

SUMMER VILLAGE OF SILVER SANDS

AGENDA

Friday, February 25th, 2022 at 9:00 a.m. at Onoway Council Chambers and via zoom (recent AHS restrictions)

The public may also participate via zoom

As per bylaw 286-2018 Council and/or Council Committee meetings may not be filmed or voice recorded.

1. Call to order
2. Agenda a) Friday, February 25th, 2022 Regular Council Meeting
(approve agenda as is, or with amendments (additions or deletions))
3. Minutes: p1-4 a) Friday, February 11th, 2022 Regular Council Meeting
(approve minutes as is, or with amendments)
4. Delegations: n/a
5. Public Hearings: n/a
6. Bylaws: a) Bylaw 323-2022, a bylaw to establish the position of Designated Officer for the position of Assessment Review Board Clerk. Further to the motion at your last Council meeting appointing the members and clerk of the Assessment Review Board, we now need to update our designated officer bylaw.

(that Bylaw 323-2022, a bylaw to establish the position of Designated Officer for the position of Assessment Review Board Clerk, be given 1st reading)

(2nd reading of Bylaw 323-2022)

(that Bylaw 323-2022 be considered for third reading)

(3rd and final reading of Bylaw 323-2022)
7. Business: a) Policy C-COU-REM-1, Council Remuneration and Expense Reimbursement – further to discussion at the last meeting, this policy has been revised to add a cap to the Conference Call Meeting line (shown in red). (approve policy as presented (or amended at meeting time))

b) Farm Safety Centre – please refer to the attached January 17th, 2022 letter regarding the noted program and what it brings to rural and remote elementary schools in Alberta. In

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the past, the Summer Village has donated \$300.00 to this initiative.

(that the Summer Village of Silver Sands donate \$300.00 to the Farm Safety Centre's Safety Smarts program or some other amount as determined by Council)

- c) Draft 2022 Operating and Capital Budget – to be presented and reviewed at meeting time.

separate

(that the discussion on the Draft 2022 Operating and Capital Budget be accepted for information, that Administration make the changes to this draft budget as directed by Council, and that this draft budget be brought back to the next Council meeting for further review.

d)

e)

f)

8. Financial a) Income & Expense Statement – as of January 31st, 2022

separate

9. Councillors' Reports

- a) Mayor
b) Deputy Mayor
c) Councillor

10. Administration Reports

- a) Public Works Report
b) Development Officer's Report – n/a
c) Regionalization Meeting report
d) Recreational Reserve survey update
e)

separate

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11. Information and Correspondence

- p12
- p13
- a) Lac Ste. Anne Foundation – February 9th, 2022 letter on 2022 requisition amount of \$11,968.07 (up \$373.04 from 2021)
 - b) Northern Gateway Public Schools – January 20th, 2022 letter from Superintendent Kevin Bird inviting Council members to attend the 2022 Alberta Rural Education Symposium (this symposium was accepted for information at your last meeting)
 - c)

12. Open Floor Discussion with Gallery (15 minute time limit)

13. Closed Meeting (if required) n/a

14. Adjournment

Next Meetings:

- February 26th, 2022 – SVLSACE (location Onoway Heritage Centre)
- March 17th, 2022 Special Meeting – LUB discussion
- March 25th, 2022 - Regular Council Meeting
- April 29th, 2022 - Regular Council Meeting
- May – No Council Meeting per Motion 130-21
- June 24th, 2022 - Regular Council Meeting
- July 29th, 2022 - Regular Council Meeting
- August 26th, 2022 - Regular Council Meeting
- September 30th, 2022 - Regular Council Meeting.
- October 28th, 2022 - Regular Council Meeting
- November 25th, 2022 - Regular Council Meeting
- December – No Council Meeting per Motion 130-21

SUMMER VILLAGE OF SILVER SANDS
REGULAR COUNCIL MEETING MINUTES
FRIDAY, FEBRUARY 11, 2022
MEETING WAS HELD IN PERSON AND VIA ZOOM

