ -	\$ -	\$ -	\$ -
112-000-740	MSI Operational	\$ 12,686.00	\$ 11,114.00	\$ 10,636.00	\$ 10,636.00	\$ 12,686.00	\$ 12,686.00	\$ 12,686.00
Total Administration		\$ 457,322.70	\$ 426,141.74	\$ 449,837.95	\$ 451,426.74	\$ 451,905.95	\$ 461,534.58	\$ 495,488.74
Protective Services								
121-000-530	Fines Provincial Collected	\$ 200.00	\$ 349.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Total Protective Services		\$ 200.00	\$ 349.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
Public Works								
142-000-400	Street Light Charges	\$ 3,400.00	\$ 3,400.00	\$ 3,400.00	\$ 7,000.00	\$ 3,400.00	\$ 3,400.00	\$ 3,400.00
142-000-410	Wastewater Charges	\$ 58,000.00	\$ 58,000.00	\$ 58,000.00	\$ 58,000.00	\$ 58,400.00	\$ 58,400.00	\$ 58,400.00
142-000-411	Transfer for Wastewater Offset	\$ 49,440.00	\$ 36,988.00	\$ 36,988.00	\$ 12,095.00	\$ -	\$ -	\$ -
Total Public Works		\$ 110,840.00	\$ 98,388.00	\$ 98,388.00	\$ 77,095.00	\$ 61,800.00	\$ 61,800.00	\$ 61,800.00
Planning and Development								
161-000-410	Certificates of Compliance	\$ 200.00	\$ 200.00	\$ 400.00	\$ 59.17	\$ 60.36	\$ 61.56	\$ 62.79
161-000-520	Development Permits / Appeal Fees	\$ 800.00	\$ 1,800.00	\$ 5,600.00	\$ 582.21	\$ 593.85	\$ 605.73	\$ 617.84
161-000-510	Inspection Fees	\$ 3,520.15	\$ 1,426.74	\$ 493.60	\$ 1,584.96	\$ 1,616.66	\$ 1,648.99	\$ 1,681.97
161-000-590	Encroachment Fees	\$ 617.44	\$ 327.44	\$ 1,017.44	\$ 212.38	\$ 216.63	\$ 220.96	\$ 225.38
Total Planning and Development		\$ 5,137.59	\$ 3,754.18	\$ 7,511.04	\$ 2,438.73	\$ 2,487.50	\$ 2,537.25	\$ 2,587.99
Total Revenue		\$ 573,500.29	\$ 528,632.92	\$ 555,836.99	\$ 531,460.46	\$ 516,693.45	\$ 526,371.83	\$ 560,376.74

