Village of Spring Lake
Regular Council Meeting Agenda
April 9, 2024 at 7:30 pm
Village of Spring Lake Council Chambers
990 Bauer Avenue, Spring Lake, AB

Council or Administration may attend via tele/video conference.

1. Call to Order

2. Adoption of Agenda

2.1 Regular Council Meeting Agenda – April 9, 2024

Recommendation: Motion to adopt

3. Adoption of Council Minutes

3.1 Regular Council Meeting Minutes – March 12, 2023

Recommendation: Motion to approve

4. Presentations

None

5. Delegations

L. Marcato, Seniuk & Company, Re: 2023 Audited Financial Statements

Recommendation: Motion to approve

6. Correspondence

6.1 Information Correspondence

- Financial Statements
- Parkland County, Re: February 2024 Enforcement Services Activity Report
- March 2024 Speed Sign Statistics
- Alberta Municipal Affairs, Re: Assessment Model Review (AMR)

6.2 Other Correspondences

None

Recommendation: Motion to accept the above Correspondence

7. *Reports*

7.1 Capital Region Assessment Services Commission – Councillor Quinn
7.2 Yellowhead Regional Library – Mayor Shewchuk
7.3 Environmental Advisory Committee – Councillor MacCormack
7.4 Website/Social Media Advisory Committee – Councillor Zaplotinsky
7.5 Event Planning Committee – Deputy Mayor Sera
7.6 Community League – Councillor MacCormack
7.7 Administration/Public Works – Emily House and Tony Siegel

Recommendation: Motion to accept as information

8. *New Business Items*

8.1 Special Council Meeting Date

Recommendation: Motion from Council

9. *By-Laws and Policies*

9.1 Community Standards Bylaw

Recommendation: Direction from Council

UNADOPTED

Village of Spring Lake
Regular Council Meeting Agenda
April 9, 2024 at 7:30 pm
Village of Spring Lake Council Chambers
990 Bauer Avenue, Spring Lake, AB

Council or Administration may attend via tele/video conference.

10. ***Unfinished Business***

10.1 Community Sustainability Plan Update
Recommendation: Discussion and direction from Council

10.2 Smith Crescent Meadow Lane Access
Recommendation: Discussion and direction from Council

10.3 Firesmart Committee
Recommendation: Discussion and direction from Council

11. ***Additions***

None

12. ***Public Question/Answer***

- Maximum time allotment of 15 minutes

13. ***Closed Sessions***

13.1 Lands – Enforcement - Plan 2586CL, Block 2, Lot 5
As per FOIP Section 24

13.2 Lands – Enforcement - Plan 962 3765, Block 3, Lot 5A
As per FOIP Section 24

13.3 Lands – Enforcement - Plan 2219 CL, Block 5, Lot 5
As per FOIP Section 24

13.4 Lands – Proposed Recommendations and Advice
As per FOIP Section 22

14. ***Adjournment***

UNADOPTED

VILLAGE OF SPRING LAKE
PROVINCE OF ALBERTA
MARCH 12, 2024
REGULAR COUNCIL MEETING
990 BAUER AVENUE, SPRING LAKE, ALBERTA
AT 7:30 P.M.

PRESENT

Mayor:	Jason Shewchuk
Deputy Mayor:	Melanie Sera
Councillors:	Adam MacCormack Kasey Quinn Chris Zaplotinsky
Administration:	Emily House, Chief Administrative Officer Janet Zaplotinsky, Administrative Manager
Public Works	Tony Siegel, Public Works Manager

There were six members of the public present.

1. CALL TO ORDER

Mayor Shewchuk called the March 12, 2024 Regular Council Meeting to order at 7:30 p.m.

2. ADOPTION OF AGENDA

2.1 Regular Council Meeting Agenda – March 12, 2024

Motion 2024-044 **MOVED BY** Deputy Mayor Sera that Village Council adopt the March 12, 2024 Regular Council Meeting Agenda as presented.

CARRIED

3. ADOPTION OF COUNCIL MINUTES

3.1 Regular Council Meeting – February 13, 2024

Motion 2024-045 **MOVED BY** Councillor Quinn that Council adopt the February 13, 2024, Regular Council Meeting minutes as presented.

CARRIED

4. PRESENTATIONS

None

5. DELEGATIONS

None

6. CORRESPONDENCE

6.1 Information Correspondence

- Financial Reports including:

  - Payment of Accounts – February 2024
  - Revenue and Expense Summary – as of February 29, 2024
- February 13, 2024, Parkland County, Re: January 2024 Enforcement Services Activity Report
- February 2024 Electronic Speed Sign Statistics
- February 29, 2024, Alberta Municipal Affairs, Re: Budget 2024
- March 1, 2024, Alberta Municipal Affairs, Re: ICF Engagement
- March 1, 2024, ABMunis, Re: Preliminary Analysis of Alberta's 2024 Budget

6.2 Other Correspondence

None

Motion 2024-046 **MOVED BY** Councillor Zaplotinsky to accept and file the above correspondence for information purposes.

CARRIED

7. REPORTS

7.1 Assessment – Councillor Quinn

Councillor Quinn verbally reported that there is a CRASC Meeting scheduled for April 18, 2024.

7.2 Yellowhead Regional Library – Mayor Shewchuk

Mayor Shewchuk verbally reported that there was a YRL Meeting held on March 4, 2024. There is one municipality joining YRL. The new budget restores some of the money that was originally slated to be reduced. The labour dispute involving the City of Edmonton Libraries will not affect YRL operations. The next meeting is scheduled for June.

7.3 Environmental Advisory Committee – Councillor MacCormack

Councillor MacCormack verbally reported that the EAC is considering a logo design and they are currently reviewing the EAC portion of the Village of Spring Lake website to clean it up.

7.4 Website Advisory Committee – Councillor Zaplotinsky

Report attached.

7.5 Event Planning Committee – Deputy Mayor Sera

Report attached.

7.6 Community League – Councillor MacCormack

Report attached.

7.7 Administration/Public Works – Emily House/Randy Denby

Report attached.

Motion 2024-047 **MOVED BY** Councillor Zaplotinsky that the reports, both written and verbally presented, be accepted as information.

CARRIED

8. NEW BUSINESS ITEMS

None

9. BYLAWS AND POLICIES

9.1 Policy No. 2014-02 – Roadway Snow and Ice Control Policy Review

Council was presented with the policy with amendments for consideration.

Motion 2024-048 **MOVED BY** Councillor Quinn that Council approve the amended Policy No. 2014-02 Roadway Snow and Ice Control Policy.

CARRIED

9.2 Policy No. 2019-02 – Roadway and Municipal Land Maintenance Policy Review

Council was presented with the policy with amendments for consideration.

Motion 2024-049 **MOVED BY** Deputy Mayor Sera that Council approve the amended Policy No. 2019-02 Roadway and Municipal Land Maintenance Policy.

CARRIED

9.3 Request for Decision – Bylaw Review

Council was presented with a Request for Decision regarding a Community Standards Bylaw for consideration.

Motion 2024-050 **MOVED BY** Councillor MacCormack to directed Administration to proceed with the process to draft a Community Standards Bylaw and to table Item No. 9.3 Bylaw Review to the April 2024 Regular Council Meeting.

CARRIED

10. UNFINISHED BUSINESS

10.1 Community Sustainability Plan Update

Council was presented with the draft of the Community Sustainability Plan. Council wanted additional time to read the plan to provide feedback at the April Council Meeting.

Motion 2024-051 **MOVED BY** Councillor Zaplotinsky to table Agenda Item No. 10.1 Community Sustainability Plan Update to the April 2024 Regular Council Meeting.

CARRIED

10.2 Smith Crescent Meadow Lane Access

Administration reported that Public Works will schedule the removal of the old fence and gate when the ground thaws. A letter to residents was sent on March 1st asking for any objections to be submitted regarding the continued maintenance of the South Meadow by March 27, 2024.

Motion 2024-052 **MOVED BY** Councillor Quinn to accept the report from Administration, as verbally presented, and to table Agenda Item No. 10.2 Smith Crescent Meadow Lane Access to the April 2024 Regular Council Meeting.

CARRIED

10.3 Firesmart Committee

Administration presented correspondence from Mr. Sera regarding his disappointment in the ability to set up a Firesmart Committee. Council proceeded to have a discussion on the correspondence and next steps.

Motion 2024-053 **MOVED BY** Councillor MacCormack to draft a Committee Framework document for consideration by Council for the July 2024 Regular Council Meeting.

CARRIED

Motion 2024-054 **MOVED BY** Councillor Zaplotinsky to table Item No. 10.3 Firesmart Committee to the April 2024 Regular Council Meeting.

CARRIED

10.4 Toro Mower

Public Works presented a report to Council on the additional information that Council requested on the options of auctions or leasing to acquire a new zero-turn mower. Public Works reported that there are no leasing opportunities to acquire a new mower and discussed the process of registering and options for auctions.

Motion 2024-055 **MOVED BY** Councillor Quinn to accept the information at presented and to remove the Toro Mower from the agenda.

CARRIED

11. ADDITIONS

None

12. PUBLIC QUESTION AND ANSWER

There were questions and comments regarding the budget, school taxes and sustainability plan.

13. CLOSED SESSION

Motion 2024-056 **MOVED BY** Councillor Quinn to close the meeting to the public to discuss Agenda Item No. 13.1 Lands – Enforcement - Plan 2586CL, Block 2, Lot 5 as per FOIP Section 24 and Agenda Item No. 13.2 Lands – Proposed Recommendation and Advice as per FOIP Section 22, at 9:03 pm.