	PRESENT	<p>Mayor: Bernie Poulin (in person) Deputy Mayor: Liz Turnbull (via zoom) Councillor: Graeme Horne (via zoom)</p> <p>Administration: Wendy Wildman, Chief Administrative Officer (CAO) (in person) Heather Luhtala, Assistant CAO (via zoom)</p> <p>Public Works: Dustin Uhlman (absent)</p> <p>Delegation(s): 9:05 a.m. – Allison Rosland of Municipal Planning Services – to present the What We Heard Report from the Land Use Bylaw survey (via zoom)</p> <p>Public at Large: 1 (in person)</p>
1.	CALL TO ORDER	Mayor Poulin called the meeting to order at 9:01 a.m.
2.	AGENDA	
	1-22	<p>MOVED by Councillor Horne that the February 11, 2022 agenda be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES	
	2-22	<p>MOVED by Deputy Mayor Turnbull that the minutes of the November 26, 2021 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	DELEGATION(S)	
	3-22	<p><u>9:05 a.m. – Allison Rosland of Municipal Planning Services – to present the What We Heard Report from the Land Use Bylaw survey</u></p> <p>MOVED by Mayor Poulin that a Special Council Meeting be scheduled for Thursday, March 17, 2022 at 9:00 a.m. for the purpose of Council engagement with the Land Use Bylaw Project consultant, Municipal Planning Services, on recommended changes to the Land Use Bylaw and background discussion.</p> <p style="text-align: right;">CARRIED</p>
	4-22	<p>MOVED by Deputy Mayor Turnbull that Council accept for information the presentation by Allison Rosland of Municipal Planning Services with respect to the "What We Heard" report from the Land Use Bylaw Project survey that was launched on-line in December of 2021.</p> <p style="text-align: right;">CARRIED</p> <p>Allison Rosland exited the meeting at 9:18 a.m.</p>



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REGULAR COUNCIL MEETING MINUTES
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MEETING WAS HELD IN PERSON AND VIA ZOOM

5.	PUBLIC HEARING	n/a
6.	BYLAWS	n/a
7.	BUSINESS	
5-22		<p>MOVED by Mayor Poulin that the Summer Village of Silver Sands agree in principle to partnering with the Darwell Lagoon Commission in pursuing a potential wastewater collection line known as Phase C, THAT the Summer Village agree to a cost-share (on a pro-rated basis) for the additional engineering and project management services necessary to finalize the funding requirement from Alberta Transportation, THAT all associated work and projected costs are to be approved by the Commission Board of Directors prior to commencement of work, AND THAT member municipalities of the Commission be given monthly reports on the progress of work and associated costs.</p> <p style="text-align: right;">CARRIED</p>
6-22		<p>MOVED by Councillor Horne that Mayor Poulin and Deputy Mayor Turnbull be authorized to attend each Darwell Lagoon Commission meeting as observers respecting the potential wastewater collection line project as it pertains to the Summer Village of Silver Sands.</p> <p style="text-align: right;">CARRIED</p>
7-22		<p>MOVED by Councillor Horne that Council and Administration be authorized to attend the Brownlee LLP Emerging Trends in Municipal Law Seminar scheduled for February 10th or 17th, 2022 in Edmonton with seminar costs being \$85.00 for virtual attendance.</p> <p style="text-align: right;">CARRIED</p>
8-22		<p>MOVED by Deputy Mayor Turnbull that as per the agreement with Capital Region Assessment Services Commission (CRASC) for the provision of Assessment Review Board (ARB) services the following be appointed: ARB Chairman Raymond Ralph, Certified ARB Clerk Gerry Amorin, Certified Panelists: Darlene Chartrand, Tim Groszko, Stewart Hennig, Richard Knowles, Raymond Ralph.</p> <p style="text-align: right;">CARRIED</p>
9-22		<p>MOVED by Mayor Poulin that Council and Administration be authorized to attend the Onoway Regional Fire Services annual meeting scheduled for Monday, February 28th, 2022 at 1:30 p.m. at the Onoway Heritage Centre.</p> <p style="text-align: right;">CARRIED</p>