Account #	Department / Description Council	2019 Actuals	2020 Actuals	2021 Budget	2021 YEF	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Remuneration									
211-101-150	Mayor	\$ 1,800.00	\$ 4,830.00	\$ 5,000.00	\$ 5,506.66	\$ 5,200.00	\$ 5,304.00	\$ 5,410.08	\$ 5,518.28
211-102-150	Deputy Mayor	\$ 4,875.00	\$ 3,505.00	\$ 3,500.00	\$ 2,080.00	\$ 3,640.00	\$ 3,712.80	\$ 3,787.06	\$ 3,862.80
211-103-150	Councillor	\$ 7,695.59	\$ 3,240.00	\$ 3,500.00	\$ 1,280.00	\$ 1,280.00	\$ 1,305.60	\$ 1,331.71	\$ 1,358.35
<i>Total Remuneration</i>		<i>\$ 14,370.59</i>	<i>\$ 11,575.00</i>	<i>\$ 12,000.00</i>	<i>\$ 8,866.66</i>	<i>\$ 10,120.00</i>	<i>\$ 10,322.40</i>	<i>\$ 10,528.85</i>	<i>\$ 10,739.42</i>
Travel and Subsistence									
211-101-210	Mayor	\$ -	\$ -	\$ 1,200.00	\$ 317.04	\$ 1,248.00	\$ 1,272.96	\$ 1,298.42	\$ 1,324.39
211-102-210	Deputy Mayor	\$ 318.78	\$ 75.76	\$ 600.00	\$ -	\$ 624.00	\$ 636.48	\$ 649.21	\$ 662.19
211-103-210	Councillor	\$ 1,925.14	\$ 265.01	\$ 600.00	\$ -	\$ 624.00	\$ 636.48	\$ 649.21	\$ 662.19
<i>Total Travel and Subsistence</i>		<i>\$ 2,243.92</i>	<i>\$ 340.77</i>	<i>\$ 2,400.00</i>	<i>\$ 317.04</i>	<i>\$ 2,496.00</i>	<i>\$ 2,545.92</i>	<i>\$ 2,596.84</i>	<i>\$ 2,648.78</i>
Registration & Conventions									
211-201-212	ASVA Conference	\$ 240.00	\$ -	\$ 1,040.00	\$ -	\$ 1,081.60	\$ 1,103.23	\$ 1,125.30	\$ 1,147.80
211-202-212	AUMA Conference	\$ 575.00	\$ -	\$ 1,100.00	\$ 750.00	\$ 1,144.00	\$ 1,166.88	\$ 1,190.22	\$ 1,214.02
211-203-212	Council Education Opportunities	Not Used	\$ -	\$ 2,500.00	\$ 825.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
<i>Total Registration and Conventions</i>		<i>\$ 815.00</i>	<i>\$ -</i>	<i>\$ 4,640.00</i>	<i>\$ 1,575.00</i>	<i>\$ 3,225.60</i>	<i>\$ 4,770.11</i>	<i>\$ 4,815.51</i>	<i>\$ 4,861.82</i>
Memberships									
211-301-220	AUMA Membership	\$ 1,013.81	\$ 1,013.81	\$ 1,067.41	\$ 924.83	\$ 1,110.11	\$ 1,132.31	\$ 1,154.95	\$ 1,178.05
211-302-220	ASVA Membership	\$ 900.00	\$ 975.00	\$ 975.00	\$ 975.00	\$ 1,014.00	\$ 1,034.28	\$ 1,054.97	\$ 1,076.06
211-303-220	FCM Membership	\$ 97.08	\$ 120.58	\$ 145.08	\$ 122.00	\$ 150.89	\$ 153.91	\$ 156.98	\$ 160.12
211-304-220	Mayors & Reeves Membership	\$ -	\$ -	\$ 100.00	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
<i>Total Memberships</i>		<i>\$ 2,010.89</i>	<i>\$ 2,109.39</i>	<i>\$ 2,287.49</i>	<i>\$ 2,021.83</i>	<i>\$ 2,374.99</i>	<i>\$ 2,420.49</i>	<i>\$ 2,466.90</i>	<i>\$ 2,514.24</i>
Total Council		\$ 19,440.40	\$ 14,025.16	\$ 21,327.49	\$ 12,780.53	\$ 18,216.59	\$ 20,058.93	\$ 20,408.10	\$ 20,764.27