CARRIED

Present: Mayor Shewchuk, Deputy Mayor Sera, Councillor MacCormack, Councillor Zaplotinsky, Chief Administrative Officer Emily House, Administrative Manager Janet Zaplotinsky, and Public Works Manager Tony Siegel.

13.1 Lands – Enforcement – Plan 2586CL, Block 2, Lot 5
FOIP Section 24

13.2 Land – Proposed Recommendation and Advice
FOIP Section 22

Motion 2024-057 **MOVED BY** Councillor Quinn to open the meeting to the public at 9:22pm.

CARRIED

No motions arose from the Closed Session.

14. ADJOURNMENT

Motion 2024-058 **MOVED BY** Deputy Mayor Sera that the March 12, 2024 Regular Council Meeting be adjourned at 9:23 pm.

CARRIED

_____
Mayor

_____
Administrator

ENFORCEMENT SERVICES
Phone: 780-968-8400 Fax: 780-968-8403

March 6, 2024

The Village of Spring Lake
990 Bauer Avenue
Spring Lake AB T7Z 1S9

Dear Emily,

Subject: Enforcement Services Invoice for the Month of February 2024

I am pleased to provide the Village of Spring Lake with a breakdown of the services provided by Parkland County Enforcement Services.

In the month of February 2024 there were no calls for service.

Date	File No.	Officer	Incident Type	Outcome	Cost

The pro-active patrols and traffic enforcement were provided as follows:

Contract Hours			
Date/Time Start	Hours	Officer	Fine Revenue
2024/FEB/01 0855Hrs	0.50	BEAUMONT	
2024/FEB/02 0915Hrs	0.50	BEAUMONT	
2024/FEB/17 1430Hrs	0.50	BEAUMONT	
2024/FEB/17 2125Hrs	0.58	BEAUMONT	
2024/FEB/18 1436Hrs	0.50	BEAUMONT	
2024/FEB/18 1927Hrs	0.42	BEAUMONT	
2024/FEB/19 1414Hrs	0.50	BEAUMONT	
2024/FEB/19 2212Hrs	0.50	BEAUMONT	
2024/FEB/20 1522Hrs	0.50	BEAUMONT	
2024/FEB/20 2150Hrs	0.33	BEAUMONT	
2024/FEB/24 0739Hrs	0.50	BEAUMONT	
2024/FEB/25 0727Hrs	0.33	BEAUMONT	
2024/FEB/25 1245Hrs	0.33	BEAUMONT	
2024/FEB/26 0717Hrs	0.42	BEAUMONT	
2024/FEB/29 0834Hrs	0.33	BEAUMONT	
Total Man Hours:	6.75 Hrs.		

parkland county

Village of Spring Lake

Violation Tickets				
Date/Time	Charge	Ticket #	Officer	Fine Amount
Total				

Calls for Service:	$ 0.00
Proactive Patrols Fee:	$ 600.00
Monthly Admin. Fee:	$ 2,500.00
Total Cost	**$3,100.00**

Should you have any questions, please do not hesitate to contact me.
Yours truly,

Mackenzie Blackburn
Parkland County Enforcement Services
Phone: 780-968-8888 Ext. 8277
Email: mackenzie.blackburn@parklandcounty.com

Speed Stats

Month:March		Location:	Spring Lake Dr	Camera:	402612
Day:	# Vehicles:	# Violators:	Top Speed:	Time:	Avg. Speed:
1	238	114	53	1630	30
2	245	97	64	1845	25
3	128	75	78	545	31
4	215	94	58	745	29
5	213	75	59	1700	29
6	211	95	59	100	29
7	213	87	54	1800	29
8	268	93	54	2245	27
9	172	60	53	1830	28
10	171	64	48	530	27
11	230	98	54	1430	29
12	233	96	50	930	29
13	220	101	58	1400	29
14	194	84	110	1045	30
15	202	102	64	1100	31
16	0	0	0	0	0
17	201	73	95	1645	28
18	209	95	66	1800	30
19	207	95	56	1530	29
20	239	101	57	1130	28
21	205	86	56	1615	29
22	192	75	54	1100	27
23	0	0	0	0	0
24	139	73	98	1815	31
25	203	96	56	1845	30
26	141	66	54	1630	29
27	168	80	54	1630	30
28	81	32	59	545	29
29					
30					
31					

Speed Stats

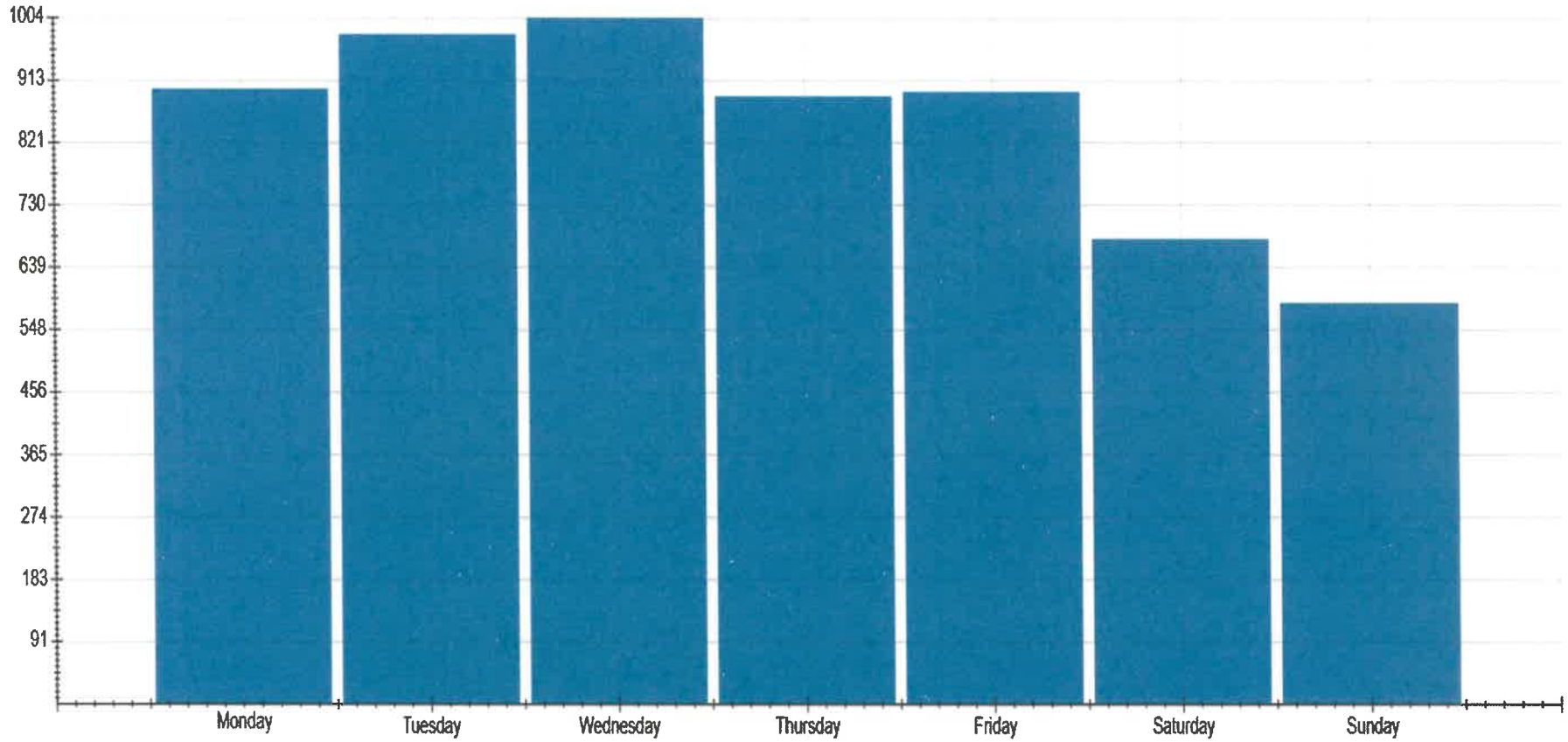
Month:	March	Location: 507 Lakeside West		Camera:	402617
Day:	# Vehicles:	# Violators:	Top Speed:	Time:	Avg. Speed:
1	110	34	56	1500	28
2	97	29	48	1130	28
3	77	19	43	300	27
4	96	30	45	1100	28
5	106	32	53	1500	29
6	107	39	54	1530	29
7	119	55	51	1000	30
8	120	35	49	1500	28
9	119	36	45	1400	27
10	97	24	43	2230	27
11	137	46	87	1500	29
12	103	43	68	1500	29
13	102	38	49	1500	29
14	133	63	53	1800	30
15	127	46	54	1500	29
16	121	56	59	1800	30
17	112	45	53	1700	30
18	110	41	56	1830	29
19	123	47	53	220	29
20	112	50	54	1130	29
21	123	47	61	1830	29
22	123	52	48	1200	30
23	101	39	48	1730	30
24	109	46	56	2000	30
25	103	50	48	1930	29
26	98	48	56	2330	31
27	119	47	51	1600	28
28	27	14	41	1000	29
29					
30					
31					

