

**Summer Village of Larkspur
2023 Mayor's Report
September 9, 2023**

a. Recognition

- i. Connie Getchel - Librarian
- ii. Wayne Nesterovich - Snow Maintenance
- iii. Dave Kelly - Security Monitoring
- iv. Greg Boutin - Maintenance and Operations
- v. Kim Bancroft - CAO

b. IDP Bylaw - Progress Update

- i. SV Council is receiving development application notice referrals from Westlock County relating to major activities within the 800m (½ mile) shoreline of entire Long Island Lake. To date, the development notices have been primarily “redevelopment of existing” (i.e. garage rebuild, deck rebuild, etc.) and nothing of particular note.

c. Fire Management

- i. Recent fire activities across the country, and locally here with the Bolloque Fire this past spring, have punctuated the need to be prepared. The following fire management activities have been occurring over the past year;
 1. Tree clearing and foliage removal (ongoing)
 2. Purchase of Fire Equipment and Training
 3. Fire Drills and Preparedness with Fawcett Fire Department

d. Financial Summary

i. Operating Budget

1. The 2023 total operating budget is \$186k. This represents a 4% increase over 2022. This doesn't translate perfectly to everyone receiving a 4% increase as the amount of your taxes is also a representation of the assessed value of your property (up/down). For example, if your assessed value went down by 4% relative to other properties in the Summer Village, but the mill rate went up by 4% you would have a zero 0% change.
2. The increase in the operating budget is primarily attributed to an increase in utility costs and tree removal costs.
3. Council has also taken steps to create an operating reserve which will be capped at 2x the annual operating tax revenue (we currently exceed this). Council has also taken steps to to invest these amounts (\$350k) in

GIC/short term investments to maximize any potential income.

ii. **Capital**

1. The 2023 total capital budget is \$180k. This is almost exclusively tied to funds made available through Provincial Infrastructure Grants (no Summer Village taxes). These grants are made available to all municipalities and are on the basis of “use it, or lose it” with specific timelines for their administration. The Summer Village currently has access to approximately \$450k of provincial grants in 2023 of which \$180k must be used by the end of 2023 or risk losing them.

e. **Infrastructure Projects**

- i. Larkspur Drive Gravel Walkway - this 6'/1.8m wide gravel walkway is intended to extend along the entire Larkspur Drive (approximately 1000m) and will be open for use in 2024.
- ii. Fire Hall Site Development - Council has been working on various options related to the development of a possible Community Shelter and Play Area. The Community Shelter would be a 3 season structure, similar to provincial park shelters, and the play area would consist of playground equipment and sports activities like pickleball or volleyball. Council evaluated the feasibility of different potential sites, including an area within Westlock County, however, the only area that became possible is the Fire Hall Property. The initial preparatory work to prepare the site for development includes clearing, grading, levelling the site. Initially it will look quite disruptive, however, over time we anticipate this will create a great amenity for the community to host planned or unplanned activities.

f. **Road Maintenance**

- i. We have been conducting annual visual assessments and repairs of any potential problem areas to proactively ensure they do not become significant issues.

g. **Drainage**

- i. Council has heard from residents related to legacy and historical drainage issues. From our records and understanding, the Summer Village was created without the development of any formal drainage engineering or design. Similarly, the development of residential sites within the Summer Village have not included the preparation of any Lot Grading Plans. These two issues have contributed to drainage issues going back to when the Summer

Village was created. Council has been discussing the potential need to conduct a broader drainage study of the Summer Village. The priority and cost for this work has not been assessed but could be extensive.

h. Reserve Walkways

- i. Council has reviewed the current condition and state of reserve walkways within the Summer Village with the following goals;
 - 1. Prioritize reserve access through crescents over above access off Larkspur Drive
 - 2. Permanently mark/delineate public reserve access to reduce risk of possible encroachments
 - 3. Minimize the amount of change to current use as much as possible (don't fix what's not broken)

i. Temporary Seasonal Docks Bylaw

i. Summary of AEP Changes

- 1. Temporary Docks/Lifts Only (No permanent Docks)
- 2. One dock, One Lift - no AEP approval required
- 3. Multiple docks, Multiple lifts + AEP approval required
- 4. AEP license applications that include municipal reserve, must include approval by Municipality
- 5. Objective of 50% maximum encumbrance (does not include any encumbrance wholly contained within the Municipal Reserve)
- 6. Implementation Effective Date 2025

ii. Definitions

- 1. Types of Reserve
 - a. Community Reserve where multiple properties directly abutt/adjoin a reserve.
 - b. Waterfront Reserve where only a single property abutts/adjoins a reserve, whereas, access is generally restricted or difficult to achieve.
- 2. Types of Property Definitions from AEP
 - a. Waterfront where no "waterfront reserve" exists (true waterfront) - no SV involvement
 - b. Waterfront where "waterfront reserve" exists (not true waterfront, but unique compared to semi-waterfront) - SV involvement required if exceptions requested by owner to Disturbance Standard
 - c. Semi-Waterfront where properties directly adjoin/abutt a Community Reserve that directly adjoins/abuts a waterbody.