Account #	Department / Description	2019 Actuals	2020 Actuals	2021 Budget	2021 YEF	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Administration									
212-1	Personnel								
212-100-110	Salaries	\$ 110,559.53	\$ 108,665.71	\$ 99,535.23		\$ 103,417.93	\$ 105,486.29	\$ 107,596.01	\$ 109,747.93
212-100-130	Training	\$ 2,807.02	\$ 2,797.77	\$ 2,637.69		\$ 1,870.98	\$ 1,908.40	\$ 1,946.57	\$ 1,985.50
212-100-210	Travel & Subsistence	\$ 1,961.78	\$ 91.11	\$ 3,416.11		\$ 2,245.50	\$ 2,290.41	\$ 2,336.22	\$ 2,382.94
212-100-211	WCB	\$ 1,463.34	\$ 2,360.58	\$ 2,381.05		\$ 1,734.71	\$ 1,769.40	\$ 1,804.79	\$ 1,840.89
212-100-266	PW Fleet	\$ 1,650.22	\$ 1,403.46	\$ 1,782.22		\$ 1,637.11	\$ 1,669.85	\$ 1,703.25	\$ 1,737.31
212-300-530	Building Insurance			\$ 518.36		\$ 598.42	\$ 610.39	\$ 622.60	\$ 635.05
212-100-140	Benefits	\$ 3,470.20	\$ 3,439.52	\$ 3,721.70		\$ 3,487.40	\$ 3,557.15	\$ 3,628.29	\$ 3,700.86
<i>Total Personnel</i>		<i>\$ 121,912.09</i>	<i>\$ 118,758.15</i>	<i>\$ 113,992.36</i>		<i>\$ 114,992.05</i>	<i>\$ 117,291.89</i>	<i>\$ 119,637.73</i>	<i>\$ 122,030.48</i>
212-2	Consumables								
212-200-215	Postage / Freight / Courier	\$ 766.20	\$ 1,942.17	\$ 1,817.47		\$ 1,879.24	\$ 1,916.82	\$ 1,955.16	\$ 1,994.26
212-200-500	Printing costs	\$ 1,452.44	\$ 1,022.96	\$ 2,036.01		\$ 1,245.98	\$ 1,270.90	\$ 1,296.32	\$ 1,322.24
212-200-510	Office Supplies	\$ 2,004.83	\$ 2,080.53	\$ 3,193.41		\$ 3,040.34	\$ 3,101.15	\$ 3,163.17	\$ 3,226.43
<i>Total Consumables</i>		<i>\$ 4,223.47</i>	<i>\$ 5,045.66</i>	<i>\$ 7,046.89</i>		<i>\$ 6,165.56</i>	<i>\$ 6,288.87</i>	<i>\$ 6,414.65</i>	<i>\$ 6,542.94</i>
212-3	Facilities & Equipment								
212-300-217	Phone / Fax/ Internet	\$ 1,391.15	\$ 1,532.82	\$ 2,078.62		\$ 1,169.36	\$ 1,192.75	\$ 1,216.60	\$ 1,240.93
212-300-540	Utilities	\$ 1,321.01	\$ 1,630.16	\$ 3,028.61		\$ 3,040.34	\$ 3,101.15	\$ 3,163.17	\$ 3,226.43
212-300-250	Facility Improvements	\$ 99.61	\$ 743.55	\$ 1,047.37		\$ 1,403.23	\$ 1,431.29	\$ 1,459.92	\$ 1,489.12
212-300-255	Facility Maintenance	\$ 1,298.09	\$ 1,524.14	\$ 3,678.56		\$ 4,972.59	\$ 5,072.04	\$ 5,173.48	\$ 5,276.95
212-300-263	Condominium Costs	\$ 855.75	\$ 882.45	\$ 1,068.90		\$ 1,084.00	\$ 1,105.68	\$ 1,127.79	\$ 1,150.35
212-300-240	Computer Software / Mtnce Agreement	\$ 1,932.25	\$ 1,844.89	\$ 1,527.02		\$ 2,451.92	\$ 2,500.96	\$ 2,550.98	\$ 2,602.00
212-300-242	IT Equipment	\$ 1,752.74	\$ 2,177.23	\$ 1,047.37		\$ 467.74	\$ 477.09	\$ 486.64	\$ 496.37
212-300-265	Equipment Maintenance	\$ 126.60	\$ -	\$ 450.00		\$ 116.94	\$ 119.28	\$ 121.66	\$ 124.10
212-300-270	Equipment Rental	\$ 743.38	\$ 782.23	\$ 839.85		\$ 701.62	\$ 715.65	\$ 729.97	\$ 744.56
212-300-510	Other Contingency	\$ 682.87	\$ 5,398.43	\$ 349.46		\$ 116.94	\$ 119.28	\$ 121.66	\$ 124.10
212-300-515	Fleet Replacement Reserve			\$ -		\$ -	\$ -	\$ -	\$ -
<i>Total Facilities & Equipment</i>		<i>\$ 10,835.60</i>	<i>\$ 16,515.90</i>	<i>\$ 15,115.76</i>		<i>\$ 15,524.68</i>	<i>\$ 15,835.17</i>	<i>\$ 16,151.88</i>	<i>\$ 16,474.91</i>
		<i>\$ 136,971.16</i>	<i>\$ 140,319.71</i>	<i>\$ 136,155.01</i>	<i>\$ 136,172.42</i>	<i>\$ 136,682.29</i>	<i>\$ 139,415.94</i>	<i>\$ 142,204.25</i>	<i>\$ 145,048.34</i>