Weekly Report: Daily Values

Location: 243 Range Road 20 Southbound

Address: 243 Range Road 20, Spring Lake, Alberta, T7Z 2V2, Canada

Report period: 2024-02-26 to 2024-03-31



VEHICLE COUNT

Generated on March 28, 2024 at 2:25 PM

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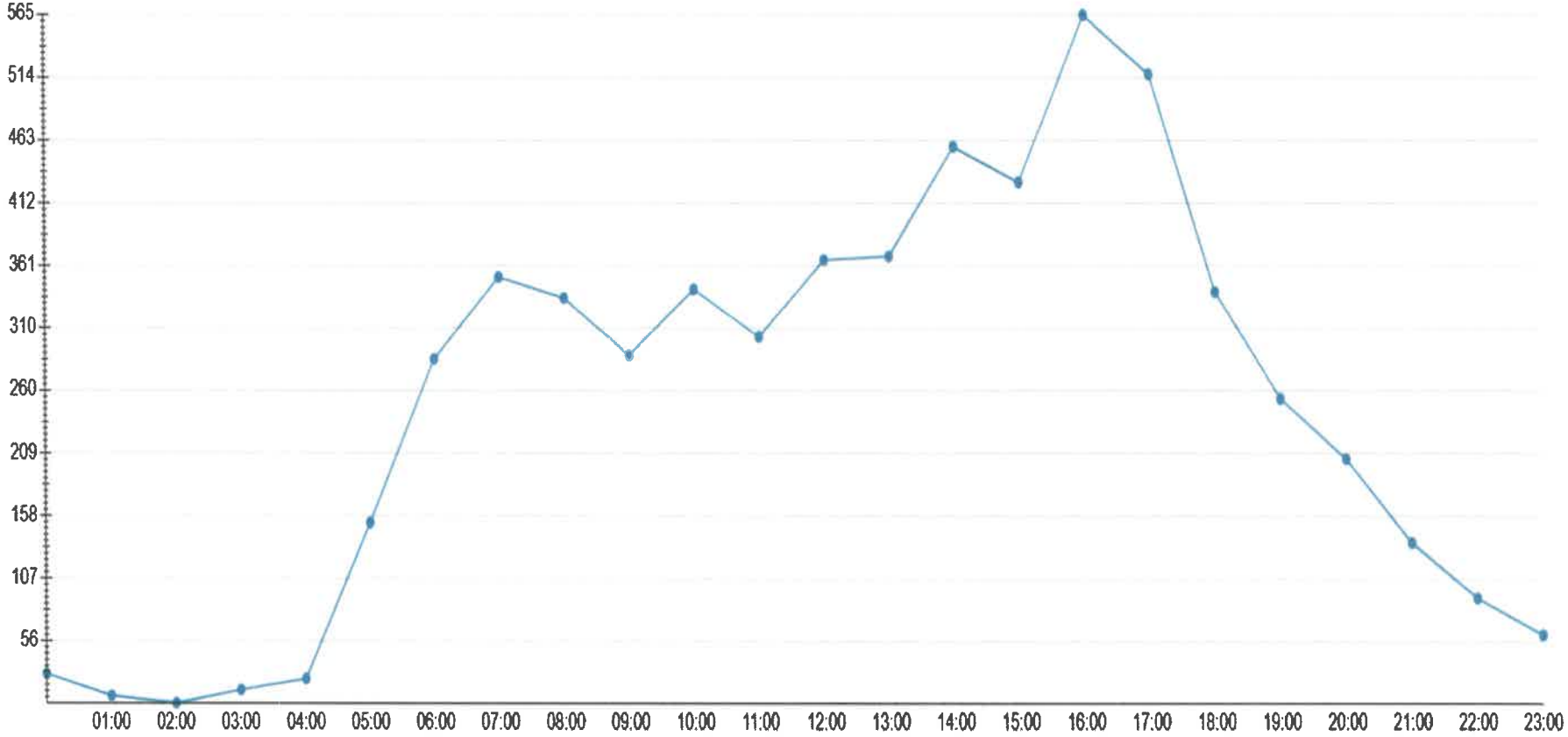
Weekly Report: Hourly Values

Location: 243 Range Road 20 Southbound

Address: 243 Range Road 20, Spring Lake, Alberta, T7Z 2V2, Canada

Report period: 2024-02-26 to 2024-03-31



VEHICLE COUNT

Generated on March 28, 2024 at 2:25 PM

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Weekly Report: Statistics Summary

Location: 243 Range Road 20 Southbound
Address: 243 Range Road 20, Spring Lake, Alberta, T7Z 2V2, Canada
Speed Limit: From schedule 50 km/h

Report Period: 2024-02-26 to 2024-03-31
Total Vehicle Count: 5932

Hour	Total Vehicle	Average Vehicles	Total Violations	PercentViolations	MIN Speed	MAX Speed	Speed Average	85% Speed km/h
00:00 - 01:00	29	6	16	55 %	H 40	77	50	71
01:00 - 02:00	11	2	7	H 64 %	39	85	41	59
02:00 - 03:00	5	1	1	20 %	H 40	51	20	48
03:00 - 04:00	16	3	8	50 %	28	87	47	64
04:00 - 05:00	25	5	13	52 %	35	78	57	65
05:00 - 06:00	152	30	80	53 %	19	92	51	59
06:00 - 07:00	285	57	147	52 %	18	82	52	60
07:00 - 08:00	352	70	172	49 %	11	87	50	59
08:00 - 09:00	335	67	170	51 %	9	H 96	51	59
09:00 - 10:00	288	58	102	35 %	6	81	48	57
10:00 - 11:00	342	68	131	38 %	11	82	48	58
11:00 - 12:00	303	61	113	37 %	6	86	47	55
12:00 - 13:00	366	73	127	35 %	8	79	48	56
13:00 - 14:00	369	74	137	37 %	5	74	47	57
14:00 - 15:00	458	92	145	32 %	21	77	47	54
15:00 - 16:00	429	86	126	29 %	6	73	47	54
16:00 - 17:00	H 565	H 113	H 190	34 %	5	87	48	55
17:00 - 18:00	517	103	167	32 %	9	85	48	56
18:00 - 19:00	340	68	139	41 %	5	79	49	57
19:00 - 20:00	253	51	84	33 %	9	81	47	55
20:00 - 21:00	204	41	82	40 %	6	82	49	57
21:00 - 22:00	136	27	57	42 %	28	78	50	60

Speed (km/h)	Count
1-5	4
6-10	19
11-15	21
16-20	28
21-25	62
26-30	105
31-35	203
36-40	459
41-45	986
46-50	1772
51-55	1181
56-60	614
61-65	272
66-70	93
71-75	70
76-80	27
81-85	10
86-90	4
91-95	1
96-100	1
101-105	0
106-110	0
111-115	0

22:00 - 23:00	91	18	32	35 %	5	72	46	53	116-120	0
23:00 - 24:00	61	12	27	44 %	17	78	50	63	121-125	0
Summary	5932	1186	2273	AVG: 41 %	5	96	AVG: 47	AVG: 58	126-130	0
									131-135	0
									136-140	0
									141-145	0
									146-150	0
									151-155	0
									156-160	0
									Total	5932

H - highest value in the column, **bolded H** is highest H value in report
** "n/a" - means the sign did not collect any data at the time stipulated in the report. "n/a" values are NOT included in calculations.

Vehicle Count

Location: 243 Range Road 20 Southbound
Address: 243 Range Road 20, Spring Lake, Alberta, T7Z 2V2, Canada
Speed Limit: From schedule 50 km/h

Report Period: 2024-02-26 to 2024-03-31
Total Vehicle Count: 5932

Hour	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Weekday Average	Weekend Average	Week Average	Speed Average	85% Speed(km/h)
00:00 - 01:00	4	4	2	n/a	5	4	10	4	7	5	59	71
01:00 - 02:00	n/a	2	2	n/a	1	2	4	2	3	2	57	59
02:00 - 03:00	1	n/a	n/a	n/a	n/a	3	1	1	2	2	48	48
03:00 - 04:00	1	3	2	1	3	n/a	6	2	6	3	55	64
04:00 - 05:00	2	5	4	3	9	1	1	5	1	4	57	65
05:00 - 06:00	21	37	24	33	22	5	10	27	8	22	51	59
06:00 - 07:00	54	76	65	55	30	2	3	56	3	41	52	60
07:00 - 08:00	75	72	68	55	60	18	4	66	11	50	50	59
08:00 - 09:00	62	67	65	46	51	23	21	58	22	48	51	59
09:00 - 10:00	35	43	56	33	49	35	37	43	36	41	48	57
10:00 - 11:00	39	31	38	**H 88**	54	55	37	50	46	49	48	58
11:00 - 12:00	47	52	46	44	32	47	35	44	41	43	47	55
12:00 - 13:00	54	49	62	53	46	58	44	53	51	52	48	56
13:00 - 14:00	53	43	62	60	45	55	51	53	53	53	47	57
14:00 - 15:00	73	68	77	64	68	52	56	70	54	65	47	54
15:00 - 16:00	59	71	76	61	59	**H 60**	43	65	52	61	47	54
16:00 - 17:00	81	92	**H 94**	78	**H 100**	55	**H 65**	89	60	81	48	55
17:00 - 18:00	**H 91**	**H 95**	81	70	93	48	39	86	44	74	48	56
18:00 - 19:00	50	60	52	54	48	40	36	53	38	49	49	57
19:00 - 20:00	34	39	44	25	40	39	32	36	36	36	47	55
20:00 - 21:00	36	29	38	30	29	23	19	32	21	29	49	57
21:00 - 22:00	15	23	25	17	12	27	17	18	22	19	50	60
22:00 - 23:00	8	8	13	12	27	11	12	14	12	13	46	53
23:00 - 24:00	5	10	8	6	12	16	4	8	10	9	50	63
Total	900	979	1004	888	895	679	587	935	639	851	AVG: 50	AVG: 58

H - highest value in the column, **bolded H** is highest H value in report
** "n/a" - means the sign did not collect any data at the time stipulated in the report. "n/a" values are NOT included in calculations.