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	10-22	MOVED by Mayor Poulin that the Summer Village prepare a survey to be sent out to Summer Village residents through the Silver Sands Connect all-net service which will obtain resident feedback on the Summer Village's recreational reserve areas respecting the storage of boat lifts, access to the lake and use of off-highway vehicles in the reserve areas (quads in summer and sleds in winter). CARRIED
	11-22	MOVED by Mayor Poulin that Council accept for information the invitation from the Northern Gateway Public Schools with respect to their Alberta Rural Education Symposium scheduled for March 6-8 in Edmonton, Alberta. CARRIED
	12-22	MOVED by Deputy Mayor Turnbull that Mayor Poulin and Administration be authorized to attend the Spring 2022 Municipal Leaders' Caucus being held March 9 and 10 at the Edmonton Convention Centre and is being held both in-person and virtually with in-person registration is \$165.00 and virtual registration being \$125.00. CARRIED
8.	FINANCIAL 13-22	MOVED by Councillor Horne that the income and expense report as of December 31 st , 2021 be accepted for information as presented. CARRIED
9.	COUNCIL REPORTS 14-22 15-22	MOVED by Councillor Horne that the Council reports be accepted for information as presented. CARRIED MOVED by Deputy Mayor Turnbull that Council accept for information the discussion with respect to the Draft 2022 Budget THAT Administration update the budget accordingly AND THAT an updated draft budget be brought back to the next Council meeting for Council's review (target of 3% increase in municipal tax dollars collected, and intent to raise minimum municipal tax payable from \$850.00 to \$1,000.00). CARRIED
10.	ADMINISTRATION & PUBLIC WORKS REPORTS 16-22	MOVED by Councillor Horne that the Administration and the Public Works reports be accepted for information as presented. CARRIED

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11.	CORRESPONDENCE 17-22	<p>MOVED by Deputy Mayor Turnbull that the following correspondence be accepted for information:</p> <ul style="list-style-type: none"> a) Statement of Direct Deposit: <ul style="list-style-type: none"> -December 7th, 2021 in the amount of \$438.00 for December FCSS payment -December 23rd, 2021 in the amount of \$1,316.00 for first quarter 2022 FCSS payment b) Alberta Municipal Affairs – December 15th, 2021 letter from Minister Ric McIver to Councillor Graeme Horne congratulating him on your successful election c) Community Peace Officer Reports for November and December 2021 d) Association of Summer Villages of Alberta – 2022 Winter Newsletter e) FortisAlberta – December 23rd, 2021 email and approved 2022 Distribution Rates Letter <p style="text-align: right;">CARRIED</p>
12.	OPEN GALLERY 18-22	<p>MOVED by Mayor Poulin that Council accept for information the public discussion with the gallery.</p> <p style="text-align: right;">CARRIED</p>
13.	CLOSED MEETING	n/a
14.	NEXT MEETING(S)	The next Council meeting is scheduled for Friday, February 25, 2022 at 9:00 a.m.
15.	ADJOURNMENT	The meeting adjourned at 10:49 a.m.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman

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Municipal Government Act RSA 2000 Chapter M-26
Section 210, Designated Officer
Section 456, Appoint Assessment Review Board Clerk

A BYLAW OF THE MUNICIPALITY OF SILVER SANDS, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE POSITION OF DESIGNATED OFFICER

WHEREAS, pursuant to the provisions of section 210 of the *Municipal Government Act*, the Council may pass a bylaw to establish one or more positions to carry out the powers, duties, and functions of a designated officer.

AND WHEREAS, pursuant to section 456 of the *Municipal Government Act*, the council of a municipality must appoint a designated officer to act as the clerk of the assessment review boards having jurisdiction in the municipality.