Account #	Department / Description	2019 Actuals	2020 Actuals	2021 Budget	2021 YEF	2022 Budget	2023 Budget	2024 Budget	2025 Budget
212-4	Municipal Specific								
212-400-220	Election Expenses/Meetings	\$ 1,063.00	\$ 175.39	\$ 5,000.00	\$ 2,194.66	\$ 500.00	\$ 510.00	\$ 520.20	\$ 530.60
212-402-220	Donations to other organizations	\$ 800.00	\$ 800.00	\$ 1,000.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
212-401-220	Urgent Care Contribution	\$ 500.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
212-400-221	Bank Fees	\$ 6,076.62	\$ 5,416.47	\$ 6,000.00	\$ 5,797.33	\$ 6,240.00	\$ 6,364.80	\$ 6,492.10	\$ 6,621.94
212-400-222	Advertising	\$ -	\$ 61.38	\$ 500.00	\$ -	\$ 100.00	\$ 102.00	\$ 104.04	\$ 106.12
212-400-230	Legal Fees	\$ 390.00	\$ 3,760.25	\$ 5,337.05	\$ -	\$ 5,550.53	\$ 5,661.54	\$ 5,774.77	\$ 5,890.27
212-400-231	Audit Fees	\$ 8,125.45	\$ 6,044.69	\$ 6,906.77	\$ 6,293.85	\$ 7,383.00	\$ 7,383.00	\$ 7,383.00	\$ 7,383.00
212-400-232	Assessment Fees	\$ 6,950.00	\$ 7,000.00	\$ 6,800.00	\$ 6,866.70	\$ 7,000.00	\$ 7,595.00	\$ 7,595.00	\$ 7,595.00
212-400-233	Accounting Software	\$ 1,500.00	\$ 1,981.60	\$ 1,868.02	\$ 1,868.02	\$ -	\$ -	\$ -	\$ -
212-400-275	Municipal Insurance	\$ 3,224.33	\$ 3,343.44	\$ 4,269.64	\$ 4,889.33	\$ 4,910.08	\$ 5,008.29	\$ 5,108.45	\$ 5,210.62
212-400-910	Tax Changes	\$ 0.50	\$ 1,000.00	\$ 533.70	\$ 500.00	\$ 555.05	\$ 566.15	\$ 577.48	\$ 589.03
	New Infrastructure Reserve			\$ -		\$ 30,000.00			
Total Specific		\$ 28,629.90	\$ 29,583.22	\$ 39,215.18	\$ 29,209.89	\$ 63,038.67	\$ 33,990.78	\$ 34,355.04	\$ 34,726.58
Total Administration		\$ 165,601.06	\$ 169,902.93	\$ 175,370.19	\$ 165,382.31	\$ 199,720.96	\$ 173,406.72	\$ 176,559.29	\$ 179,774.92