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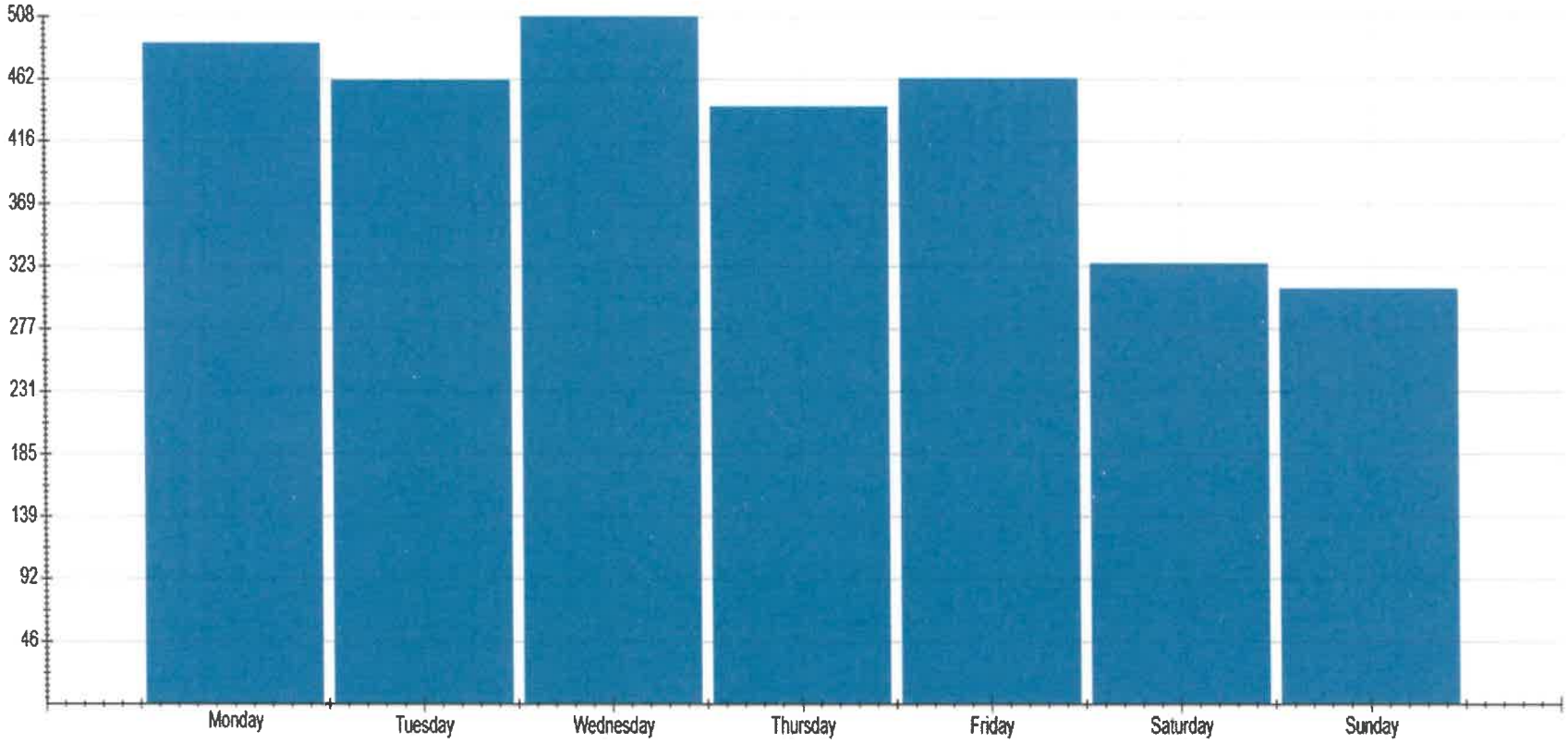
Weekly Report: Daily Values

Location: 2042 Spring Lake Dr.

Address: 2042 Spring Lake Drive, Spring Lake, Alberta, T7Z 0G8

Report period: 2024-02-26 to 2024-03-24



VEHICLE COUNT

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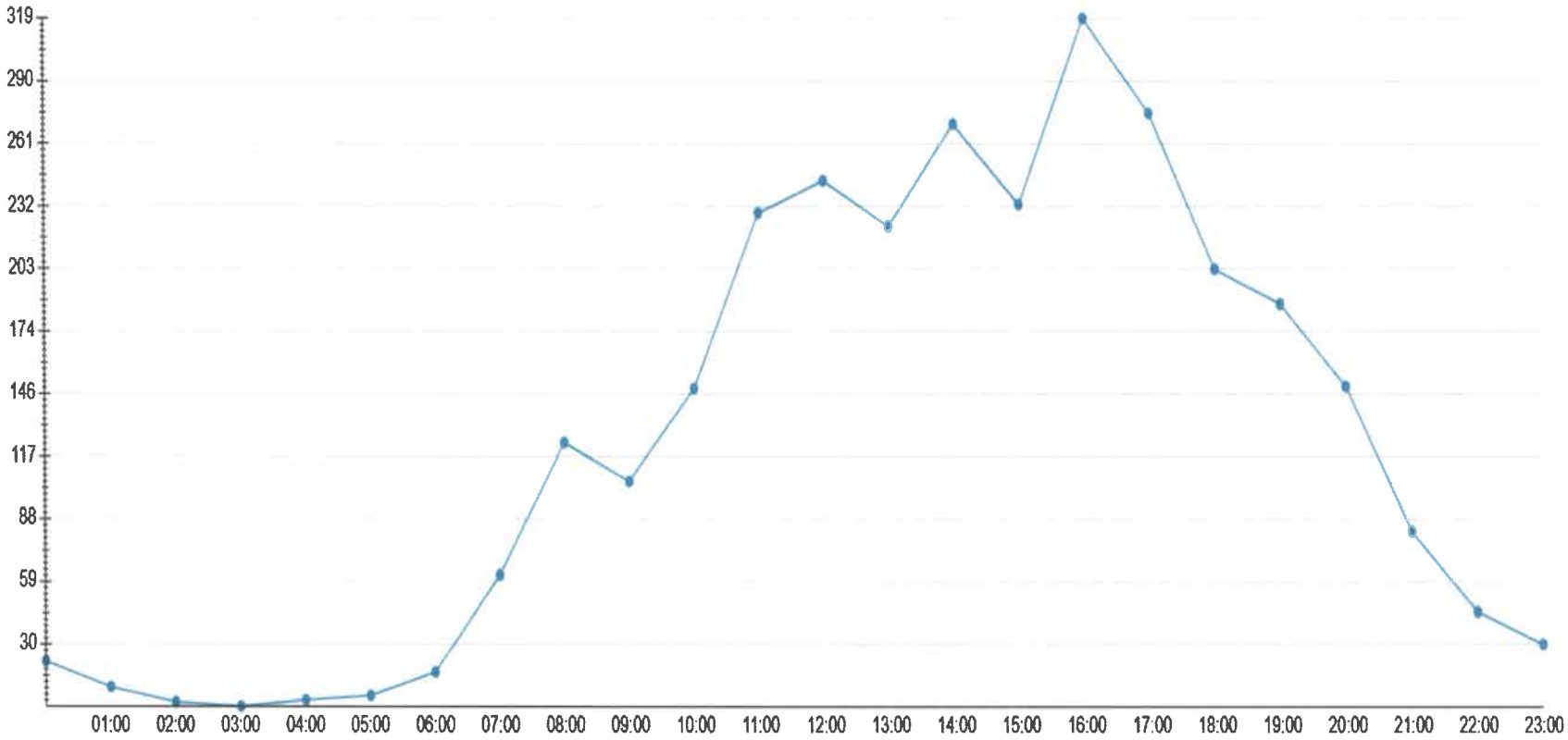
Weekly Report: Hourly Values

Location: 2042 Spring Lake Dr.