- d. BackLot where properties do not directly adjoin/abutt a Community Reserve but have access through public access walkways to a waterbody.

iii. Overview of Bylaw Changes and Process

1. Temporary Only
 - a. Permanent Docks represent a significant risk to public and dock owner and are no longer permitted
2. Seasonal Dates
 - a. Summer May 15-September 30
 - b. Winter October 1-May 14
3. Exception Based Process
 - a. Transitioning from an annual “Permit” or “Approval” Based process to an “Exception” based process will reduce administrative costs, mitigate disputes/issues, and provide improved incentive for community cooperation.
 - b. Presently, the AEP Disturbance Standard allows for one dock and one lift for each reserve without their approval. Anything exceeding this does require a plan to be reviewed/approved by AEP. A Community Dock Plan, approved by AEP, will form the ongoing plan for seasonal dock and lift conformance within Reserves.
4. Community Reserve Captain Process
 - a. Includes the person designated and accepting of the responsibility of acting in the capacity of the Summer Village in ensuring the Community Reserve Seasonal Dock Plan is being adhered to.
 - b. The “Eyes and Ears” aiding and assisting in all activities occurring in the reserves reporting to the CAO.
 - c. The process for designating this individual is to align with the AGM typically held in the summer. Volunteers would be sought for each of the Community Reserves. Priority would be given with nominations from other residents.
5. Seasonal Lifts/Docks within/outside Community Reserves
 - a. Depending on the proposed location of the seasonal dock and lift, there are different requirements governing use based upon Authorities having Jurisdiction.
 - i. Scenario 1 - If a dock and lift protrude across or through a community reserve

- parcel into the designated waterbody , AEP and SV requirements must be adhered to.
- ii. Scenario 2 - If a dock and lift do not protrude within waterbody and are wholly contained within the community reserve, SV is the sole Authority having Jurisdiction
 - iii. Scenario 3 - If a dock and lift protrude directly from a private parcel into a designated waterbody, AEP is the sole Authority having Jurisdiction.
- b. For the purposes of this Bylaw and Policy, the focus will be on Scenarios 1 and 2 only. Property owners under Scenario 3 are advised to contact AEP directly if there is an interest to exceed allowances defined in Disturbance Standard (1 lift, 1 dock).
6. Method and Approach to Prioritization
- a. Generally, there is considered to be enough space across the multiple Community Reserves to allow provision for each Waterfront and Semi-Waterfront property owner seasonal access to a location for a seasonal Lift and Dock under a Shared Dock approach (one dock, two lifts). However, given the unique existing access configurations and present ecological conditions, some Community Reserves are presently (R1) or have the potential to be oversubscribed (R2) while others are undersubscribed (R3-R6). The following approach to prioritization should be considered as follows, and in this order.
 - i. All Waterfront owners requiring approval from SV are permitted one seasonal dock and lift consistent with AEP Disturbance Standard. Exceptions will require the owner to work with AEP directly at their cost.
 - ii. In a situation where the number of docks/lifts expressing interest exceeds the available spaces within a Community Dock Plan, Semi-Waterfront owners will be provided with opportunities at the nearest available Community Dock Plan, space permitting.

- iii. All Back Lot owners are provided the opportunity to express interest in the Community Dock Plan, where space allows.

7. Penalties

- a. Effective Date for the removal of all Permanent Dock or Lifts will be September 30, 2023
 - b. All works found to be in non-compliance will be subject to fines/penalties, and any additional costs accrued by the Summer Village in removing.
- iv. Overview of Bylaw Reserve Plans
 - 1. Plans have been modelled on the basis of using a “Shared Dock” approach. The plans were also informed by the past 3 years of drone footage captured during the summer months. All docks and lifts are numbered to allow for tracking and compliance monitoring.
 - a. R1 - RISK exceeds the 50%.
 - b. R2 - similar to existing.
 - c. R3 - access to dock area is restricted.
 - d. R4 - similar to existing.
 - e. R5 - similar to existing.
 - f. R6 - similar to existing.
- v. Call for Feedback from Residents to be submitted in writing to CAO by September 30, 2023
 - vi. Call for Reserve Captains - express interest (including any nominations you can obtain from residents) to CAO by September 30, 2023
- j. Animal Control Bylaw
 - i. Council has heard from a number of different residents on a regular basis relating to issues with Animal Control. In particular, problems with dogs off leash. Council is exploring a Bylaw that would restrict dogs off leash to private property property.
 - ii. The proposed Bylaw would also include information related to definitions for “dangerous” dogs and any possible fines or penalties.
 - iii. The proposed Bylaw also would include reference to control of other animals such as cats, sheep, goats, chickens
- k. “Good Neighbour Policy”
 - i. The Summer Village does not have a full time equipped Bylaw Officer position. These duties often default to our CAO for enforcement which depending on the type of infraction can be difficult to enforce “in the moment”. Examples of this include noise, public intoxication, use of drugs on public lands, etc.

- ii. Council is exploring the development of a “Good Neighbour Policy” that although not enforceable, provides a blueprint for how to behave and show care for your neighbours.

2. 2022/23 Audited Financial Statements (Kim Bancroft, CAO)
3. General Discussion and Questions
4. Adjournment