Account #	Department / Description	2019 Actuals	2020 Actuals	2021 Budget	2021 YEF	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Protective Services									
223-000-200	Contracted Fire Service	\$ 11,681.71	\$ 21,269.26	\$ 19,000.00	\$ 14,000.00	\$ 13,594.00	\$ 13,865.88	\$ 14,143.20	\$ 14,426.06
226-000-200	Enforcement	\$ 26,297.86	\$ 20,005.64	\$ 27,672.50	\$ 27,672.50	\$ 27,672.50	\$ 26,997.50	\$ 26,997.50	\$ 26,997.50
226-000-201	Enforcement Reserve	\$ 3,000.00	\$ -	\$ 3,108.96		\$ 3,233.32	\$ 3,297.98	\$ 3,363.94	\$ 3,431.22
224-000-200	Emergency Management	\$ 0.42	\$ -	\$ 2,134.82	\$ 2,000.00	\$ 2,220.21	\$ 2,264.62	\$ 2,309.91	\$ 2,356.11
225-000-200	Policing Costs	\$ -	\$ -	\$ 8,969.00	\$ 8,969.00	\$ 15,000.00	\$ 17,939.00	\$ 17,939.00	\$ 17,939.00
Total Protective Services		\$ 40,979.99	\$ 41,274.90	\$ 60,885.28	\$ 52,641.50	\$ 61,720.03	\$ 64,364.98	\$ 64,753.55	\$ 65,149.89
Public Works									
Maintenance Programs									
232-000-200	Green Space Program	\$ 28,077.54	\$ 22,261.22	\$ 25,000.00	\$ 25,500.00	\$ 24,000.00	\$ 24,480.00	\$ 24,969.60	\$ 25,468.99
232-000-255	Plowing Program	\$ 18,281.00	\$ 21,142.50	\$ 23,600.00	\$ 16,072.00	\$ 24,544.00	\$ 25,034.88	\$ 25,535.58	\$ 26,046.29
232-000-250	Road Maintenance Program	\$ 3,800.21	\$ 12,824.00	\$ 12,000.00	\$ 12,240.00	\$ 15,000.00	\$ 15,300.00	\$ 15,606.00	\$ 15,918.12
232-000-530	Ditch and Culvert Program	\$ 698.42	\$ 1,600.00	\$ 3,000.00	\$ 1,000.00	\$ 3,120.00	\$ 3,182.40	\$ 3,246.05	\$ 3,310.97
232-000-265	Sign & Bench Program	\$ 3,364.91	\$ 2,555.02	\$ 3,000.00	\$ 2,000.00	\$ 3,120.00	\$ 3,182.40	\$ 3,246.05	\$ 3,310.97
232-000-545	Street Light Program	\$ 5,709.97	\$ 5,805.78	\$ 5,100.00	\$ 7,200.00	\$ 7,000.00	\$ 7,140.00	\$ 7,282.80	\$ 7,428.46
<i>Total Maintenance</i>		<i>\$ 59,932.05</i>	<i>\$ 66,188.52</i>	<i>\$ 71,700.00</i>	<i>\$ 64,012.00</i>	<i>\$ 76,784.00</i>	<i>\$ 78,319.68</i>	<i>\$ 79,886.07</i>	<i>\$ 81,483.80</i>
Waste Water / Water									
242-000-255	Maintenance Program	\$ 9,273.06	\$ 10,292.14	\$ 15,000.00	\$ 19,600.00	\$ 15,600.00	\$ 15,912.00	\$ 16,230.24	\$ 16,554.84
	Payout of Stage 1 Debt	\$ 8,961.53							
242-000-250	SLRWWC Gov & Admin	\$ 9,045.88	\$ 4,163.03	\$ 8,463.00	\$ 4,200.00	\$ 7,285.00	\$ 7,503.55	\$ 7,728.66	\$ 10,352.00
242-000-251	SLR Water Comm.	\$ 819.73	\$ 1,166.48	\$ 800.00	\$ 800.00	\$ 832.00	\$ 1,639.00	\$ 1,639.00	\$ 1,639.00
242-000-260	Useage Fees	\$ 81,322.80	\$ 65,106.36	\$ 64,756.00	\$ 64,756.00	\$ 62,810.00	\$ 64,694.30	\$ 66,635.13	\$ 90,354.00
<i>Total Wastewater</i>		<i>\$ 109,423.00</i>	<i>\$ 80,728.01</i>	<i>\$ 89,019.00</i>	<i>\$ 89,356.00</i>	<i>\$ 86,527.00</i>	<i>\$ 89,748.85</i>	<i>\$ 92,233.03</i>	<i>\$ 118,899.84</i>
Waste and Recycle									
243-000-200	Contracted Service Solid Waste	\$ 22,134.00	\$ 22,134.00	\$ 24,560.78	\$ 25,052.00	\$ 25,543.22	\$ 26,054.08	\$ 26,575.16	\$ 27,106.66
243-000-270	Recycling Program-WM	\$ 10,384.31	\$ 10,050.24	\$ 10,674.10	\$ 10,887.00	\$ 11,101.06	\$ 11,323.08	\$ 11,549.54	\$ 11,780.53
<i>Total Waste</i>		<i>\$ 32,518.31</i>	<i>\$ 32,184.24</i>	<i>\$ 35,234.88</i>	<i>\$ 35,939.00</i>	<i>\$ 36,644.28</i>	<i>\$ 37,377.16</i>	<i>\$ 38,124.70</i>	<i>\$ 38,887.20</i>
Total Public Works		\$ 201,873.36	\$ 179,100.77	\$ 195,953.88	\$ 189,307.00	\$ 199,955.28	\$ 205,445.69	\$ 210,243.80	\$ 239,270.84