Address: 2042 Spring Lake Drive, Spring Lake, Alberta, T7Z 0G8

Report period: 2024-02-26 to 2024-03-24



VEHICLE COUNT

Generated on March 28, 2024 at 2:24 PM

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Weekly Report: Statistics Summary

Location: 2042 Spring Lake Dr.
Address: 2042 Spring Lake Drive, Spring Lake, Alberta, T7Z 0G8
Speed Limit: From schedule 30 km/h

Report Period: 2024-02-26 to 2024-03-24
Total Vehicle Count: 2990

Hour	Total Vehicle	Average Vehicles	Total Violations	PercentViolations	MIN Speed	MAX Speed	Speed Average	85% Speed km/h
00:00 - 01:00	22	6	10	45 %	16	65	27	46
01:00 - 02:00	10	3	5	50 %	16	40	16	33
02:00 - 03:00	3	1	1	33 %	7	31	10	31
03:00 - 04:00	1	n/a	1	H 100 %	H 53	53	8	n/a
04:00 - 05:00	4	1	4	H 100 %	31	51	12	49
05:00 - 06:00	6	2	5	83 %	29	48	22	42
06:00 - 07:00	17	4	8	47 %	6	40	28	35
07:00 - 08:00	62	16	25	40 %	6	52	28	36
08:00 - 09:00	123	31	41	33 %	6	54	27	35
09:00 - 10:00	105	26	45	43 %	5	48	28	37
10:00 - 11:00	148	37	67	45 %	5	62	29	36
11:00 - 12:00	229	57	82	36 %	5	46	27	35
12:00 - 13:00	244	61	92	38 %	5	46	27	35
13:00 - 14:00	223	56	86	39 %	5	50	27	35
14:00 - 15:00	270	68	93	34 %	6	52	27	34
15:00 - 16:00	233	58	78	33 %	5	45	28	35
16:00 - 17:00	H 319	H 80	111	35 %	5	59	28	35
17:00 - 18:00	275	69	H 121	44 %	5	52	29	35
18:00 - 19:00	203	51	91	45 %	5	H 66	29	36
19:00 - 20:00	187	47	88	47 %	6	53	30	37
20:00 - 21:00	149	37	72	48 %	6	47	28	35
21:00 - 22:00	82	21	20	24 %	6	42	28	33

Speed (km/h)	Count
1-5	23
6-10	201
11-15	87
16-20	135
21-25	397
26-30	956
31-35	741
36-40	299
41-45	103
46-50	31
51-55	12
56-60	2
61-65	2
66-70	1
71-75	0
76-80	0
81-85	0
86-90	0
91-95	0
96-100	0
101-105	0
106-110	0
111-115	0

22:00 - 23:00	45	11	28	62 %	13	51	32	41	116-120	0
23:00 - 24:00	30	8	17	57 %	18	45	32	40	121-125	0
Summary	2990	751	1191	AVG: 48 %	5	66	AVG: 25	AVG: 37	126-130	0
									131-135	0
									136-140	0
									141-145	0
									146-150	0
									151-155	0
									156-160	0
									Total	2990

H - highest value in the column, **bolded H** is highest H value in report
** "n/a" - means the sign did not collect any data at the time stipulated in the report. "n/a" values are NOT included in calculations.

Vehicle Count

Location: 2042 Spring Lake Dr.
Address: 2042 Spring Lake Drive, Spring Lake, Alberta, T7Z 0G8
Speed Limit: From schedule 30 km/h

Report Period: 2024-02-26 to 2024-03-24
Total Vehicle Count: 2990

Hour	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Weekday Average	Weekend Average	Week Average	Speed Average	85% Speed(km/h)
00:00 - 01:00	2	1	n/a	2	2	10	5	2	8	4	32	46
01:00 - 02:00	n/a	n/a	1	n/a	1	4	4	1	4	3	27	33
02:00 - 03:00	1	1	n/a	n/a	n/a	1	n/a	1	1	1	22	31
03:00 - 04:00	n/a	n/a	n/a	n/a	n/a	1	n/a	n/a	1	1	53	n/a
04:00 - 05:00	n/a	n/a	n/a	1	3	n/a	n/a	2	n/a	2	42	49
05:00 - 06:00	2	2	1	n/a	1	n/a	n/a	2	n/a	2	39	42
06:00 - 07:00	2	5	2	2	3	1	2	3	2	2	28	35
07:00 - 08:00	19	10	7	7	12	3	4	11	4	9	28	36
08:00 - 09:00	18	23	26	15	30	6	5	22	6	18	27	35
09:00 - 10:00	13	12	16	12	29	8	15	16	12	15	28	37
10:00 - 11:00	23	23	23	26	26	18	9	24	14	21	29	36
11:00 - 12:00	32	44	42	26	29	26	30	35	28	33	27	35
12:00 - 13:00	31	37	40	26	**H 62**	25	23	39	24	35	27	35
13:00 - 14:00	47	30	29	37	23	15	**H 42**	33	29	32	27	35
14:00 - 15:00	39	37	49	47	35	34	29	41	32	39	27	34
15:00 - 16:00	34	34	41	32	39	24	29	36	27	33	28	35
16:00 - 17:00	**H 71**	45	49	**H 48**	31	**H 45**	30	49	38	46	28	35
17:00 - 18:00	59	**H 48**	**H 55**	45	30	23	15	47	19	39	29	35
18:00 - 19:00	43	29	39	25	24	24	19	32	22	29	29	36
19:00 - 20:00	22	27	37	34	23	19	25	29	22	27	30	37
20:00 - 21:00	14	26	20	31	29	16	13	24	15	21	28	35
21:00 - 22:00	10	17	16	13	10	14	2	13	8	12	28	33
22:00 - 23:00	3	6	11	9	11	2	3	8	3	6	32	41
23:00 - 24:00	3	3	4	3	9	6	2	4	4	4	32	40
Total	488	460	508	441	462	325	306	474	323	434	AVG: 30	AVG: 37

H - highest value in the column, **bolded H** is highest H value in report
** "n/a" - means the sign did not collect any data at the time stipulated in the report. "n/a" values are NOT included in calculations.

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ALBERTA
MUNICIPAL AFFAIRS
Office of the Minister
MLA, Calgary-Hays

AR113531

March 18, 2024

Dear Chief Elected Officials:

Municipal Affairs has been working with the Assessment Model Review (AMR) Steering Committee comprised of industry, assessors, and municipal partners, such as Alberta Municipalities and the Rural Municipalities of Alberta.

The committee was tasked with designing an engagement approach to update the regulated property assessment system. I support the approach and I am pleased to share that engagement will begin this year. We have a shared vision to ensure the AMR is deliberate, evidence-based, and stakeholder-driven.

The AMR will be a multi-year process to review the policies, procedures, and rates that form the regulated property assessment framework. We will engage with municipal associations, industry representatives, and professional assessors throughout the duration of the AMR.

The review of the foundational policies – principles, assessment year modifiers, and the policy document that determines how assessable costs are reported for major projects, the Construction Cost Reporting Guide – will occur in 2024. Any resulting policy and regulatory changes would not be implemented any sooner than 2025.

Reviews of the assessment models for individual property types will then occur from 2025 through 2027 in two stages. These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue. Discussions of potential impacts will also include stakeholder-centered implementation strategies. To be clear, your municipality will be directly engaged on the overall results of the AMR and the potential impacts. The final decision by government on any changes to assessment models will be sought in 2028. Attached is a visual representation of the upcoming AMR engagement, and a frequently asked question document for your use.

Thank you for working in partnership with the province on this crucial task. Please continue to share your perspectives with both my department and your municipal association. I look forward to working with you and your municipal associations on this important initiative.

Sincerely,

Ric McIver
Minister

.../2

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

Classification: Public

cc: Chief Administrative Officers
Tyler Gandam, President, Alberta Municipalities
Paul McLauchlin, President, Rural Municipalities of Alberta

Attachments
- Infographic
- Assessment Model Review: Frequently Asked Questions

Regulated property assessment model review (AMR)

The Assessment Model Review process will update Alberta's regulated property assessment system resulting in fairer valuation of regulated property.

Stakeholder Engagement

STAGE 1
Design the plan

2023

A stakeholder Steering Committee made up of industry, municipal, and assessment representatives designed an engagement process for the broader review.

STAGE 2
Review foundational policies

March – December 2024

Before the assessment models for individual property types can be updated, regulated assessment policies must be reviewed first.

- Confirm Principles
- Recommend Assessment Year Modifier methodology
- Review Construction Cost Reporting Guide

STAGE 3
Update assessment models

Expected winter 2025 – summer 2027

We will engage with a technical working group, comprised of stakeholder subject-matter experts to update the costs, practices, and technologies in the assessment model for each property type.

Group 1
winter 2025 to spring 2026

- Telecommunications & Cable
- Railway
- Electric Power

Group 2
spring 2026 to summer 2027

- Machinery and Equipment
- Pipeline
- Wells

STAGE 4
Consider the impacts

Expected summer 2027 – spring 2028

Municipalities and industry property owners will have the opportunity to provide input on assessment and taxation impacts, including how to best implement any shifts in assessment. The Steering Committee will review the engagement results and provide final recommendations to government.

Key municipal, industry, and assessment stakeholders will be engaged during each stage of the AMR process.
For any questions, please contact the AMR Team at ma.amr@gov.ab.ca.

For more information visit alberta.ca/regulated-property-assessment-model-engagement

Alberta

Frequently Asked Questions
Assessment Model Review

What are the properties that will be reviewed during the Assessment Model Review (AMR)?

Regulated properties, which include electric power systems, telecommunication and cable systems, pipelines, wells, and railway will be reviewed during the AMR process.

When will the results of the AMR be implemented?

Any government decisions on any changes to assessment models would be sought in spring or summer 2028, with implementation to follow.

The last model review was paused; how will this one be different?

In general, the previous attempts to review assessment models relied too heavily on a technical approach without a clear plan to broadly engage stakeholders in all phases of the process.

This one will be different, as this engagement approach seeks to mitigate potential controversy to the extent possible through a clear transparent stakeholder-driven process. Assessment discussions will be principle- and evidence-based, and will be separate from discussion of potential tax impacts and mitigation strategies for any resulting assessment changes.

The stakeholder steering committee that designed the engagement plan for this review will also work throughout the process to ensure the input of the represented stakeholders is considered, and will work according to jointly draft guiding principles to resolve challenges.

How are stakeholders able to participate?