NOW THEREFORE, the Council of the Summer Village of Silver Sands, in the Province of Alberta, duly assembled, enacts as follows:

1. The Assessment Review Board Clerk is hereby established as a Designated Officer.
2. The Assessment Review Board Clerk is the designated officer for the purpose of the following sections of the *Municipal Government Act*:
 - i) section 456(1) – Duties of the Clerk of the Assessment Review Board
 - ii) section 461 & 462 – Assessment Complaints
 - iii) section 469(1) – Notice of Decision of the Assessment Review Board
 - iv) section 483 – Decision Admissible on Appeal
3. That as the Summer Village has entered into an agreement with Capital Region Assessment Services Commission for the provision of Assessment Review Board services within the Summer Village, Gerry Amorin, be appointed Assessment Review Board Clerk for the Summer Village of Silver Sands.
4. That this bylaw is effective upon the date of its third and final reading.
5. That bylaw 312-2021 be rescinded.

THAT this Bylaw shall come into force and effective on the date of the third and final reading.

Read a first time on this 25th day of February, 2022.

Read a second time on this 25th day of February, 2022.

Unanimous Consent to proceed to third reading on this 25th day of February, 2022.

Read a third and final time on this 25th day of February, 2022.

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**Municipal Government Act RSA 2000 Chapter M-26
Section 210, Designated Officer
Section 456, Appoint Assessment Review Board Clerk**

Signed this 25th day of February, 2022.

Mayor, Bernie Poulin

Chief Administrative Officer, Wendy Wildman





Summer Village of Silver Sands

Council Policy

Number	Title			
C-COU-REM-1	Council Remuneration and Expense Reimbursement			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:	219-2021	Resolution No:	124-20
	Effective Date:	January 1-22	Date:	August 27-20 February 25-22

Purpose

To ensure Council Members receive fair compensation for their time and expenses incurred while on Summer Village business.

Policy Statement

Council Members shall be provided with remuneration for their time and reimbursement for the expenses incurred in fulfilling their duties on Summer Village Council.

Standards

1. Remuneration is intended to compensate for official business conducted on behalf of the Council as a whole to benefit the Summer Village of Silver Sands.
2. Remuneration is not intended to match or replace employment or professional rates that the Councillors or Mayor may expect in their job or profession.
3. Remuneration rates will be adjusted from time to time based upon comparisons, inflation rates and any other considerations deemed appropriate in a manner agreed upon by Council.
4. Cost of living adjustment will be reviewed by Council on an annual basis and may or may not be applied to Council base pay and/or meeting rates at the discretion of Council.
5. Remuneration, travel and meals shall be paid in accordance with the amounts and rates approved at the annual organizational meeting or as amended by Council motion from time to time and as shown in Schedule "A".
6. Other Items – actual receipted cost. May include incidentals such as parking, use of public transportation, etc.
7. Monthly Incurred Expense Reimbursements – shall be provided with a monthly communications allowance to cover expenses related to personal communications (telephone, internet, smart phone, etc.) as shown in Schedule "A".
8. Reimbursement amounts shall be reviewed annually.



Summer Village of Silver Sands Council Policy

Schedule "A"

Honorariums

- | | |
|--|--|
| 1. Council Meetings (in-person or virtual) | \$125.00 |
| 2. Committee Meetings as appointed (1/2 day) | \$125.00 |
| 3. Full Day Meetings/Conferences/Seminars (4-hour minimum) | \$200.00 |
| 4. Monthly Stipend (for time spent dealing with residents on municipal business) | \$150.00 |
| 5. Conference Call Meetings | \$ 75.00 - 1 st hour / plus
\$25.00 each additional hour
or part thereof to a max of
\$200.00. |

Meal Expenses

When travelling on Summer Village business a claim can be made for meal allowances as per receipts provided to a maximum of:

\$ 15.00 for breakfast

\$ 20.00 for lunch

\$ 30.00 for dinner

Mileage Expenses

When employees or elected officials use their own vehicles for approved municipal business, the reimbursement rate shall be:

(to align with CRA Mileage Rates)

Accommodation Expense

When travelling on Summer Village business the actual cost of the accommodation may be claimed upon receipts being provided.

Incidental Expenses

Other incidentals such as telephone calls and parking will be paid upon receipts being provided.