Account #	Department / Description	2019 Actuals	2020 Actuals	2021 Budget	2021 YEF	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Planning and Development									
261-000-200	Community Planning	\$ 443.56	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
261-000-215	Subdivision Appeal Board	\$ -	\$ 740.63	\$ 900.00	\$ 900.00	\$ 936.00	\$ 954.72	\$ 973.81	\$ 993.29
261-000-220	Municipal Planning Commission	\$ 320.00	\$ 220.00	\$ 900.00	\$ 600.00	\$ 936.00	\$ 954.72	\$ 973.81	\$ 993.29
261-000-250	Development Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
261-000-110	Development Services	\$ 18,766.21	\$ -	\$ 1,250.00	\$ 557.31	\$ -	\$ -	\$ -	\$ -
261-000-115	IDP (RDC & TSL, LC)	\$ 5,659.41	\$ 721.88	\$ 1,000.00	\$ 27.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Total Planning and Development		\$ 25,189.18	\$ 1,682.51	\$ 4,550.00	\$ 2,057.31	\$ 3,372.00	\$ 3,409.44	\$ 3,447.63	\$ 3,486.58
Recreation and Planning									
274-000-850	Parkland Regional Library	\$ 1,757.29	\$ 1,821.15	\$ 1,821.00	\$ 1,821.15	\$ 1,821.00	\$ 1,920.00	\$ 1,920.00	\$ 1,920.00
212-403-220	FCSS Sylvan Lake	\$ 1,146.20	\$ 1,227.06	\$ 3,438.60	\$ 1,227.06	\$ 3,438.60	\$ 3,507.37	\$ 3,577.52	\$ 3,649.07
272-000-250	Buoy Program	\$ 2,403.00	\$ 2,468.00	\$ 3,735.93	\$ 3,810.00	\$ 4,500.00	\$ 4,590.00	\$ 4,681.80	\$ 4,775.44
272-000-510	Parks and Playgrounds (PetroBeach)	\$ 18,439.40	\$ 19,153.52	\$ 21,348.19	\$ 21,775.00	\$ 22,202.12	\$ 22,646.16	\$ 23,099.09	\$ 23,561.07
	COVID 19 Response								
274-000-510	Operational Recreation Grants - ICF			\$ 21,432.24	\$ 15,975.00	\$ 15,975.00	\$ 16,294.50	\$ 16,620.39	\$ 16,952.80
Total Recreation and Planning		\$ 23,745.89	\$ 24,669.73	\$ 51,775.97	\$ 44,608.21	\$ 47,936.72	\$ 48,958.03	\$ 49,898.79	\$ 50,858.37
Environment									
Memberships									
273-100-150	Environmental Projects (SLMC & Env)	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ 500.00
243-102-150	Red Deer River Watershed Society	\$ 500.00	\$ 510.00	\$ 518.16	\$ 510.00	\$ 538.89	\$ 549.66	\$ 560.66	\$ 571.87
Total Environment		\$ 500.00	\$ 510.00	\$ 1,018.16	\$ 510.00	\$ 538.89	\$ 1,049.66	\$ 1,060.66	\$ 1,071.87
Total Operating Budget		\$ 477,329.88	\$ 431,166.00	\$ 510,880.97	\$ 467,286.86	\$ 531,460.46	\$ 516,693.45	\$ 526,371.83	\$ 560,376.74

Summer Village of Jarvis Bay

Finance

Request for Decision

Agenda Item: *Street Light Bylaw*

Background:

Council noted during their 2022 – 2025 budget discussions that due to the increasing cost of the maintaining and providing the street lighting in a designated area of Jarvis Bay, the annual fees would need to increase in 2022.

Administration was directed to prepare a new Bylaw to support the annual fee increase to \$205 per property, up from the \$100 of previous years. This bylaw will rescind and replace the previous Street Light Fees Bylaw.

Options for Consideration:

- 1) Council review Bylaw 179-21 and accept as presented.
- 2) Council review Bylaw 179-21 and accept with amendments.

Administrative Recommendations:

- 1) That Council give 1st reading to Bylaw 179-21.
- 2) That Council give 2nd reading to Bylaw 179-21.
- 3) That Council obtain unanimous consent to give 3rd and final reading.
- 4) That Council give 3rd and final reading to Bylaw 179-21.