Stakeholders are encouraged to provide feedback during each specific stage of the AMR process, either through their steering committee representative (list provided below) or by sending their comments to the AMR Team at ma.amr@gov.ab.ca.

How will we know the status/updates of the AMR process?

Status updates will be communicated to steering committee representatives (list provided below) and posted to the AMR website at https://www.alberta.ca/regulated-property-assessment-model-engagement.

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Which groups are impacted by the AMR process?	Municipalities and regulated property owners may be impacted by changes in assessment values at the conclusion of the AMR process.
What are the timelines for the AMR process?	The review of AMR Principles, Assessment Year Modifiers, and the Construction Cost Reporting Guide will occur in 2024. Government will consider any resulting policy and regulatory changes in early 2025. Reviews of the assessment models for individual regulated property types will then occur in two stages, from 2025-27. Following this, we will begin broader engagement to comprehensively consider and understand the potential assessment and tax impacts of the new models. We will work with stakeholders to evaluate any mitigation or implementation strategies required. Final government decisions on any changes to assessment models would be sought in 2028. For further details please visit https://www.alberta.ca/regulated-property-assessment-model-engagement.
Have tax implications been considered for the AMR process?	Following preparation of new assessment models, broad engagement will be initiated with municipalities and industry groups. Stakeholders will have the opportunity to provide input during this stage of the process. Final government decisions on any changes to assessment models would be sought after this input is received and considered.
Who is the main government contact for the AMR process?	To contact Municipal Affairs during the AMR process, please contact the AMR Team toll-free by first dialing 310-0000, then 780-422-1377, or at ma.amr@gov.ab.ca.

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Which stakeholder groups are represented on the steering committee?

The steering committee is comprised of representatives from the following organizations:

- Alberta Assessors' Association
- Alberta Federation of Rural Electrification Associations
- Alberta Municipalities
- Alberta Rural Municipal Administrators' Association
- Bell MTS
- Canadian Association of Petroleum Producers
- Canadian National Railway Company
- Canadian Pacific Railway Company
- Canadian Property Tax Association
- Canadian Renewable Energy Association
- Capital Power
- Chemistry Industry Association of Canada
- Explorers and Producers Association of Canada
- Federation of Gas Co-ops
- FORTIS Alberta
- Independent Power Producers Society of Alberta
- Local Government Administration Association of Alberta
- Northeast Capital Industry Association
- Pipeline Property Tax Group
- Rogers Communications
- Rural Municipalities of Alberta
- TELUS

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Classification: Public

The Village of Spring Lake Website Stats (For Referance)

Mouth	Facebook Followers 2023	Facebook Followers 2024	Facebook Reach 2023	Facebook Reach 2024	Instagram Followers 2023	Instagram Followers 2024	Instagram Reach 2023	Instagram Reach 2024	Total Unique Web Page Views 2023	Total Unique Web Page Views 2024	Total Web Page Views 2023	Total Web Page Views 2024
January	594	594	1300	664	60	81	60	64	5,861	7,116	21,759	25,977
Febuary	512	593	1600	571	55	81	51	90	3,715	4,761	17,471	14,104
March	512	594	699	338	81	82	41	71	5,224	5,478	20,720	15,140
April	525		3,299		41		72		5,156		19,143	
May	537		2,726		53		49		5,738		20,720	
June	538		1,698		53		53		7,097		24,070	
July	552		1,835		60		44		5,807		22,703	
Augest	557		2,437		62		58		5,650		24,159	
September	574		4,891 (Spiked Sept 15th)		65		73		7,569		23,840	
October	575		773 (Down 83%)		59		59		8,811		26,426	
November	576		804		69		67		8,592		24,505	
December	589		2,807		78		76		8,159		24,480	
	Monthly Average - 558		Monthly Average - 2,363		Monthly Average - 60		Monthly Average - 61		Year Total - 77,379		Year Total - 269,385	

Definitions:

Followers - The # of peope that have opted-in to "Follow" your profile or Page.
Reach - The # of people who saw any contant from your page or about your page.
Unique Web Page Views - A person who has viewed the website at least once and is counted only once in the reporting time period

Village of Spring Lake

CAO Report – April 2024

Capital Projects

The tender for the Waters Crescent project was awarded with construction starting on May 1st or June 1st, depending on road bans.

2023 Year End

Seniuk & Company will be presenting the 2023 Audited Financial Statements to Council at the April 2024 Regular Council Meeting.

Assessments

Administration has received eight assessment revisions. The Assessment Complaint due date is April 23, 2024.

Integrated Community Sustainability Plan (ICSP)

Administration has completed the draft of the ICSP for presentation to Council at the March 2024 Council Meeting which was tabled until the April 2024 Council Meeting.

FireSmart

Administration is presenting a Request for Decision (RFD) to Council at the April 2024 Council Meeting for decisions on a Wildfire Assessment and Mitigation Strategy Report, FireSmart Committee, and a FireSmart Community Event.

2024 Budget and Taxation Notices

Administration has been updating the 2024 Preliminary Budget with additional information received over the 1st Quarter of 2024 and will request Council to schedule a Special Council Meeting to discuss the budget for the beginning of May. Administration will then present the final 2024 Budget along with the Tax Rate and Tax Penalty Bylaws to Council at the May 2024 Council Meeting with Taxation Notices being sent by May 24th and due on June 30, 2024.

Village of Spring Lake

Public Works Report – April 2024

- ICS 200 Training completed March 6-7.
- New hydraulic hoses ordered and installed on Bobcat.
- Flower bed construction and installation on RR15.
- Temporary repair for stop signs that were knocked down.
- 3 days of pumping out ditches. Lakeside Drive, Juniper Lane, Aspen Way.
- Picked up TORO as it has been repaired.
- Daily garbage pickup as snow melts (on going).

Integrated Community Sustainability Plan 2024

Village of Spring Lake

Updated for

2024 TO 2029

Village of Spring Lake

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- Social 6
- Recreational and Culture 6

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Introduction

Municipal Characteristics 2024

Total Area of Municipality (hectares)	283
Length of all Open Roads Maintained (kms)	10.55
Storm Drainage Mains Length (kms)	2

Population	772
Number of Dwelling Units	368
Water and Wastewater Mains Length (kms)	0

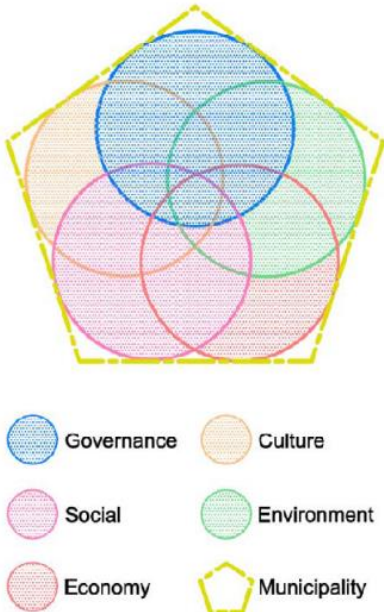
INTEGRATED COMMUNITY SUSTAINABILITY PLAN OVERVIEW:

The Integrated Community Sustainability Plan (ICSP) Project started in 2009 when the process was undertaken to meet the requirements set out in the revenue sharing agreements between the federal, provincial and municipal governments under the New Deal for Cities and Communities. The Village of Spring Lake undertook a community engagement process to create the first Integrated Community Sustainability Plan for the Village. In 2015, this grant became the Federal Gas Tax Fund (FGTF) between Canada and Alberta to transfer federal gas tax funding to Alberta municipalities. Subsequently, each Alberta municipality was invited to join this program and signed an agreement with the Province of Alberta outlining the requirements and benefits under the program. In 2021 the FGTF was renamed the Canadian Community Building Fund (CCBF). Although an ICSP has not been a requirement in recent years, a multi-year capital plan is. The Village of Spring Lake has developed and maintained a five-year capital plan since 2020 which provides the ability for the municipality to plan for the future. Council for the Village of Spring Lake recognizes the invaluable input and engagement from residents in planning for the future hence the continued focus of updating the ICSP.

The ICSP is a long-range plan that consists of five dimensions – environmental, governance, economic, social and recreational/cultural – to be developed through public consultation and will provide direction to their Multi-Year Capital Infrastructure Plan.

The five dimensions of a Sustainable Community are:

- **Environment** – Preserving quality and natural built environments that minimize the negative impacts of development.
- **Governance** –Ensuring transparent, collaborative, and inclusive decision making in which representation and leadership is accountable to the community.
- **Economy** – Creating a flourishing and diverse local economy through decisions that create conditions conducive to economic development and communities in which people want to live and do business.
- **Social** – Allowing the growth of communities that promote stability, diversity and a high quality of life for all.
- **Recreational/Culture** –Celebrating vibrant and festive communities for the expression and enhancement of a distinct identity and strong sense of place.



This report is an updated version of the ICSP that was first developed in 2009 and provides a summary of what the community's vision for Village of Spring Lake is in the future, how we will achieve this vision and how we will ensure its sustainability.

Current Situation

With the close proximately to Stony Plain, Spruce Grove and Edmonton, the Village of Spring Lake remain a desirable place to live and play over the years. The Village itself surrounds Spring Lake, which is a quiet, tranquil lake that is enjoyed by many. With its abundance of wildlife, it is a nature lover's paradise to watch the birds, fish or hear the call of the loon. The development of many recreational initiatives including a new multi-use outdoor arena, playgrounds, trails, and dog park along with the development of many community committees including the Environmental Advisory Committee, Event Planning Committee and Spring Lake Community League increases the attractiveness of Spring Lake for residents and visitors. As a result, the Village of Spring Lake has seen residential growth of 7.97% in the past five (5) years with several infill developments and the final completion of the Spring Lake Ranch development.