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265 East 400 South | Box 291 | Raymond | Alberta | T0K 2S0 | 403 752-4585 | www.abfarmsafety.com

Summer Village of Silver Sands
PO Box 8
Alberta Beach Alberta T0E 0A0

January 17, 2022

RECEIVED
FEB 01 2022

Dear Summer Village of Silver Sands,

The 2021-2022 school year is the 24th consecutive year of Safety Smarts delivery to children attending rural and remote elementary schools in Alberta. The generosity of many continues to make this unique farm safety extension effort possible and we are grateful for each and every dollar donated in support of the important outreach of our charitable organization.

As you know, this past year was filled with unique challenges related to the Covid pandemic. However, we have managed to keep both our Safety Smarts and our Sustainable Farm Families programs running albeit in a slightly different fashion than in previous years.

The Safety Smarts program has been adapted to allow for both virtual delivery via Zoom as well as safe face-to-face delivery in schools. Our Safety Smarts team has been well trained and fully equipped with all the necessary skills and tools to be able to successfully and safely deliver Safety Smarts presentations to rural elementary students across the province. In the 2021 calendar year, our Safety Smarts team delivered a total of 1,586 Safety Smarts presentations to 31,330 elementary students in 285 rural elementary schools across the province.

The Sustainable Farm Families program, also known as the Rural Health Initiative, is a newer program designed to promote health, well-being and safety to rural adults. In 2021, the Sustainable Farm Families program made significant adaptations to allow for one-on-one in-depth health assessments and personal education instead of the traditional group setting. This new approach has enabled us to safely deliver Rural Health Initiative workshops within the current Covid restrictions. More information about the Rural Health Initiative is attached. Please let us know if your organization would like to host a Rural Health Initiative workshop for families in your area.

You may also know, that in October of 2020, the Farm Safety Centre was informed by Government of Alberta representatives that ALL their involvement in and support of farm safety learning and extension would end in December 2020. True to their word, their departmental staff were laid off and online resources were withdrawn at the end of 2020. This has created a significant funding challenge for the Farm Safety Centre and other agriculture based charities in the province that care about the well-being of farmers and their families. To put into perspective, about 35% of our annual funding came from the GOA in the form of government grants designated for program delivery.

With this in mind, the Farm Safety Centre is hopeful that in 2022 your organization will consider supporting our extension efforts, as we continue the search for alternate funding partners. **As budget realities allow, we invite the Rural Communities in Alberta to consider a modest 2022 donation of \$150 - \$350.** If this does not work within your budget then a donation of any amount will be greatly appreciated.

As a charity registered with CRA, any donation in support of our mission is eligible for a charitable tax receipt.

Thank-you for your continued support,

www.abfarmsafety.com

Jordan Jensen | Executive Director
Farm Safety Centre
j.jensen@abfarmsafety.com

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SAFETY SMARTS

DELIVERY FOR THE 2021 CALENDAR YEAR

31,435
STUDENTS



1,591
PRESENTATIONS

285 SCHOOLS



Rural Health Initiative



Research into the state of rural health has identified several health and well-being disadvantages faced by rural people which negatively impact their quality of life. The Sustainable Farm Families Rural Health Initiative aims to remedy many of these disadvantages by providing rural Albertans who participate in this program with 3 annual, in-depth physical & mental health assessments. In addition to these health assessments, participants are educated about each aspect of the assessment to ensure they fully understand each of their measurements and know how to better manage their health and well-being. Those who participate in this program are only asked to commit 1 hour of their time each year over the course of the 3-year program.

The preventative approach used by the Sustainable Farm Families Rural Health Initiative takes seemingly healthy people living in rural communities and seeks to either uncover undiagnosed conditions or confirm their healthy status. Since 2014, the Farm Safety Centre has delivered over 135 SFF workshops to more than 1,300 participants across the province. Participant feedback from our external evaluations have identified that 97% of SFF participants felt the workshops were a good investment of their time and that 92% recommended the program to others.