Authorities:

Pursuant to the Municipal Government Act, Chap. M-26.1 and amendments thereto, a municipal government may pass a by-law to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or part of the municipality, and “public utility” means a system or works used to provide one or more of the following for public consumption, benefit, convenience or use S. 616 (v)(ix) waste management.

**SUMMER VILLAGE OF JARVIS BAY
STREET LIGHT FEE
BYLAW 179-21**

BEING A BYLAW OF THE SUMMER VILLAGE OF JARVIS BAY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF PROVIDING RESIDENTS AND CONSUMERS IN JARVIS GLEN ESTATES IN THE SUMMER VILLAGE OF JARVIS BAY WITH STREET LIGHTING AND FOR THE PURPOSE OF CHANGING RATES AND FEES.

Pursuant to the Municipal Government Act, Chap. M-26.1 and amendments thereto, a municipal government may pass a by-law to construct, control, and operate a public utility for the purposes of providing residents and consumers of a municipality with street lights, charging such rates and fees as deemed necessary:

WHEREAS the Municipal Council of the Summer Village of Jarvis Bay, in the Province of Alberta, deems it desirable to pass a by-law to establish and maintain a system for the operation of street lights in Jarvis Bay Estates as a service and, the changing of the rates and fees.

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

- (1) The annual street light charges in the amount of one hundred dollars (\$205.00) shall be levied and collected annually from all residential property owners in Jarvis Bay Estates serviced by the Summer Village of Jarvis Bay street lights.
- (2) Every utility account customer being an occupant, registered owner, user or purchaser entitled to possession under an agreement of sale of property, which is serviced by the street lights provided by the Summer Village of Jarvis Bay shall be invoiced on an Annual basis and payment will become at the date of invoice due and payable.
- (3) In the event that the utility bill remains unpaid 30 days following the billing date, there shall be added thereto by way of a later payment charge, an amount that shall be 1 (one) percent of the then unpaid utility bill. The said late payment charge shall be added to and shall form part of the unpaid utility bill.
- (4) The, in default of payment by an occupant receiving the public utility service, the amount of the sums in default may be collected by the Municipality by whatever lawful means are available.
- (5) This bylaw shall come into effect on December 7, 2021 and shall continue in force until amended or repealed.
- (6) Bylaw #140-15 is hereby rescinded.

INTRODUCED AND GIVEN first reading this 7th day of December, 2021.

GIVEN second reading this 7th day of December, 2021.

UPON UNANIMOUS CONSENT,

GIVEN THIRD AND FINAL READING this 7th day of December, 2021.

Julie Maplethorpe, Mayor

Tanner Evans, Chief Administrative Officer



THE TOWN OF SYLVAN LAKE LIBRARY BOARD – REGULAR MEETING HIGHLIGHTS

WEDNESDAY – NOVEMBER 10, 2021 – 6:30PM

1. Treasurer's Report

The Treasurer's Report was approved as presented.

2. Director's Report

The Director's Report was approved as presented.

The 2021 audit process will include a new auditor as RSM (the former auditor) will be unable to complete the 2021 audit due to staffing constraints.

A new partnership has been forged with Ecole H.J. Cody High School as part of the work placement program. Every Friday afternoon a student works in the library as part of this program and has been a great addition to the team.

Due to the Provincial restrictions the hours of operation are as follows:

Saturday Closed / Sunday Closed / Monday 1:00pm-8:00pm / Thursday 10:00am-8:00pm

Tuesday 10:00am-5:00pm / Wednesday 10:00am-5:00pm / Friday 10:00am-5:00pm

3. New Items

Three new Board Members completed the orientation process and attended their first meeting this month.

A warm welcome is extended to Teresa Rilling as Council representative for the Town of Sylvan Lake, Krista Anderson and Alexandra Lambert as members at large.

The library will be closed on December 24, 25, 26 and 31 as well as January 1 and 2 for the Christmas and New Year's holidays.

4. Policy

New Board Members were assigned to work on existing sub-committees to continue reviewing and updating library policies.

Meeting adjourned at 7:15pm.