The Village does not have a huge commercial footprint as many amenities are only 10 minutes away. However, the Village does have a few commercial properties including Spring Lake RV Resort. When this resort is open from May to October, we see the number of people in the Village double.

Spring Lake is often described as a hidden jewel. It offers many municipal services including garbage and recycling pick-up, exceptional road maintenance, streetlights throughout the community, paved roads, an outdoor arena, numerous playgrounds, walking trails and urban reserves. The Council of the Village comprises of five Councillors along with an Administration including a long-tenure CAO, Administrative Manager and Administrative Assistant and a Public Works Department including a Public Works Manager and Laborer and two additional seasonal staff during the summer months.

For the past two years, the Village of Spring Lake has encouraged residents to come forth with input, ideas and their vision for Spring Lake. This included a Community Survey in the Spring of 2023, a Community Meeting in the Fall of 2023 that gave residents an opportunity to give input and feedback on initiatives they would like to see in the Village of Spring Lake in each of five dimensions. The Council for the Village of Spring Lake gathered for two additional meetings in the Fall of 2023 which focused on setting priorities based on the information gathered through the Community Meeting and Survey. The Village of Spring Lake Community Sustainability Plan is the product of those discussions that Council, residents, and staff participated in.

Vision and Mission

During the Community Meeting held since 2009, residents were asked what they valued about Spring Lake and what can be done to improve our Village and thrive as a community. The following can best represent the resident's and Council's vision.

What is valued . . .

- Lake clean/healthy
- nature/wildlife
- beauty and quietness
- sense of community
- safe
- festivals/community engagement
- small community atmosphere
- good services
- recreation space
- quiet country living

The ICSP hopes to achieve . . .

- maintain green space for all to enjoy the beauty of Spring Lake
- increase involvement of residents
- develop more walking trails, parks and recreational facilities.
- maintain the history of the Village and protect what we have.
- develop cultural opportunities.
- educate and encourage best practices for healthy lakeshore and lake.
- continue reviewing development opportunities while maintaining unique community atmosphere.

Council's mandate is to ensure that the Village of Spring Lake should exist as a viable and autonomous municipality. This mandate was combined with resident's input to create a Vision and Mission Statement.

Our Vision

The Village of Spring Lake will endeavor to maintain its small village atmosphere with a strong sense of pride and to enjoy its natural beauty and history by creating a safe, tranquil place to live, work and play.

Our Mission

Our mission is to be sustainable by focusing on the social, environmental stewardship and economic well-being of the community through thoughtful planning and management.

Key Issues and Opportunities

Environment

Key environmental issues and opportunities identified by Council and the public include the following:

- Responsible protection of environmentally sensitive areas.
- Educate the public on environmental best practices.

Governance

Key governance issues and opportunities identified by Council and the public include the following:

- Review and update bylaws and policies along with enforcement.
- Continue to update and develop long-term municipal sustainability planning.

Economy

Key economic issues and opportunities identified by Council and the public include the following:

- Improving the availability of better internet services.
- Economic sustainability policies.
- Increase municipal support for small and home-based, local businesses.

Social

Key social issues and opportunities identified by Council and the public include the following:

- Support and work with the Community League.
- Fostering social engagement.

Recreational/Culture

Key recreational/cultural issues and opportunities identified by Council and the public include the following:

- Support and continue to ensure current recreational resources are being utilized.
- Develop connecting trails throughout the community.

Key Results, Strategies and Actions

Environmental Strategies and Actions

Environmental Strategic Priority #1 Responsible Protection of Environmentally Sensitive Areas			
Key Results ▪ Ensure the sustainability and protection of the lake and surrounding areas through education and planning.			
Strategies	**Who**	**When**	**Budget**
Continue funding local environmental stewardship organizations.	Council	Ongoing	$1,500/yr.
Budget funding for aeration project for Spring Lake.	Council	Ongoing	$3,000/yr.
Review current signage and confirm if it remains relevant and look at strategic placement of additional signage.	Administration/Public Works	2nd Qtr. 2025	$2,000
Produce environmental sensitive areas map.	Administration/Public Works	1st Qtr. 2025	$2,000

Environmental Strategic Priority #2 Educate Residents with Environmental Best Practices			
Key Results ▪ Ensure that the Village Spring Lake leads by example and educates residents on environmental stewardship and best practices.			
Strategies	**Who**	**When**	**Budget**
Hold and/or work in conjunction with local stewardship organizations to hold workshops on relevant and significantly important topics.	Administration/Local Organizations	Ongoing	$1,500/yr.
Plan, integrate and highlight to community best practices that have been suggested by the Environmental Advisory Committee and other organizations.	Administration/Public Works	Ongoing	$1,000 - $8,000/yr. depending on project

Key Results, Strategies and Actions

Governance Strategies and Actions

Governance Strategic Priority #1 Update Bylaws to Ensure Protocols are Current and Enforceable			
Key Results ▪ Up-to-date bylaws that reflect the Village of Spring Lake's current atmosphere of transparent, enforceable expectations.			
Strategies	**Who**	**When**	**Budget**
Take five oldest bylaws and policies and review annually.	Council/Administration	Ongoing	$2,000/yr
Develop protocols regarding education, warnings and enforcement of bylaws.	Council/Administration	Ongoing	no cost
Digitizing educational presentations regarding bylaws and enforcement.	Administration	4th Qtr. 2027	$5,000/yr.

Governance Priority #2 Continue to Update and Develop Long-Term Municipal Sustainability Planning			
Key Results ▪ Evolving strategies that foster long-term sustainability for the municipality.			
Strategies	**Who**	**When**	**Budget**
Continue to add to reserve fund.	Council/Administration	Ongoing	$20,000/yr.
Review our Asset Assessment Management Plans on an annual basis.	Administration/Public Works	Ongoing	no cost
Develop a long-term reserve fund policy.	Council/Administration	4th Qtr. 2024	no cost
Continue fostering partnership with Parkland and FireSmart Canada and Alberta on FireSmart protocols.	Administration/Public Works	Ongoing	$3,000/yr.

Key Results, Strategies and Actions

Economic Strategies and Actions

Economic Strategic Priority #1 Improve Availability of Better Internet Service			
Key Results ▪ Reliable internet services that support the municipality's day-to-day operations, residents, and local businesses.			
Strategies	**Who**	**When**	**Budget**
Define residents' target for reliable internet and what would they we willing to invest to do that and expectations on how much they would pay per month for internet service.	Administration	3rd Qtr. 2024	no cost
Investigate the opportunity with local internet providers to research the possibility of group plans.	Administration	2nd Qtr. 2025	no cost
Offer free hotspots for community recreational area by Village Office.	Administration	4th Qtr. 2024	$1,500/yr.

Economic Priority #2 Economic Sustainability Process			
Key Results ▪ Continued stability of taxes with policies developed to focus on minimal municipal tax increases and sustainability funds.			
Strategies	**Who**	**When**	**Budget**
Manage the Village's reserve funds to stabilize taxes.	Council/Administration	Ongoing	no cost
Continue to provide 2nd Budget Meeting.	Council/Administration	Ongoing	$1,500/yr.
Annexing of lands	Council/Administration	2027	$20,000
Continue to implement tax strategies to meet provincial tax ratio benchmarks.	Council/Administration	Ongoing	no cost

Key Results, Strategies and Actions

Economic Strategies and Actions

Economic Strategic Priority #1 Increase Municipal Support of Small and Home-Based, Local Businesses			
Key Results ▪ Educate and support for the small and home-based businesses located within Spring Lake.			
Strategies	**Who**	**When**	**Budget**
Encourage and provide promotion for licensed businesses.	Council/Administration	2nd Qtr. 2025	$1,500/yr.
Provide advertising and sponsorship opportunities for small local businesses.	Administration	2nd Qtr. 2025	$2,500

Key Results, Strategies and Actions

Social Strategies and Actions

Social Strategic Priority #1 Support and Work with the Spring Lake Community League (SLCL)			
Key Results ▪ Fostering initiatives that expands the ability to provide community support through social and recreational activities.			
Strategies	**Who**	**When**	**Budget**
Developing funding model and plan/agreement.	Council/Administration/ SLCL	3rd Qtr. 2024	no cost
Continue to provide Village resources and amenities for use.	Administration	Ongoing	$1,000/yr.
Collaborate with and support the SLCL to research and try to acquire funding opportunities that provides a mutual benefit to the community.	Administration/SLCL	4th Qtr. 2024	no cost

Social Priority #2 Fostering Social Engagement for All Ages			
Key Results ▪ A strong, socially active and diverse community presence, connected through the engagement of all Spring Lake Residents.			
Strategies	**Who**	**When**	**Budget**
Continue utilizing the Village's assets to support local activities for all ages.	Council/Administration	Ongoing	no cost
Research starting and setting up Family and Community Support Services (FCSS).	Council/Administration	1st Qtr. 2026	$10,000/yr.
Promoting Sera Exchange.	Administration	2027	$3,000/yr.