What you can expect in your one-on-one personal health assessment with our Registered Nurses:

- Blood Pressure
- Cholesterol
- Metabolic Age
- Visceral Fat
- Body Mass Index
- Muscle Mass
- Basal Metabolism
- Body Water Percentage
- Bone Density
- Mental Health Assessment
- Blood Sugar
- Diabetic Risk
- Triglyceride Levels
- Oxygen Saturation
- Eyesight

SFF workshops are currently being delivered in rural communities throughout Alberta. For more information about this program or to schedule a workshop for your community or organization please contact Keylan Kado. If you would like to register for an existing workshop in your community, please visit www.abfarmsafety.com.

Keylan Kado | Program Manager
Sustainable Farm Families™ Alberta
programs@abfarmsafety.com
Office: (403) 752-4585 | Cell: (403) 330-3967





Lac Ste. Anne
Foundation



ADMINISTRATION
OFFICE
4407 42A Avenue
Box 299
Mayerthorpe, AB
T0E 1N0
Phone: 780-786-3100
Fax: 780-786-4810

PLEASANT VIEW
LODGE
4407 42A Avenue
Box 299
Mayerthorpe, AB
T0E 1N0
Phone: 780-786-2393
Fax: 780-786-4810

SPRUCEVIEW
LODGE & HEIGHTS
12 Sunset Boulevard
Whitecourt, AB T7S 1S9
Phone: 780-778-5530
Fax: 780-778-5215

CHATEAU LAC STE.
ANNE
5129-49 Ave
Onoway, AB T0E 1V0
Phone: 780-967-0475
Fax: 780-967-0470

SUPPORTIVE HOUSING
SERVICES
4503-52 Ave
Whitecourt, AB T7S 1M4
Phone: 780-778-3623
Fax: 780-786-4810

February 09, 2022

Summer Village of Silver Sands
Box 8
Alberta Beach AB T0E 0A0

Attention: Wendy Wildman, Chief Administrative Officer

RECEIVED
FEB 15 2022

RE: 2022 Municipal Requisition

Dear Wendy;

Please accept this letter as formal communication regarding the approved 2022 Municipal Requisition amounts for your Community.

As per the Lac Ste. Anne Foundation Municipal Requisition Policy;

The municipalities for which the organization provides supportive living accommodation shall be requisitioned annually based on the current year's approved budget. The total requisition shall be shared on the basis of the proportion that a municipality's equalized assessment bears to the total of the equalized assessments of all the municipalities to be requisitioned. Payments shall be made in quarterly installments the 1st banking day of January, April, July and October. Contributing Municipalities with total requisition in the annual amount less than \$20,000 shall pay on the 1st banking day of July. January quarterly payments will be equal to the previous year's quarterly payment. By April 1st the current year Equalized Assessment and approved current year's operating/capital deficit will be calculated and a balancing invoice will be issued.

Your total requisition amount is **\$11968.07** based on the 2022 Provincial Equalized Assessment Report and will be invoiced for payment July 1, 2022.

Thank you for your ongoing support of the Lac Ste. Anne Foundation and its seniors.

If you have any questions or concerns, please contact me at 780-786-3167.

Yours truly,

Dena Krysik
Chief Administrative Officer

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Northern Gateway
Public Schools

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Learning for life. Together.

January 20, 2022

RECEIVED
FEB 01 2022

The Board of Northern Gateway Public Schools would like to invite you to attend with us the Alberta Rural Education Symposium taking place on March 6-8. This year's symposium is themed as *Flourishing Rural School Communities: Learning and leading through appreciative inquiry* and will have series of speakers including Education Minister Adriana LaGrange and Dr. Sabre Cherkowski from the Okanagan School of Education who will present research on organizational wellbeing in unprecedented times.

Registration and further information can be found at albertaruraleducation.ca. Please let our coordinator Michelle McMichael (michelle.mcmichael@ngps.ca) know if your organization is attending so we can include you on our information list for this event.

We look forward to our discussion and hearing your perspective at the symposium.

Sincerely,

Kevin Bird

Superintendent
Northern Gateway Public Schools

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