Next Regular Meeting – January 12, 2022, at 6:30pm

November 17, 2021

Attention to: Summer Village of Jarvis Bay Council
Summer Villages of Sylvan Lake
#2 Erickson Drive
Sylvan Lake, Alberta T4S 195

Re: Municipal Support for the Red Deer River Watershed Alliance

Dear Summer Village of Jarvis Bay Council,

Thank-you for your ongoing support of the Red Deer River Watershed Alliance (RDRWA), the designated Watershed Planning and Advisory Council for the Red Deer River watershed. This letter provides an update on the RDRWA's recent activities and our municipal funding process for 2022-23.

Who We Are

The Red Deer River Watershed Alliance was established in 2005 and is one of 11 Watershed Planning and Advisory Councils (WPACs) which partner in the delivery of Alberta's *Water for Life Strategy*. Our vision is that the watershed will be healthy, dynamic, and sustainable through the efforts of the entire community. As a multi-sector not-for-profit organization, a core tenet of our work is that all sectors have a role to play in watershed management.

Our goals are to provide a forum for cross-sector dialogue, to raise awareness of watershed issues, and to promote the use of best practices and the integrated management of land and water resources. We bring many sectors together to tackle watershed issues in practical and innovative ways. Highlights of our work include a *State of the Watershed Report (2009)*, an *Integrated Watershed Management Plan on Water Quality (2016)*, education and outreach programs to thousands of Albertans, regular events, and timely advice on land and water-resource files to members, municipalities, and the provincial government.

The Red Deer River Watershed Alliance welcomes the councillors, reeves, and mayors elected in October 2021.

We look forward to working together on watershed projects in your communities.

An Ongoing Relationship

Your municipality plays a key role in the RDRWA both as a partner and funder. **We rely on the 50 cent per capita funding that comes from municipalities**, and together, municipalities contribute approximately 20% of the RDRWA's annual funding.

Our records show that the Summer Village of Jarvis Bay has been a longstanding supporter of the RDRWA, and we hope to see that relationship continue. Consistent core funding from our partners is integral to the operations of WPACs and supports our ability to lead projects with adequate staff and resources.

Benefits to Your Municipality

The RDRWA recognizes the role of municipalities as major land-use decision-makers and community leaders. Over the past 15 years, our organization has developed many resources to support communities in the watershed. The RDRWA's work benefits the Summer Village of Jarvis Bay through direct programming and through broader programming that influences the health of local watersheds and regional water security.

Our [2020-2021 Annual Report](#) provides details about recent activities, with highlights including:

- **Source Waters Film:** The RDRWA developed a short [documentary film](#) to raise awareness about the watershed and the importance of water in central Alberta, plus three other educational videos. These films support efforts to raise water literacy across central Alberta.
- **Mapping What Matters:** Working with Fiera Biological Consulting, we mapped the condition of riparian areas along 1,782 kilometers of shoreline in the Medicine-Blindman Rivers watershed and initiated a project to map 4,293 more kilometres in the Little Red Deer, Kneehills, Threehills, and Buffalo sub-watersheds. These projects equip key partners with the baseline information needed to support targeted restoration and conservation programs.
- **Interactive Portal:** The RDRWA developed an [online map portal](#) that also maps "hydrologically significant areas" across the watershed, in partnership with the Nature Conservancy of Canada. This information can be used as a practical tool by municipalities, landowners, and industry.
- **Website and E-Newsletter:** We modernized our website and monthly e-newsletter. To stay up-to-date on the latest water-related news in central Alberta, please subscribe [here](#). We also encourage municipal staff to submit any water-related events to our [community calendar](#).

Thank-you again for being a partner in watershed management. We hope the Summer Village of Jarvis Bay will continue to help fund the work of the RDRWA while participating in key events and programs. If you would like the RDRWA to send you an invoice, please contact Kelly Dodds at info@rdrwa.ca or by phone at 403-340-7379. We also ask that you provide us with a primary contact name, phone number, and email address, to ensure your municipality receives regular updates. I would also be pleased to answer any questions or discuss ways that the RDRWA can meet the needs of the Summer Village of Jarvis Bay.

Sincerely,

Josée Méthot

Josée Méthot
Executive Director, RDRWA

Stay Connected

Did you know that the RDRWA offers many ways to connect?

- Sign up for our [monthly e-newsletter](#)
- Participate in our regular forums and events
- Request a presentation to Council and/or staff
- Engage with our outreach and technical committees