Key Results, Strategies and Actions

Recreational/Cultural Strategies and Actions

Recreational/Cultural Strategic Priority #1 Support Current Recreational Resources			
Key Results ▪ Support and continue to ensure current recreational resources are being utilized.			
Strategies	**Who**	**When**	**Budget**
Support Little Library initiative and look at expansion opportunities that uses the same concept.	Council/Administration/Public Works	4th Qtr. 2025	$2,500
Develop and promote a community freestanding farm stand initiative feasibility study.	Administration	3rd. Qtr. 2025	$1,200/yr.

Recreational/Cultural Priority #2 Community Trails			
Key Results ▪ Develop connecting trails through the community.			
Strategies	**Who**	**When**	**Budget**
Develop long-term maintenance and development plan to include accessibility requirements, winter trail options, and trail standardization.	Administration/Public Works	2027/28	$2,000
Develop recreation maps including topography of trails (stairs, parks, lookout areas, paved, road, grass).	Administration/Public Works	2027/28	$5,000

From:
To: south meadows
Subject: March 7, 2024 3:35:40 PM
Date:

To Emily

In reply to your letter, I am unsure what the "objection" reference is for as there is nothing presented for objection?

My observation, since the north meadow is mowed and the snow is plowed, I suggest you continue to mow the south meadow and plow where needed.
The snow should be plowed out as needed, otherwise why do we even have a road going down there.??

How are we doing with the gate issue?

My wife's submission

The field (meadow) should be left to nature and spread wild flower seeds to support the bee population and environment. It should be a natural meadow area. Suitable for bee hives. We will even spread the seeds.

A community garden would be a great use of that space. People would sign up and take care of their raised garden bed, no mowing required.

Another suggestion would be a fruit orchard or maple trees. Again, no mowing required. Fruit bushes. Haskaps fruit bushes are very hardy to this area and would feed the local birds and bees.

No-one should be mowing the meadow area. Dogs should be on a leash at all times. Dog poop can fertilize the soil.

Last summer I saw a very intoxicated (stoned) person mowing the meadow area going around in circles on his lawn mower and was not cutting the lawn properly. It was not pretty. Again, no mowing should be done, plant trees, fruit bushes, wild flowers, sunflowers, etc. The cost of planting would be minimal compared to the cost of employment and having someone hired to mow the lawn and the cost of gas on a weekly basis.

Snow removal - if the snow is being removed from the North side then it should be removed from the south. It should be no more time or difficulty as the snow removal truck is already on the Smith Crescent road. They do a great job with snow plowing. Please continue.

In my opinion ( ) the Villiage of Spring Lake is an ideal place for retirement couples. They would definitely need the support of having their access plowed to avoid being snowed in or isolated.

REQUEST FOR DECISION (RFD)

Meeting: Regular Council Meeting
Meeting Date: April 9, 2024
Originated By: Emily House
Title: FireSmart
Agenda Item: Existing Business

Background/Proposal

The Village of Spring Lake has been approached by a resident that is interested in setting up a FireSmart Committee. This has been an ongoing Agenda Item for the last year. Council made a motion at the February 2024 Council Meeting to reallocate $2,500 that was earmarked for a video communicative strategy in the 2024 Preliminary Budget to a FireSmart Committee, however, Council requested additional information before the committee was approved by Council. There has been additional correspondence since that the request was made by Council.

Administration throughout the last year has researched and reached out to different organizations regarding FireSmart. Both FireSmart Alberta, FireSmart Canada and Parkland County have been overwhelmed with the FireSmart initiatives due to the increased focus on fires that have happened in the surrounding area and the dry conditions that Alberta is facing this year. Parkland County was successful in receiving a grant from FRIAA to hire a FireSmart Coordinator who was hired last year and is now at a stage that they can start rolling out various initiatives under the FireSmart Program.

Administration has advertised the free FireSmart Assessments that Parkland County is offering and applied and was successful in receiving $500 from a grant that was offered by FireSmart Canada. In addition, Administration organized with Parkland County's FireSmart Coordinator, Kyle Sherman, to hold an online Community FireSmart Awareness Workshop. This was held on February 28th and a recording of the presentation was uploaded to Spring Lake's website and Socials for those residents to watch that could not attend on February 28th.

During budget discussions for the 2024 Budget, Council directed Administration to acquire quotes for a Wildfire Assessment with Mitigation Strategies Report. Council approved $16,000 in 2024 Preliminary Budget for this report. The hopes were to receive grant funding from FRIAA to address the mitigation strategies that would be included in the Wildfire Assessment.

Since the last Council Meeting in March, Administration reached out to FRIAA to discuss the potential of receiving grant funding from them. We spoke with Andy Gesner. Andy looked at Spring Lake in satellite view and indicated that we are mainly aspen trees and surrounded by farmland so Spring Lake would fall into the low end on their priority list to receive funding from FRIAA as their top priorities are communities that are surrounded by forested lands. For this reason, Andy suggested that Spring Lake does not have to spend the money to have a Wildfire Assessment done as it is very unlikely that Spring Lake would receive a FRIAA Grant. However, Administration has booked the Wildfire Assessment with Mitigation Strategies with CPP. We choose this company as they are familiar with Spring Lake as they wrote Environmental Report that was used when Spring Lake was updating the Municipal Development Plan. The kick off meeting is scheduled for April 26th with the site assessment starting on May 8th.

In addition, a resident that has many years of experience in Forestry, Firefighting, Health and Safety and has held numerous Leadership Workshops approached Administration at the March Council Meeting regarding setting up a meeting to speak about possible strategies to set up a FireSmart Committee. Administration and Public Works met with him on March 27, 2024. He

suggested that a Wildfire Assessment and Mitigation Strategy would be incredibly helpful to the municipality to identify areas that could be an issue and suggest mitigation strategies to address the issue.

He also went through a successful approach that he uses to set up either Standing Committees which have a more long-term approach or Task Forces, which has a specific target and once achieved, they are dismantled. He suggested the following approach.

1. Develop a Terms of Reference
    a. This may need to be facilitated.
    b. Suggested that we reach out to Kyle Sherman or FireSmart Alberta as they would probably have a Terms of Reference for a FireSmart Committee that could be tailored to Spring Lake.
2. List all the tasks or projects that this Committee would like to achieve.
3. From the list identify the top three priorities – Power of Three.
    a. Once a priority is completed, then priority four would move up, etc.
4. Create a Project Charter
    a. This can be looked at as a flight plan. How is the priority going to be achieved?
    b. Use the RACI Model – Responsible, Accountable, Consult and Information.
    c. The RACI Model breaks down each priority so that every task identified to achieve that priority is delegated and slotted into a timeline.
    d. He will provide a template to us to use, if we wish.

Options

As this matter is complex Council should consider the three features of FireSmart and those options. These would be the Wildfire Assessment with Mitigation Strategies, FireSmart Committee, and FireSmart Event Utilizing the $500 Grant.

Wildfire Assessment with Mitigation Strategies

1. Cancel the Wildfire Assessment as the likelihood of receiving grant funding is minimal if not existent currently.
2. Obtain the Wildfire Assessment for information and to develop a strategy to address areas of concern.

FireSmart Committee

1. Rely upon Parkland County for FireSmart education.
2. Develop a Spring Lake FireSmart Committee to address specific concerns for Spring Lake.

FireSmart Event Utilizing the $500 Grant

1. If the development of a FireSmart Committee is approved by Council, direct the $500 to the committee.
2. Develop an integrated event utilizing the resources of Spring Lake, FireSmart Committee and Residents.

Costs/Source of Funding (if applicable)

Mulching - $1,000 with $500 covered by the grant
Refreshments for volunteers - $200
Bin/Removal - $1,500 - $2,000 which has been included in the preliminary budget.

REQUEST FOR DECISION (RFD)

Recommended Action

Administration recommends the following:

Wildfire Assessment with Mitigation Strategies

Although, FRIAA indicated that it is unlikely that Spring Lake would receive funding from them, it is suggested that a Wildfire Assessment with Mitigation Strategies is still a good investment for Spring Lake to discover the areas that the municipality needs to address and how. This information can be used for years to come to develop a strategy that works within Spring Lake's resources and budget. The Assessment can also be used to apply for additional funding either through FRIAA or other resources at a later date as criteria to receive these grants may change over time.

FireSmart Committee

As Parkland County has been very open to working with the Municipality on different initiatives, their focus will continue to be on their municipality. A Spring Lake FireSmart Committee would be able to work directly with Council, Parkland County and other stakeholders to address specific matters and organize events specific for Spring Lake. As suggested by the resident who has expressed interest in developing a committee, advertising for volunteers, developing a term of reference, developing a list of activities on a priority level utilizing the RACI Model and developing a budget to achieve the top three priorities, could be manageable to address Council's requirements.

FireSmart Event Utilizing the $500 Grant

One of the most achievable activities for fire mitigation is help residents reduce their fire risk within a certain area around their home by cutting and removing trees and brush. One activity that was highly recommended is for residents to remove trees and brush and have the municipality pick it up and handle the disposal of it. A strategy for this is as follows:

- Have residents remove brush and trees surrounding their houses and have them place it at the end of their driveways.
- The FireSmart Committee could get volunteers to pick this up with trucks and trailers and place it in a designated area within the Public Works Department yard.
- Spring Lake would hire out to mulch the brush and trees where it can then be loaded up utilizing the Public Works Department equipment into a bin to be removed. We would also be able to fill the bin with more brush as it would be mulched.

This would be a great kick off event, that can utilize the $500 and the bin that is already designated for brush during the Large Item Drop Off event scheduled for May. It also creates an event that has residents, the FireSmart Committee and Spring Lake working together to achieve a common goal.